BRIEFING PAPERS

Council Members' Briefing Session

Draft Only

6:00pm, 05 April, 2022
Council Chamber (Level 1), Civic Centre,
23 Dundebar Road, Wanneroo

wanneroo.wa.gov.au

City of Wanneroo

PROCEDURE FOR FULL COUNCIL BRIEFING SESSION

ATTENDANCE AT MEETINGS DURING STATE OF EMERGENCY

Public attendance numbers at City of Wanneroo meetings has been changed in accordance with State Government Health Directives, 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.

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

PRINCIPLES

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

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

PROCESS

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

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

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

Where an interest is involved in relation to an item, the same procedure which applies to Ordinary Council Meetings will apply. It is a breach of the City's Code of Conduct for an interest to not be declared. The Briefing Session will consider items on the Agenda only and proceed to deal with each

item as they appear. The process will be for the Mayor to call each item number in sequence and ask for questions. Where there are no questions regarding the item, the Briefing will proceed to the next item.

AGENDA CONTENTS

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

AGENDA DISTRIBUTION

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

RECORD OF BRIEFING

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

LOCATION

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

DEPUTATIONS

Deputations may be presented during the Briefing Session.

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

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

Deputation online form

Please note:

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

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

For further information please contact Council Support on 9405 5000

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*
CBP	City of Wanneroo Corporate Business Plan
CHRMAP	Coastal Hazard Risk Management & Adaption Plan
City	City of Wanneroo
CPI	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
PTA	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

Briefing Papers for Tuesday 5 April, 2022

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A G E N D A

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

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 Deputations

Item 4 Reports

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

Planning & Sustainability

Approval Services

4.1 Review of Local Planning Policy No. 4.20: Split Coded Areas

File Ref:	26112 – 22/74985
Responsible Officer:	Director Planning and Sustainability
Attachments:	2

Issue

To consider Local Planning Policy No. 4.20: Split Coded Areas (LPP 4.20) which is due for review.

Background

At its 6 December 2016 meeting (PS01-12/16 refers), Council resolved to adopt LPP 4.20 as contained in **Attachment 1**. The purpose of existing policy LPP 4.20 '*is to ensure infill development has a positive impact on the streetscape by minimising the impact of vehicle access on landscaping, on street parking and an attractive streetscape outcome'*.

LPP 4.20 was developed and adopted by Council to articulate its expectations with regard to the number and design of crossovers, safe vehicle access, safety and amenity of cyclists and pedestrians and overall street amenity in split coded areas following the adoption of Amendment No. 119 to DPS 2, which re-coded the Wanneroo and Girrawheen-Koondoola housing precincts to allow for development at higher residential densities. LPP 4.20 played an important role in managing and providing guidance for development applications received in the immediate period following the introduction of the split coded areas.

While there was guidance contained in the R-Codes, DPS 2 and other documents, LPP 4.20 brought all this information into one policy and plugged gaps that he City thought existed in the R-Codes at that time. Since then the R-Codes have been substantially changed to address some of these planning and design issues.

Detail

The purpose of this review is to consider if the policy remains fit for purpose, is current and is achieving it objectives. To this end, Administration has completed its review for Council's consideration.

Since Council adopted LPP 4.20 in 2016, there have been several changes and amendments to the R-Codes. These changes have introduced new requirements and some that have complemented existing provisions that deal with street appearance, landscaping and crossovers. These changes have in effect, superceded those provisions in LPP 4.20.

Attachment 2 contains a table which sets out the provisions contained in LPP 4.20 and identifies where those provisions are now addressed elsewhere in other documents.

LPP 4.20 also sets out conditions of approval that may be recommended for any subdivision application referred to the City by the Department of Planning, Lands and Heritage (DPLH) or that may be attached to any approval granted by the City for a development application. The need to articulate conditions in a LPP is not considered necessary as standard subdivision conditions are prepared and managed by the DPLH whereas conditions of development approval are managed by the City. In both cases, conditions imposed on approvals are subject to change and individual consideration and also risk becoming superceded themselves. Conditions being listed in policy also unnecessarily duplicate the normal process of setting conditions specific to the merits of the particular application being considered.

Consultation

Where a LPP is proposed to be revoked, in accordance with Clause 6 of the Deemed Provisions, a notice of revocation is required to be prepared by the Local Government and it is to be published on the City's website and where considered appropriate in a newspaper circulating in the Scheme area.

Comment

The provisions and requirements of LPP 4.20 have over time become redundant and/or superceded as they are already covered by DPS 2 or dealt with by the revised R-Codes and other planning documents. Administration through his review has concluded that LPP 4.20 has achieved its purpose. Therefore LPP 4.20 is no longer required as the planning framework has now caught up to and duplicated the provisions in LPP 4.20.

The matters dealt with by LPP 4.20 are contained in provisions of DPS 2, the R-Codes and various State Planning Policies to which the City is required to have regard to when dealing with development applications. On this basis, Administration is recommending LPP 4.20 be revoked which will eliminate some unnecessary requirements for certain information to be provided with development applications. Removal of the policy is also consistent with reducing unnecessary 'red-tape' and simplifying processes for landowners and businesses.

In considering applications for infill development, Administration is satisfied that they can be readily processed and determined consistent with the original purpose of the policy without the need for LPP 4.20 being in place. This is particularly the case since the R-Codes have been modified and various streetscape matters are now dealt with in State Planning Policy.

Statutory Compliance

Council can resolve to revoke a local planning policy in accordance with Clause 6 of the Deemed Provisions as contained in Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015.*

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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

The matters dealt with by the current LPP 4.20 are contained in provisions of DPS 2, the R-Codes, Local Development Plans and various State Planning Policies and revocation will not diminish the City's ability to adequately process development applications in the Split Coded areas of the City.

Financial Implications

The cost of undertaking the review of LPP 4.20 has been met from the current Planning and Sustainability operational budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **Pursuant to clause 6 of the Deemed Provisions of District Planning Scheme No. 2, RESOLVES that Local Planning Policy No. 4.20: Split Coded Areas be revoked;**

2. **Pursuant to clause 6 of the Deemed Provisions of District Planning Scheme No. 2, PUBLISHES notice of the revocation of Local Planning Policy No. 4.20: Split Coded Areas; and**

3. **NOTIFIES the Department of Planning, Lands and Heritage of the decision to revoke Local Planning Policy 4.20: Split Codes Areas.**

Attachments:

1⇩.	*Attachment 1 - Local Planning Policy No. 4.20: Split Coded Areas*	*16/393248*
2⇩.	*Attachment 2 - Table 1 - Comparison of Provisions of LPP 4.20 and where they are dealt with in other documents*	*22/109736*

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Local Planning Policy 4.20: Split Coded Areas
Local Planning Policy Framework

City of Wanneroo

AUTHORISATION	Adopted December 2016
REVIEW	2021

PART 1 - POLICY OPERATION

Policy Development

This Policy has been prepared under Part 2, Division 2 of the deemed provisions of the City of Wanneroo District Planning Scheme No. 2 (DPS 2).

Application

This Policy articulates Council's position on the planning, design and development of areas subject to a split density code.

This Policy applies to all residential zoned land that is subject to a split residential density code under the City of Wanneroo District Local Planning Scheme No. 2 when:

- Determining a development application for single, grouped or multiple dwellings; and
- Preparing recommendations to the WA Planning Commission for a proposed subdivision application.

Statutory Context

The following provisions of DPS 2 relate to subdivision and development in areas subject to a split density code and are in addition to the Deemed-to-comply standards contained in State Planning Policy 3.1: Residential Design Codes of Western Australia (R-Codes):

4.5.4 Split Density Code – Development

Where a split residential density code is depicted on the Scheme Maps, any development shall conform to the lower density code applicable to the lot, unless the Council determines that development up to the higher density code would comply with the following requirements:

a) Sufficient capacity exists in all necessary public utility services to adequately meet the needs of the development; and

b) The development has a maximum of one consolidated vehicular access point for each street frontage of the lot, with reciprocal access rights to serve all dwellings,

4.5.5 Split Density Code – Subdivision

Subdivision of land with a split residential density code should not result in the need for additional crossovers to those already available to the development site.

a) *In respect of applications for subdivision of land with a split residential density code, Council should recommend that:*

   i. *A right of carriageway easement is established between the lots created to ensure that development has one consolidated vehicle access point; and*

   ii. *A restrictive covenant is placed on the certificate(s) of title preventing vehicle access from the remainder of the lot(s).*

Purpose

The purpose of this policy is to ensure infill development has a positive impact on the streetscape by minimising the impact of vehicle access on landscaping, on street parking and an attractive streetscape outcome.

This can be achieved by:

- Implementing design protocols to ensure that vehicle crossovers and vehicle storage does not adversely impact on neighbourhood safety and amenity while providing appropriate access to residential properties;
- Providing guidance on the design of vehicle access and storage for single, grouped and multiple dwelling development and subdivision proposals; and
- Providing guidance for Council when assessing proposals for single, grouped and multiple dwellings, and subdivision applications.

Objectives

- To minimise the number of additional vehicle crossovers in recoded areas;
- To encourage attractive streetscapes and enhance neighbourhood amenity by reducing the amount of hardstand and paving that occupies road verges;
- To ensure safe vehicle access to and from residential properties;
- To ensure safety and amenity for cyclists and pedestrians in the public realm;
- To minimise the impact of vehicle access on existing street trees and verge infrastructure; and
- To maximise on street parking opportunities.

Other Documents

This policy should be read in conjunction with the following:

- SPP 3.1: Residential Design Codes – WAPC;
- LPP 2.1: Residential Development – City of Wanneroo;
- Draft Street Tree Policy – City of Wanneroo;
- Volume Two of State Planning Policy No 7.3 Residential Design Codes Guidance for multiple-dwelling and mixed-use development;
- AUS-SPEC #1 – Development Design Specifications – City of Wanneroo;

- Australian Standard 2890 – Standards Australia; and
- Guide to Subdivision Applications and Fees Application for Approval of Freehold or Survey Strata Subdivision – WAPC.

PART 2 – POLICY REQUIREMENTS

1 Utilities

1.1 All development areas subject to a split density code

1.1.1 Along with any development application, applicants must provide evidence that sufficient capacity exists in all necessary public utility services to adequately meet the needs of the proposed development;

1.1.2 Confirmation of works required to accommodate the needs of the development from the Water Corporation is required with the development application;

1.1.3 Confirmation of works is not required from Western Power; and

1.1.4 Placement of gas meter and meter box needs to consider the ongoing access requirements of gas suppliers to enable meter readings.

2 Vehicle Access

2.1 Green title battle-axe proposals on subdivided lots (Appendix 1)

2.1.1 A maximum of one (1) vehicle crossover is permitted from each street frontage to service all proposed dwellings on the parent lot.

2.1.2 Vehicle access shall be via one (1) consolidated vehicle access point for each street frontage of the parent lot, with reciprocal access rights to serve all dwellings.

2.1.3 Reciprocal access shall be achieved by establishing a right of carriageway easement between the lots and establishing a restrictive covenant to restrict access from the remainder of the lot(s).

2.2 Grouped Dwelling Development on subdivided lots (Appendix 2)

2.2.1 For development of grouped dwellings on lots created prior subdivision (i.e. Survey-Strata with Common Property), a maximum of one (1) vehicle crossover from each street frontage is permitted to service all proposed dwellings on the relevant survey-strata plan.

2.2.2 Vehicle access shall be via shared access over identified areas of common property.

2.2.3 Separate crossovers and vehicle access for individual grouped dwelling lots shall not be permitted.

2.3 Grouped Dwelling Development (Appendix 3)

2.3.1 Where a proposed development comprises two or more grouped dwellings on a lot, a maximum of one (1) vehicle crossover from each street frontage shall be permitted to provide vehicle access to all dwellings.

2.3.2 Separate crossovers and vehicle access for individual grouped dwelling lots shall not be permitted.

2.4 Grouped Dwelling Development on Corner lots (Appendix 4)

2.4.1 Where a proposed development comprises two or more grouped dwellings on a lot with frontage to two constructed roads, more than one (1) vehicle crossover may only be permitted where:

a) There is no more than one (1) vehicle crossover located on each street frontage;

b) The provision of multiple crossovers will not result in any conflict with existing street trees and/or infrastructure in the adjoining road verge; and

c) There is sufficient verge space for bin collection and on street parking.

2.4.2 Notwithstanding 2.4.1, in accordance with Main Roads Driveway policy and WAPC's *Development Control Policy 5.1 Regional Roads (Vehicular Access)*, where a lot adjoins a Primary Regional Road (PRR) additional access shall not be permitted from the PRR.

2.5 Multiple Dwelling Development

2.5.1 Where a proposed development comprises multiple dwellings on a lot, a maximum of one (1) vehicle crossover per street frontage shall be permitted to provide vehicle access to all dwellings.

2.5.2 Notwithstanding 2.5.1, in accordance with Main Roads Driveway policy and WAPC's Development Control Policy 5.1 Regional Roads (Vehicular Access), where a lot adjoins a Primary Regional Road (PRR) additional access shall not permit from the PRR.

2.5.3 Crossovers shall not exceed 6m in width at the lot boundary in accordance with the City's Standard Drawings.

2.5.4 Where a proposal comprises multiple dwellings, regardless of whether it is capable of being approved under the 'deemed-to-comply' provisions of the R-Codes, the proposal shall be advertised in accordance with Clause 64 of the deemed provisions of DPS 2.

3 Garage design

3.1 All Residential Development in areas subject to a split density code

3.1.1 Garages must be setback 0.5m behind the alignment of any dwelling that has street frontage, as defined in the R-Codes.

Carports may be permitted within the front set back area, subject to clause 5.1.2 (Street Setback) of the R-Codes, providing the appearance of the carport matches the accompanying dwelling by using the same colour and/or material for supporting pillars and the same colour and material for roofing.

4 Street Surveillance

4.1 All Residential Development in areas subject to a split density code

4.1.1 At least one balcony, verandah or major opening to a habitable room of the dwelling must face and have uninterrupted views of each of the following (where applicable);

a) Primary street;
b) Secondary street
c) Right-of-way
d) Battle-axe leg;
e) Pedestrian access way;
f) Pedestrian approach to the dwelling; and
g) Vehicular approach to the dwelling.

5 Landscaping

5.1 All Residential Development in areas subject to a split density code

5.1.1 No more than 50% of the front setback area shall comprise impermeable hardstand including synthetic turf, loose stone, compacted limestone or paving.

5.1.2 The remaining 50% of the front setback area shall comprise soft landscaping defined as turf, planting and/or trees.

6 Crossover Design

6.1 All Residential Development in areas subject to a split density code

6.1.1 Proposed new crossovers shall not exceed three (3) metres in width at the lot boundary, in accordance with the City's Standard Drawings, unless:

a) The development proposes five or more dwellings on the parent lot; or

b) The development is required to take vehicle access from a district distributor road, in which case;

- The crossover width shall not exceed a total width of 6m at the lot boundary, in accordance with the City's Standard Drawings.

6.1.2 Approved crossovers shall not be constructed closer than 1.5 metres from the base of an existing street tree.

6.1.3 Approved crossovers shall be set back a maximum of 1.0m from the lot boundary to maximise landscaping and on street parking opportunities except where:

a) The development proposes a configuration of dwellings that is serviced by a central vehicle access way (Appendix 5):

6.1.4 Where the location of a proposed crossover requested by the property owner conflicts with existing road reserve infrastructure assets, any costs required to alleviate that conflict will be borne by the property owner.

7 Noise Management

7.1 Any subdivision or development application for Land that directly abuts Wanneroo Road or Mirrabooka Avenue

7.1.1 A Noise Management Plan (NMP) shall be prepared by the applicant and submitted alongside other accompanying materials required as part of the development or subdivision application. The NMP shall address the potential for road transport noise and recommend noise mitigation measures where appropriate.

PART 3 – CONDITIONS OF APPROVAL

8 Subdivision Application

8.1 Any subdivision application.

8.1.1 Where a subdivision application is received, the assessing officer may recommend in its response to the WAPC's referral that:

a) A right of carriageway easement is established between the lots created to ensure that all lots are serviced by one consolidated vehicle access point;

b) A restrictive covenant is placed on the certificates of title preventing vehicle access from the remainder of the lot(s);

c) The proposed access way(s) being constructed and drained at the landowner/applicant's cost to the specifications of the local government. (Local Government);

d) Redundant vehicle crossover(s) to be removed and the kerbing, verge and footpath (where relevant) reinstated with grass or landscaping to the satisfaction of the Western Australian Planning Commission and to the specifications of the Local government;

e) Suitable arrangements being made with the local government for the provision of a vehicle crossover to service the lot(s) shown on the approved plan of subdivision;

f) Detailed Area/Local Development [DELETE AS APPROPRIATE] Plan(s) being prepared and approved for lots shown on the plan dated [INSERT VALUE] (attached) that address the following:

a.
b.
c.

(INSERT SPECIFIC REQUIREMENTS AS APPROPRIATE) to the satisfaction of the Western Australian Planning Commission. (Local Government)

g) A notification, pursuant to Section 70A of the *Transfer of Land Act 1983* is placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

"The lot/s is/are situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise."

9 Development Application

9.1 Any development application.

Where a development application is received, the assessing officer may impose one or more of the following conditions on the approval:

a) Parking areas, driveways and points of ingress and egress shall be designed and constructed in accordance with the Australian Standard 2890 and shall be drained, sealed and marked and thereafter maintained to the satisfaction of the Council;

b) Existing crossovers that are not required for this approval must be closed, kerbs reinstated and verges graded, stabilised and landscaped; and

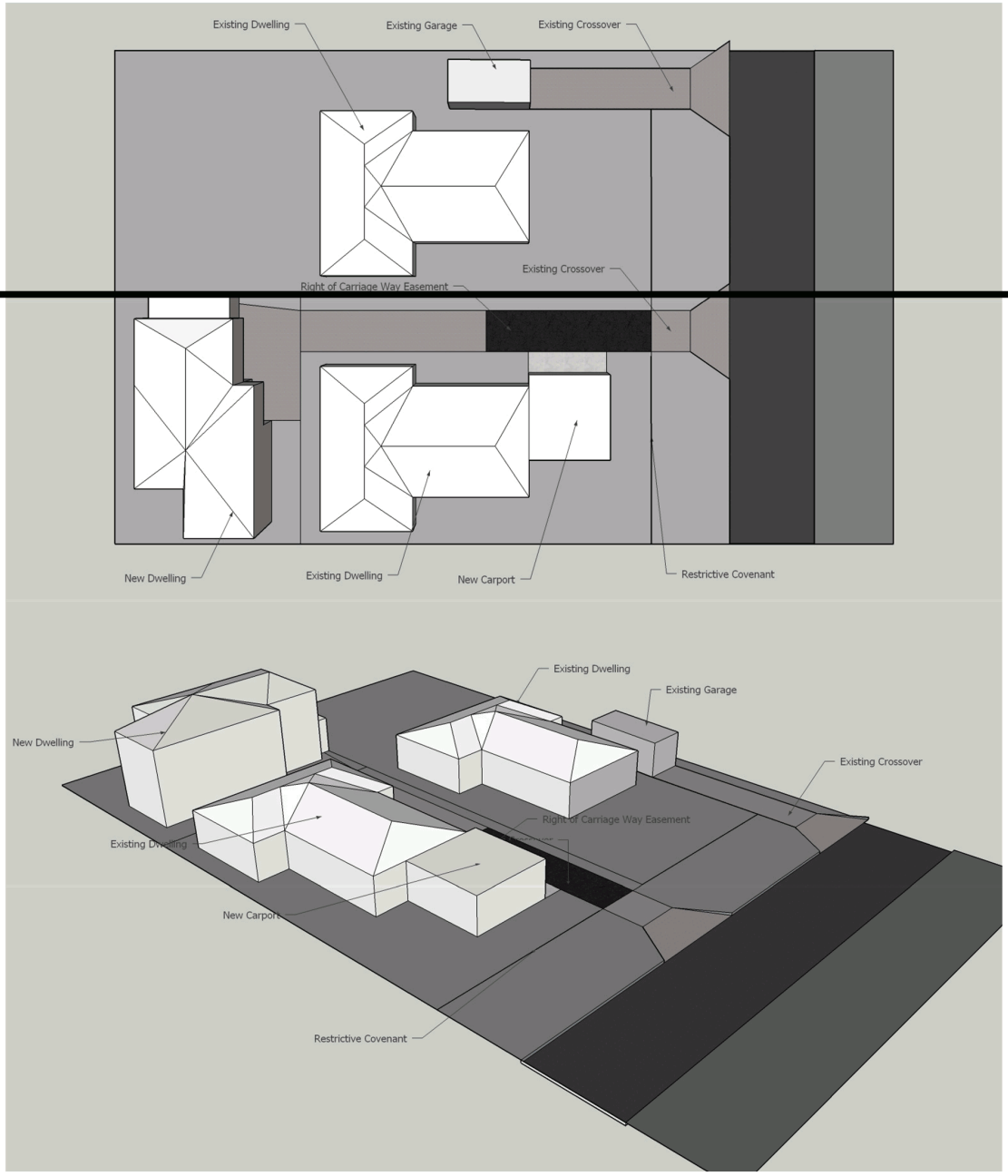
c) Carports shall not be enclosed except to the extent that they abut a dwelling or a property boundary on one side and are not to be fitted with a door unless that door is visually permeable.

10 Appendices

Appendix 1 – Green title battle axe proposals on subdivided lots

Before

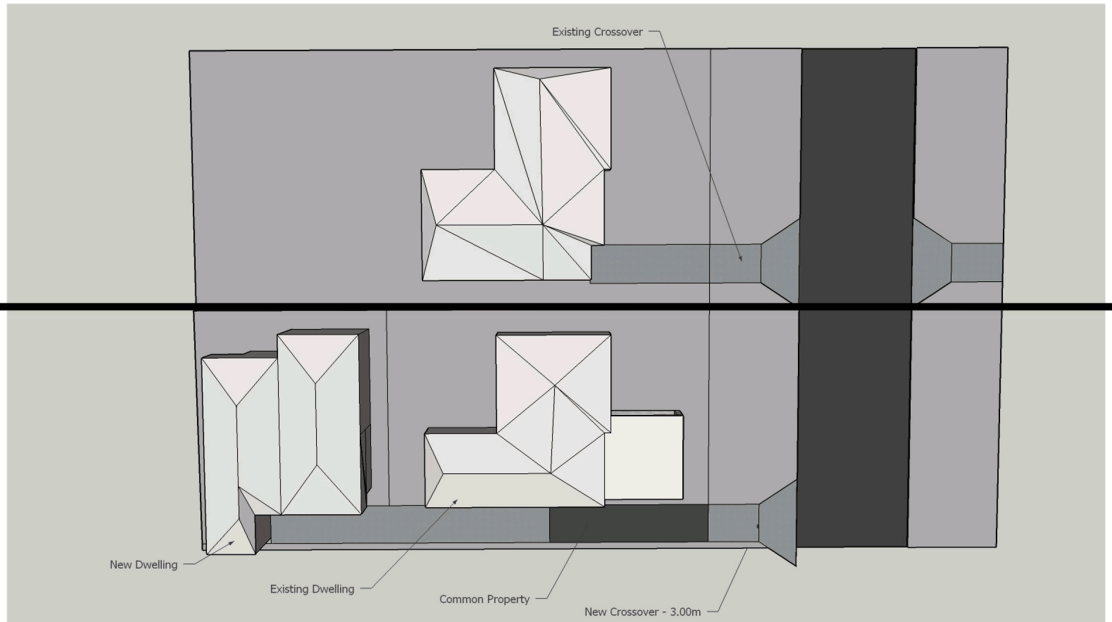
After

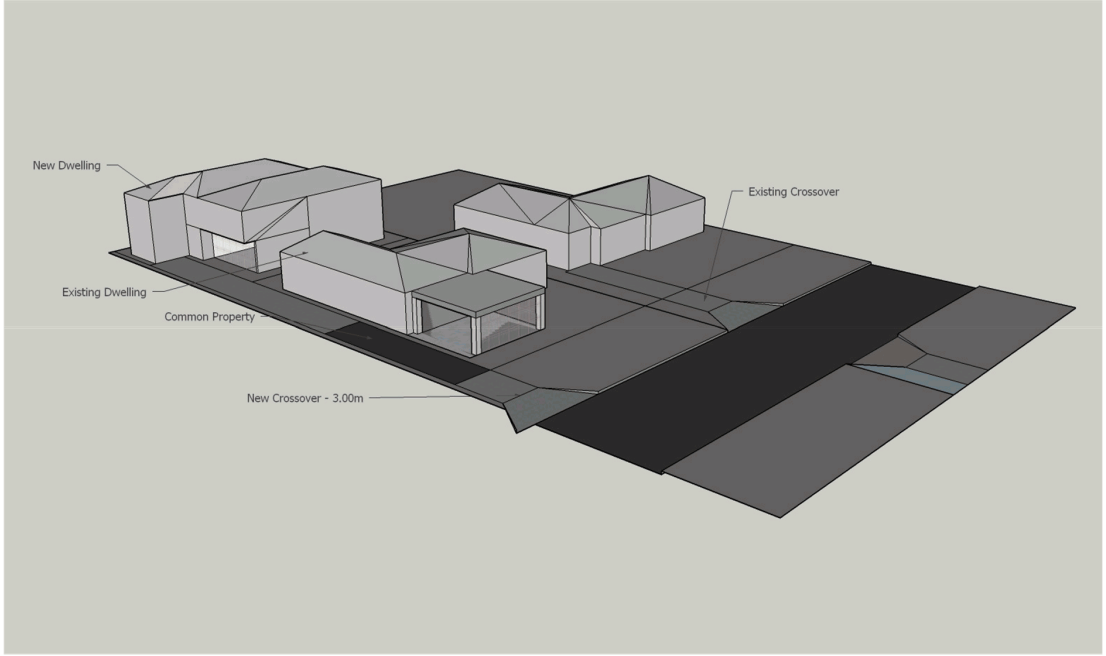


Appendix 2 – Grouped dwelling development on subdivided lots

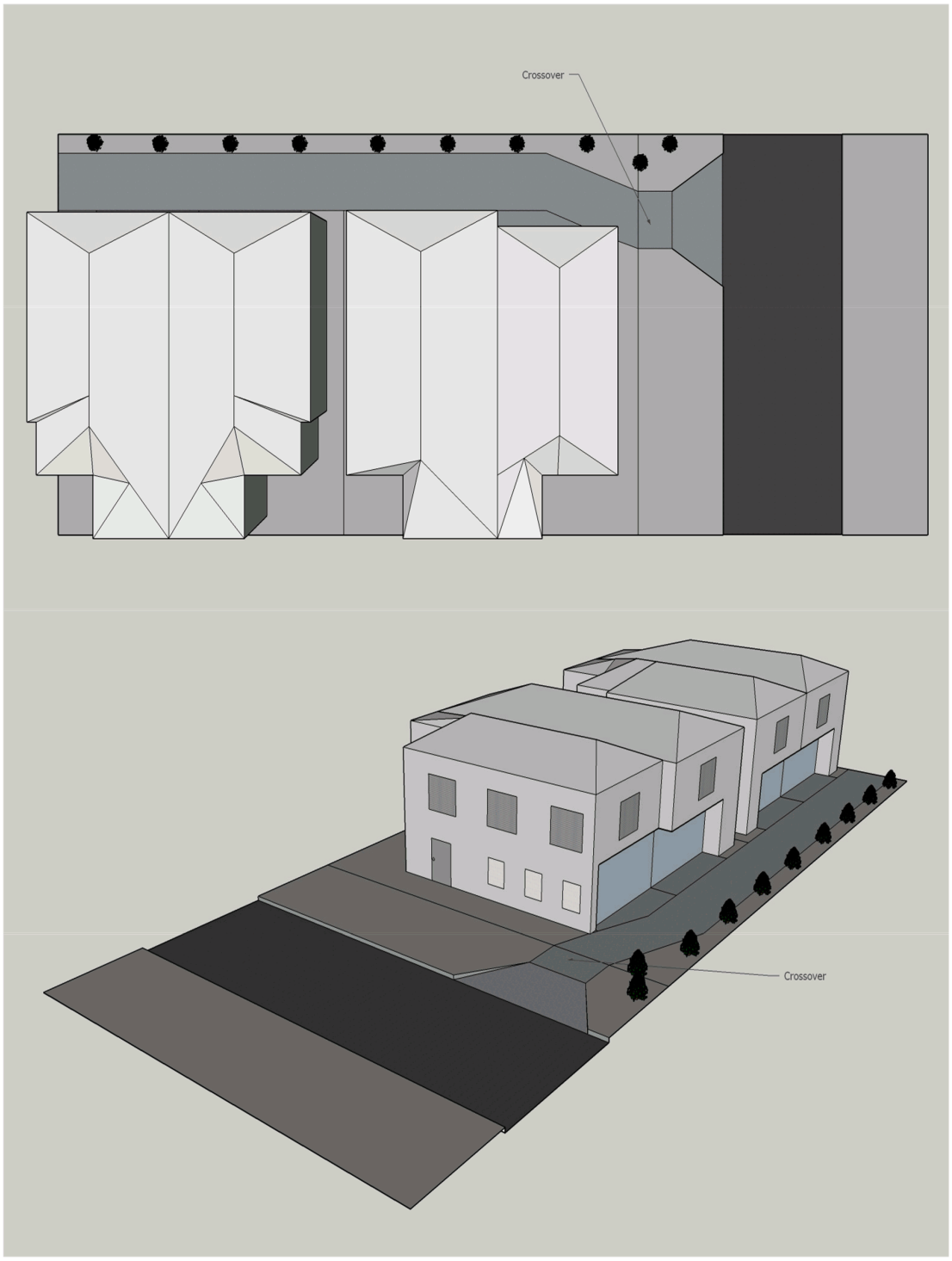
Before

After

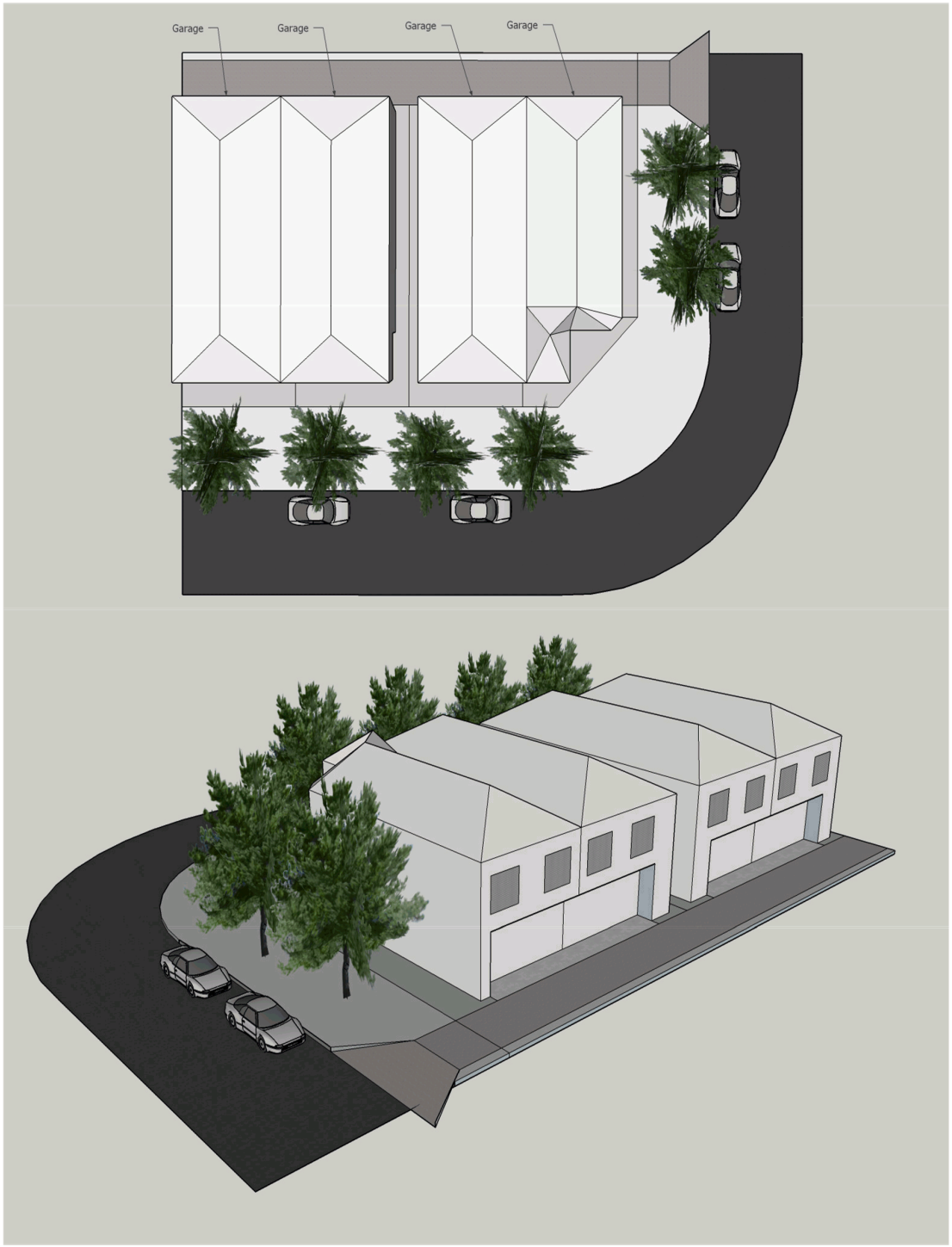




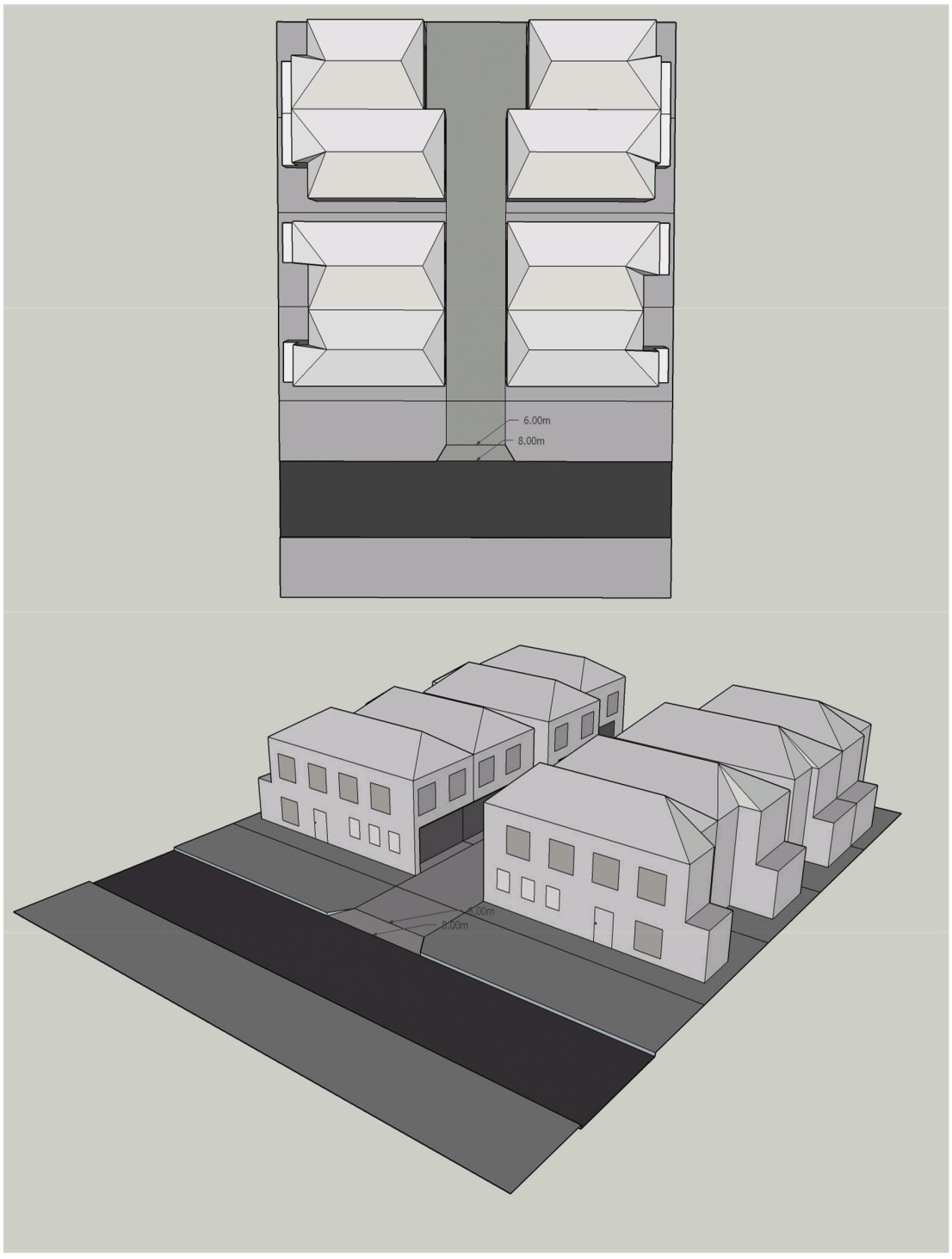
Appendix 3 – Grouped dwelling development on non-subdivided lots



Appendix 4 – Grouped Dwelling Development Site – Corner Lot



Appendix 5 - Central vehicle access configuration



Attachment 2

Table 1 – Comparison of Provisions of LPP 4.20 and where they are dealt with in other documents

LPP 4.20 Provision	Other Document
Capacity of public utilities	District Planning Scheme No. 2 *The requirement to provide evidence that sufficient capacity exists in all public utility services to enable infill development does not need to form part of any development application to the City, as any lack of ability to connect to such services would preclude development from occurring in any instance regardless of the need to obtain development approval. In addition, it places another requirement on applicants to submit information that is not required for the City to make a planning decision.*
Street trees	City of Wanneroo Street Tree Policy *This policy deals with the management of street trees within the City.*
Consultation	District Planning Scheme No. 2 and R-Codes *The requirement for consultation is set out in DPS 2 and the R-Codes.*
Garage design	R-Codes *This is a matter that is taken into account for all residential development applications (i.e. not just for split coded areas) and is set out in the R-Codes.*
Street surveillance	R-Codes *This is a matter that is taken into account for all development applications (i.e. not just for split coded areas) and is set out in the R-Codes.*
Landscaping	R-Codes *This is a matter that is taken into account for all development applications (i.e. not just for split coded areas) and is set out in the R-Codes.*
Crossover design	City's Engineering design specifications and R-Codes *The Policy specified that new crossovers shall not exceed three (3) metres in width at the lot boundary for developments of up to four dwellings or no more than six (6) metres for developments of five or more dwellings. Its intent is to satisfy the objectives of LPP 4.20 in particular in regard to reducing the amount of hardstand and paving that occupies road verges. This provision has proven to be difficult for applicants to satisfy and has been the*

	subject of many requests for variations that have been supported by the City. Administrations experience in dealing with applications since the introduction of LPP 4.20 is that the provision to limit shared crossovers to 3 metres is too restrictive and tends to result in the design of driveways on individual lots being compromised making vehicle manoeuvring difficult and potentially unsafe. These matters are dealt with in the City's design specifications and provisions of the R-Codes.
Maximum of one crossover	District Planning Scheme No. 2 *This is a matter that is dealt with in the City's DPS 2.*
Noise management	District Planning Scheme No. 2 and State Planning Policy 5.4 – Road and Rail Noise *This is a matter that is dealt with in DPS 2 and the State Planning Policy.*
Bin collection	District Planning Scheme No. 2 and R-Codes *This is a matter that is taken into account for all development applications (i.e. not just for split coded areas) and is set out in DPS 2 and the R-Codes.*

4.2 Proposed Scheme Amendment No. 203 to DPS 2 - To introduce an Additional Use of Office - Strata Lot 2 (7) Prindiville Drive Wangara

File Ref: 42649 – 22/75131
Responsible Officer: Director Planning and Sustainability
Attachments: 2

Issue

To consider a request to amend District Planning Scheme No. 2 (DPS2) to allow the use class 'Office' with a maximum floor area of 201m^2 Net Lettable Area (NLA) as an additional use only for the ground floor of Strata Lot 2 (7) Prindiville Drive, Wangara (subject site).

Applicant	LK Advisory
Owner	James Thomas Turnbull and EPOX PTY LTD
Location	Lot 2 on Strata Plan 29951, Prindiville Drive, Wangara
Site Area	201m^2
MRS Zoning	Industrial
DPS 2 Zoning	Service Industrial

Background

On 24 February 2022 the City received an application from LK Advisory on behalf of the prospective landowners to consider initiating an amendment to the City's District Planning Scheme No. 2 (DPS2). The purpose of the amendment request is to allow an additional use of 'Office' within Strata Lot 2 (No. 7) Prindiville Drive, Wangara.

The additional use would facilitate the lawful use of the subject site as an office. According to the applicant's reporting, the use of the property as an office dates back as far as 12 years and has been operating without approval. The potential owners wish to occupy Strata Lot 2 and operate a Real Estate office from the site.

The City does not have any open compliance action against the property. The applicant has explained that the application is the result of a potential purchaser seeking approval for the additional use as a condition of an offer to purchase the subject strata lot.

Detail

Site

The subject site is located at Strata Lot 2 (No. 7) Prindiville Drive, Wangara. The site is zoned 'Industrial' under the Metropolitan Region Scheme and 'Service Industrial' under the City's DPS 2. The site fronts Prindiville Drive and is bound by 5 other 'Service Industrial' lots.

Approval was granted for a Showroom development by the City on 28 October 1994 (File Ref: 30/4935) and was subsequently constructed. The approved development at the site included two buildings housing 11 'Showroom' units. The development also included 70 car parking bays.

Notwithstanding the terms of the Development Approval being a Showroom development, some of the strata tenancies have been fitted out to accommodate offices without subsequent development approval being sought for a change of use. Specifically units 1, 4, 5, 8 and 9 are currently operating as 'Offices'.

The development approval status of these portions of the building which have been fitted out for and used as offices prior to gazettal of DPS2 has not been the subject of any prior investigation and their status under DPS2 has not been addressed in this report.

In addition the City has no record of a Development Application or Building Permit relating to Office Use or fit out for the portion of the building which forms Strata Lot 2.

A plan showing the location of the subject site is included as **Attachment 1** and a table outlining the current land use mix of the subject site can be found at page 12 of **Attachment 2.**

Proposal

The proposal seeks to amend DPS 2 in order to allow an additional use of 'Office' within the 201m^2 area of Strata Lot 2 on Strata Plan 29951 (No. 7) Prindiville Drive, Wangara. At this time, the intent of the applicant is to facilitate a real estate agency to operate from Strata Lot 2.

The additional use does not apply to the entire site and will only apply to Strata Lot 2 which is the eastern ground floor unit fronting onto Prindiville Drive. Any other potential unauthorised and existing office land uses within strata lots 1 and 3 – 10 will not be brought into compliance as a result of this amendment. Please refer to page 5 of **Attachment 2** for a copy of the strata plan highlighting the amendment area.

Specifically the proposal seeks to amend DPS 2 by:

1. Inserting Additional Use No. A44 'Office' in Schedule 2 – Section 1 (Clause 3.20) – ADDITIONAL USES of District Planning Scheme No. 2; and
2. Amending the Scheme Map Accordingly.

The applicant's justification and Administration's responses are provided below.

1. The proposed amendment is consistent with the principles of orderly and proper planning. It permits a long-established land use to continue that is consistent with the objectives of the Service industrial zone, without use and development of other tenancies on the parent lot.

Administration response

The Office land use is not a complementary service suitable for the industrial zones as this land use is expressly accommodated for in the Commercial or Business zones within the City.

The purpose of the City's commercial zones is eroded by infiltration of Office uses into industrial zones. This compromises the viability of the City's existing commercial areas and takes up land for use as an office that is intended for industrial uses.

The objectives of the Service Industrial zone are as follows:

(a) accommodate a range of light industries, showrooms and warehouses, entertainment and recreational activities, and complementary business services which, by their nature, would not detrimentally affect the amenity of surrounding areas;

(b) ensure that development within this zone creates an attractive façade to the street for the visual amenity of surrounding areas.

These objectives do not support the argument that commercial office development is suitable for the Service Industrial zone. Office is not a complimentary use to industrial development as this is expressly a commercial activity which should be accommodated in the City's commercial zones.

Nearby Business zoned land exists to the south of the site within 500m along Wanneroo Road and to the east on Dellamarta Road and Irwin Road, Wangara approximately 500m from the subject site. There is also Kingsway Commercial area 2.5km to the south on Wanneroo Road which has capacity of accommodate the use and other locations within the area are appropriately zoned such as a local commercial development in Madeley on Langford Boulevard 2km to the south of the subject site. Or Darch Plaza 3.6km to the SE and close to Wangara's southern boundary. In addition the Wanneroo Town Centre should the focus of office based activity in the broader area as the strategic business centre for Wanneroo and is only 4km north of the site.

A review of the Business zoned land in Dellamara Road reveals that one of the lots (34 Dellamarta Road, Wangara) is undeveloped and remains vacant. In addition, from an online review of, there are vacant office spaces available for rent at 35 Dellamarta Road, Wangara and 1 Irwin Road, Wangara. It is noted that there are nearby business zoned sites not yet fully developed which have capacity to accommodate the Office land use.

As detailed above there is a wide range of suitably zoned sites and locations to accommodate the Office land use in close proximity to Wangara.

2. *Offices are already widespread and commonplace in the Wangara Industrial area, without any evidence of this land use having an adverse impact on the amenity of the area. Under the City's development compliance policy, it is unlikely that any compliance action would be taken to remove these land uses from Wangara.*

Administration Response

Administration does not consider the Office land use to be wide spread and commonplace in the Wanagara industrial area. It is acknowledged that the Wangara industrial area was at one stage zoned 'Composite Business and Light Industry' zone under TPS 1 pre 2001 where the 'Office' land use was capable of approval. As a result, there are some remnant Offices from that previous zoning that are still operational in the area as they have non-conforming use rights.

However, a review of the progression of Wangara over the last 20 years demonstrates that the area has transitioned away from the original Wangara 'Composite Business and Light Industry' zone under TPS 1 to the current 'Service Industrial' zone which does not permit the 'Office' land use.

Furthermore, it is noted that the area is planned to transition to the 'Light Industry' zone as a result of the City's Scheme review under Scheme Amendment no. 172. The 'Light Industry' zone has an even clearer focus on providing for industrial-type uses in well-served locations. More information is provided under 'Future direction of the Service Industrial area in Wangara (Scheme Amendment 172)' section of this report.

3. *Offices make a vital economic and employment contribution to the area and provide a vital service that supports the various businesses operating within Wangara's Service Industrial and General Industrial areas.*

Administration Response

All businesses make an employment contribution to an area regardless of its permissibility under the Scheme. It is not considered that the ability of a land use to generate economic benefit is a valid planning justification to guide land use in this situation. An industrial business also provides an economic benefit to the area. In addition, there are multiple Business zoned areas in close proximity which provide the Wangara industrial estate with complementary business services such as Office uses. Office in the Service Industrial zone is limited to ancillary office activities that support the primary industrial or other approved land use directly (for example, a small office component of a building that supports a manufacturing activity).

Pure commercial office activities are designed under the planning framework to be accommodated in centralized locations supporting activity centres.

4. There is no risk that the amendment would cause any adverse environmental, social or economic impacts on other land uses in the Scheme area.

Administration Response

This argument is not supported as the amendment would formalise use of the land for commercial office purposes. Commercial Offices out compete Showroom uses in terms of rental returns per square metre directly affecting the ability to find and occupy showroom sites in the Wangara Industrial Area for which purpose the land is zoned. This is considered to be a direct economic impact on other land uses in the Scheme area.

5. Offices are ideally suited to this location with excellent access and exposure to Wanneroo Road and Prindiville Drive, and close proximity to the East Wanneroo urban expansion area.

Administration Response

The industrial estate is well serviced, as it is planned to be a centrally located Light Industry estate which is well connected to the established urban area. Administration does not consider that this forms a basis for the area to be zoned 'Business' or include various 'Additional Uses' which would replicate a business/industrial composite precinct.

6. The subject premises cannot practicably be used for any purpose other than an office, due to its design and construction. This is the case for the entire 'front' building on the subject land, which has and continues to accommodate only office-based uses.

Administration Response

The approval of the entire premises consists of 11 Showrooms. The internal fit out as an Office was undertaken without approval of the City. Work associated with an unauthorised land use is not a valid planning justification to support permanent changes to the land use composition.

7. Strata Lot 1 on the subject land enjoys non-conforming land use rights and has been continuously used as an office since 1996. It is therefore reasonable to expect this use will continue for the foreseeable future. Use of Strata Lot 2 for office purposes will therefore be entirely consistent with the adjacent land use.

Administration Response

The approved land use of 1/7 Prindiville Drive, Wangara is for a 'Showroom' with an incidental office as per the approval issued by the City 28 October 1994 (File Ref: 30/4935). Notwithstanding, it is not considered an appropriate planning justification as the potential non-confirming use rights of Unit 1 is not an influencing factor in the prospered scheme amendment.

8. This Scheme amendment is consistent with the City's Economic Development Strategy as it will support investment and growth in small business, together with diversification of the local economy and employment opportunities

Administration Response

This argument is not supported. As per point 3 above, all businesses make an employment contribution to an area regardless of its permissibility under the Scheme. It is not considered that the ability of a land use to generate economic benefit is a valid planning justification to guide land use in this situation. An industrial business also provides an economic benefit to the area. In addition, there are multiple Business zoned areas in close proximity which provide the Wangara industrial estate with complementary business services such as Office uses. As

stated above, the nearby business zoned land on Dellamarta Road and Irwin Road currently have Office vacancies for lease and there are a range of centres of varying size in close proximity to Wangara.

9. The Amendment is consistent with applicable State Planning Policies and the Strategic planning framework.

Administration Response

This argument is not supported, as per the City's DPS 2, the Service Industrial zone is intended to provide for a wide range of industrial and associated development which would be inappropriate in Commercial, Business and General Industrial Zones but are activities capable of being conducted in a manner which will prevent them being obtrusive, or detrimental to the local amenity.

10. Support for the amendment is consistent with the City's commitment to the small business and friendly local government initiative and charter.

Administration Response

This argument is not supported. As per point 3 above, all businesses make an employment contribution to an area regardless of its permissibility under the Scheme. It is not considered that the ability of a land use to generate economic benefit is a valid planning justification to guide land use in this situation. An industrial small business also provides an economic benefit to the area. In addition, there are multiple Business zoned areas in close proximity which provide the Wangara industrial estate with complementary business services such as Office uses.

11. The Office use does not constitute a 'sensitive' land use and will not affect or be affected by any other nearby land uses.

Administration Response

Noted, Office is not listed as a "sensitive use" under 'State Planning Policy 4.1 - State Industrial Buffer Policy (SPP 4.1)' section of this report which lists uses such as residential, hospital and recreational uses as sensitive.

12. Under the provisions of DPS 2, offices require less car parking than showrooms.

Administration Response

Noted, however car parking standards are not relevant to consideration of the amendment proposal.

A copy of the proposed amendment text and the applicant's report is contained at **Attachment 2.**

Comment

Appropriateness of Office within an Industrial area

In order to determine if the proposed additional use scheme amendment is capable of consideration, it is important to determine if the proposed land use aligns with state and local planning framework which guides the relationship between land uses which ultimately defines a 'zone'.

Objectives of the Service Industrial Zone

The property is currently located within the Service Industrial zone where 'Office' is listed as an X use (i.e. not permitted in the zone).

The objectives of the Service Industrial zone are as follows:

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

As per the City's DPS 2, the Service Industrial zone is intended to provide for a wide range of industrial and associated development which would be inappropriate in Commercial, Business and General Industrial Zones but are activities capable of being conducted in a manner which will prevent them being obtrusive, or detrimental to the local amenity.

The applicant has stated in their reporting that the office land use is a complimentary service to the surrounding Service Industrial land uses and does not cause any amenity impacts to the wider area. The reporting also states that the office is well placed being close to the Commercial zone in Wangara and Wanneroo Road.

The reporting justification also goes on to address the City's commitment to support small business under the Economic Development Strategy and support of this proposal is in line with the objectives of the Strategy.

Administration considers the Office land use to be an entirely appropriate land use for the Commercial and Business zones but not for industrial zones. The Office land use is not a complementary service suitable for the industrial zones as this land use is expressly accommodated for in the commercial or business zones.

As per the applicant's reporting, the City's previous Town Planning Scheme No. 1 (TPS 1) zoned the area a 'Composite Business and Light Industry' zone in which an 'Office' land use was a discretionary land use.

In 2001, the City rezoned the Wangara 'Composite Business and Light Industry' zone to the Service Industrial zone, at which time the Office land use was made an 'X' (non-permitted) land use and has operated that way for over 20 years.

The applicant has outlined a number of unauthorised commercial type businesses (predominantly offices) in the Wangara Service Industrial zone which appear to be remnants of the previous zoning prior to 2001 and have been operating in the area until present.

The applicant has outlined in their reporting that the reason for this amendment was clearly defined in an item (PD01-11/04) from the City's Ordinary Council Meeting on 2 November 2004 where it states that the change in permissibility was to prevent further commercialisation of the Wangara area and encourage offices to establish in Commercial, Business and Mixed Use Centres.

The applicant interprets this to mean that all unauthorised offices which were established prior to this date should be able to be included as additional uses in the area upon application.

While the Office land use was capable of approval under the previous Scheme, it still required Development Approval under DPS1. Therefore any Office land use which did not receive Development Approval when that use was capable of approval under DPS1, are unauthorised and are operating contrary to the planning framework. Such activities will not benefit from non-conforming use rights either as they have no formal approval.

Administration considers that approval of the proposed additional use (noting the site is currently vacant) simply due the claim of the site's history of operating without approval is not a valid planning justification. In this instance, it is directly contrary to the purpose of the Wangara Industrial area and has the ability to erode the capacity of nearby commercial and business zones from delivering the Office land uses from those sites where they are appropriately located.

For the above reasons, it is not considered that the Office land use meets the objectives of the Service Industrial zone.

Future direction of the Service Industrial area in Wangara (Scheme Amendment 172)

The City has initiated Amendment No. 172 to District Planning Scheme No.2 (DPS2). This amendment proposes numerous changes to align the City's planning scheme with the State Government's 'model provisions'. This amendment will result in a zoning change for some properties given that some of our current zones and land uses are being updated to align with the 'model provisions'.

Amendment No. 172 is now in the public advertising phase and therefore is considered a 'seriously entertained' proposal and due regard is required to be given to its provisions as per Cl. 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Under proposed Amendment No. 172, the Service Industrial zone is set to change to the Light Industry zone. The land use permissibility of 'Office' will remain an 'X' use in the Light Industry zone under Amendment No. 172.

In addition to land use permissibility, as part of the zoning change to Light Industry the objectives for the zone are set to change, as follows:

- *To provide for a range of industrial uses and service industries generally compatible with urban areas.*
- *To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.*

The above objectives indicate that this zone will have a clear focus on providing for industrial-type uses in well-served locations.

Notwithstanding that the use permissibility (X) is to remain unchanged under Amendment No. 172, the use of Office is not considered to align with the objectives of the future Light Industry Zone and therefore should not be supported in this case.

Consultation

Should Council resolve to adopt the amendment, Council is then required to determine under Regulation 35 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) whether a scheme amendment is to be classed as basic, standard or complex. The class of amendment determines the level of consultation required to be carried out and whether approval of the WAPC is required prior to consultation as in the case of a complex amendment.

The applicant has put forward the proposal as a standard amendment stating that the amendment is consistent with strategic state planning framework. However, Administration considers this amendment as a complex amendment for the following reason:

Regulation 34 states that a standard amendment means *an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve*.

As discussed in the Comment section, Administration is of the view that the amendment proposal is not consistent with the objectives of the current 'Service Industrial' zone or the objectives of the 'Light Industry' zone proposed by Scheme Amendment no. 172 and therefore the subject amendment must be classified as a 'complex amendment'.

If Council resolves not to initiate the complex amendment to a local planning scheme the local government must within 21 days, or such longer period as the Commission allows, provide a copy of the resolution to the Commission.

If Council resolves to initiate the proposed Scheme Amendment, then the complex amendment must be submitted within 21 days of the Council resolution to the Commission.

The Commission must, within 60 days of receiving the documents examine the documents and advise the local government if the Commission considers that any modification to the documents is required before the amendment to the local planning scheme is advertised.

All scheme amendments in accordance with Section 81 of the *Planning and Development Act 2005* will need to be referred to the Environmental Protection Authority (EPA) to determine whether formal environmental assessment is necessary or not.

The complex amendment must be advertised for a period of 60 days subject to approval of the EPA. Advertising is to occur in the following manner pursuant to Regulation 47(2):

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

Conclusion

It is acknowledged that the Wangara industrial area was at one stage zoned 'Composite Business and Light Industry' zone under TPS 1 pre 2001 where the 'Office' land use was capable of approval and as a result, there are some remnant Offices which operate in the area.

Notwithstanding this, Administration notes that the Wangara industrial area is set to transition from the current Service Industrial zone under the proposed Scheme Amendment No. 172 and will have a clearer focus on providing for industrial-type uses in well-served locations.

In addition, the proposed additional use is commercial in nature and is inconsistent with the objectives of the 'Service Industrial' zoning under the City's DPS 2 and is inconsistent with the objectives of the future 'Light Industry' zoning as proposed by Scheme Amendment No. 172.

It is also acknowledged that to allow an additional Office use on this site taken in isolation will have a negligible impact on the amenity and function of the surrounding area. However, Administration's concern is more around the planning principle of enabling uses in an industrial location for commercial uses. Administration considers that supporting this amendment will set an undesirable precedent for the Wangara area. As a result, the City may see an increase in applications for office land uses in the Wangara Service Industrial zone and the justification to resist such proposals is diminished.

The cumulative impact of this is considered to present a wider implication for the City's commercial zones where they may be eroded by the infiltration of the Office use into industrial zones. This compromises the viability of nearby commercial areas such as the business zoned land along Dellamarta Road and Irwin Road and reduces the total planned industrial land within the Wangara Service Industrial zone.

As stated above, there is land zoned for Business/Commercial in Wangara which is approximately 500m away with vacant buildings available for office use. As well as a range of commercial centres in close proximity to Wangara where the use is able to be accommodated.

Based on the above, it is considered that the proposed scheme amendment for an Office land use at Strata Lot 2 is considered to represent ad-hoc land use planning in order to facilitate continuation of an unauthorised use at the subject site and is not supported by Administration.

It should also be noted that the WAPC is concerned about the number of Amendments to the City's Scheme which justifies a more strategic approach to this issue rather a piecemeal or ad-hoc approach, which this amendment represents.

Based on the above, should Council wish to initiate the proposed Scheme Amendment and proceed to advertisement. Administration considers it appropriate that the option be explored to include the entire parent lot into the amendment area, in order to rationalise the remaining unauthorised Office land uses at the subject site. Or more broadly, should Council wish to initiate the proposed Scheme Amendment Administration also considers it appropriate to explore the option to amend the City's DPS 2 to consider 'Office' land uses as a discretionary use within the Wangara Service Industrial zone. This would represent a more strategic land use planning approach than supporting an ad hoc planning proposal for a portion of one lot.

Statutory Compliance

The scheme amendment will follow the statutory process outlined in the Planning and Development (Local Planning Schemes) Regulations 2015.

Strategic Implications

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

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

3.2 - Attract and support new and existing business

Risk Management Considerations

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

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **REFUSES TO ADOPT proposed Amendment No. 203 to District Planning Scheme No. 2, submitted by LK Advisory, to enable the Additional Use of 'Office' at Lot 2 (on SP: 29951), 7 Prindiville Drive, Wangara for the following reasons:**

   a) **The proposed additional use is commercial in nature and is inconsistent with the objectives of the 'Service Industrial' zoning under the City's District Planning Scheme No. 2; and**

   b) **The proposed additional use is commercial in nature and is inconsistent with the objectives of the future 'Light Industry' zoning under the City's District Planning Scheme No. 2 proposed by Scheme Amendment No. 172.**

2. **PROVIDES a copy of this resolution to the Western Australian Planning Commission.**

Attachments:

1⇩.	*Attachment 1 - Context Map*	*22/91614*
2⇩.	*Attachment 2 - Scheme Amendment Request - Strata Lot 2 (7) Prindiville Drive Wangara - To introduce an Additional Use of Office - - JADU 446715*	*22/64788*

City of Wanneroo	City of Wanneroo does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that City of Wanneroo shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information. Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE.	Context Map	Date: 10/03/2022 Printed by de Vecchis, Nicolas Scale = 1:1233	N

Application to amend the City's Planning Scheme

Applicant Details

Business Name	LK Advisory
Contact Name	Oscar Thomson
Postal Address	3/1 Wexford Street
Contact Number	08 6500 7800
Email Address	oscar@lkadvisory.com.au

Application Details

Brief detail of what the amendment seeks to do	Include 'Office' as an additional use for the property described as Strata Lot 2 (No. 7) Prindiville, Drive, Wangara
Is the development within a Bushfire Prone Area?	No
Reason why you are not providing information	

Supporting Documents

Cover Letter	☐
Scheme amendment report	☐
Technical Reports	☐
Additional Documents	☐

Online Reference Number: 446715 **Date:** 08/02/2022

City of Wanneroo

DISTRICT PLANNING SCHEME NO. 2

Amendment No. XXX

Prepared for: JG & RM Hancock Pty Ltd
Prepared by: LK Advisory Pty Ltd

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FORM 2A

PLANNING & DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME

CITY OF WANNEROO

DISTRICT PLANNING SCHEME NO. 2

AMENDMENT NO. XXX

RESOLVED that Council, pursuant to Section 75 of the *Planning and Development Act 2005*, amends District Planning Scheme No. 2 by:

1. Inserting Additional Use No. A44 in Schedule 2 – Section 1 (Clause 3.20) – ADDITIONAL USES of District Planning Scheme No. 2, as follows:

NO		STREET/ LOCALITY	PARTICULARS OF LAND	ADDITIONAL USE AND CONDITIONS (WHERE APPLICABLE)
A44	1-44	7 Prindiville Drive, Wangara	Lot 2 on Strata Plan 29951, Prindiville Drive, Wangara	Office

2. Amending the Scheme Map accordingly.

Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Amendment is a Standard Amendment for the following reasons:

- The Amendment is consistent with the objectives identified in the Scheme for the Service Industrial Zone;
- The Amendment would have a minimal impact on the land in the scheme area that is not the subject of the Amendment; and
- The Amendment would not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, when the Amendment takes effect, the approval of any applicable Structure Plan is not affected.

Date of Council Resolution _____

Dated this _____ day of _____ 2022

_____

Daniel Simms
CHIEF EXECUTIVE OFFICER

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SCHEME AMENDMENT REPORT

1 INTRODUCTION

The purpose of this Amendment to the City of Wanneroo's District Planning Scheme No. 2 (DPS 2) is to include 'Office' as an additional use for the property described as Lot 2 on Strata Plan 29951 (No. 7) Prindiville Drive, Wangara.

The Amendment will facilitate the lawful use of the property as an office, namely a real-estate agency. The use of the property as an office dates back more than 12 years. However, an office is currently an 'X' (not permitted) use in the subject zone under DPS 2.

The property has been vacant and on the market for several years, partly because notwithstanding its historical use and fit-out as an office, it cannot lawfully be used for that purpose at present.

Although the premises was originally approved as a showroom, it cannot practicably be used for that purpose, given physical constraints such as its single entry/egress via stairs, absence of loading/unloading space, and insufficient ceiling height to accommodate storage and display of bulky items.

This report sets out the relevant background, analysis of the planning framework and planning rationale to afford this property additional use rights for 'Office', given its long-standing use as an office, location and exposure to Wanneroo Road and absence of any impact on the amenity of the area.

2 BACKGROUND

2.1 LOCATION & OWNERSHIP

Lot No. 2 on Strata Plan 29951 (Volume 2061 Folio 589), the subject of this Amendment, fronts the primary street and is demarcated by a broken red line in Figure 1 & Figure 2 below.

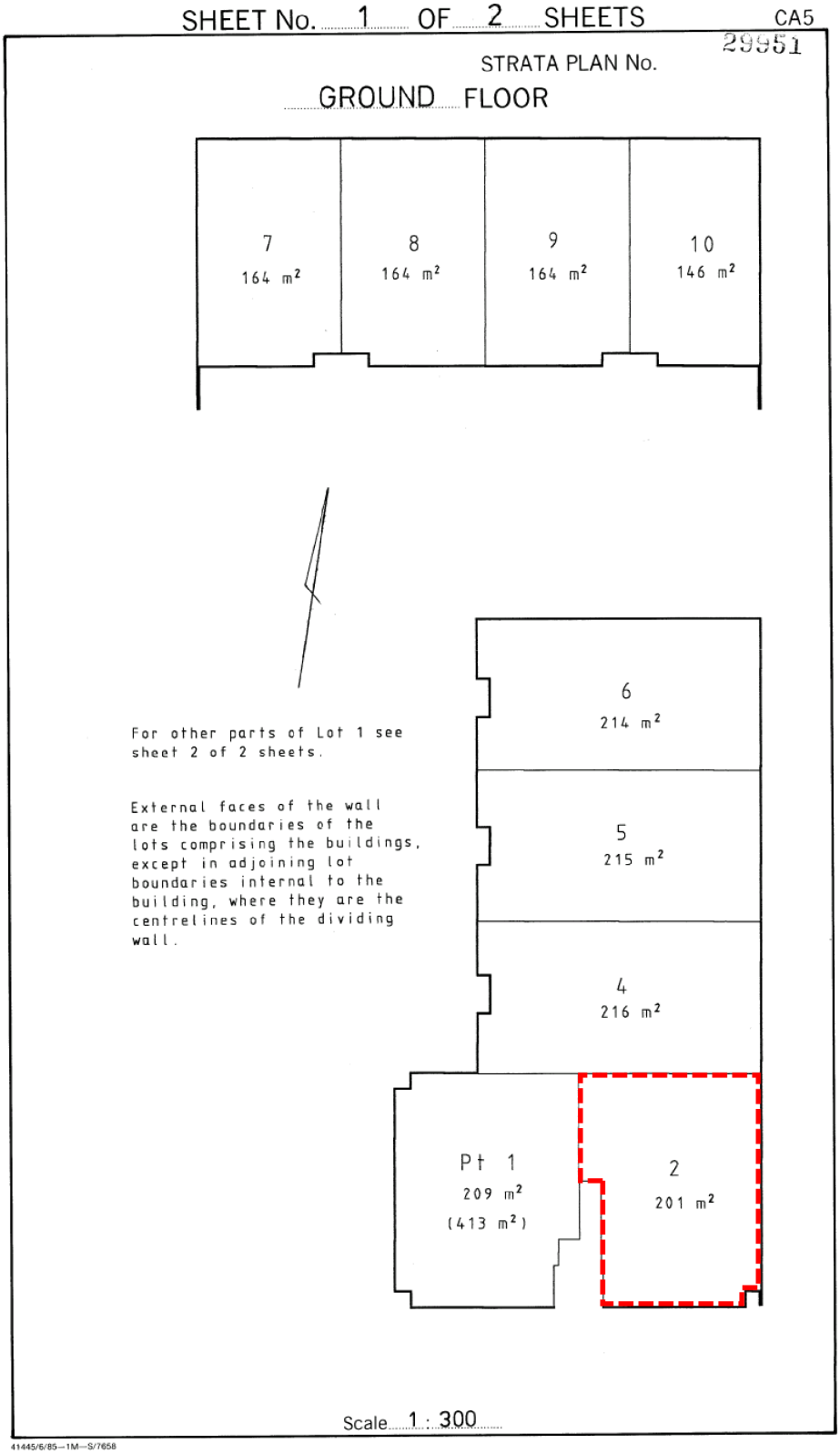


Figure 1 - Strata Plan 29951

Figure 2 – Strata Lot No. 2 (broken red line)

Strata Lot No. 2 is a partitioned office comprising approximately 122.3m^2 office space, 13.6m^2 reception area and 43.7m^2 staff amenities; refer to Figure 3 and the site photographs in Table 1. The site photos show that the entire property is already fitted-out with all necessary partitioning, networking capabilities and a server box to operate an office. Accordingly, the property only requires minor cosmetic adjustments before occupancy, such as new floor coverings and paint.

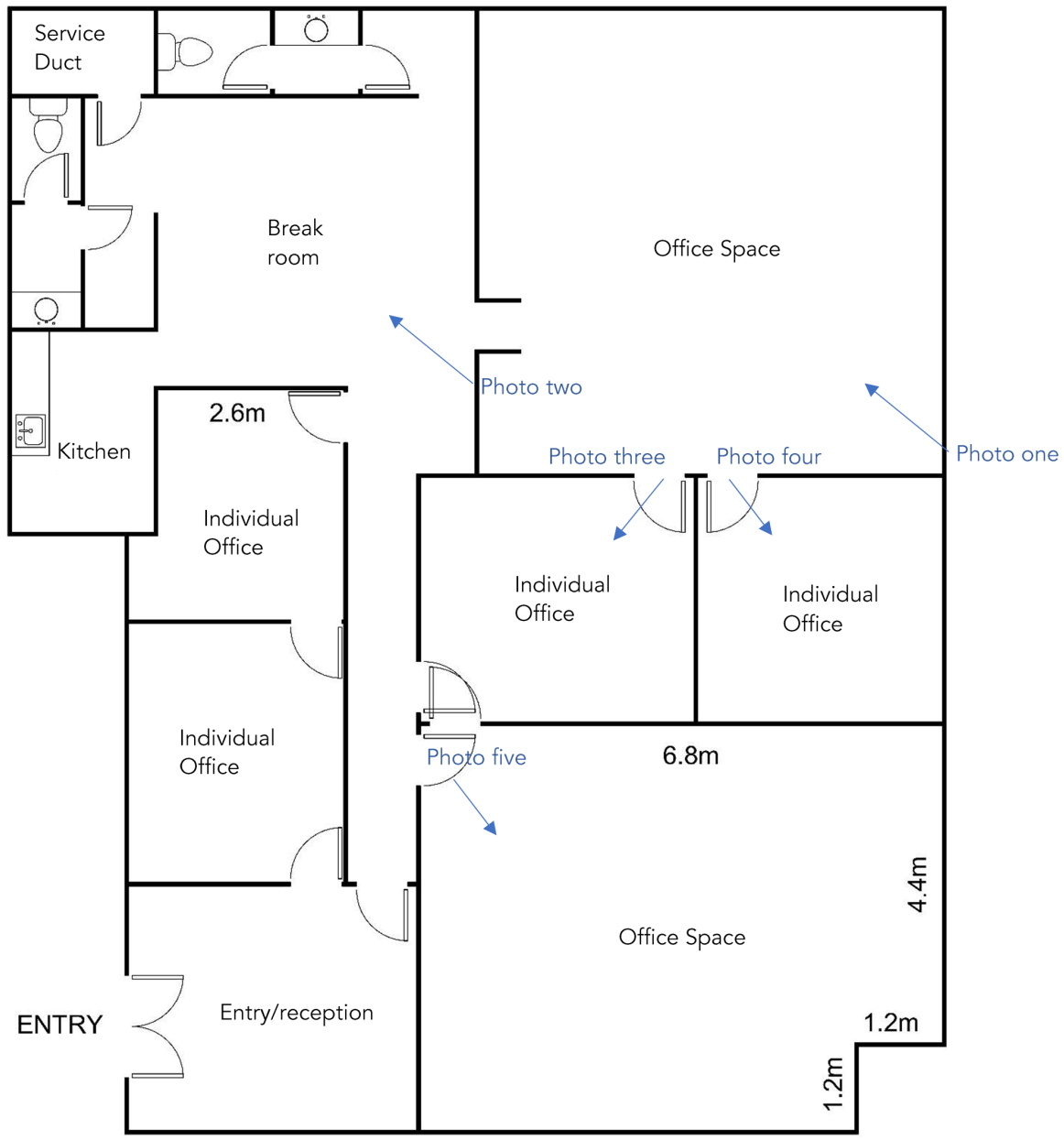


Figure 3 - Current Floor Plan (not to scale)

Table 1 - Site Photos

Photo one	
Photo two	

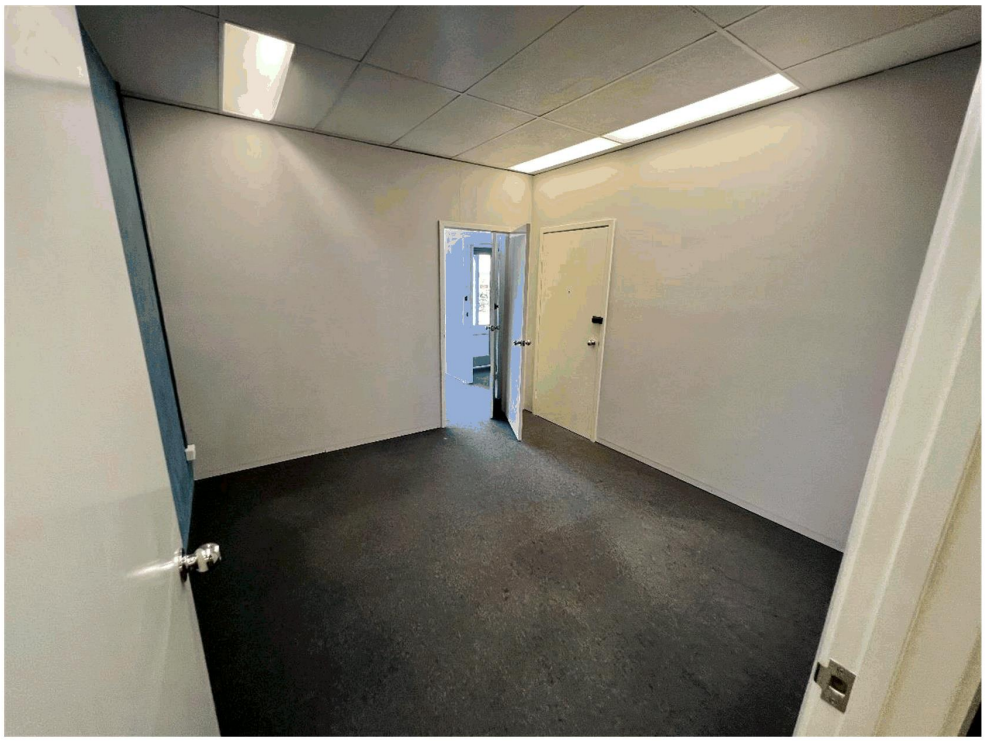
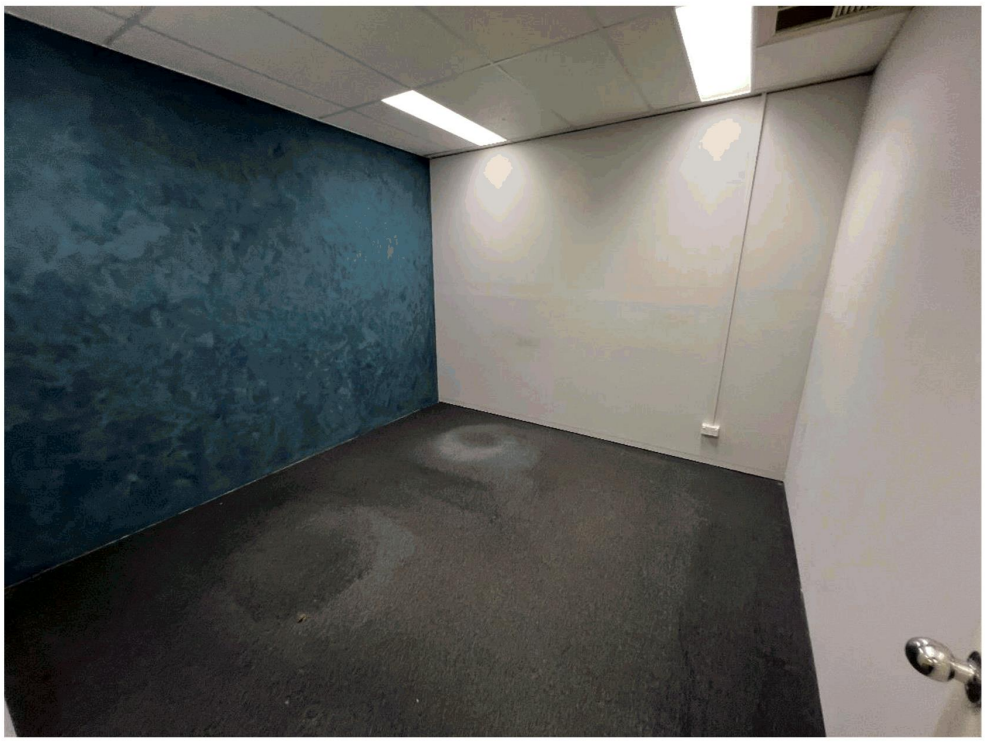
Photo three	
Photo four	

Photo five	

Strata Lot 2 (the subject premises) is owned by James Thomas Turnbull of 8 Wishart Street, Gwelup in ¼ share and EPOX PTY LTD of 6 Oakapple Drive, Duncraig in ¾ share as tenants in common. A copy of the Certificate of Title of provided at Attachment 1.

We act on behalf of JG and RM Hancock Pty Ltd, which operates a small business real estate agency (Realty Force WA) and is conditionally contracted to purchase the premises. The vendor has provided LK Advisory with written authorisation to lodge this scheme amendment request on their behalf; refer to Attachment 2.

The parent lot within which Strata Lot 2 is situated, No. 7 Prindiville Drive, Wangara:

- Is 3,982m^2 in area, 99.56m deep, 40m wide and subdivided into 10 built strata lots with common property, as shown in Figure 1 (earlier) and Figure 4 (over page); and
- Comprises two buildings that occupy approximately 44% of the site in aggregate. The 'front' building, located towards Prindiville Drive, is approximately 1,100m^2 in area and incorporates a distinct two-storey office building of approximately 432m^2 facing the street (refer to Figure 2 and Figure 4). The 'rear' single-storey building on the northern property boundary comprises approximately 670m^2.

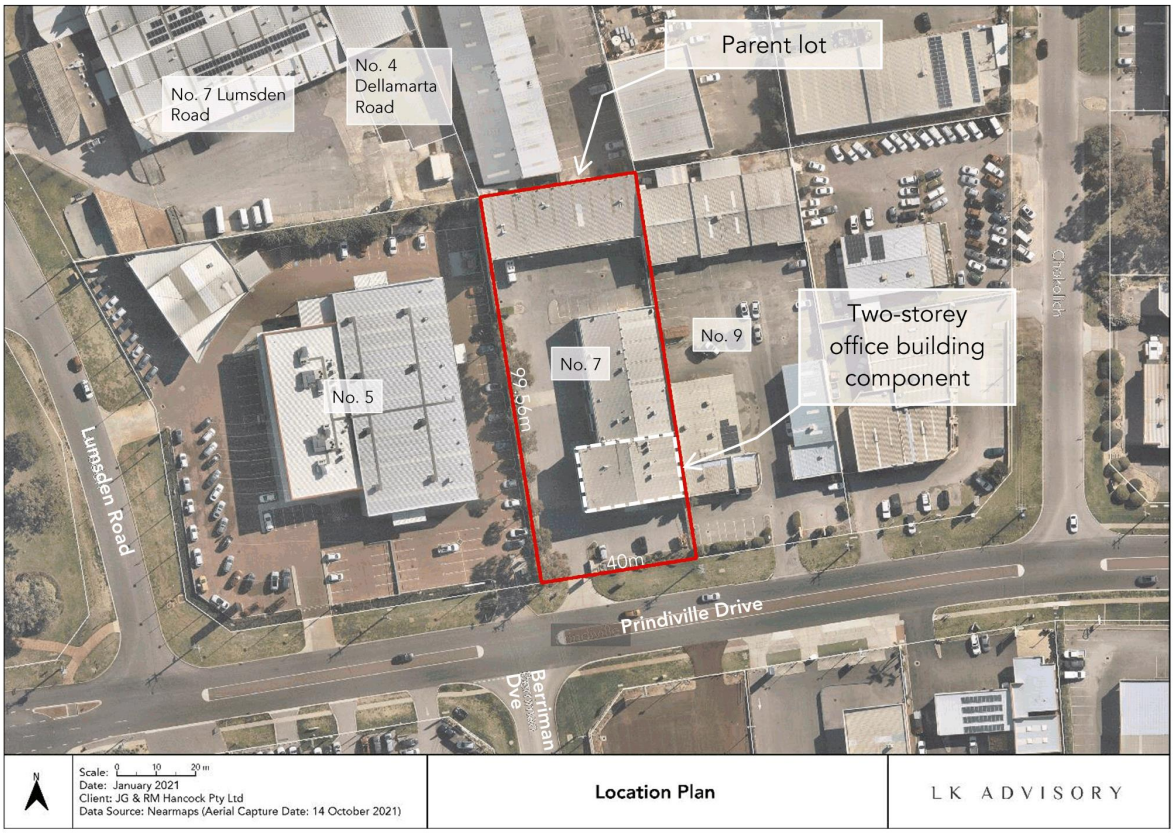


Figure 4 - Site and context characteristics

On 28 October 1994, the City of Wanneroo granted Development Approval (Reference: 30/4935 - Figure 5) for 11 Strata Titled 'Showrooms' on the subject site, ranging from 148.5m^2 to 214m^2 in area. However, Strata Plan 29951 dated 22 August 1995 indicates the original units 1 and 2 were combined to create a single 403m^2 two-storey lot, resulting in a total of 10 strata lots, ranging between 146m^2 to 403m^2.

There is parking for 70 vehicles on the subject site; nine to the primary street, 37 to the western side of the property, and a further 24 between the two buildings toward the rear of the site (see Figure 5).

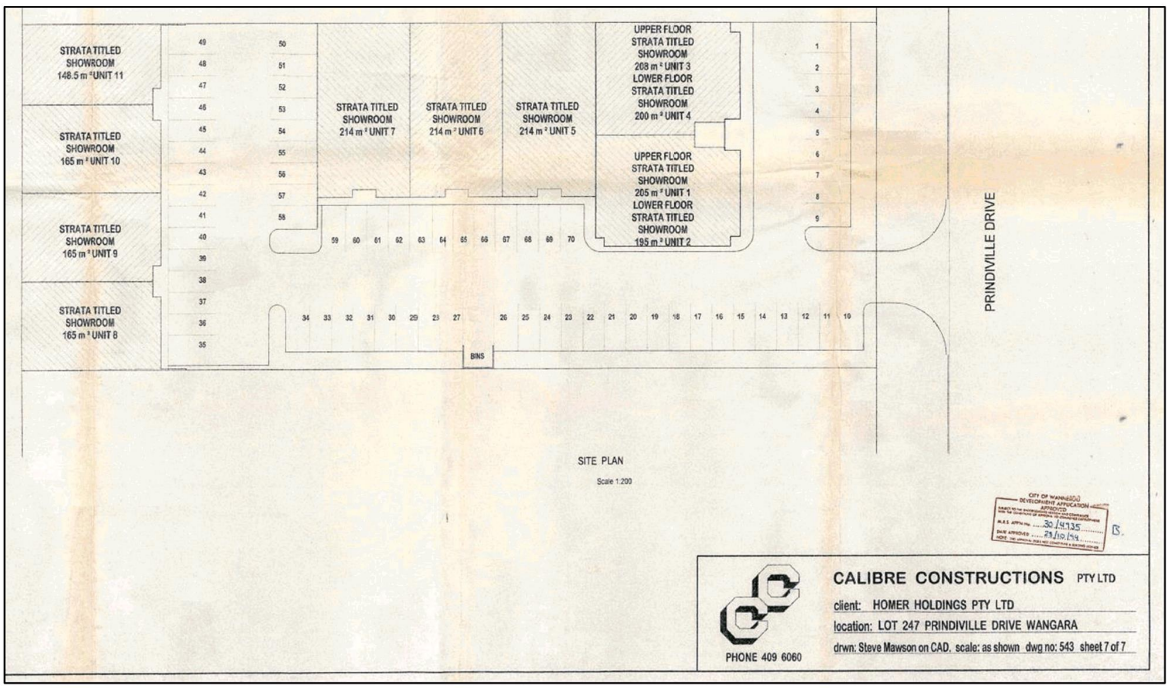


Figure 5 - Development Approval dated 21 October 1994

Notwithstanding its original approval as a Showroom, the two-storey building at the front of the site appears to have been designed, built, and predominantly used as offices, potentially since its construction in 1995. At the time of approval, an office was a discretionary use (permitted subject to Council approval) in the subject zone under the City's former planning scheme (Shire of Wanneroo Town Planning Scheme No. 1). Therefore, it would have been reasonable to expect the development to accommodate offices and other non-Showroom uses depending on market demand at the time.

The real estate advertisement for Strata Lot 2 (the subject of this amendment) states:

> *"Prominent Street Front Unit - Located on busy Prindiville Drive, this affordable office represents a fantastic opportunity for a buyer or tenant to secure a prime position in the Wangara Industrial Precinct. Property Highlights: 201sqm* partitioned office space"*

Throughout 2018, 2019 and 2020, Strata Lot 1 (the two-storey lot) was marketed for sale as Offices/Showroom/Boardroom and eventually sold on 8 March 2021. That strata lot is currently occupied by businesses forming part of the Choice Group.

Strata Lot 3, which is located above Strata Lot 2, is operated as a clinical psychology practice and is currently listed for sale as an 'Office' (204m^2).

Several other tenancies on the property accommodate businesses operating as offices, including those towards the rear whose layout and construction is more suited to a showroom/warehouse use.

The specific businesses currently operating on the property, together with their associated land-use classification under DPS 2 and historical real estate marketing, is provided in Table 2 below. This demonstrates that Office land uses are an integral component of the commercial activities being harmoniously conducted from the property.

Table 2 - Current Land Uses No. 7 Prindiville Drive, Wangara

Strata Lot	Business	Land use classification	DPS 2 Land Use Permissibility	Historical Real Estate Marketing
1	The Choice Group	Office	X	Office/Showroom/Boardroom
2	Vacant	Office	X	Office
3	Wangara Psychology Services	Consulting Rooms/Medical Centre	X	Office
4	Lamp Lighter Ministries INC	Office	X	Office
5	Building Ethics	Office	X	Office
6	Natural Water Solutions	Warehouse	P	Shop & Retail
7	GSR Laser Tools	Showroom	P	No data
8 & 9	Exceed Consulting	Office	X	No data
10	Vacant	Office Warehouse	X	Office/warehouse

2.2 SITE CONTEXT & CHARACTERISTICS

The subject land is 99.56m deep (north-south), 40m wide (east-west), and slopes downward from east to west, towards Lumsden Road. The edge of the property boundary is 173m from the intersection of Prindiville Drive and Wanneroo Road (see Figure 6).

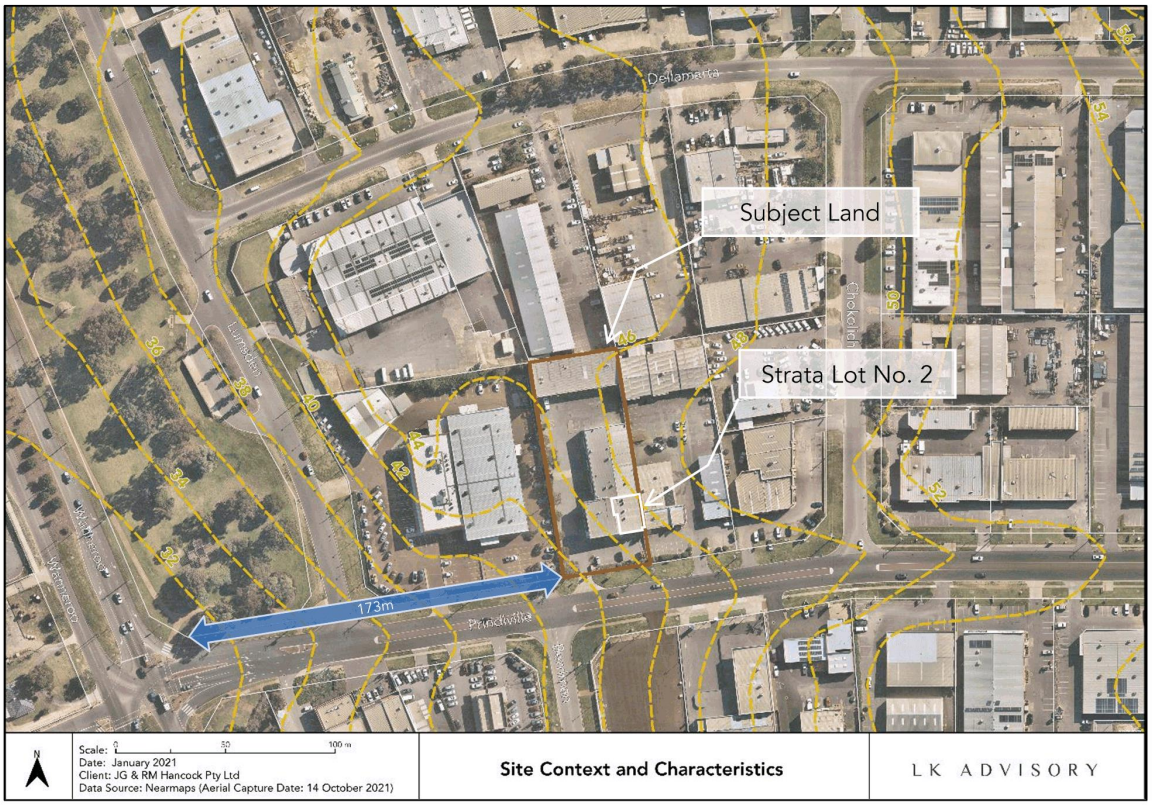


Figure 6 – Location Plan and Contours

The street block comprises a diverse mix of land uses that currently coexist without conflict, as illustrated in Table 3 below.

Table 3 - Local Land Uses

Motor vehicle sales	

Motor vehicle service and repairs	

Motor Vehicle Accessory Sales	

Place of Worship	
Consulting Rooms/ Medical Centre/ Allied Health providers	

Manufacturing	
Child Play Centre	

Offices	
Showroom and Office	

Lunch Bar	

In 2007, the City granted conditional planning approval for alterations to an existing church and for Showrooms/Warehouse with incidental offices at No. 7 Lumsden Road and No. 4 Dellamarta Road (formerly Lots 243 and 244 Dellamarta Road, Wangara), as shown in Figure 4, located immediately northwest of the subject site. Notably, that approval was subject to the following condition:

> *"the office shall be incidental to the predominant use, being the Place of Public Worship, and shall not be used for office activities unrelated to the approved uses"*

Subsequently, however, at its meeting on 18 November 2008, the City of Wanneroo Council initiated Scheme Amendment No. 89 to DPS 2, to include 'Office' as an additional use on Lots 243 and 244 Dellamarta Road. Scheme Amendment No. 89 was subsequently approved by the Minister for Planning and published in the government gazette on 29 May 2009, allowing offices to operate independently of other development on the site.

3 SERVICING

The parent lot and each strata unit on the property already has access to all necessary services and infrastructure, including reticulated water and sewer, underground power, gas, and telecommunications.

4 PLANNING FRAMEWORK

4.1 REGIONAL PLANNING CONTEXT

4.1.1 Metropolitan Region Scheme

The Subject Land is zoned "Industrial" under the Metropolitan Region Scheme (MRS), as shown in Figure 7 below.

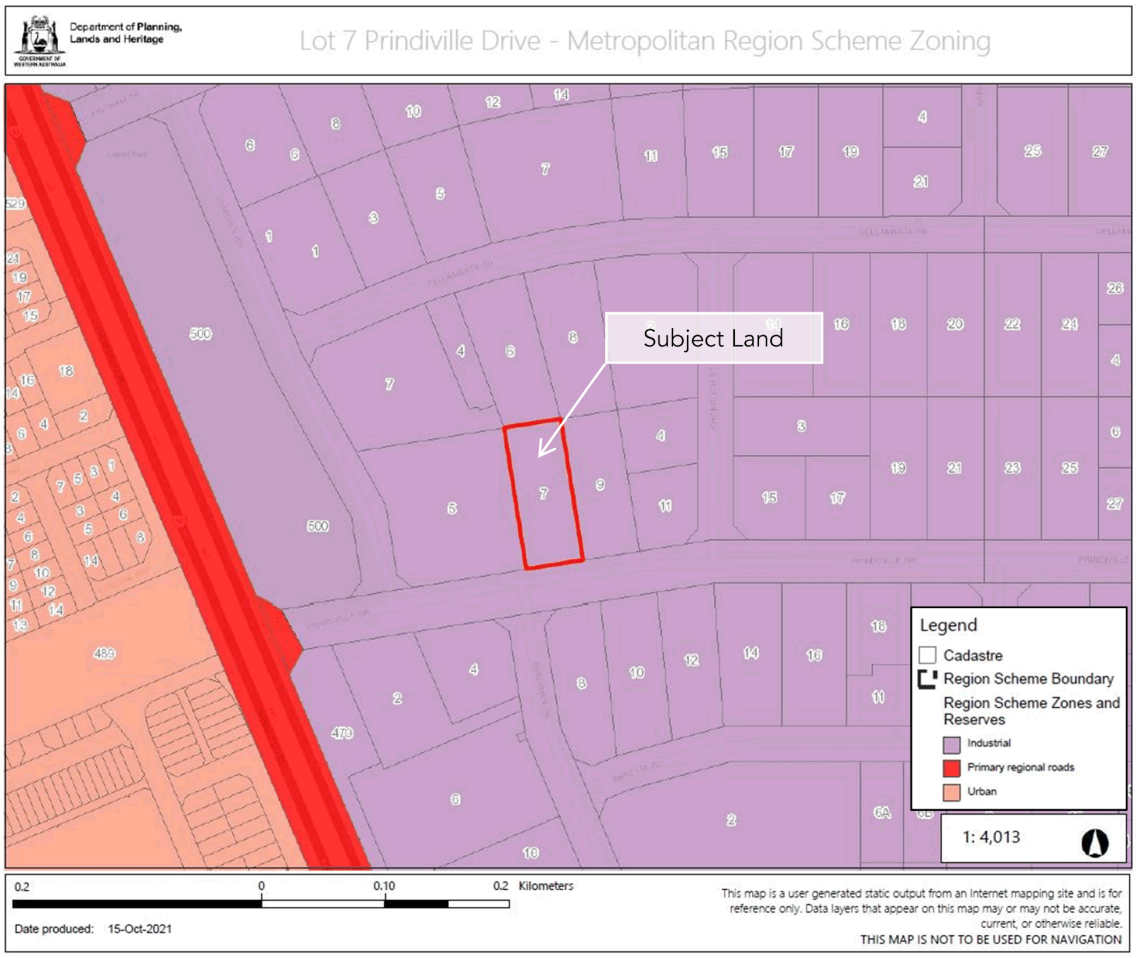


Figure 7 – Metropolitan Region Scheme – Local Context Plan

The subject land is located within the broader Wangara Industrial Precinct, comprising around 700 hectares of industrial zoned land, as shown in the broken black line in Figure 8 below. The Precinct is a regionally significant source of employment, services, manufacturing and industry for the City of Wanneroo and the Perth Metropolitan Region.

According to 2016 census data, there are at least 14,969 workers in the Wangara Industrial area (not including industrial land north of Gnangara Road), most of which operate in manufacturing, construction and retail trade[1]. However, 1,747 or near 12% are in industries that operate in a typically 'office' environment, including financial and insurance services, professional, scientific and technical services, real estate agencies, administrative and support services, public administration and safety, education and training and health care and social assistance[1]. This data indicates that despite being an 'X' use, offices are widespread within the Wangara Industrial Precinct and form an integral component of its economic and employment mix.

[1]Source: Australian Bureau of Statistics, Census of Population and Housing 2016. Compiled and presented in economy.id by .id

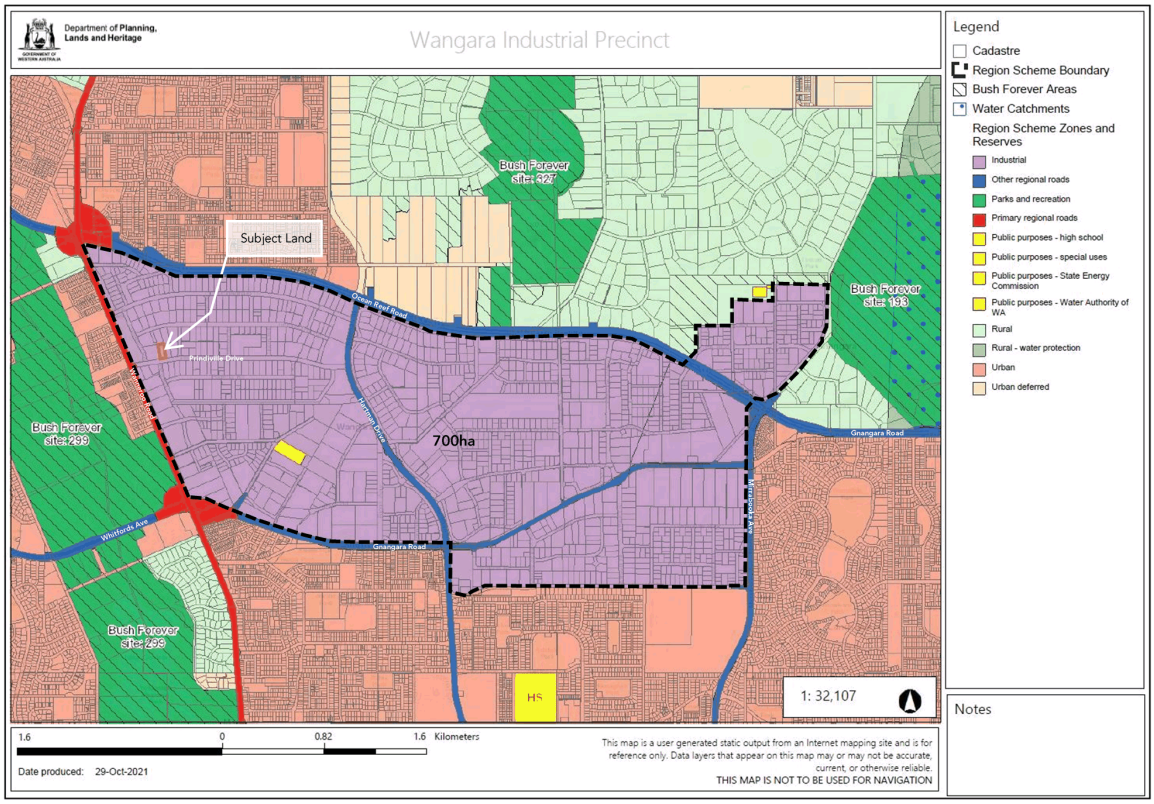


Figure 8 – Metropolitan Region Scheme – Regional Context Plan

4.1.2 Perth and Peel@3.5million

The Perth and Peel@3.5million North-West Sub-Regional Planning Framework 2018 (Framework) aims to achieve a more consolidated urban form, reduce dependence on urban greenfield development and accommodate anticipated population growth by increasing residential density and urban infill development targets. In addition, and relevantly to this Amendment, the framework sets out proposals to *'strengthen key activity and employment nodes to meet the future needs of industry, commerce and the community'*.

4.1.2.1 Section 3.3 Economy and Employment

In this section, the stated objective of the framework is:

> *"To promote employment opportunities and increase the number of people who live and work within the sub-region with a focus on attracting strategic economic and employment land uses within strategic metropolitan centres and key industrial centres, while maximising use of existing and proposed infrastructure."*

Perth Metropolitan strategic planning documents have long promoted the need for employment opportunities closer to where people live. The North-West sub-region, in particular, continues to experience some of the highest population growth rates in the state. Accordingly, more than ever, there is a need to support the growth and diversification of local jobs within the City of Wanneroo.

The Small Business Development Corporation (SBDC) established the Small Business Friendly Local Governments Initiative to recognise Local Government Authorities committed to supporting small businesses in their area.

The City of Wanneroo is a signatory to the Small Business Friendly Local Government Charter, demonstrating a commitment to work with, and support small businesses by:

- Offering enhanced service;
- Reducing red tape;
- Making on-time payments;
- Having a process in place to handle disputes; and

- Introducing other activities to improve the operating environment for small businesses in their area.

In the Small Business Development Corporation's promotional video for the City of Wanneroo's involvement in the Small Business Friendly Approvals Program, the City's Chief Executive Officer, Mr Daniel Simms, states:

> *"Our biggest challenge is creating local jobs, so small business is a driving force for local jobs, and whatever we can do as a Council to enable businesses to choose to either set up in the City of Wanneroo or expand in the City of Wanneroo will only help us meet our employment targets."*

Critical to creating local jobs is supporting a diverse mix of land uses within existing employment centres and taking action in response to market forces and indicators. For instance, if offices are a widespread and desirable land use within parts of the Wangara industrial precinct, then consideration should be given to how this vital component of the land use mix can be accommodated to address current and future needs.

According to the Department of Environment, Land, Water and Planning in Victoria, between 2016 and 2031, an additional 10 million square meters of commercial floor space will be required across metropolitan Melbourne to support projected demand, and 70% of that is anticipated to be required for office uses to keep up with the ongoing expansion of the knowledge economy[2].

Assuming a similar pattern of demand applies to metropolitan Perth, there will likely be an increasing need to accommodate office space in industrial/commercial zoned areas close to residential populations, as is already the case in Osborne Park and Balcatta, where offices are a 'D' (discretionary) use in the 'Industrial' zone.

Wangara is already strategically surrounded by a residential population, and this will only increase as planning and development progress under the East Wanneroo District Structure Plan (August 2021).

The East Wanneroo District Structure Plan depicts Urban Expansion throughout the Rural zoned land north of Ocean Reef Road, opposite the Wangara Industrial Area, with residential development in these precincts earmarked to occur in the first stage of urbanisation, from 2021 – 2031.

4.1.3 State Planning Policies

The Environmental Protection Authority (EPA) Guideline for the Assessment of Separation Distances between Industrial and Sensitive Land Uses provides practical context and information around managing the spatial relationship between sensitive and industrial uses.

4.1.3.1 EPA Guidance Statement No. 3 (GS3) – Separation Distances Between Industrial and Sensitive Land Uses

EPA Guidance Statements provide advice to proponents, responsible authorities, stakeholders and the public about the minimum requirements expected by the EPA when considering any proposal, Scheme or scheme amendment.

GS3 addresses the need to manage noise and air emissions between industrial and sensitive land uses. While individual industrial developments must take all reasonable and practical measures to prevent or minimise emissions from their premises, it is not always possible to avoid adverse impacts beyond property boundaries. Generally, the impact of emissions decreases with increasing distance from the emission source. Therefore, in some cases, a buffer distance may be required.

While this amendment does not concern or facilitate industrial land uses within a buffer distance of sensitive land use, GS3 does provide commentary on the definition of a sensitive land use.

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[2] Department of Environment, Land, Water and Planning – Melbourne Industrial and Commercial Land Use Plan (2020), https://www.planning.vic.gov.au/__data/assets/pdf_file/0023/461723/MICLUP-FINAL-20042020-WEB-Part-A.pdf

GS3 identifies the following land uses as being potentially sensitive to emissions from industry:

- Residential developments;
- Hospitals;
- Hotels;
- Motels;
- Hostels;
- Caravan Parks;
- Schools;
- Nursing Homes;
- Child Care Facilities;
- Shopping Centres;
- Playgrounds; and
- Some public buildings.

GS3 further elaborates that some commercial, institutional and industrial land uses that require a *"high level of amenity or are sensitive to particular emission types"* may be considered sensitive land uses. These may include some retail outlets, offices and training centres, and some types of storage and manufacturing facilities.

The proposed office use of Strata Lot 2 (facilitated by this Scheme Amendment) cannot be considered a sensitive land use because:

- GS3 demonstrates that offices can coexist with the broadest possible range of land uses, including sensitive residential and high care aged care facilities and light commercial/industrial areas, as they are low impact and exhibit low to no sensitivity to other activities;
- There are no known or notable emissions generated from other properties in the 'Service Industrial' or 'General Industrial' Zones that would affect the use of the premises as an office; and
- The proposed office use does not require a different or higher level of amenity than already exists on-site, which is evident in the locality.

4.2 LOCAL PLANNING CONTEXT

4.2.1 Economic Development Strategy 2016 – 2021

The City of Wanneroo Economic Development Strategy 2016 – 2021 (EDS) identifies several local economic challenges, as illustrated in Figure 9.

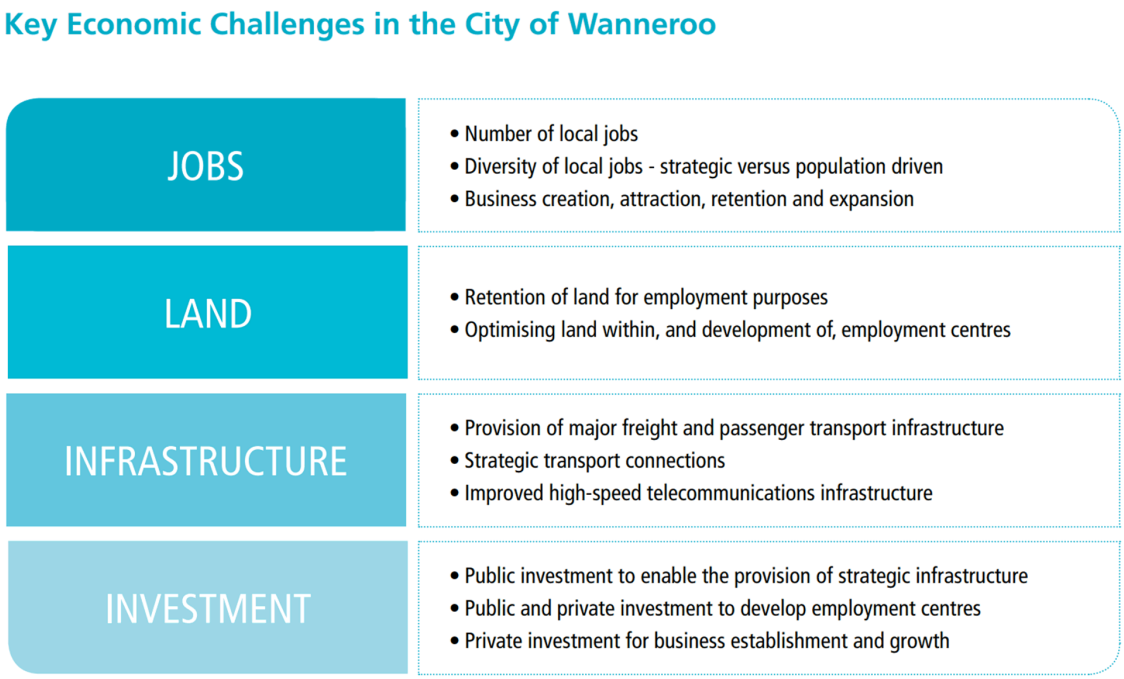

Figure 9 - City of Wanneroo Key Economic Challenges

Relevantly, the EDS promotes diversification of the City's economic base and increasing opportunities for residents to work locally, alleviating traffic congestion and other pressures, and supporting a balanced lifestyle of economic and social activity – in line with the Perth and Peel@3.5million Framework. According to the EDS, the City aims to achieve this by proactively developing and engaging in partnerships, advocacy, and investment and ensuring it facilitates a supportive and efficient enabling environment (our emphasis added).

Support for this Scheme Amendment will contribute to achieving the aims of the EDS by enabling our clients to invest in growing their small business in the City of Wanneroo, taking advantage of the subject land's strategic location, suitability, and accessibility.

4.2.2 District Planning Scheme No. 2

The subject land is zoned "Service Industrial" under DPS 2, as shown in Figure 10 below. Several other properties in the area enjoy additional use rights, including two which permit the 'Office' land use.

Other nearby land is zoned "Business" under DPS 2, within which 'Office' is a 'P' (Permitted) use that is exempt from the need for development approval pursuant to Schedule 2, cl. 61(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations).

On ground and in person, there is no discernible distinction between Wangara's "Service Industrial" and "Business" zones, despite the difference in land use permissibility between these zones. This results in the current situation whereby an 'Office' can freely occupy one property without the need for any development approval at all but is prohibited from occupying another abutting or nearby property due only to a difference in zoning, and not to any physical difference in their characteristics, appearance, and function.

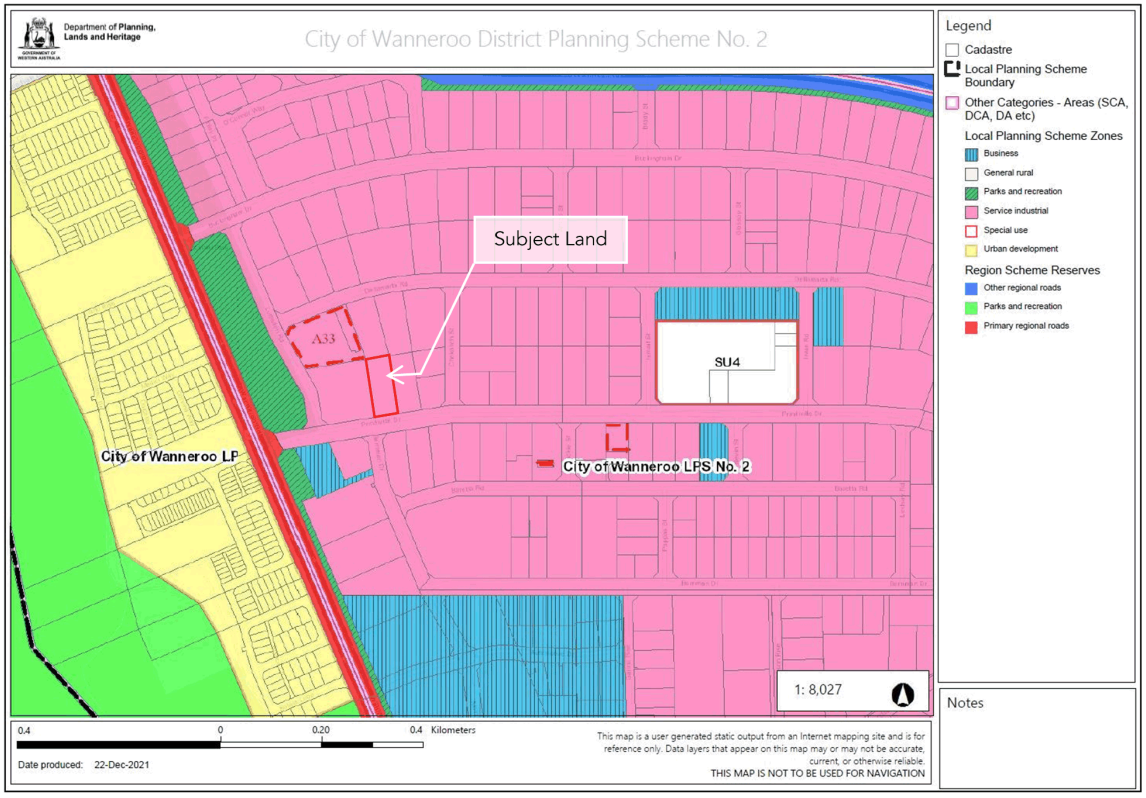

Figure 10 - City of Wanneroo District Planning Scheme No. 2 Map

DPS 2 sets out the purpose and objectives of the Service Industrial zone as follows:

"3.12 THE SERVICE INDUSTRIAL ZONE

3.12.1 The Service Industrial Zone is intended to provide for a wide range of business, industrial and recreational developments which the Council may consider would be inappropriate in Commercial, Business and General Industrial Zones and which are capable of being conducted in a manner which will prevent them being obtrusive, or detrimental to the local amenity.

3.12.2 The objectives of the Service Industrial Zone are to:

(a) accommodate a range of light industries, showrooms and warehouses, entertainment and recreational activities, and complementary business services which, by their nature, would not detrimentally affect the amenity of surrounding areas;

(b) ensure that development within this zone creates an attractive façade to the street for the visual amenity of surrounding areas."

The Service Industrial zone differs from the General Industrial zone by facilitating a wide range of business, industrial and recreational developments that will not be obtrusive or detrimental to the local amenity. In addition, objective (a) (above) explicitly aims to accommodate 'complementary business services' (our emphasis added) that would not detrimentally affect the amenity of surrounding areas.

Offices, by their very nature, are complementary business services that contribute to the effective and efficient operation of other businesses. Examples of established office uses occurring throughout Wangara and servicing other businesses within and beyond the industrial area, include but are not limited to:

- Professional consulting services;
- Accounting and financial services;
- Legal services;
- IT providers;
- Human resource and recruitment services;

- Insurance brokers; and
- Real estate agencies.

This is evidenced by the industry workforce data referenced in section 4.1.1, whereby the above sectors combine to represent approximately 12% of the workers in the broader Wangara Industrial Area.

Notwithstanding that many offices already operate within the 'Service Industrial' and 'General Industrial' zones in Wangara, offices are currently a prohibited ('X') use in the 'Service Industrial' zone under the Zoning Table of DPS 2.

An office is defined as follows in Schedule 1 (Part 2) of DPS 2 –

> *"**office:** means any premises used for the administration of clerical, technical, professional or other like business activities but does not include administration facilities which are required in association with a predominant use on-site, and does not include consulting rooms or medical centres."*

Once the review of DPS 2 has concluded and a new District Planning Scheme adopted, the following definition from Schedule 1 (Model Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) is expected to apply instead of the above definition.

> *"**office:** means premises used for administration, clerical, technical, professional or similar business activities."*

Under the provisions of DPS 2, car parking requirements for offices are calculated based on one bay per 30m^2 of Net Lettable Area (NLA), which includes various deductions for shared spaces, lobbies and plant rooms. On the other hand, car parking requirements for showrooms are calculated based on one bay per 30m^2 of Gross Floor Area (GFA), which means the same as 'floor area' under the Building Code of Australia, and has no such deductions. Therefore, the car parking requirements for offices will always be the same or less than car parking requirements for a showroom.

4.2.3 Local Planning Policies

The City adopted Local Planning Policy 4.41: Compliance on 17 February 2021 to establish a consistent, transparent, and integrated approach for planning and building compliance.

Clause 3.0 of the Policy sets out the various circumstances in which the City may decide not to take compliance action, which include the following:

> *"(a) On the balance of issues, it is not within the public interest to do so;*
>
> *(h) The non-compliance has been in existence for a substantial period of time and has had no apparent adverse impact on the amenity, health or safety of the adjoining properties, the streetscape, the locality or the natural environment, and the land use, development or building work pose no potential risk to the public or the natural environment."*

Relative to these criteria, existing offices within the Wangara area bear no impact on the amenity, health or safety of adjoining properties, the streetscape, the locality or the natural environment. Furthermore, the land use, development and building pose no risk to the public or the natural environment. Accordingly, we believe it would not be in the public interest to take compliance action against an occupier for using a premises as an office in these circumstances.

Before the gazettal of DPS 2, offices were entirely lawful when most of this locality was developed under the City's former planning scheme. Accordingly, it is logical that many offices established at that time may remain and continue to operate; some may even benefit from formal recognition of non-conforming use rights. However, even if non-conforming use rights cannot be confirmed, we consider it would be entirely unnecessary for the City to pursue compliance action against office operators in Wangara, as this category of land use has existed for several decades and is widespread throughout the area.

Further to the above, there is significant strategic planning merit in accommodating offices within the Service Commercial zone, as many businesses operating under the definition of an office play an integral part in the economic 'ecosystem' of the area by servicing other industry sectors. Additionally, including

offices in the mix of permitted land uses in the Service Industrial zone provides a logical transition between less intensive commercial/light industrial uses located in the western area of Wangara adjacent to Wanneroo Road and the more intensive General Industrial zoned area to the east, beyond Hartman Drive.

5 PROPOSAL

5.1 OVERVIEW OF SCHEME AMENDMENT

This scheme amendment proposes to introduce "Office" as an Additional Use for the land described as Lot 2 on Strata Plan 29951, No. 7 Prindiville Drive, Wangara.

5.1.1 Offices in the Wangara Industrial Area

Our research conservatively indicates that at least 33 offices and consulting/medical businesses are currently operating in the 'Service Industrial' zone in the locality of the subject site, seemingly without issue or impact on surrounding land uses. Figure 11 below illustrates the geographic distribution of these uses, with 'heat mapping' revealing the clustering of these uses in the area bound by Wanneroo Road, Ocean Reef Road, Hartman Drive and Berriman Drive. This mapping identifies the highest concentration of these uses occurring on the site subject of this scheme amendment.

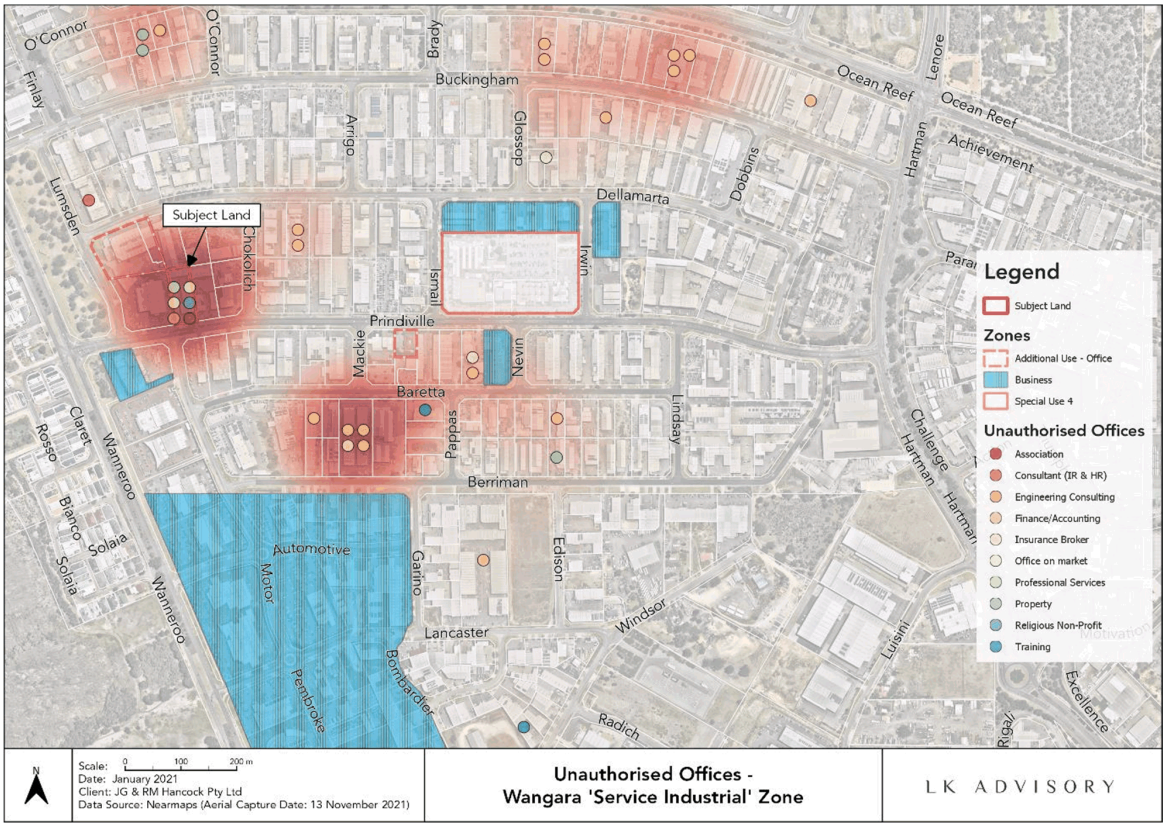

Figure 11 – Existing Offices and Consulting Rooms

5.1.2 Former Planning Framework

Under the former Shire of Wanneroo Town Planning Scheme No. 1 (TPS 1), the land bound by Ocean Reef Road, Hartman Drive, Wanneroo Road and the proposed Gnangara Road realignment was zoned 'Composite Business and Light Industrial' in which an 'Office' was a discretionary land use. This explains why so many properties that were developed at that time still accommodate office (and related) land uses, despite those uses now being prohibited under DPS 2

The zoning of this area changed to 'Service Industrial' when DPS 2 was gazetted on 6 July 2001, at which time 'Office' became an 'X' (Not Permitted) use. According to Item PD01-11/04 from the City's Ordinary Council Meeting on 2 November 2004, this change to the 'Office' land use permissibility occurred to prevent further (our emphasis added) commercialisation of this area and encourage offices to establish in Commercial, Business and Mixed-Use Centres. We interpret this to mean that the pre-existing distribution of offices throughout Wangara was acceptable to continue.

Historical aerial images demonstrate the area (including the subject land) was almost entirely developed before DPS 2 took effect (see Figure 12). In addition, the presence of vehicles on the subject land in Figure

13 proves the premises was constructed and occupied before DPS 2 took effect, meaning office uses could have freely occupied the property at the time.

This Amendment will guarantee that the existing office use of Strata Lot 2 can continue operating, as it has done since early 2012. The Amendment can be supported because it simply permits a long-established use to continue. Its operation cannot be considered 'detrimental' to the amenity of the surrounding area as there is no evidence to suggest this has been or could be the case.

In item PD18-07/08 of the City's Ordinary Council Meeting on 29 July 2008, the City supported a similar amendment for Lots 243 and 244 Dellamarta Road, Wangara based on consistency with the Centres Strategy at the time, which recommended that Mixed and Business Uses be facilitated on land with exposure to Wanneroo Road. The land subject of this Amendment enjoys similar exposure and access to Wanneroo Road.

Figure 12 - 24 February 2000 Aerial Photo (Source: Landgate)

Figure 13 - 24 February 2000 Aerial Image of Subject Land (Source: Landgate)

5.2 SCHEME AMENDMENT CLASSIFICATION

This scheme amendment is classified as a "standard amendment" under Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as follows:

***Standard Amendment** means any of the following amendments to a local planning scheme —*

a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the Scheme for that zone or reserve;

b) an amendment that is consistent with a local planning strategy for the Scheme that has been endorsed by the Commission;

c) an amendment to the Scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;

d) an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the Scheme for the land to which the Amendment relates if the Scheme does not currently include zones of all the types that are outlined in the plan;

e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the Amendment;

f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

g) any other amendment that is not a complex or basic amendment.

5.3 EFFECT OF THE AMENDMENT ON STRUCTURE PLANS

Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, if an amendment to a local planning scheme affects the area to which a structure plan approved under the Scheme relates, the Amendment must include one of the following statements:

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

As the Amendment only proposes to include a single property as an additional use for 'Office', it has no bearing on the approved structure plan and therefore includes the below statement:

"*Pursuant to Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015, when the Amendment takes effect, the approval of any applicable Structure Plan is not affected.*"

6 PLANNING JUSTIFICATION

The planning justification for this proposal, as outlined in this report, can be summarised as follows:

1. The proposed amendment is consistent with the principles of orderly and proper planning. It permits a long-established land use to continue that is consistent with the objectives of the Service Industrial Zone, without use and development of other tenancies on the parent lot.

2. Offices are already widespread and commonplace in the Wangara Industrial Area, without any evidence of this land use having an adverse impact on the amenity of the area. Under the City's development compliance policy, it is unlikely (and unnecessary) that any compliance action would be taken to remove these land uses from Wangara.

3. Offices make a vital economic and employment contribution to the area and provide a vital service that supports the various businesses operating within Wangara's Service Industrial and General Industrial zones.

4. There is no risk that the amendment would cause any adverse environmental, social or economic impacts on other land or land uses in the Scheme Area.

5. Offices are ideally suited to this location with excellent access and exposure to Wanneroo Road and Prindiville Drive, and close proximity to the East Wanneroo urban expansion areas.

6. The subject premises cannot practicably be used for any purpose other than an office, due to its design and construction. This is the case for the entire 'front' building on the subject land, which has and continues to accommodate only office-based uses.

7. Strata Lot 1 on the subject land enjoys non-conforming use rights and has been continuously used as an office since 1996. It is therefore reasonable to expect this use will continue for the foreseeable future. Use of Strata Lot 2 for office purposes will therefore be entirely consistent with this adjacent land use.

8. This Scheme Amendment is consistent with the City's Economic Development Strategy as it will support investment and growth in small business, together with diversification of the local economy and employment opportunities.

9. The Amendment is consistent with applicable State Planning Policies and the State's strategic planning framework. It facilitates the diversification of business and employment within the City of Wanneroo and supports greater employment self-sufficiency.

10. Support for the Amendment is consistent with the City's commitment to the SBDC's Small Business Friendly Local Government Initiative and charter.

11. The 'Office' use proposed by this Scheme Amendment for Strata Lot 2 does not constitute a 'sensitive land use' and will not affect or be affected by any other nearby land uses.

12. Under the provisions of DPS 2, offices require less car parking than showrooms.

7 CONCLUSION

This Scheme Amendment proposes to introduce 'Office' as an additional use for the premises described as Strata Lot 2 on Strata Plan 29951, No. 7 Prindiville Drive, Wangara.

The subject land was developed at a time when 'Office' was a discretionary use under the (then) Shire of Wanneroo Town Planning Scheme No. 1. Office-based uses have therefore historically occupied the 'front' building on the property since its construction. This is likely the case because the design, development and fit-out of the 'front' building does not lend itself to use by any other, non-office activities.

Offices are widespread in Wangara and are a vital part of the economic and employment 'ecosystem' that services other businesses within and beyond the Wangara Industrial Area, with offices often occupying premises that cannot be used for industrial activities and which would otherwise remain vacant.

The 'Office' use proposed by this Scheme Amendment is a long-established use on the premises and of the subject premises and will have no adverse impact on any other land uses in the area. It is therefore respectfully requested that this Scheme Amendment be supported.

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PLANNING & DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME

CITY OF WANNEROO

DISTRICT PLANNING SCHEME NO. 2

AMENDMENT NO. 186

RESOLVED that Council, pursuant to Section 75 of the *Planning and Development Act 2005*, amends District Planning Scheme No. 2 by:

1. Inserting Additional Use No. A44 in Schedule 2 – Section 1 (Clause 3.20) – ADDITIONAL USES of District Planning Scheme No. 2, as follows:

NO		STREET/ LOCALITY	PARTICULARS OF LAND	ADDITIONAL USE AND CONDITIONS (WHERE APPLICABLE)
A44	1-44	7 Prindiville Drive, Wangara	Lot 2 on Strata Plan 29951, Prindiville Drive, Wangara	Office

2. Amending the Scheme Map accordingly.

Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Amendment is a Standard Amendment for the following reasons:

- The Amendment is consistent with the objectives identified in the Scheme for the Service Industrial Zone;
- The Amendment would have a minimal impact on the land in the scheme area that is not the subject of the Amendment; and
- The Amendment would not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Pursuant to Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015, when the Amendment takes effect, the approval of any applicable Structure Plan is not affected.

ADOPTION

Adopted by resolution of the City of Wanneroo at the Ordinary Meeting of the Council held on the _____ day of _____ 2022.

_____
Tracey Roberts
MAYOR

_____
Daniel Simms
CHIEF EXECUTIVE OFFICER

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FINAL ADOPTION

Adopted for final approval by the City of Wanneroo at the Ordinary Meeting of the Council held on the on the _____ day of _____ 2022, and the Common Seal of the City of Wanneroo was hereunto affixed by the authority of a resolution of the Council in the presence of:

_____
Tracey Roberts
MAYOR

_____
Daniel Simms
CHIEF EXECUTIVE OFFICER

_____
Recommended / Submitted for Final Approval
DELEGATED UNDER S.16 OF PD ACT 2005

_____
DATE
FINAL APPROVAL GRANTED

_____
MINISTER FOR PLANNING

_____
DATE

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Attachment 1 - Certificate of Title

WESTERN AUSTRALIA

REGISTER NUMBER	
2/SP29951	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
2	31/5/2005

VOLUME 2061 FOLIO 589

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893 AND THE

STRATA TITLES ACT OF 1985

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts

REGISTRAR OF TITLES

REGISTRAR OF TITLES WESTERN AUSTRALIA

LAND DESCRIPTION:

LOT 2 ON STRATA PLAN 29951
TOGETHER WITH A SHARE IN COMMON PROPERTY (IF ANY) AS SET OUT ON THE STRATA PLAN

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

JAMES THOMAS TURNBULL OF 8 WISHART STREET, GWELUP
IN 1/4 SHARE
EPOX PTY LTD OF 6 OAKAPPLE DRIVE, DUNCRAIG
IN 3/4 SHARE
AS TENANTS IN COMMON

(T J267227) REGISTERED 29/4/2005

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. INTERESTS NOTIFIED ON THE STRATA PLAN AND ANY AMENDMENTS TO LOTS OR COMMON PROPERTY NOTIFIED THEREON BY VIRTUE OF THE PROVISIONS OF THE STRATA TITLES ACT OF 1985 AS AMENDED.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.

----------END OF CERTIFICATE OF TITLE----------

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND:	SP29951
PREVIOUS TITLE:	SP29951
PROPERTY STREET ADDRESS:	UNIT 2 7 PRINDIVILLE DR, WANGARA.
LOCAL GOVERNMENT AUTHORITY:	CITY OF WANNEROO

LANDGATE COPY OF ORIGINAL NOT TO SCALE 16/12/2021 02:56 PM Request number: 62972259

Landgate
www.landgate.wa.gov.au

LK ADVISORY

Urban & Regional Planning | Strategy | Policy | Governance | Performance

8 February 2022

Mr Mark Dickson
Director Planning & Sustainability
City of Wanneroo
Locked Bag 1
Wanneroo WA 6946

Dear Mr Dickson,

Proposed Amendment to City of Wanneroo District Planning Scheme No. 2 – Additional Use – Office at Strata Lot 2 (No. 7) Prindiville Drive, Wangara

On behalf of our clients, JG & RM Hancock Pty Ltd, we are pleased to submit this Scheme Amendment request to apply an Additional Use zone for 'Office' to Strata Lot 2 (No. 7) Prindiville Drive, Wangara.

Please note that Attachment 2 to the Scheme Amendment (Owner's Authorisation) is currently being obtained and will be provided under a separate cover. In the meantime, we would be grateful if the City could please commence processing and assessment of this proposal.

Please do not hesitate to our office via e-mail (len@lkadvisory.com.au; oscar@lkadvisory.com.au) or telephone (office: 6500 7800; mob: 0439 044 967) if you require additional copies (or a hard copy) of the Scheme Amendment report, or if you would like to discuss this matter further.

Yours sincerely,

OSCAR THOMSON
Consultant

Suite 3, No. 1 Wexford St, Subiaco WA 6008 | lkadvisory.com.au | PO Box 244, Applecross, WA 6953

4.3 Consideration of Amendment No. 199 to District Planning Scheme No. 2 Following Advertising - Permissibility of the Car Park Land Use in the General Rural and Rural Resource Zones

File Ref: 43301 – 22/50031
Responsible Officer: Director Planning and Sustainability
Attachments: 1

Issue

To consider proposed Amendment No. 199 to the City's DPS 2, following public advertising.

Background

Council at its 10 August 2021 Ordinary Council Meeting resolved to prepare (or initiate) Amendment No. 199 to DPS 2 (PS08-08/21). The amendment proposal was then subsequently advertised as outlined in this Report. Council's previous resolution on Amendment No. 199 was as follows:

"That Council:-

1. *PREPARES Amendment No. 199 to the City's District Planning Scheme No. 2 pursuant to Section 75 of the Planning and Development Act 2005, to amend the local planning scheme by:*

    a) *modifying Table 1 (Clause 3.2 – The Zoning Table) to make the 'Car Park' land use discretionary subject to advertising ('A') in the General Rural and Rural Resource Zones;*

    b) *Introducing the following as a new Clause 3.16.4, relative to the General Rural Zone:*

        3.16.4 In considering the use or development of Car Park in the General Rural Zone, Council may support the parking of any vehicle type, regardless of size and carrying capacity, provided that all vehicles parked onsite are for private or personal use only. The parking of vehicles used for trade, professional or any other commercial purpose is not permitted.

    c) *Introducing the following as a new Clause 3.17.5, relative to the Rural Resource Zone:*

        3.17.5 In considering the use or development of Car Park in the Rural Resource Zone, Council may support the parking of any vehicle type, regardless of size and carrying capacity, provided that all vehicles parked onsite are for private or personal use only. The parking of vehicles used for trade, professional or any other commercial purpose is not permitted;

2. *Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, RESOLVES that Amendment No. 199 to District Planning Scheme No. 2 is a Complex Amendment for the following reason:*

    An amendment that is not addressed by any local planning strategy.

3. *Pursuant to Regulation 37(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, SUBMITS two (2) copies of the Amendment No. 199 to*

District Planning Scheme No. 2 documentation to the Western Australian Planning Commission for its consideration;

4. *Pursuant to Section 81 and Section 82 of the Planning and Development Act 2005 REFERS Amendment No. 199 to District Planning Scheme No. 2 to the Environmental Protection Authority; and*

5. *Subject to satisfaction of the Environmental Protection Authority and the Western Australian Planning Commission, ADVERTISES Amendment No. 199 to District Planning Scheme No. 2 for a period of 60 days pursuant to Regulations 38 and 76A of the Planning and Development (Local Planning Schemes) Regulations 2015.*

6. *REQUESTS Administration investigate the issue of commercial vehicle parking in the City and to present those investigations to Council Members for discussion."*

As detailed in Administration's previous Report to Council on this matter (PS08-08/21), Amendment No. 199 to DPS 2 was prompted by an increased number of enquiries and complaints received in respect to caravan storage on rural lots. Administration has also noted that the demand for places for caravan parking (but also other large private vehicles including boats, trailers and trucks) is driven largely by the ongoing trend for decreasing residential lot sizes.

Landowners within the City's rural areas have been offering up their lots to respond to the issues above, and to accommodate parking of large private vehicles for a fee. The City has recently received separate proposals from rural landowners to amend DPS 2 to make caravan, boat, car and trailer parking facilities as Additional Uses on their properties. These proposals include:

- Amendment No. 170 to DPS 2, which allows 'Storage Yard' (including parking storage of large vehicles) at 90 Rousset Road, Jandabup. Amendment No. 170 was approved by the Minister for Planning in April 2020 and has effect under DPS 2.
- Amendment No. 194 to DPS 2, which proposes 'Car Park' as a discretionary (or 'D') land use at 1954 Wanneroo Road, Neerabup. This amendment was initiated by Council at its 7 September 2021 meeting (PS07-09/21) and was advertised. A separate Report on Amendment No. 194 will be presented to an upcoming Council Meeting.
- Amendment No. 198 to DPS 2, which proposes 'Car Park' as a discretionary (or 'D') land use at 252 Neaves Road, Mariginiup. This amendment was initiated by Council at its 7 September 2021 meeting (PS06-09/21) and was advertised. A separate Report on Amendment No. 198 will be presented to an upcoming Council Meeting.
- Amendment No. 201 to DPS 2, which proposes 'Car Park' as a discretionary (or 'D') land use at 44 Delich Road, Carabooda. This amendment was initiated by Council at its 16 November 2021 meeting (PS09-11/21) and will be advertised in due course.

Amendment No. 199 to DPS 2 differs from these site specific amendments to DPS2 as it proposes to make the 'Car Park' land use capable of approval for all lots within the General Rural and Rural Resource zones, as detailed below.

Detail

It was previously considered by Council that in order to facilitate the parking of large private vehicles (including caravans, boats, trailers and trucks) in the General Rural and Rural Resource zones, an amendment to DPS 2 should be prepared. Administration then prepared Amendment No. 199 for Council's consideration, proposing to make the 'Car Park' land use discretionary (subject to advertising) within the General Rural and Rural Resource Zones. Table 1 (or the 'Zoning Table') of DPS 2 would be amended by inserting "A" in Table 1 for the Car Park land use in the columns pertaining to the Rural Resource and General Rural zones.

There is already a land use definition of 'Car Park' in DPS 2, which is as follows:

> ***"car park :*** *means premises used primarily for the parking of private vehicles or taxis whether open to the public or not but does not include any part of a public road which is used for the through movement of traffic or premises on or in which vehicles are displayed for sale or premises set aside to meet a specific parking requirement under the Scheme. The term includes the land required on site for access and manoeuvring to enable vehicles to gain access to car parking bays."*

The above definition encompasses not just cars (as the name of the land use may allude to), but an array of 'private vehicles' such as caravans, boats, trailers and cars. The definition also encompasses trucks for private or personal use only – but not trucks used for trade, profession or other commercial purpose, which DPS 2 classes as 'commercial vehicles'.

Amendment No. 199 also proposes to introduce the following provisions into DPS 2, relevant to the General Rural and Rural Resource zones respectively:

"3.16.4 In considering the use or development of Car Park in the General Rural Zone, Council may support the parking of any vehicle type, regardless of size and carrying capacity, provided that all vehicles parked onsite are for private or personal use only. The parking of vehicles used for trade, professional or any other commercial purpose is not permitted.

3.17.5 In considering the use or development of Car Park in the Rural Resource Zone, Council may support the parking of any vehicle type, regardless of size and carrying capacity, provided that all vehicles parked onsite are for private or personal use only. The parking of vehicles used for trade, professional or any other commercial purpose is not permitted."

Consultation

In accordance with Council's previous resolution, Amendment No. 199 to DPS 2 was referred to the EPA for comment. In response, the EPA advised the City that the scheme amendment did not warrant an environmental assessment.

Council resolved for Amendment No. 199 to be assessed as a 'complex' amendment in the context of the *Local Planning Schemes (Local Planning Schemes) Regulations 2015* (**Regulations**). As such, Amendment No. 199 to DPS 2 was also referred to the WAPC for initial consideration pursuant to the Regulations. More detail on the WAPC's consideration is provided in the Comment section of the Report; however, the WAPC did resolve that Amendment No. 199 was a complex amendment and suitable to be advertised for public comment.

Advertising of Amendment No. 199 to DPS 2 was undertaken between 16 December 2021 to 22 February 2022 by way of the following:

- Advertisement in the 16 December 2021 edition of the 'Perth Now Wanneroo' local newspaper;
- Having the amendment available for viewing at the City's Civic Centre;
- Notices and detail of the amendment were published on the City's website;
- Email correspondence to the Department of Water and Environmental Regulation (DWER) and DPLH, being the relevant government agencies that would take the most interest in the amendment; and
- Email correspondence to representatives of the Caravan Industry Association of Western Australia, North Wanneroo Growers Group and the North Wanneroo Residents Association.

The City has received nine submissions on the amendment proposal. A summary of those submissions and Administration's response is included in **Attachment 1**. Most submitters are also affected by the caravan parking activities occurring at 252 Neaves Road (subject to Amendment No. 198 to DPS 2); and through their submissions highlight the impacts caused by those activities. It is not the purpose of this report to consider the issues pertaining to Amendment No. 198 to DPS 2, as these will be covered in a separate report to be presented to Council in due course.

Comment

As outlined above, Amendment No. 199 to DPS 2 was forwarded to the WAPC following Council's initiation, pursuant to r. 37(2) of the Regulations. This is for the WAPC to examine Amendment No. 199 to DPS 2 and advise the City if any modifications to the amendment were required prior to advertising.

As officers at DPLH did not have delegation to make a decision on behalf of the WAPC, Amendment No. 199 to DPS 2 was presented to a meeting of the Statutory Planning Committee (SPC). The SPC carried a motion on 9 November 2021 that Amendment No. 199 to DPS 2 was suitable for advertising; however the resolution also advised Council of the following:

- *"The amendment presents various inconsistencies with State Planning Policy 2.5 – Rural Planning (SPP 2.5) and State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7). These inconsistencies, primarily that a proposed Car Park land use in Rural zones is inconsistent with the policy objectives of SPP 2.5, will be considered following advertising; and*
- *The amendment is proposed in the absence of endorsed contemporary local planning strategy. In this regard, it is strongly recommended that the City prioritise the completion of its local planning strategy to ensure future amendments are not dealt with on a case by case basis, but rather through a contemporary planning framework that focuses on the wider locality."*

The issues in the SPC resolution, as well as those raised in the public submissions, form the basis for Administration's comments below.

Issues Raised in the Submissions

All submitters raising objections to Amendment No. 199 are affected in some way by an existing unauthorised caravan parking activity being conducted at No.252 Neaves Road, Mariginiup. Issues raised in the submissions include impacts caused by the caravan parking activities at the Neaves Road address regarding dust, noise, traffic and loss of visual amenity.

The unauthorised activity on the Neaves Road site is also subject of Amendment No. 198 to DPS 2, which seeks to allow the parking of caravans on that specific site. While that amendment is being processed, the unauthorised use is able to continue under the City's Compliance Policy. If an Additional Use of 'Car Park' is approved for the Neaves Road site (as proposed through Amendment No. 198 to DPS 2), it will still require development approval. The development application process allows the City to consider that proposal specifically – and for the City to impose conditions to address any amenity concerns.

These concerns are noted as Amendment No. 199 to DPS 2 is proposing that the 'Car Park' land use be listed in the DPS 2 Zoning Table as an 'A' use in the General Rural and Rural Resource zones. This means that any development applications for a Car Park in these zones would require formal advertising.

The development assessment and consultation process then would give the community the opportunity raise any concerns about potential impacts of a 'Car Park' activity and for the City to take any concerns into account before a determination is made.

Clause 67(2) of the DPS 2 Deemed Provisions lists a series of considerations to which the City must give due regard for when assessing any development application. Furthermore, the City will be required to advertise any development application it receives for 'Car Park' in the General Rural or Rural Resource Zone, and have regard to any submissions received.

Administration considers that the most likely matters that will need consideration for a proposed 'Car Park' in these zones are listed below:

- The compatibility of development in its setting;
- The amenity of the locality; including environmental impacts, character and social impacts;
- Whether provision for landscaping is adequate, including whether trees and other vegetation should be preserved;
- The amount of traffic and adequacy of access to and from a site – as well as arrangements for the manoeuvring and parking of vehicles; and
- Any submissions received in respect to a proposal.

These matters are all able to be addressed and controlled through existing provisions in DPS2. It is considered that DPS2 provides sufficient provisions in order to be able to appropriately assess and determine applications for this use in the General Rural and Rural Resource zones without needing any specific development standards.

State Planning Policy 2.5: Rural Planning (SPP 2.5) Considerations

A Report prepared by DPLH officers to the SPC outlined reasons (in their view) as to how Amendment No. 199 to DPS 2 is inconsistent with SPP 2.5. Those reasons, with Administration's arguments in reply, are provided below:

DPLH Officer Comment in SPC Report	Administration Responses
The amendment is not supported by an endorsed local planning strategy. A local planning strategy should both consider the intrinsic and long-term objectives and needs of rural areas, a demand and capacity analysis as well as the broader scale, holistic implications of a Car Park land use within rural areas.	Comment on the progress of the City's Local Planning Strategy, currently being prepared by Administration, is provided later in this section.
It does not 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. The relative proximity of land food production and animal premises uses on the fringes of urban areas is fundamental to consumers and has broader implications for the economy.	Making the 'Car Park' land use permissible in the General Rural and Rural Resource Zones through Amendment No. 199 should not preclude or compromise opportunities for primary production and other rural activities to exist, expand or develop. A 'Car Park' premise can be established in a manner that it can co-exist with other rural uses in the vicinity, or in a manner that a site can easily be vacated to accommodate a recommencement of rural activities.
It does not provide investment security for existing, expanded and future primary production and promote economic growth and regional	The permissibility of the 'Car Park' land use gives landowners with more diverse economic opportunities to utilise their rural landholdings. For example:

DPLH Officer Comment in SPC Report	Administration Responses
development on rural land for rural land uses. In this regard, it will compromise the ability for rural zoned land to be developed for primary production purposes.	○ Many rural landholdings are too small to support a viable rural activity, such as food production or an animal premises; ○ Landowners in the rural areas (particularly in North Wanneroo) have faced issues and uncertainties around access to water, due to impacts of climate change and urban encroachment. The issue of water has also been compounded by the State Government's proposal to reduce water allocations to growers by ten per cent by 2028, which threatens to potentially reduce the viability of agricultural and horticultural businesses; and ○ Landowners in East Wanneroo are currently constrained in expanding or developing rural pursuits on their rural landholdings, due to pending urbanisation. The 'Car Park' land use could be an option as an interim use for some East Wanneroo rural landowners pending urbanisation of their land.
It is not compatible with the preservation of rural character and amenity in rural zoned areas. It also introduces the potential for land use conflict and may result in adverse impacts on the existing rural character and amenity through increased traffic volumes, noise and visual impacts. The City proposes, however, that any impacts associated with a Car Park land use within the Rural Resource and General Rural zones be managed through conditions of development.	Not all proposals for 'Car Park' will be incompatible with the preservation of rural character and amenity in the General Rural and Rural Resource zones. Administration maintains the view that compatibility should be considered on a case-by-case basis through the development application process. Amendment No. 199 to DPS 2 proposes that the 'Car Park' land use be discretionary subject to advertising (or an 'A' use) in the General Rural or Rural Resource zones. As outlined above, this provides the City an opportunity to exercise discretion in considering whether to approve or refuse a 'Car Park' development application against the provisions of DPS 2.

State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7) Considerations

The SPC Report prepared by DPLH officers outlined their reasons as to how Amendment No. 199 to DPS 2 is inconsistent with SPP 3.7.

The SPC Report highlighted that the majority of the Rural Resource and General Rural zone in the City is declared as 'bushfire prone'. The Report highlighted that this amendment should therefore have been accompanied by bushfire assessments pursuant to SPP 3.7.

Whilst Administration agrees that much of the Rural Resource and General Rural zoned land is bushfire prone, the degree of bushfire risk on lots within this zone would vary significantly on a site by site basis. Given that the zones occupy such a large area of the City, preparation of a bushfire assessment at this stage would be impractical.

Administration considers that the bushfire risk should be considered on a case-by-case basis at the development application stage, where the unique bushfire risks present on specific sites can be considered in detail. This is already the case for all other permitted development on bushfire prone sites and this amendment would not change that existing process.

Local Planning Strategy Considerations

Administration acknowledges the advice of the SPC that a Local Planning Strategy would assist; however, this has not prevented many amendments from being progressed and granted final approval by the Minister over many years.

Administration is currently preparing the City's Local Planning Strategy which will set out the City's objectives for the City's rural areas; as well as addressing the social, environmental, resource management and economic factors that affect, and are in turn affected by land use and development.

The City's Local Planning Strategy will be a comprehensive document that cannot be completed quickly. Administration is currently in the process of preparing 12 discussion papers which will guide the overall strategic direction that the Local Planning Strategy will provide. Some of these discussion papers have been subject of discussion with Council Members already, whereas others will be presented for discussion during 2022. Administration is then anticipating that a draft Local Planning Strategy will be presented to Council before the end of 2022.

Administration's intention to date has been to deal with land use and permissibility changes in the City's rural areas holistically, through an extensive and thorough strategic planning process. However, waiting on the completion of a Local Planning Strategy does not assist in addressing the immediate problem in addressing demand for parking of large private vehicles in rural areas. There is a clear need to address the matter of caravan and large vehicle parking in rural zones more swiftly than through the Local Planning Strategy; and therefore Administration advanced the preparation of Amendment No. 199 to DPS 2.

Conclusion and Next Steps

Notwithstanding the WAPC's concerns which are addressed above, Administration is recommending Council support Amendment No. 199 to DPS 2. In addition to the planning arguments presented in this Report, interest from rural landowners to provide facilities for private vehicle parking, and interest from the community to utilise such facilities, should be given weight as to the proposed Amendment providing a suitable means to meet an identified need in the community.

Council's resolution whether to support or not support Amendment No. 199 to DPS 2 will be forwarded to the WAPC for their further consideration pursuant to the Regulations, before being presented to the Minister for Planning for final determination.

Council should note that support for Amendment No. 199 to DPS 2 does not guarantee final approval of the amendment. The WAPC will make its own recommendation to the Minister for Planning on whether Amendment No. 199 to DPS 2 should be approved or refused, based on their own judgement of planning merit and in consideration of the Council's recommendation. The Minister for Planning is also not obliged to adhere to the recommendations of the City or the WAPC in determining the amendment.

Although the final outcome of Amendment No. 199 to DPS 2 cannot be predicted, there is already a precedent with the Minister for Planning approving Amendment No. 170 to DPS 2. As outlined above, that amendment facilitates the parking of 400 vehicles (mostly caravans) at Lot 31 (90) Rousset Road, Jandabup, which is zoned General Rural.

Administration considers that any decision of Council be communicated to all submitters of Amendment No. 194, Amendment No. 198 and Amendment No. 199 to DPS 2; regardless of whether the submitters support or object to either amendment as these are related matters.

Administration is also mindful of Council's previous resolution for Administration to investigate the issue of commercial vehicle parking in the City and to present those investigations to

Council Members for discussion (Item 6 of PS08-08/21). This investigation will be carried out by Administration with a view of presenting the findings to Council Members for discussion mid to late 2022.

Statutory Compliance

Amendment No. 199 to District Planning Scheme No. 2 was prepared by Administration and advertised in accordance with the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations).

Under the Regulations, Council is required to consider the submissions received in respect to the advertising of Amendment No. 199 and resolve to either support the amendment with or without modification – or alternatively not support the amendment. Administration is recommending that Council supports Amendment No. 199 without modification in accordance with r. 41(3)(a) the Regulations.

Further, and regardless of whether Council supports the amendment or not, the Regulations require Council to provide the WAPC with (among other things) a copy of the resolution, as well as a schedule of submissions with the City's responses to the submissions.

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**
CO-O03 Strategic Land	Moderate
Accountability	**Action Planning Option**
Director Planning and Sustainability	Manage

The above risk 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

Relevant State Planning Policy considerations are identified and discussed in the Comment section of this report.

Financial Implications

The Administrative costs in undertaking various actions pertaining to Amendment No. 199 to DPS 2 can be met from the current Planning and Sustainability operational budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **Pursuant to Regulation 41(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, CONSIDERS the submissions received in respect of Amendment No. 199 to District Planning Scheme No. 2, a summary of which is included in Attachment 1;**

2. **Pursuant to Regulation 41(3)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, SUPPORTS the prepared Amendment No. 199 to District Planning Scheme No. 2, as resolved by Council at the 10 August 2021 Ordinary Council Meeting (PS08-08/21);**

3. **AUTHORISES the Mayor and the Chief Executive Officer to SIGN and SEAL Amendment No. 199 to District Planning Scheme No. 2 documents in accordance with the City's Execution of Documents Policy;**

4. **Pursuant to Regulation 44 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, PROVIDES Amendment No. 199 to District Planning Scheme No. 2 to the Western Australian Planning Commission;**

5. **ADVISES all submitters of Amendment No. 194, Amendment No. 198 and Amendment No. 199 to District Planning Scheme No. 2 of this decision; and**

6. **NOTES that an investigation into the issue of commercial vehicle parking in the City is pending, and that such investigations will be presented to Council Members for discussion before the end of the 2022 calendar year.**

Attachments:

1⇩.	*Attachment 1 - Submission Schedule - Council Version - Amendment No. 199 to DPS 2 - To review Land Use Permissibility for Car Parking in the General Rural and Rural Resource Zones*	*22/121546*	*Minuted*

CITY OF WANNEROO
AMENDMENT NO. 199 TO DISTRICT PLANNING SCHEME NO. 2
SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING
(Advertising Closed 22 February 2022)

No.	Summary of Submission	Administration Comment	Recommendation
1.	**Submission No. 1** Department of Water and Environmental Regulation (DWER) 8 Davidson Terrace, Joondalup		
1.1	DWER has considered the proposal and has no objections and no comments to provide.	Noted.	No modification required.
2.	**Submission No. 2** Mariginiup Resident		
2.1	An objection to the amendment proposal.	Submission noted.	No modification required.
2.2	The submitter's comments are also from the perspective of the caravan and other vehicle parking on a property at Neaves Road, subject to Amendment No. 198 to DPS 2. The submitter raises the issue of how the Neaves Road premise has a visual impact, impacts on the rural character of that area, and is light industrial in nature.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.
2.3	The submitter is concerned of the change proposed in the amendment, which introduces the permissibility of a light industrial use 'in the blink of an eye'. This will change the rural lifestyle and character that landowners are encouraged to maintain. The submitter agrees that people need to store their caravans and other vehicles, but not on rural lifestyle lots. The City should consider the social and health impacts on other owners in the vicinity of these so-called car parks.	Amendment No. 199 affects the permissibility of 'Car Park' in the General Rural and Rural Resource zones. The amendment is required to be considered under a due process as prescribed under planning legislation (which involves seeking public comment) – and therefore, changes cannot occur 'in the blink of an eye'. Should Amendment No. 199 be approved, all 'Car Park' proposals in the General Rural and Rural Resource zone would still have to be considered through the development application process. Social impacts and possible risks to human health from a development are just some of the valid planning considerations the City is required to have due regard to under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application. It is also worth noting that the General Rural and Rural Resource zones are already intended to support a wide variety of uses (most commonly agriculture, horticulture, resource extraction), which already pose impacts on the 'rural lifestyle' of surrounding residents in those zones. DPS 2 encourages rural living and lifestyle more so in the Special Rural Zone,	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
		rather than in the General Rural and Rural Resource Zones.	
2.4	The City should engage with the community and ask the people affected by parking activities in rural zones. The City should also observe the impacts of existing parking activities in rural zones on surrounding rural landowners.	Amendment No. 199 to DPS 2 has been advertised to gauge community concerns with the proposal. The amendment proposes 'Car Park' as an 'A' use in the General Rural and Rural Resource zones. This means that if Amendment No. 199 is approved, all development applications received for the 'Car Park' use in the General Rural and Rural Resource zones must also undergo advertising. The development application process allows the City to observe or consider impacts that a proposed 'Car Park' in a General Rural and Rural Resource zone may cause on landowners in the vicinity.	No modification required.
3.	**Submission No. 3** Mariginiup Resident		
3.1	An objection to the amendment proposal.	Submission noted.	No modification required.
3.2	The submitter's comments are also from the perspective of the caravan and other vehicle parking on a property at Neaves Road, subject to Amendment No. 198 to DPS 2. In particular, the submitter expresses how the Neaves Road activities are the cause of stress, health problems – and effect on their retirement.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.
3.3	The submitter considers that the amendment proposal is contrary with this statement: *"The City's strategic environmental planning initiatives and promotes a balance between growth and the protection and enhancement of the natural and built environment."*	The statement referred to in the submission describe the City's Local Environment Strategy 2019 (LES), as quoted on the City's website. The LES is an outline of the City's overall approach to protecting and managing the key environmental resources and values important to the City's future. The LES aims to protect the City's highly-valued environmental attributes, including both those of the natural environment (e.g. bushland habitat, wildlife, wetlands and ocean beaches), and of the built environment (e.g. air quality, aesthetic values, heritage, landscapes, etc.). Administration considers that this comment is made by the submitter more in the context of land use impacts and conflict (i.e. impact of caravan parking on the rural lifestyle of others), rather than how the amendment proposal will affect the natural and built environment more broadly.	No modification required.
3.4	Although the submitter is aware that life changes and grows, it should happen naturally. The submitter is against turning the small amount of rural lifestyle lots away from	The submitter's comments are noted. However, Administration is of the view that appropriate planning changes should be allowed to occur (no matter the degree), in a manner controlled by both the City and the WAPC. Controls include following the processes in place under legislation and the	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	people, affecting what they worked hard for and their retirement.	planning framework, when considering a proposal that involves a change affecting an area or zone.	
3.5	There are so many light industrial lots that can support the parking of 200 or 300 vehicles. Instead, the City is intending to destroy rural lifestyle by taking away visual amenity and privacy.	Administration considered the density of caravan and other large private vehicles parked at 90 Rousset Road, Jandabup. This premise was subject to Amendment No. 170 to DPS 2 (refer PS03-02/19 and PS02-10/19), approved by the Minister for Planning in April 2020. On that site, there are approximately 370 large vehicles parked over an area of 4.1 hectares (ha). With the configuration of parked vehicles on this site, there are 304 vehicles over an area of 3.1ha and 206 vehicles over an area of 2.3ha. Looking at commercial real estate currently available, there are only two industrial lots currently available for sale in the City of Wanneroo that are over 2ha in area – which would be capable of parking 200 large private vehicles. The two properties are on the market from $3.3m to $4.85m. Amendment No. 199 to DPS 2 would allows more land use options for underutilised rural land. How that impacts on the lifestyle, visual amenity and privacy of nearby rural landowners are considerations for the development application process.	No modification required.
3.6	The submitter expresses concerns regarding noise and dust – as well as security concerns with strangers entering car park premises adjoining rural lots that are separated by post and wire fencing.	Amenity impacts, as well as possible risks to human health and safety, are just some of the valid planning considerations the City is required to have due regard to under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application.	No modification required.
3.7	With the amount of people already offering their properties for caravan parking, it has come down to a price war. In some locations, a dollar a day per vehicle. Is that really what ratepayers affected so badly from such premises worth?	The low rates that premises charge customers to park large vehicles (e.g. caravans) is not a valid planning consideration in processing this amendment proposal. Potential or actual impacts from this activity on other rural landowners can be considered through the development application process as outlined in Administration's response to Item 3.6 above.	No modification required.
4.	**Submission No. 4** Same as Submitter No. 3		
4.1	An objection to the amendment proposal.	Submission noted.	No modification required.
4.2	The submitter's comments are also from the perspective of the caravan and other vehicle parking on a property at Neaves Road, subject to Amendment No. 198 to DPS 2.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	In particular, the submitter expresses how the Neaves Road activities are causing detriments visually, to privacy, security and to human health. The activity is also affecting their retirement.		
4.3	The submitter considers that the amendment proposal is contrary with this statement: *"The City's strategic environmental planning initiates and promotes a balance between growth and the protection and enhancement of the natural and built environment."*	Refer to Administration's response to Item 3.3 above.	No modification required.
4.4	The submitter bought into the rural lifestyle of their property, with assurance that changes are 30 to 50 years away.	Assurance as raised in the submission cannot be guaranteed, and does not prevent any other person or agency from proposing planning changes that could affect a property or locality at any time. Affecting the submitter, and beyond what is recently proposed through both Amendments No. 198 and No. 199 to DPS 2, the WAPC has released its East Wanneroo District Structure Plan. In that document, it shows much of the East Wanneroo rural areas becoming urbanised before 2051.	No modification required.
4.5	There are so many of these (caravan and large private vehicle) parking businesses establishing within five kilometres from the submitter's 'rural lifestyle', allowing 600 vehicles to be stored.	Excluding a premise in Carabooda (well in excess of five kilometres from the submitter), the City has recently received three other amendment proposals to DPS 2, to allow caravan and other large private vehicle parking on specific lots in rural areas. Those proposals are: • At 90 Rousset Road, Jandabup – subject to Amendment No. 170 to DPS 2 and approved by the Minister for Planning. That premise can store up to 400 private vehicles; • At 252 Neaves Road, Mariginiup – subject to Amendment No. 198 to DPS 2. That amendment is intended to support the parking of up to 60 caravans and other large private vehicles. Amendment No. 198 has recently been advertised and has a particular effect on the submitter; and • At 1954 Wanneroo Road, Neerabup – subject to Amendment No. 194 to DPS 2. That amendment is intended to support the parking of up to 90 caravans and other large private vehicles. This amendment has also recently been advertised. Notwithstanding the above, or what is being stated the submission, the Amendment No. 199 proposal should be considered on its own planning merit – and not based on the current number of caravan and other large	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
		private vehicle parking facilities that are already established.	
4.6	These (caravan and large private vehicle) parking businesses do not create employment or bring money into the community, There is a price war going on, where the average parking rate is $3, with one premise offering $1 per day. These yards need to be kept in industrial areas, and not in areas with rural lifestyle.	The low rates that premises charge customers to park large vehicles (e.g. caravans) is not a valid planning consideration in processing this amendment proposal. However as outlined in the previous Council Report on Amendment No. 199 (PS08-08/21), the parking of large vehicles (e.g. caravans) will less likely be a commercially viable operation should it locate in well serviced industrial estates, which command high land values. It is also worth noting that the General Rural and Rural Resource zones are already intended to support a wide variety of uses (most commonly agriculture, horticulture, resource extraction), which already pose impacts on the 'rural lifestyle' of surrounding residents in those zones.	No modification required.
4.7	The people affected by these activities should be listened to, and not just the people that will benefit financially.	Amendment No. 199 to DPS 2 has been advertised to gauge the concerns of all members of the community equally. The amendment proposes 'Car Park' as an 'A' use in the General Rural and Rural Resource zones. This means that if Amendment No. 199 is approved, all individual development applications received for 'Car Park' use in the General Rural and Rural Resource zones must also undergo advertising. The City is required to have due regard to all submissions received for a development application under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application.	No modification required.
5.	**Submission No. 5** Same as Submitter No. 3 and No. 4		
	An objection to the proposal.	Submission noted.	No modification required.
	Most of the submitters comments pertain to the caravan and other vehicle parking on Neaves Road, subject to Amendment No. 198. Issues raised include: • Visual impacts; • The impacts caused by increased visitors – such as noise, privacy, security and dust; • The time the City is taking to resolve the ongoing compliance issues; • Traffic issues; • Potential fire risk; and • Stress the submitters animals are	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	experiencing.		
	The submitter has undertaken their own research on demand for caravan parking availability from Mandurah to Lancelin. The submitter advises that premises are offering places for between $1 and $3 per day for customers to park caravans.	The low rates that premises charge customers to park large vehicles (e.g. caravans) is not a valid planning consideration in processing this amendment proposal.	No modification required.
6.	**Submission No. 6** Planning Consultant Representing Various Mariginiup Residents		
6.1	An objection from a consultant representing the various landowners in Mariginiup. The landowners are affected by the caravan parking premise located at 252 Neaves Road, subject to Amendment No. 198 to DPS 2.	Submission noted.	No modification required.
6.2	The submission specifically states that it relates to both Amendment No. 198 and No. 199 to DPS 2. Most of the comments in the submission relate to the issues specific to the Neaves Road site and the Amendment No. 198 proposal, such as: • The issues with the Neaves Road operations, such as poor signage, commercial vehicles parking onsite, lack of supervision and the delivery of vehicles to the site by third party haulage companies; • The City's compliance actions against the owners of 252 Neaves Road to date; • Part of the site at 252 Neaves Road being cleared, reticulated and planted with avocado trees; • The lack of detail and issues with a Transport Impact Assessment and Acoustic Report accompanying Amendment No. 198; • Potential environmental impacts, particularly on nearby mature trees. The proposal also lacked flora/fauna and dust management reports; • Issues on amenity caused by the activities	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	– such as visual impacts, character of the locality, social impacts, bulk and scale; and • The validity of letters of support that accompanied the proposal.		
6.3	The submitter acknowledges that the DPLH mandates relatively dense development in residential areas. As a consequence, there is not sufficient space to accommodate caravans and boats on private property, and on-street is an inappropriate outcome. The burden has been placed upon Local Government to facilitate parking in rural areas where there is the possibility of low land prices and room for vehicle manoeuvring. The submitter agrees with the City's efforts, however not in the manner presented.	Noted. The issues faced by the City and its residents to park caravans and other large vehicles, when residential lots have becoming smaller over time, is discussed in the initial Report to Council for Amendment No. 199 to DPS 2 (PS08-08/21).	No modification required.
6.4	The submitter acknowledges that the parking of private caravans and boats *might* be considered to be a 'Car Park', which is an 'X' not permitted use and is defined in DPS 2 below: *means premises used primarily for the **parking of private vehicles** or taxis whether open to the public or not but does not include any part of a public road which is used for the through movement of traffic or premises on or in which vehicles are displayed for sale or premises set aside to meet a specific parking requirement under the Scheme. The term includes the land required on site for access and manoeuvring to enable vehicles to gain access to car parking bays.*	Administration considers the parking of private vehicles on a premise (even privately-owned caravans, boats, trailers and trucks not for commercial use) does meet the definition of 'Car Park' as defined in DPS 2.	No modification required.
6.5	The submitter highlights a case from the Queensland Supreme Court for the City to explore regarding the difference between 'parking' and 'storage' – and how the length of time can influence land-uses.	The dispute of the case in question relates to a tavern owner seeking to restrict the use of a car park by berth users of an adjoining marina. The car park is on the tavern land and is subject to an easement which benefits the marina users. The tavern owner wished to impose restrictions on parking, including time limits. The applicant (marina) contended that under the	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
		easement, marina berth users were entitled to uninterrupted and unimpeded use of the car park with no time limit for car parking. In the case of caravan and other large private vehicle parking in the rural zones, it is very unlikely that this activity would occur over an easement, causing the dispute the subject of the Queensland Supreme Court case. In the planning context, the City has a clear definition for 'Car Park' in DPS 2 as outlined in Item 6.4 above. Furthermore, it could be argued that in the context of the DPS 2 'Car Park' definition, 'parking' means the same as 'park' as defined within the City's *Parking Local Law 2015*. The City's Local Law refers to the 'park' definition in the *Road Traffic Code 2000* (State legislation) and as below: *'park' means to permit a vehicle, whether attended or not, to remain stationary, except for the purpose of—* *(a) avoiding conflict with other traffic;* *(b) complying with the provisions of any law; or* *(c) taking up or setting down persons or goods (maximum of 2 minutes);* Neither the DPS 2 definition of 'Car Park' or the definition of 'park' in the *Road Traffic Code* contemplate the length of time that a vehicle can be 'parked' – or the length of time that leaving a vehicle stationary would constitute 'storage'.	
6.6	The City's focus in reports to Council is only on the type of vehicles being parked in an effort to prevent other activities and items being stored under a potential use of 'Storage Yard'.	As outlined in Administration's previous Report (PS08-08/21), storage yards allow for storage of a broad range of materials; and supports storage activities beyond just private vehicle parking being the subject of Amendment No. 199. It was also stated in the previous Report that it is not recommended that Storage Yard be permissible in the rural zones more broadly.	No modification required.
6.7	A Traffic Impact Statement (TIS) should cover if the vehicle parking bays and turning / manoeuvring is to the Australian Standards, which is a critical component in relation to a proposal with large vehicles	The need for a TIS would be dependent on the road access to a subject site, as well as the traffic volumes that a 'Car Park' premise would attract. It would also depend on the nature of the site itself, and the number of vehicles that will be parked and internal manoeuvring space available. A TIS, if required, should be provided with a development application, and prepared in a manner that is consistent with the requirements set out by the WAPC (in its Transport Impact Assessment Guidelines) and Australian Standards.	No modification required.
6.8	It would also be standard and relevant for a	The need for an acoustic report would be dependent on the nature of a	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	caravan and large vehicle parking proposal to include an Acoustic Report to assess noise impacts.	proposal, and the potential noise impacts on nearby sensitive land uses (such as residences). An acoustic report, if required, should be provided with a development application.	
6.9	A caravan and large vehicle parking proposal would also need to identify deep-root zones and how many trees are required to be felled. Tree species known to drop limbs are inappropriate for parking expensive vehicles under. The impacts of tree removal or relocation of parking closer to the side boundaries with greater visual and acoustic impacts on adjoining landowners needs to be considered.	The need for an arborist or other environmental report to accompany a development application would be dependent on the nature of a proposal, and the natural environment that exists on a respective land parcel. The impacts of tree removal and location of the 'Car Park' activity on a respective site (in respect to boundaries and neighbours) are valid planning considerations when considering a development application under Clause 67(2) of the DPS 2 Deemed Provisions. That clause lists amenity and environmental impacts as valid planning considerations.	No modification required.
6.10	Amenity and visual impacts are required to be considered in the deemed provisions of the Planning Regulations: *(m) The compatibility of the development with its setting, including —* *(i) The compatibility of the development with the desired future character of its setting; and* *(ii) The relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;* *(n) The amenity of the locality including the following—* *(i) Environmental impacts of the development;* *(ii) The character of the locality;* *(iii) Social impacts of the development.*	The provisions in the submitters comments are taken from Clause 67(2) of the DPS 2 Deemed Provisions, and pertain to the City's consideration of development applications.	No modification required.
6.11	In order for this amendment to proceed, the Council needs to be satisfied that the proposal	The objectives of the General Rural Zone seek to accommodate and protect rural uses; whilst maintaining the rural character and amenity of	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	complies with the objectives of the zone. For the General Rural Zone, the objectives are: *(a) Accommodate agricultural, horticultural and equestrian activities; and* **(b)** *Maintain and enhance the rural character and amenity of the areas designated for rural use and to protect their ground water and environmental values.*	respective areas. Administration is of the opinion that the 'Car Park' land use, while not directly aligning with the objectives of the General Rural zone, could be managed and controlled through the development assessment process to ensure the 'Car Park' land use minimises or avoids impacts on rural use, character and amenity. If significant impacts cannot be minimised or avoided, then the development assessment process allows the City to refuse the application.	
6.12	The City also states that amenity will be retained with appropriate development controls, but there are no specific Scheme provisions or Local Planning Policies.	Administration agrees that there are no specific development controls in DPS 2 or local planning policy relating to the 'Car Park' land use in the General Rural and Rural Resource Zones. Amendment No. 199 does propose to add new Clauses 3.16.4 (for the General Rural Zone) and 3.17.5 (for the Rural Resource Zone) into DPS 2 as follows: *In considering the use or development of Car Park in the General Rural (or Rural Resource) Zone, Council may support the parking of any vehicle type, regardless of size and carrying capacity, provided that all vehicles parked onsite are for private or personal use only. The parking of vehicles used for trade, professional or any other commercial purpose is not permitted.* Even without specific development controls, Administration still considers that amenity can be retained through the development application process, by having due regard to Clause 67(2) of the DPS 2 Deemed Provisions.	No modification required.
6.13	Agriculture and horticulture uses aside, people live on rural land to have and care for a wide range and/or large number of animals, sometime large ones like horses. To have big sheds to accommodate hobbies and equipment. Using ride-on machinery and chainsaws to maintain the condition of vegetation. Tall trees. Ring-lock fences and star-pickets that are not visible from a distance. Wide open spaces with uninterrupted vistas; and for many people – to find some peace and quiet.	Submission noted. However, the General Rural and Rural Resource zones are already intended to support a wide variety of uses (most commonly agriculture, horticulture, resource extraction), which cannot be disregarded. DPS 2 encourages rural living and lifestyle more so in the Special Rural Zone, rather than in the General Rural and Rural Resource Zones.	No modification required.
6.14	This type of commercial development was never anticipated by the Scheme as it is a prohibited land use. It is therefore concerning that the City is seriously considering the	The *Planning and Development (Local Planning Schemes) Regulations 2015* does allow a person or the City to apply to amend the scheme. Amendments to the scheme could include making a land use permissible in a zone that the scheme currently prohibits.	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	proposal with no specific development controls.	Administration does not share the submitters concerns, as land use permissibility is provided for in DPS 2 for a large range of uses in many zones. Most land use permissibility prescribed in DPS 2 is not accompanied by specific development controls pertaining to a particular uses.	
6.15	In reports to Council, the City only mentions general development controls (cl. 3.16.3) which only relate to *residential* development (7.5m front setback and 4.0m other setbacks).	The submitter is arguing that the 'Car Park' land use is not a 'residential development' where the DPS 2 setbacks for the General Rural Zone apply. However, through the development application process, the City can assess proposed setbacks of large vehicle parking from boundaries – and negotiate with an applicant to modify a proposal to address any potential amenity impacts if necessary.	No modification required.
6.16	In addition, the City further states that a Local Planning Policy could *later* be prepared, without justifying why this should occur *after* Development Applications are received and assessed, potentially resulting in planning approvals and controversial outcomes.	What is previously stated, and as outlined in Administration's previous Council Report (PS08-08/21), Council could later consider the need for a local planning policy **if it is required**. How Amendment No. 199 is proposed (e.g. making 'Car Park an 'A' use in the General Rural and Rural Resource Zone) allows the City, through the development application process, to exercise its discretion in considering such proposals on a case-by-case basis. The demand for caravan and large vehicle parking is finite, limiting the number of development applications the City will receive for this use in the General Rural and Rural Resource zones. It may be unnecessary for a local planning policy to be prepared, given the limited number of development applications for 'Car Park' that the City will receive.	No modification required.
6.17	The City has advised that no study, strategy or policy is being used to guide development. For example: • Which localities have typical lot configurations that are too small or too narrow – as opposed to localities that generally have massive lot sizes in remote localities; or • Which localities have extensive residential development; • What are suitable side setbacks for a large number of large caravans; or • Which areas have sealed roads?	These queries raised by the submitter support Administration's arguments that activities involving the parking of large vehicles in the rural zones need to be considered on a case-by-case process. This can occur through the development application process in the absence of a policy or strategy, where individual proposals are considered on merit, based on unique factors a subject lot presents.	No modification required.
6.18	In the interest of orderly and proper planning, it	As outlined in the previous Council Report for Amendment No. 199 (PS08-	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	is reasonable to suggest that amendments and applications for 'Car Parks' ought to be deferred until such time as the City adopts a strategy to address issues associated with this use in rural zones.	08/21), there was a need to address the issue of demand for caravan and large private vehicle parking more swiftly than the time it could take to prepare the Local Planning Strategy. Therefore, Administration has recommended, and Council previously resolved, that Amendment No. 199 be 'initiated', rather than waiting for the Local Planning Strategy to be completed.	
7.	**Submission No. 7** Mariginiup Resident		
7.1	An objection to the proposal.	Submission noted.	No modification required.
7.2	Some of the submitters comments pertain to the caravan and other vehicle parking on Neaves Road, subject to Amendment No. 198. Issues raised include: • The traffic issues, and increased risk of accidents, from caravans turning off Neaves Road; • The impact of properties that have car and caravan parking on Neaves Road, which the submitter identifies as a scenic route.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.
7.3	Most rural lots have high bushfire risk. Having extra people trying to evacuate caravans will put extra stress on emergency workers. Having cars and caravans stored on a rural lot increases fire risk, due to the batteries and fuel that they carry.	For development applications in bushfire risk areas, applicants should in the appropriate instances prepare a bushfire attack level (BAL) assessment, as outlined in State Planning Policy 3.7 (SPP 3.7). The BAL Assessment could be provided within a Bushfire Management Plan (BMP), if that too is required. This would allow the bushfire risks present on a site (or with a proposal) to be identified and addressed through a BMP and through the development application process. It is noted that the SPP 3.7 is accompanied by Guidelines which identify 'high-risk' land uses. High-risk land uses may include, but are not limited to service stations, landfill sites, bulk storage of hazardous materials and fuel depots. Large private vehicle parking areas are likely not to be considered a 'high-risk' use at the development application stage.	No modification required.
7.4	Other scenic routes in the City of Wanneroo will be affected by unsightly storage facilities. While there is a need for storage as residential lots get smaller, having a blanket approach as proposed will affect some areas in a bad way.	Potential visual impacts from the 'Car Park' activity in the rural zones could be mitigated through the development application process. Visual impacts (affecting rural amenity and character) are just some of the valid planning considerations the City is required to have due regard to under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application.	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
7.5	The submitter is concerned about health issues as a result of more fumes from extra vehicle movements – as well as dust which will affect rainwater.	Risks to human health and environmental matters are also some of the valid planning considerations the City is required to have due regard to under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application.	No modification required.
7.6	Operators of the car park activities in rural areas would install floodlights. Having floodlights shine into neighbouring residences would interrupt sleeping patterns.	It is not the place of the current DPS 2 amendment process to consider impacts (such as floodlighting), which can be easily managed through the subsequent development application process. In other words, possible impacts from floodlighting should not be a factor in determining whether Amendment No. 199 should be supported or not.	No modification required.
7.7	Rural properties are not serviced by public transport. For every vehicle parked at a rural premise, additional vehicles would be accessing that premise; which increases theft, pollution and accidents.	The impact of additional traffic from a proposed development or land use is considered through the development application process. Should there be a prospect of a proposed development generating a significant traffic impact on the surrounding roads, the City can request the development application include a Traffic Impact Statement or other supporting traffic-related information. Traffic and environmental matters (e.g. pollution) are also some of the valid planning considerations the City is required to have due regard to under Clause 67(2) of the DPS 2 Deemed Provisions, when assessing any development application. The issue of theft or crime is more of a police matter that can be addressed outside the application of the planning framework.	No modification required.
7.8	Residents of rural properties often have livestock, which could get hurt or scared if there are hectic vehicle movements occurring from a nearby vehicle parking premise.	The development application process also provides the City to manage land use conflicts – such as conflicts that the 'Car Park' land use in the rural zone may have with surrounding rural activities.	No modification required.
8.	**Submission No. 8** Mariginiup Resident		
8.1	An objection to the proposal.	Submission noted.	No modification required.
8.2	Most of the submitters comments pertain to the caravan and other vehicle parking on Neaves Road, subject to Amendment No. 198. Issues raised include amenity impacts, the activity being a visual distraction on drivers on Neaves Road which traffic has increased on. The submitter also argues the properties along Neaves Road should remain rural in nature.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.
8.3	The submitter considers that caravan parking	As outlined in the previous Report to Council on Amendment No. 199, DPS	No modification required.

No.	Summary of Submission	Administration Comment	Recommendation
	should be in industrial areas and not in rural settings.	2 already permits parking of caravans, boats, trailers and trucks in the Service Industrial and General Industrial zones. However, parking of vehicles is a use that generates a low level of use of the land and is thus is not likely to be commercially viable in well serviced industrial estates which command high land values. Therefore, having the 'Car Park' land use permissible in the General Rural and Rural Resource zones may provide viable options for this activity to be carried out, rather than restricting it to industrial areas.	
9.	**Submission No. 9** Mariginiup Resident		
9.1	An objection to the amendment proposal.	Submission noted.	No modification required.
9.2	Most of the submitters comments pertain to the caravan and other vehicle parking on Neaves Road, subject to Amendment No. 198. Issues raised include amenity impacts, as well as traffic impacts on drivers using Neaves Road. The submitter identifies a caravan parking site in Jandabup, which has space available and provides safer road connections.	Noted. Amendment No. 198 to DPS 2 was also subject to advertising following Council's initiation at its 7 September 2021 meeting (PS06-09/21). Considerations on Amendment No. 198 to DPS 2 will be subject to a separate report that will be presented to an upcoming Council Meeting.	No modification required.
9.3	The submitter notes the Neerabup Industrial Area as an alternative location for the parking of large private vehicles.	As outlined in the previous Report to Council on Amendment No. 199, DPS 2 already permits parking of caravans, boats, trailers and trucks in the Service Industrial and General Industrial zones. However, parking of vehicles is a use that generates a low level of use of the land and is thus is not likely to be commercially viable in well serviced industrial estates which command high land values. Therefore, having the 'Car Park' land use permissible in the General Rural and Rural Resource zones may provide viable options for this activity to be carried out, rather than restricting it to industrial areas.	No modification required.

4.4 Consideration of Responsible Authority Report (RAR) relating to proposed Shop, Liquor Store, Restaurant and Office at 10 Enterprise Avenue, Two Rocks

File Ref:	DA2021/1797-02 – 22/99728
Responsible Officer:	Director Planning and Sustainability
Attachments:	2
Previous Items:	0 - Urgent Business - Consideration of Responsible Authority Report (RAR) recommendation relating to proposed Shop, Liquor Store, Restaurant and Office at 10 Enterprise Avenue, Two Rocks - Ordinary Council - 15 Mar 2022 6:00pm

Issue

To allow Council to consider the proposal and resolve whether to provide a recommendation or amendments to the recommendation contained within the Responsible Authority Report (RAR) relating to the proposed Shop, Liquor Store, Restaurant and Office at 10 Enterprise Avenue, Two Rocks.

Background

At the 15 March 2022 Ordinary Council Meeting, an item of urgent business was put to Council which was carried unanimously. The resolution of Council stipulates:

> *That Council REQUEST Administration to present the Responsible Authority Report that has been submitted to JDAP for a proposed Shop, Liquor Store, Restaurant and Office at 10 Enterprise Avenue, Two Rocks to the next Ordinary Council Meeting on 12th April 2022 to allow Council to consider the matter and resolve whether to provide a recommendation or amendments on the proposal.*

A copy of the RAR along with the finalised minutes from the JDAP Meeting held on 9 March 2022 have been included for Council's reference and information at Attachments 1 and 2.

Detail

The RAR prepared and submitted by Administration recommends that the proposal be approved, subject to conditions on the basis that it is consistent with the established planning framework. The RAR sets out that the proposal has appropriately addressed all relevant considerations under the Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70) and responded to the heritage requirements for a Category 4 listed site as per the provisions of the City's Local Heritage Survey.

During the assessment of the application the matter was referred to the Department of Planning Lands and Heritage (DPLH) for comment. A formal response was provided by DPLH stating that they had no comment on the proposal with respect to heritage matters as the site is not on the State Register of Heritage Places.

The JDAP considered the matter at its meeting held on 9 March 2022, however a procedural motion was carried to defer consideration of the application until 4 May 2022 in accordance with Section 5.10.1a of the DAP Standing Orders 2020 for the following reason:

> "*For the City to seek clarification from the relevant government authorities in relation to heritage matters raised concerning various state and local heritage listing in the Two Rocks precinct recorded as; to be assessed."*

Following the JDAP meeting Administration contacted heritage officers at the DPLH and sought additional feedback on the proposal as per the JDAP's reason for deferral of the item.

At the time of presenting this report, no further correspondence has been received from DPLH on the heritage matters.

Consultation

Consultation was undertaken as part of the application assessment process as outlined within the Responsible Authority Report.

No consultation has been undertaken as part of the preparation of this report.

Comment

As outlined within the RAR, the proposal has undergone extensive assessment by Administration and have been determined to meet the requirements of the relevant planning frameworks including ASP 70. The subject site is located within a District Centre as identified under the Yanchep-Two Rocks District Structure Plan No 43 (DSP 43), and zoned Commercial, Mixed-Use and Public Open Space (Drainage) under ASP 70.

ASP 70 sets out a framework that encourages and anticipates a supermarket and specialty retail to be implemented in this location. Accordingly, the nature of the development is in keeping with the function and intent of the site, as well as the intended range, scale, functionality and service provision of a District Centre.

Administration understands that the primary concern, and reason for deferral is due to consideration of the heritage value and impact of the proposal. Accordingly, Administration has recommended several conditions be imposed should the JDAP choose to support the proposal which would address such concerns. Conditions 5, 7 and 8 specifically facilitate further consideration and detailing of the proposal's response to the heritage values of the area as outlined below. It is also intended through the conditions for the applicant to continue working with the City to address the concerns regarding colours, materials and landscaping being reflective of the desired 'coastal boutique' environment.

Condition 5 *– Detailed landscaping and reticulation plans for the subject site and adjacent road verges shall be lodged for approval by the City of Wanneroo prior to the commencement of works. Planting and installation shall be in accordance with the approved landscaping and reticulation plans prior to the occupation of the development, and thereafter maintained by the landowner to the City's satisfaction.*

Condition 7 *– The applicant is to collaborate with the City of Wanneroo with respect to the implementation of heritage items as identified within the proposal including colours and material finishes of the building. Such items are to be implemented prior to occupation and thereafter maintained to the satisfaction of the City of Wanneroo.*

Condition 8 *– A schedule of colours and materials is to be submitted to the City of Wanneroo for consideration prior to a building permit being lodged, and thereafter maintained to the satisfaction of the City of Wanneroo.*

Whilst conditions 5 and 8 above are not uncommon for large-scale developments, condition 7 has specifically been included to ensure that the heritage elements (landscaping, statues, parks and plaques) are implemented to the City's satisfaction through further collaboration with the relevant officers.

As outlined above, the purpose of this item is to enable Council to consider the recommendation outlined within the RAR. The RAR and content within is not able to be modified as part of Council's consideration. Council may determine whether to support the current recommendation, support the current recommendation subject to amendments, or provide an alternative recommendation. Administration will subsequently, and further to the

reason for deferral, seek to provide the following information to the JDAP for further consideration:

- Responsible Authority Report as prepared by Administration;
- Any comments received from the Department of Planning, Lands and Heritage; and
- Any recommendation of Council.

The above information will be considered by the JDAP at its meeting to be held on or before 4 May 2022.

Statutory Compliance

None

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

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

Policy Implications

None

Financial Implications

None

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **NOTES Administration's recommendation as included within the Responsible Authority Report (RAR) submitted to the Metropolitan Outer Joint Development Assessment Panel on 28 February 2022.**
2. **NOTES that Administration at the time of presenting this report has not received any additional information from the Department of Planning, Lands and Heritage relating to the heritage matters.**

Attachments:

1⇩.	*Attachment 1 - DA2021/1797 - JDAP - Form 1 - Responsible Authority Report - JDAP - Proposed Shop, Liquor Store, Restaurant & Office*	*22/75630*
2⇩.	*Attachment 2 - Minutes of MOJDAP/157 - 9 March 2022 - City of Wanneroo*	*22/96291*

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NO.10 (LOT 9702) ENTERPRISE AVENUE, TWO ROCKS – PROPOSED SHOP, LIQUOR STORE, RESTAURANT& OFFICE

Form 1 – Responsible Authority Report
(Regulation 12)

DAP Name:	Metro Outer JDAP	
Local Government Area:	City of Wanneroo	
Applicant:	Woolworths C/- Urbis	
Owner:	Fini Group Pty Ltd	
Value of Development:	$16 million ☑ Mandatory (Regulation 5) ☐ Opt In (Regulation 6)	
Responsible Authority:	City of Wanneroo	
Authorising Officer:	Gregory Bowering – Manager Approval Services	
LG Reference:	DA2021/1797	
DAP File No:	DAP/21/02117	
Application Received Date:	2 November 2021	
Report Due Date:	28 February 2022	
Application Statutory Process Timeframe:	90 Days	
Attachment(s):	Attachment 1: Location Plan Attachment 2: Development Plans Attachment 3: Schedule of Submissions Attachment 4: Heritage Impact Statement Attachment 5: Traffic Impact Assessment Attachment 6: Acoustic Assessment Attachment 7: Bushfire Management Plan Attachment 8: Waste Management Plan Attachment 9: Design Review Panel Responses Attachment 10: Subdivision Approval Attachment 11: Local Heritage Survey Sites Attachment 12: Original Design Review Panel Plans	
Is the Responsible Authority Recommendation the same as the Officer Recommendation?	☑ Yes ☐ N/A	Complete Responsible Authority Recommendation section
	☐ No	Complete Responsible Authority and Officer Recommendation sections

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Responsible Authority Recommendation

1. **Approve** DAP Application reference DAP/21/02117 and accompanying plans (3353-02 Rev Y, 3353-03 Rev H and 3353-04 Rev F) and supporting technical documents in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the City of Wanneroo District Planning Scheme No. 2, and the Metropolitan Region Scheme, subject to the following conditions as follows:

Conditions

1. Pursuant to clause 26 of the Metropolitan Region Scheme, this approval is deemed to be an approval under clause 24(1) of the Metropolitan Region Scheme.

2. The use of the premises is to be **'Shop'**, **'Liquor Store', 'Restaurant'** and **'Office'** as defined by the City of Wanneroo's District Planning Scheme No. 2 as follows:

   Shop: *means a premises where goods are kept exposed or offered for sale by retail. This interpretation excludes restricted premises, but may include a bakery.*

   Liquor Store: *means any land or buildings the subject of a liquor store licence granted under the provisions of the Liquor Licensing Act 1988.*

   Restaurant: *means any premises where the predominant use is the preparation of food for sale and consumption within the building or portion thereof. The expression may include the sale of food for consumption off the premises, where Council is of the opinion that it is incidental to the business. The term may include an outdoor eating area which shall be treated as being within the building of the Restaurant. The expression excludes Drive-Through Food Outlets.*

   Office: *means any premises used for the administration of clerical, technical, professional or other like business activities but does not include administration facilities which are required in association with a predominant use on site, and does not include consulting rooms or medical centres.*

   A change of use from that outlined above may require further development approval from the City.

3. The development is to be implemented in accordance with the Bushfire Management Plan dated 6 October 2021 prepared by Bushfire Prone Planning.

4. The development is to comply at all times with the Herring Storer Acoustics Environmental Noise Assessment dated September 2021.

5. Detailed landscaping and reticulation plans for the subject site and adjacent road verges shall be lodged for approval by the City of Wanneroo prior to the commencement of works. Planting and installation shall be in accordance with the approved landscaping and reticulation plans prior to the occupation of the development, and thereafter maintained by the landowner to the City's satisfaction.

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6. Detailed civil engineering drawings and specifications for works within the public road reserve (earthworks, parking, footpath, roads and drainage) shall be lodged for approval by the City of Wanneroo prior to commencement of construction works. Construction works are to be undertaken in accordance with the approved development application, engineering drawings and specifications and Construction Management Plan to the satisfaction of the City of Wanneroo.

7. The applicant is to collaborate with the City of Wanneroo with respect to the implementation of heritage items as identified within the proposal including colours and material finishes of the building. Such items are to be implemented prior to occupation and thereafter maintained to the satisfaction of the City of Wanneroo.

8. A schedule of colours and materials is to be submitted to the City of Wanneroo for consideration prior to a building permit being lodged, and thereafter maintained to the satisfaction of the City of Wanneroo.

9. The applicant/owner shall ensure that all illuminated signage shall have any boxing or casing in which it is enclosed constructed of incombustible materials, shall not comprise of flashing, pulsating, chasing or running lights and shall not have such intensity as to cause annoyance to the public or illuminate beyond the extent of the lot boundaries.

10. Lighting shall be installed to pathways and car parking areas, be designed in accordance with the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting (AS4282) and shall be internally directed to prevent overspill into nearby lots.

11. Parking areas, driveways and points of ingress and egress shall be designed in accordance with the Australian Standard for off-street car parking (AS2890) and shall be drained, sealed, marked and thereafter maintained to the satisfaction of the City of Wanneroo.

12. The proposed crossovers shall be designed and constructed in concrete in accordance with the commercial specifications of the City's Engineering Development Standards TS07-11 and WD11 to the satisfaction of the City of Wanneroo.

13. The parking areas and associated access depicted on the approved plans shall not be used for the purpose of storage or obstructed in any way at any time.

14. Stormwater and any other water run-off from buildings or paved areas shall be collected and retained on site. An onsite stormwater drainage system, sufficient to contain a 1:100 year storm event (over 24 hours) must be provided.

15. All piped and wired services, mechanical plant, equipment and service and storage areas are to be screened from public view to the satisfaction of the City of Wanneroo.

16. All refuse shall be stored within the designated bin enclosures and shall be collected from the site at the cost of the landowner between 7am and 7pm, Monday to Saturday.

17. Any graffiti applied to the external surfaces of the building shall be removed within seven (7) days of it being applied, to the satisfaction of the City of Wanneroo.

18. A Construction Management Plan shall be provided to the City of Wanneroo detailing how the construction of the development will be managed in order to limit the impact on the users of the surrounding area. The plan will need to ensure that:

    a) Adequate space is provided within the development site for the parking of construction vehicles and for the storage of building materials so as to minimise the need to utilise the surrounding road network;
    b) Adequate provision is made for the parking of workers' vehicles;
    c) Pedestrian and vehicular access around the site is maintained;
    d) Undertake adequate measures during construction to minimise any adverse impacts caused by sand drift and dust from the site;
    e) The delivery of goods and materials does not adversely impact on the amenity of the surrounding properties; and
    f) The hours of construction are limited to ensure that there is no adverse impact on the amenity of the surrounding properties.

    The Construction Management Plan is to be submitted to and approved by the City of Wanneroo prior to the commencement of any development.

Advice Notes

1. This decision constitutes planning approval only and is valid for a period of four (4) years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

2. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

3. With regard to Condition 6, the engineering plans should also consider the requirement for the design and upgrading of the Lisford Avenue shoulder to allow for driver vehicle swept path movements. This may also include the requirement to modify the existing pedestrian footpath adjoining this location.

4. In regards to managing dust and sand drift in accordance with the Construction Management Plan condition, adequate measures to minimise any impacts of dust and sand drift from the site include all requirements as stipulated within the Department of Water and 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'.

5. Where an approval has so lapsed, no development shall be carried out without further approval having first been sought and obtained, unless the applicant has applied and obtained Development Assessment Panel approval to extend the approval term under regulation 17(1)(a) of the *Planning and Development (Development Assessment Panels) Regulations 2011.*

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Details:

Region Scheme	Metropolitan Region Scheme (MRS)
Region Scheme - Zone/Reserve	Urban
Local Planning Scheme	City of Wanneroo District Planning Scheme No.2 (DPS 2)
Local Planning Scheme - Zone/Reserve	Marina
Structure Plan/Precinct Plan	Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70)
Structure Plan/Precinct Plan - Land Use Designation	Commercial/ Mixed Use/ Public Open Space (Drainage)
Use Class and permissibility:	Shop – P Liquor Store – A Restaurant – P Office – P
Lot Size:	7.8ha total site area (1.6860 ha development site)
Existing Land Use:	Vacant Land
State Heritage Register	No
Local Heritage	☐ N/A ☑ Heritage List ☑ Heritage Area
Design Review	☐ N/A ☑ Local Design Review Panel ☐ State Design Review Panel ☐ Other
Bushfire Prone Area	Yes
Swan River Trust Area	No

Proposal:

The application proposes the following components:

- 3,298m^2 NLA of 'Shop' comprising of:
  - 2,942m^2 NLA Woolworths supermarket (Shop) including a customer drive-through collection facility; and
  - Five specialty retail tenancies totalling 356m^2 NLA;
- 200m^2 NLA Liquor Store;
- 85m^2 NLA Café (Restaurant) with alfresco dining space;
- 744m^2 NLA Shop/Office tenancy at the corner of Lisford Avenue and Azzurra Street; and
- 219 car parking spaces.

The Shop, Restaurant and Office land uses are identified as 'P' or permitted land uses within the Commercial and Mixed Use zones as identified within the City of Wanneroo District Planning Scheme No.2 (DPS 2) and Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70), whilst the Liquor Store is listed as an 'A' land use.

Plans of the proposed development are included as **Attachment 2**.

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Background:

History

The subject site, and surrounding area historically formed part of the former Atlantis Marine Park, which was established in 1981 by Alan Bond as part of the Yanchep Sun City plan. The marine park provided a tourist attraction and included many iconic sculptures, most prominently being the King Neptune statue located directly north of the subject site.

The Atlantis Marine Park closed in 1990, with large structures such as the grandstands and pools being removed shortly after. A number of statues including King Neptune were retained and have subsequently been identified on the City of Wanneroo's Local Heritage Survey (LHS).

Since the closure of the marine park, the site has remained undeveloped until recent subdivisional works occurring in 2021.

Zoning

The subject site is zoned 'Marina' under DPS 2, and 'Urban' under the MRS. The Two Rocks Town Centre area has been identified within the Yanchep-Two Rocks District Structure Plan No. 43 (DPS 43) as being a District Centre.

The subject site is identified within ASP 70 as being zoned Commercial, Mixed Use and Public Open Space (Drainage). The subject site is also identified within ASP 70 as being within the 'Precinct C – Main Street' precinct.

The area subject of this application is currently vacant and bound to the north by the recently created Azzurra Street, to the east by Lisford Avenue. The land to the west and south is currently undeveloped and subject to a recent subdivisional approval.

A location plan is included as **Attachment 1**.

Subdivision

The subject site has been cleared, graded and stabilised in accordance with WAPC subdivision approval 158390 which approved the creation of future 'Lot 702' which will encompass the site. Subdivisional works have been undertaken under the terms of WAPC subdivision approval 155078, including the establishment and connection of Azzurra Street to both Lisford Avenue to the east and Enterprise Avenue to the north.

More recently, WAPC subdivision approval 161195 was also granted (**Attachment 10**) which will ultimately facilitate development surrounding the site, particularly to the west and south, including future road connections and a crossover to the south of the lot onto Lisford Avenue. WAPC approval 161195 also includes the relocation of the public open space as identified within ASP 70 to the western side of the subject site, along with a separate 604m^2 lot to facilitate future commercial tenancies. A 3066m^2 lot has also been created to the south of the subject site.

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Legislation and Policy:

Legislation

Metropolitan Region Scheme (MRS)
District Planning Scheme No. 2 (DPS 2)
Notice of Delegation 2017/02 (DEL 2017/02)

State Government Policies

State Planning Policy 2.6 – State Coastal Planning (SPP 2.6)
State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7)
WAPC Planning Bulletin 111 – Planning in bushfire prone areas
State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2)
State Planning Policy 5.4 – Road and Rail Noise (SPP 5.4)
State Planning Policy 7.0 – Design of the Built Environment (SPP 7.0)
State Planning Policy 7.2 – Precinct Design (SPP 7.2)
Liveable Neighbourhoods 2009 (and Draft 2015 document)
Development Control Policy 5.1 Regional Roads (Vehicular Access) (DC 5.1)

Structure Plans/Activity Centre Plans

Yanchep-Two Rocks District Structure Plan No.43 (DSP 43)
Two Rocks Activity Centre Agreed Structure Plan No.70 (ASP 70)

Local Policies

Local Planning Policy 2.8 – Licenced Premises (LPP 2.8)
Local Planning Policy 4.6 – Signs (LPP 4.6)
Local Planning Policy 4.12 – Heritage Places (LPP 4.12)
Local Planning Policy 4.23 – Design Review Panel (LPP 4.23)
Local Planning Policy 4.27 – Mixed Use Zones (LPP 4.27)

Consultation:

Public Consultation

The application was advertised for a period of 14 days in accordance with Clause 64(4) of DPS 2 and the Deemed Provisions, commencing on 2 December 2021 and concluding on 17 December 2021.

Advertising was undertaken by way of a notice in the local newspaper and writing to 328 nearby landowners/occupiers within approximately 500 metres of the proposed development. The development plans and all supporting documentation were also published on the City's website and a sign was also installed on site.

A request to extend the consultation period until 10 January 2021 was issued to the applicant on Friday 10 December 2021 pursuant to Clause 64(7)(b) of the *Planning and Development Local Planning Scheme) Regulations 2015*. The request for an extension to the advertising period was subsequently refused by the applicant on 13 December 2021 and accordingly, no extension to the advertising was permitted. Notwithstanding, a number of submissions were received after the close of advertising and have been included within the consideration of this application.

A total of 208 submissions were received, with 173 being within the advertising period and the remaining 35 being received and acknowledged as late submissions. Of the submissions received 41 were in support, 19 provided general comments, and 148 objected to the proposal. Included within the submissions was a joint submission (identified as Submission 160 within the schedule of submissions) which included 1,202 signatories objecting to the proposal. For the purpose of consideration this was addressed as a single submission. Additional comments were also received from external referral agencies which are outlined below.

The main issues raised in objection were:

- The number of existing, and the commercial viability of similar uses in the surrounding and nearby localities;
- Location of the proposal being inappropriate due to proximity to the coastline and marina;
- Potential impacts of increased traffic on the surrounding road network;
- Potential impact on heritage values of the site and surrounds;
- Incompatibility of the design of the development with the surrounding locality; and
- Impact on amenity including light and air pollution, anti-social behaviour, waste and increased noise.

A summary of the submissions received and a response provided by the City is included as **Attachment 3**. The main issues raised, along with those identified by the City during the assessment process will be discussed in further detail in the 'Planning Assessment' section below.

Referrals/consultation with Government/Service Agencies

Department of Planning, Lands and Heritage (DPLH)

Due to the site's location, the only referral agency was DPLH. Notwithstanding, this included a referral to both the Traffic and Heritage teams who provided the following comments:

Traffic

The Department of Planning, Lands and Heritage has raised no objection to the proposal on Other Regional Road (ORR) planning grounds.

Heritage

Correspondence received from DPLH's Heritage Services provided the following comments:

> *"The Atlantis Marine Park was identified by the Heritage Council as warranting assessment for possible inclusion in the State Register in September 2020 as part of the Sun City Precinct, Two Rocks, together with a number of other associated elements and features. This decision expanded on an earlier Heritage Council decision in 2003 that the Two Rocks Shopping Centre and Tavern, and the King Neptune Statue together warranted assessment for the Register.*

As the Sun City Precinct has not yet been assessed for the State Register, DPLH was unable to provide comments on the impact the proposal may have on any state cultural heritage values".

Design Review Panel Advice

The application was considered at two local Design Review Panel (DRP) meetings on 25 March 2021 and 22 July 2021 (See **Attachment 12**). The DRP was generally not supportive of the proposal, and following the July meeting, identified a number of matters to be addressed as outlined below:

1. Improve the northern building frontage, public areas and carpark interface with Azzurra Street to help activation and opportunities for community interaction on the designated Main Street;
2. Improve the scale, functionality and aesthetics of the independent retail/commercial gateway building to better meet the "landmark structure" provisions of the Draft LDP;
3. Improve the safety and legibility of the shared access zone and create continuity of the pedestrian path along the eastern frontage of Woolworths; and
4. Further develop the building aesthetic through use of the coastal-style lighter colour palette and engage a public artist to interpret and integrate local and coastal themes in a creative manner.

The proposal has undergone modifications following the DRP commentary, including relocation of components such as the 'click and collect' areas, and modification of tenancies and back of house services along the northern (Azzurra Street) frontage. Additional modifications to the design were undertaken following further consultation with the City, which ultimately sought to bring commercial frontage towards Azzurra Street as the intended main street, as well as more appropriate management and activation of the tenancies to the north of the supermarket.

The City considers that all of the DRP comments from the July meeting, with exception of item 4 have been sufficiently addressed, as outlined below:

- Point 1 has been addressed as the proposal, through the subsequent modifications has enabled a more appropriate activation of the main street. This is expanded upon under the 'Design Compatibility' section of the report below.
- Point 2 has been addressed as the independent retail/commercial building has been increased in scale and functionality to address the corner and main street design. The building includes an articulated parapet feature which is of an appropriate scale which does not impact on sight lines through the main street (Azzurra Street) or to King Neptune; and
- Point 3 has been addressed as the design now includes improved pedestrian safety and legibility through improved footpath connections and markings.
- Point 4 however, has not been addressed as the proposed colour palette is not commensurate to the coastal and local characteristics of the area. This is expanded upon under the 'Design Compatibility' section of the report below.

A copy of the Design Review Panel comments, responses by the applicant and consideration by the City has been included at **Attachment 9** and addressed below in the Planning Assessment.

Planning Assessment:

The proposal has been assessed against the relevant legislative requirements of the Scheme, State and Local Planning Policies and the Two Rocks Town Centre Agreed Structure Plan No.70 as outlined in the Legislation and Policy section of this report. The following matters have been identified as key considerations for the determination of this application:

- Activity Centre consideration;
- ASP 70 development requirements;
    - Zoning;
    - Local Development Plan; and
    - Objectives.
- Heritage;
- Design compatibility;
    - Main Street Design;
    - Colours and Materials; and
    - Building Heights.
- Parking and Traffic;
- Landscaping;
- Signage;
- Commercial viability and alternative land uses; and
- Amenity impacts.

These matters are outlined and discussed below.

Activity Centres

A number of submissions raised concerns as to the appropriateness of the proposed retail development to be located within the Two Rocks Town Centre area. State Planning Policy 4.2 – Activity Centres for Perth and Peel identifies the Two Rocks Town Centre as Yanchep District Structure Plan 'K' being a 'District Centre'. This designation has been reflected through the adopted Yanchep-Two Rocks District Structure Plan No.43 (DSP 43).

As outlined within SPP 4.2, the function of a District Centre is to have a greater focus on servicing the daily and weekly needs of residents. These centres are relatively smaller in catchment area which allows them to have a greater community focus and provide services, facilities and jobs that reflect the needs of the local catchment. Such centres typically include uses such as discount department stores, supermarkets, convenience goods, small scale comparison shopping, personal services and some specialty shops.

Clause 4.6 of ASP 70 outlines the intent of the centre specific to Precinct C, as follows:

> 'A *small main street will provide a structure to anchor retail floorspace that will provide for the daily needs of residents (i.e. food, groceries, magazines, etc.) via a supermarket. In addition tourism / recreation retail (surf/beachwear, fishing/dive shop, camera/photo shop, tavern/wine bar etc.) will be developed given the beachside/marina location. This form of retail development at Two Rocks is being defined as 'Coastal Boutique'*.'

Moreover, Clause 4.8 of ASP 70 identifies that:

'*Other key buildings will be at the entry to the main street off Lisford Avenue. These buildings are nominated as medical/childcare and apartments over on one side and a small shopping centre on the southern side and will be important gateway buildings to the main street and commercial hub of the area.'*

ASP 70 sets out a framework that encourages and anticipates a supermarket and specialty retail to be implemented in this location. Accordingly, the nature of the development is in keeping with the function and intent of the Precinct C centre, as well as the intended range, scale, functionality and service provision within a District Centre.

Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70)

Zoning

The subject site is zoned 'Marina' under DPS 2 which is intended to accommodate a wide range of commercial, residential, recreational and associated activities related to marinas. Pursuant to Clause 3.10.3 of DPS 2 development and permissibility/zoning within the Marina zone should be subject to an adopted Structure Plan; in this instance ASP 70.

As outlined within ASP 70 and as shown in Attachment 2, the subject site is zoned Commercial, Mixed Use and Public Open Space (Drainage), with the permissibility of certain land uses outlined within Table 4, Clause 2 of ASP 70.

Through recent subdivision approval (WAPC approvals 158390 and 161195), which will create the subject site on a separate title and facilitate the construction of the surrounding road layout. The POS drainage function, as indicated within ASP 70, has been designed to be accommodated in the south-west portion of the subject site. As a result, the portion of development located within this area has been considered as if it were 'Commercial' zoned for the purpose of this assessment.

The 'Shop' and 'Restaurant' land uses are identified as 'P' or permitted land uses within the Commercial and Mixed Use zones as identified within the City of Wanneroo District Planning Scheme No.2 (DPS 2) and Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70), whilst the Liquor Store is an 'A' land use.

The liquor store component in particular has been assessed against the requirements of Local Planning Policy 2.8 – Licensed Premises (LPP 2.8). The proposal was subsequently considered to meet all the requirements of LPP 2.8, with the location of the proposed liquor store and any associated signage having no frontage or primary access to any existing or proposed educational establishments, childcare centres or places of worship. It is understood that it is the intent of the applicant that the existing Liquor Store will be closed/relocated to this site, with the current licence being transferred to the new facility by Woolworths.

Accordingly, all proposed land uses are capable of consideration in this location.

Local Development Plan

Pursuant to Table 1, Clause 2.1 of ASP 70:

'The City will not approve development within a Precinct in the absence of a precinct Detailed Area Plan (DAP), approved by the City pursuant to Clause 9.14 of the

Scheme, for the whole of each Precinct A-E, unless the City is satisfied that the development is of a scale and permanence that would not prejudice the: design of the DAP; timely provision of infrastructure and services to the area; or the development of the surrounding area in line with the Agreed Structure Plan.'

A draft LDP is currently with the City under assessment. Therefore the LDP and the provisions therein have not been considered as part of the assessment of this application.

The proposal may be considered without the adoption of the Precinct C LDP. The City has been mindful of the objections of the structure plan to address and ensure the main street design philosophy is facilitated. The proposal itself through its design iterations has sought to incorporate the main street design elements and integrated heritage into its design and interface to King Neptune. The result is a proposal that is consistent with the intent of the Precinct C area.

The proposal facilitates future expansion of the site through providing space for future tenancies along the Azzurra Street frontage, and within the 'pad site' along the eastern boundary. Any future development within the lot would accordingly be able to be considered against the Precinct C LDP once adopted, which would also consider the outcomes of the current proposal. Accordingly, the proposal results in development which would be of a permanence that is appropriate as set out within the structure plan for the development of the surrounding area and the application can therefore be considered on this basis.

Objectives

Objectives c), d) and j) set out within Clause 2.1 of ASP 70 state the following:

c) Provide an open air 'Main Street' that creates the framework for mixed use, day and night activity, fostering a contemporary coastal community with boutique retail outlets.

d) Encourage tourism, 'festive' retail and entertainment uses, in particular in Precincts C (Main Street) and D (The Wall).

j) Provide for the sensitive incorporation of cultural heritage elements.

The proposed Shop, Liquor Store, Restaurant and Office are considered to be consistent with the desired intent and functionality of the site and Precinct C area more broadly, offering shopping/retail services. The proposal includes a number of specialty retail tenancies, as well as identifying an area to the south-east of the site which will accommodate further commercial uses within the site. Whilst the exact use of these sites is unknown at this time, the development will be capable of accommodating uses which encourage tourism, retail and entertainment uses as considered within the Commercial zone under the structure plan.

The design and orientation of the buildings, and particularly the office/commercial building and specialty tenancies 4, 5 and 6 assist in facilitating a 'main street' design, with provision for future expansion to the west, along the Azzurra Street frontage.

The proposal has sought to incorporate a heritage response through the use of signage, establishing a key pedestrian plaza with alfresco café dining which interfaces directly to the adjacent King Neptune statue, as well as incorporating statues

associated with the former Atlantis Marine Park along Azzurra Street which will be utilised to create a 'heritage trail'. The site has also incorporated the use of vegetation within the landscaping of the site which acknowledges the heritage of the site. The utilisation of these aspects is considered to meet the requirements under the Category 4 listing of the site in the local heritage survey. This is explored further below.

Accordingly, the proposal and associated uses are considered to meet objectives c), d) and j) of ASP 70.

Heritage

A number of submissions highlight the heritage significance of the area. The Local Heritage Survey (LHS) lists the former Atlantis Marine Park as a Category 4 listing as outlined below:

Site Name	MHI Place No.	Category	State Place No.	Heritage Council Status
Atlantis Marine Park	42	4 (Little Significance)	17523	To be assessed

A copy of the City of Wanneroo's LHS details for the abovementioned site (and nearby King Neptune Statue) is included at **Attachment 11**.

As outlined within LPP 4.12 – Heritage Sites, a Category 4 site is considered to be a recognised historic site or natural place. LPP 4.12 states that the desired outcome for a Category 4 listed site is as follows:

- Historic site often without built features or is a natural place.
- Recognise and interpret the site where possible – for example with a plaque, place name, or reflection in urban or architectural design.
- Photographic archival record required prior to major development or demolition.

In addition to the above, the Heritage Assessment which was undertaken in the preparation of ASP 70 recommended that acknowledgement of what remains of Atlantis Marine Park should be included in some element in public open space and some interpretation should be included as part of the development of the site to the satisfaction of the City.

The application included a Heritage Impact Statement (HIS) prepared by Griffiths Architects (**Attachment 4**). The HIS mentions the potential for heritage interpretation in the form of plaques and public art.

Heritage interpretation is reflected within the proposal through the inclusion of:

1. Signage located within the landscaped area at the north of the site adjacent to the Café and Specialty 4 building which will display information pertaining to the history of the site.
2. The café itself proposes an open alfresco area and key public realm node which allows full view to the north towards the King Neptune statue.
3. The proposal has also incorporated the use of three statues along Azzurra Street which were historically used as part of the former Atlantis Beach Marine

Park development and intended to form part of a 'heritage trail' which will link to adjoining sites and King Neptune statue to the north.

4. Incorporation of a number of Washington Robusta, which whilst not native to the area were utilised within the former marine park and have been incorporated through the broader landscaping of the site.

Such inclusions are considered to be consistent with the recommendations of a Category 4 listing. It is important to note that consideration of heritage does not restrict the ability to develop the subject site which has already been prepared through recent subdivision and associated clearing and earthworks.

The City considers that the incorporation of the abovementioned heritage components if incorporated will provide sufficient acknowledgement to the history of the site and surrounding area. It is recommended that a condition be imposed to require further consultation with the City's Heritage Officer to ensure appropriate signage, information and detail is included within these features to the City's satisfaction.

Design Compatibility

The application was considered twice by the local Design Review Panel (DRP) on 25 March 2021, and subsequently on 22 July 2021. The DRP was generally not supportive of the proposal, and identified a number of matters that ought to be addressed.

A copy of the Design Review Panel comments, responses by the applicant and consideration by the City has been included at **Attachment 9**.

The City has continued to work with the applicant through the assessment process who ultimately, through consideration of the feedback and community comments. The applicant has enhanced the original design of the proposal primarily to improve the main street design outcomes and heritage consideration. However, the City does not consider that the DRP comments relating to the material and colours have been sufficiently addressed. These and other relevant design considerations are outlined further below.

Main Street Design

Under ASP 70, Azzurra Street is intended to operate as a 'main street'. As outlined within Liveable Neighbourhoods 2009 (and Draft 2015 document), an appropriate main street should include:

> '*Street-fronting retail instead of enclosed or parking lot dominated retail formats, with anchor stores normally opening out onto the main street'.*

This main street concept is illustrated by Figure 68 (and figure 26 of the Draft 2015 document): Supermarkets designed to front onto a main street, as below:

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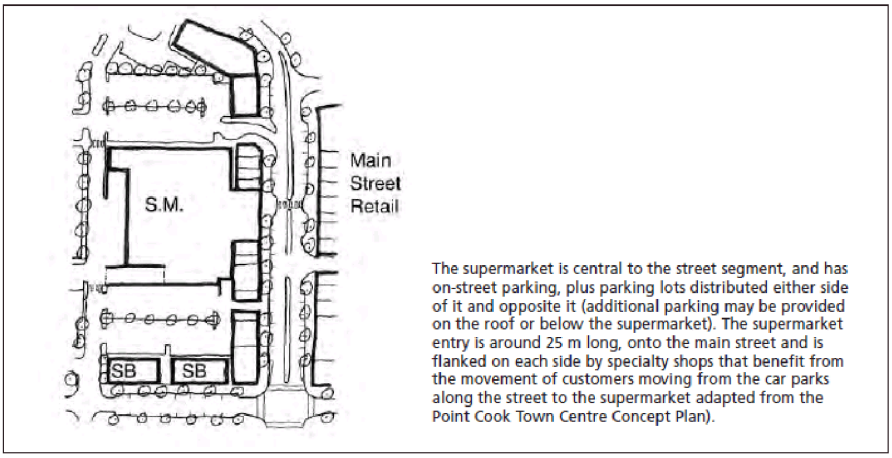

Figure 68: Supermarket designed to front onto a main street.
Source: *Liveable Neighbourhoods 2009*

In relation to the main street outcomes, the DRP recommended that the proposal should:

> '*Improve the current northern building frontage, public areas and carpark interface with Azzurra Street to help activation and opportunities for community interaction on the designated Main Street*.'

The development site has a total Azzurra Street frontage of 178 metres. This includes 68 metres of building frontage, 58.8 metres of landscaped frontage, with the remaining 51.2 metres being carparking or vehicular crossovers. Of the frontage, the City has considered approximately 157.5 metres (88.5%) of frontage to be appropriately activated, consisting of tenancy frontages, parklets, playgounds and open air alfresco areas. Whilst the proposal includes 38.5 metres of car park frontage towards the main street, this allows for the use of landscaping and the inclusion of the heritage statues to screen and provide pedestrian interest, and accordingly is also considered to provide a level of activation alternative to built form outcomes. Only a minor portion of 6.5m (3.6%) is considered to be un-activated frontage which relates to the amenities area being provided. The remaining 20m (7.9%) is excluded from consideration as this relates to the crossovers provided along this frontage.

Whilst the supermarket still partially provides an eastern frontage to the carpark, this is not considered to inhibit or detract from the main street uses and enables the parking areas to still be predominantly located or screened behind built form.

On balance, the City considers that the proposal has appropriately achieved a main street design outcome through built form with activated tenancies and open spaces along the Azzurra Street frontage.

Colours / Materials

The proposal has undertaken progressive iterations with respect to the proposed colours and materials (See **Attachment 12** for original DRP plan iterations). However, the applicant has maintained the use of a dark grey colour palette. As recommended by DRP in both instances, the application should develop the building aesthetic through use of a coastal-style (lighter) colour palette and engage a public artist to interpret and integrate local heritage and coastal themes in a creative manner.

The proposal has failed to sufficiently address the City's and DRP's concerns which relate to the envisioned materiality of the development outlined within DSP 43. In relation to the colour palette, the dark tones are not considered appropriate in the context of the site or surrounding area.

On this basis, and to facilitate an appropriate outcome, it is recommended that a suitable condition be imposed requiring the applicant to provide a detailed schedule of colours and materials to the City of Wanneroo incorporating a coastal theme and referencing the cultural heritage of the site for approval. Thereafter to be implemented and maintained to the satisfaction of the City.

Building Heights

A number of submissions raised concerns in relation to the overall height of the proposal in consideration of impacts to the adjoining King Neptune statue, impact on views to the coast and overall incompatibility with the surrounding locality.

Consideration of SPP 2.6 controls has been undertaken through the preparation of ASP 70, as well as the Draft Precinct C LDP controls.

As set out in ASP 70, a building height limit of five storeys (21m) in height, within 300m of the horizontal setback datum from the coastline would be considered appropriate. It was envisioned in the structure plan that Local Development Plans would also provide further guidance on maximum building heights for each precinct.

The highest point of the proposal is 9.3m above ground level, being the top of the parapet wall located in the south-western corner of the site. Along the Azzurra Street frontage, the maximum height is 8.3m identified at the accentuated entry point, with the remainder of the development being 7.2m and 5.3m to the top of the proposed awnings. Overall, the proposal generally presents as a typical single level commercial development, with architectural features included at key points to provide appropriate built form articulation.

As shown in the elevation plans provided (**Attachment 2**) the overall height of the proposal remains below the ground level at the base of the adjacent King Neptune Statue, and is not considered to impact on any predominant views which will be predominantly to the west.

The proposed building heights are considered to be well below the permissible heights outlined in SPP 2.6 and are considered to be appropriate in the context of the surrounding locality.

Parking / Traffic

A number of submissions raise concerns in relation to the impact of increased traffic being generated by the development. The application included a Traffic Impact Assessment (TIA) prepared by traffic consultants Cardno (**Attachment 5**) which has considered the subject site, and future forecasted traffic demands.

As outlined within the TIA, the fully developed Precinct C area was forecast to generate a total weekday am and pm peak of 365 and 552 vehicles respectively, with a total of 664 vehicles forecast during weekend peak hours. The proposal itself generating between 53% and 67% of the total area. Based on the forecast trip generations, as

well as the existing and proposed road connections, the TIA concludes that the operation of all intersections and surrounding roads is capable of supporting the proposed and future development.

The TIA was reviewed in detail by the City's Traffic Services who confirmed the above detail and information was true and correct, Traffic Services however have recommended that due to the swept path requirements for delivery vehicles, that the shoulder of Lisford Avenue adjoining the proposed Road 3 intersection be upgraded to accommodate the vehicle turning. It is recommended that a suitable condition be imposed to this effect. No other objections were raised relating to traffic.

In addition to the above, Table 7 of ASP 70 sets out car parking requirements for development within the Two Rocks Town Centre area and is considered below:

Tenancy	Provision	Area (m^2)	Requirement
Woolworths (Shop)	4.6:100m2 GLFA	2,942	135.332
Spec 1 (Liquor Store)	4.6:100m2 GLFA	200	9.2
Spec 2 (Shop)	4.6:100m2 GLFA	82	3.772
Spec 3 (Shop)	4.6:100m2 GLFA	78	3.588
Spec 4 (Shop)	4.6:100m2 GLFA	68	3.128
Spec 5 (Shop)	4.6:100m2 GLFA	67	3.082
Spec 6 (Shop)	4.6:100m2 GLFA	61	2.806
Café (Restaurant)	4.6:100m2 GLFA	85	3.91
Retail/Commercial (Shop/Office)	Office: 1.9:100m2 GLFA; or Shop: 4.6:100m2 GLFA	744	14.136 34.224*
		TOTAL	**199.042* (199)**

**Highest potential ratio*

The proposal provides for a total of 219 parking bays, which exceeds the calculated requirement of 199 for the site, and accordingly meets the City's requirements.

Amenity

A number of submissions raised concerns regarding the impact on the operational amenity of the proposal, including impacts from light and air pollution, increased anti-social behaviour and increased noise. As part of the application, the applicant has provided an Acoustic Assessment prepared by Herring Storer Acoustics (**Attachment 6**), as well as a Waste Management Plan (WMP) prepared by Talis Consultants (**Attachment 8**). These matters have been considered below.

Lighting

The development will need to comply with the relevant Environmental Health Regulations and Australian Standards for the *Control of Obstructive Effects of Outdoor Lighting* (AS4282) relating to outdoor lighting. A condition to this effect is recommended.

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Noise

An Acoustic Report prepared by Herring Storer Acoustics dated September 2021 was provided as part of the application. As outlined within the acoustic report, the proposal will be fully compliant with the *Environmental (Noise) Regulations 1997* and accordingly there is considered to be no impact on surrounding land uses from an acoustic perspective.

Waste Management

All waste is to be managed on site via private collection, with designated bin storage areas included within the proposal. As outlined within the WMP, the proposal provides sufficient bin storage areas based on the estimated waste generation and is considered to be appropriate for the management of waste on site.

Anti-social behaviour

There is no evidence to demonstrate that the proposal will increase crime in the area.

Landscaping

Landscaping requirements are considered in accordance with Clause 4.17 of DPS 2, as outlined below. The applicant has also provided a Landscape Plan which is included at **Attachment 2.**

Provision	Requirement	Proposal	Assessment
Clause 4.17.1 District Planning Scheme No.2 (DPS 2)	Minimum 8% landscaping on the lot. Site Area: 16,929m^2 8% = 1,354.32m^2	Approximately 1,628.3m^2 or 9.6% landscaping.	The proposed landscaping meets the City's requirements.
Clause 4.17.2 District Planning Scheme No.2 (DPS 2)	3 metre landscape strip adjacent to the street.	The only landscaped areas which meet the 3m requirement are noted at the north-western 'parklet' area, and along the southern portion of the site adjoining the 'click and collect' area. All other areas of the lot do not achieve the 3m of landscaping per DPS 2.	Due to the intended main street nature of the site, the reduction of landscaping to facilitate reduced street setbacks and activation is supported, with the landscaped areas provided resulting in high-quality usable spaces for community interaction.
Clause 4.17.5	1 tree per 4 bays	Approximately 48 trees adjoining	Whilst the proposal does not meet the

District Planning Scheme No.2 (DPS 2)	226 parking bays = 56.5 (57) trees	parking bays. Plus approximately 24 shade sail structures.	City's requirements for 1 tree per 4 car bays, the proposal has included a number of trees adjoining parking areas which is supplemented by the use of shade sails. This combination of shade cover is supported by the City and considered appropriate for the site.

In addition to the above, the proposal has also sought to utilise Washingtonia Palms which, whilst not native to the area, represent and reflect landscaping which was consistent with the use of the site as the former Atlantis Marine Park. This inclusion is welcomed and supported by the City.

The proposal accordingly generally meets the City's requirements for landscaping on the site.

Signage

The proposal has been considered against the provisions set out within the City's Local Planning Policy 4.6 – Advertising Signs (LPP 4.6) as the proposal includes a total of 34 signs across the site including a pylon sign, 25 wall signs, and eight (8) verandah signs.

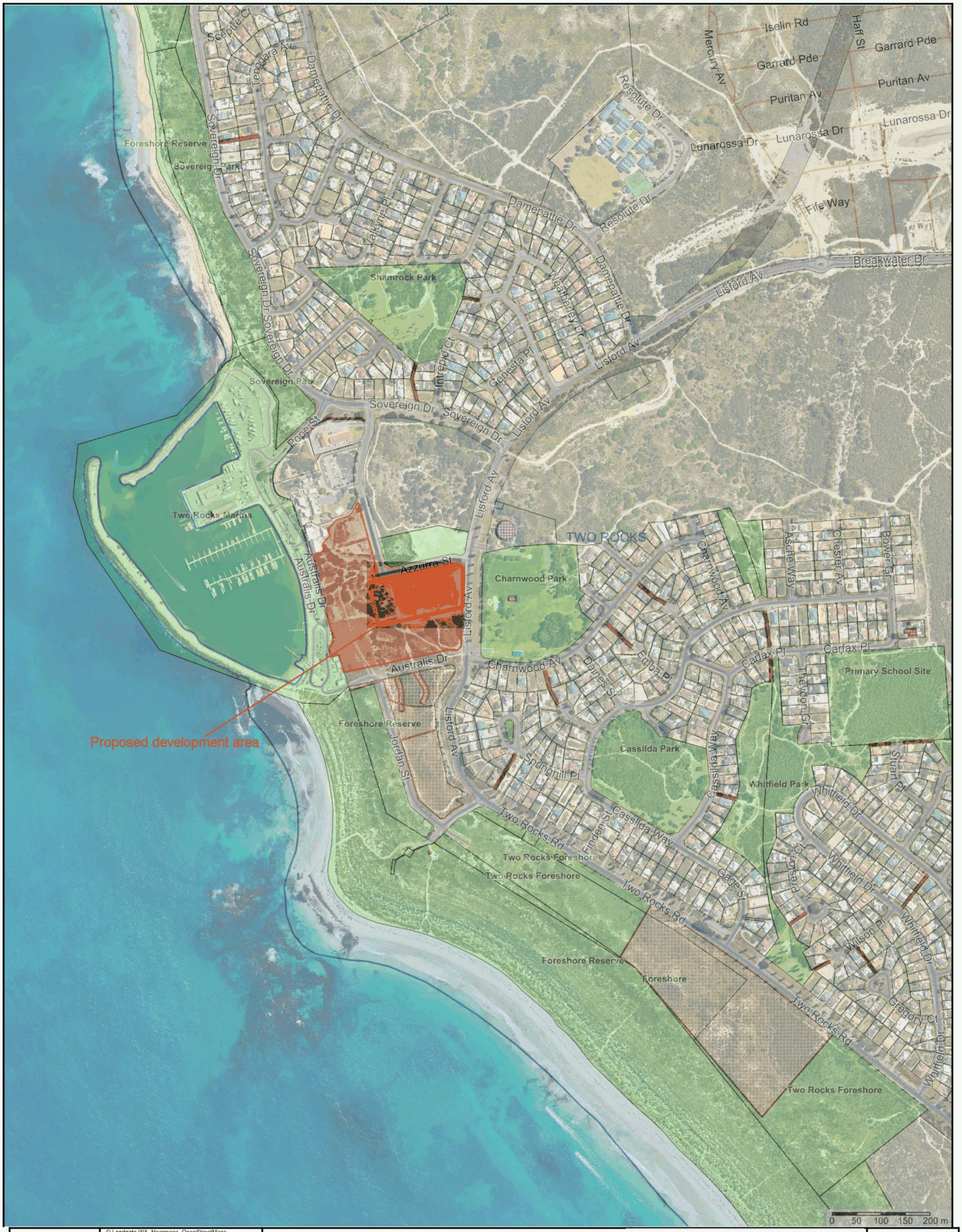
The proposed number and dimensions of the signage is considered appropriate in the context of the site, with all content relating to the operation and branding of the proposal and provision for future tenancies. The signage is not considered to be obtrusive or negatively impact or detract from the amenity of the surrounding area and is supported.

Conclusion:

The development application for a Shop, Liquor Store, Restaurant and Office at Lot 9702 (10) Enterprise Avenue, Two Rocks has been assessed against the relevant legislation and planning requirements. The proposal has been advertised in accordance with the Deemed Provision requirements.

The proposed development is generally compliant with the requirements of DPS 2, the Two Rocks Town Centre Agreed Structure Plan No.70, and the relevant state and local planning policies as addressed through this report.

The City therefore recommends the proposed development be approved, subject to conditions.



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Attachment 1 - Location Plan

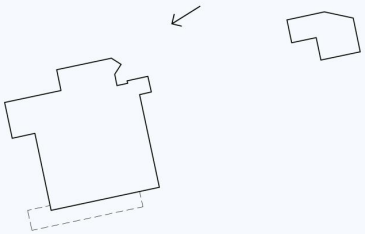
Scale = 1:6856

N

ATTACHMENT 2

DA ISSUE
ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DA ISSUE	15/10/21
B	ISSUE FOR REVIEW	08/02/22
C	ISSUE FOR REVIEW	10/02/22
D	ISSUE FOR REVIEW	16/02/22



WOOLWORTHS TWO ROCKS

Azurra Street + Lisford Avenue, Two Rocks

Development Application
Febuary 2022

01	COVER SHEET	D
02	SITE PLAN	Y
03	ELEVATIONS	H
04	ELEVATIONS RETAIL	F
05	SECTIONS	D
06	3D VIEWS	C
07	3D VIEWS	C
08	3D VIEWS	D
09	3D VIEWS	B
10	AZZURRA STREET ELEVATION	A

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brownfalconer.com.au

FABCOT PTY LTD

WOOLWORTHS TWO ROCKS

COVER SHEET

Scale 1 : 50
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 01** Rev. **D** A1 SHEET

SITE PLAN

1 : 500

0 5 10 15 20

1:500

DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	FOR INFORMATION	24/11/20
B	FOR INFORMATION	17/02/21
C	FOR INFORMATION	05/03/21
D	FOR INFORMATION	09/03/21
E	FOR CLIENT ISSUE	18/03/21
F	FOR INFORMATION	19/03/21
G	FOR INFORMATION	22/03/21
H	FOR CLIENT REVIEW	25/06/21
J	DRP PRESENTATION	08/07/21
K	DRP PRESENTATION 2	29/07/21
L	ISSUE FOR REVIEW	16/08/21
M	ISSUE FOR REVIEW	01/09/21
N	FOR REVIEW	09/09/21
P	FOR REVIEW	12/09/21
Q	FOR REVIEW	14/09/21
R	FOR CLIENT APPROVAL	17/09/21
S	FOR CLIENT APPROVAL	06/10/21
T	DA ISSUE	15/10/21
U	SUBSTATION LOCATION	13/12/21
V	ISSUE FOR REVIEW	08/02/22
W	ISSUE FOR REVIEW	09/02/22
X	ISSUE FOR REVIEW	10/02/22
Y	ISSUE FOR REVIEW	16/02/22

WOOLWORTHS SITE

TOTAL SITE AREA	16023m2
SITE AREA	15533m2
WOOLWORTHS (WITH EXPANSION)	3600m2
WOOLWORTHS (WITHOUT EXPANSION)	2942m2
FUTURE EXPANSION - INCL. OFFICE MEZZANINE	658m2
CAFE	80m2
SPECIALTY 1 (LIQUOR)	200m2
SPECIALTY 2	82m2
SPECIALTY 3	78m2
SPECIALTY 4	68m2
SPECIALTY 5	67m2
SPECIALTY 6	61m2
TOTAL AREA	**4241m2**
PARKING REQUIRED WW - 5 BAYS/100m2 GLA	**212 BAYS**
OFFICE / COMMERCIAL	744 m2
PARKING REQUIRED 3 BAYS/100m2 GLA	**23 BAYS**

FUTURE PAD SITE

SITE AREA	1206 m2

PARKING PROVIDED

GENERAL	219 BAYS
STREET PARKING	10 BAYS
PICKUP	6 BAYS
TOTAL PARKING REQUIRED	**235 BAYS**
TOTAL PARKING PROVIDED	**235 BAYS**

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WOOLWORTHS TWO ROCKS

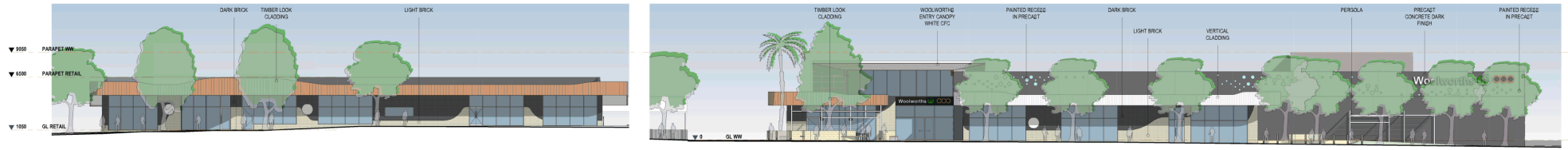
SITE PLAN

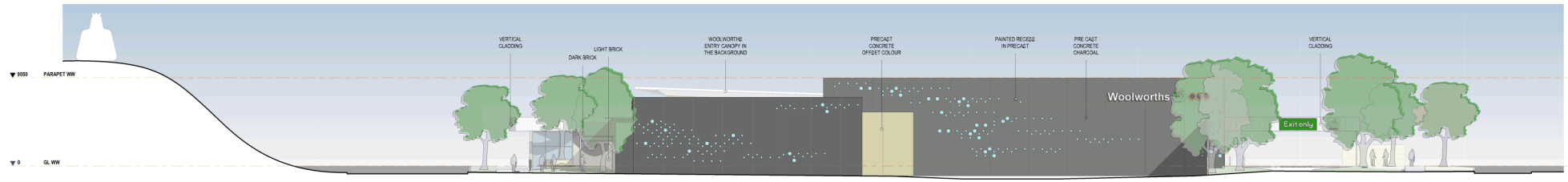
Scale As indicated
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 02** Rev: **Y** A1 SHEET

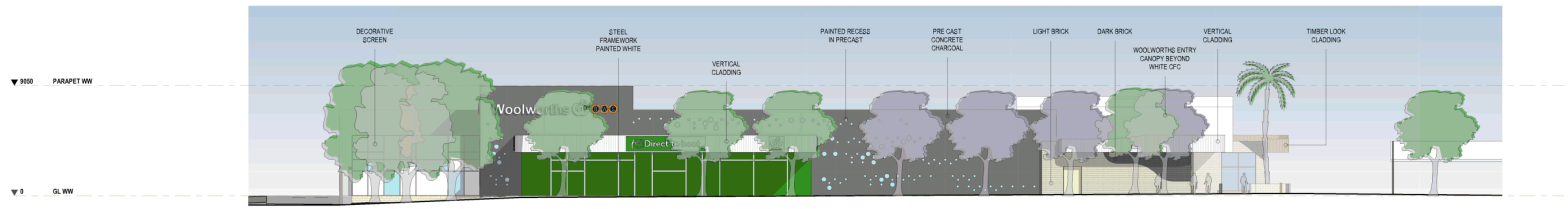
DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	FOR INFORMATION	19/02/21
B	FOR CLIENT REVIEW	25/06/21
C	DRP PRESENTATION	08/07/21
D	DRP PRESENTATION 2	29/07/21
E	DA ISSUE	15/10/21
F	ISSUE FOR REVIEW	08/02/22
G	ISSUE FOR REVIEW	10/02/22
H	ISSUE FOR REVIEW	16/02/22







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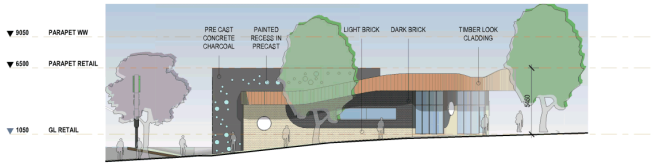
WOOLWORTHS TWO ROCKS

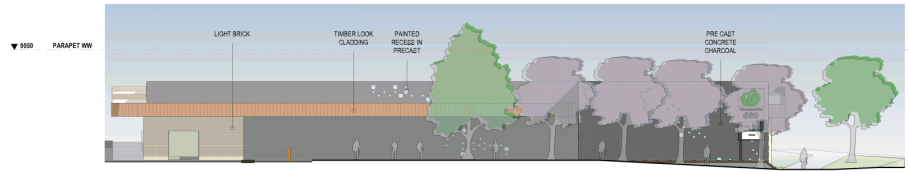
ELEVATIONS

Scale 1 : 200
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 03** Rev: **H** A1 SHEET

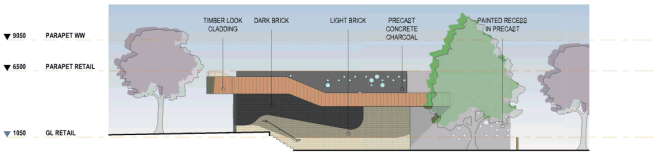
1 - RETAIL / COMMERCIAL - NORTH
1 : 200



2 - RETAIL / COMMERCIAL - EAST
1 : 200



3 - RETAIL / COMMERCIAL - SOUTH
1 : 200



4 - RETAIL / COMMERCIAL - WEST
1 : 200

DA ISSUE
ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DRP PRESENTATION	08/07/21
B	DRP PRESENTATION 2	20/07/21
C	DA ISSUE	15/10/21
D	ISSUE FOR REVIEW	09/02/22
E	ISSUE FOR REVIEW	10/02/22
F	ISSUE FOR REVIEW	16/02/22

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WOOLWORTHS TWO ROCKS

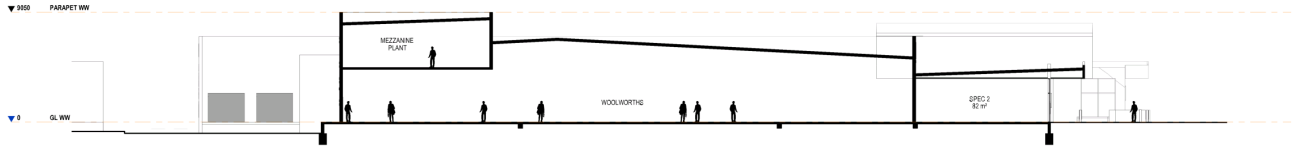
ELEVATIONS RETAIL

Scale 1 : 200
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 04** Rev: **F** A1 SHEET

DA ISSUE

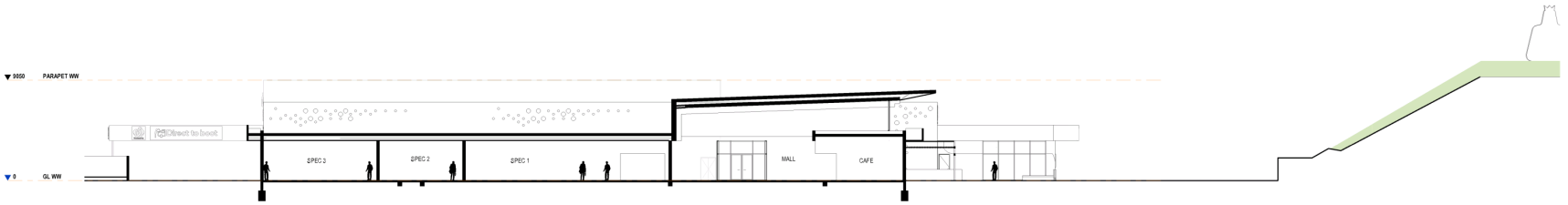
ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DRP PRESENTATION	08/07/21
B	DA ISSUE	15/10/21
C	ISSUE FOR REVIEW	08/02/22
D	ISSUE FOR REVIEW	10/03/22



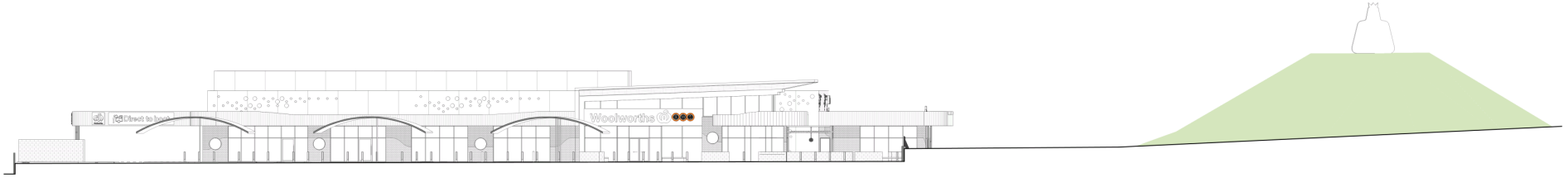
SECTION A

1 : 200



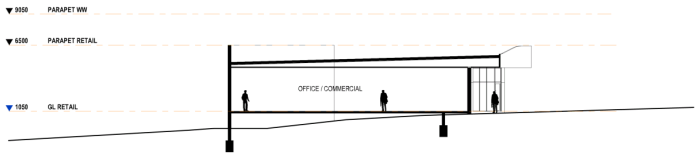
SECTION B

1 : 200



SECTION C

1 : 200



SECTION D

1 : 200

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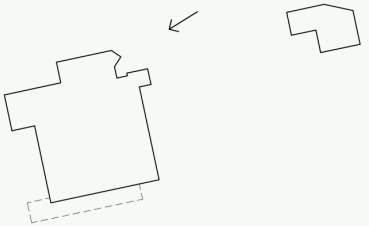
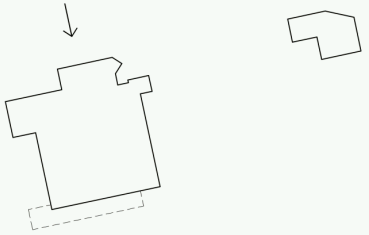
WOOLWORTHS TWO ROCKS

SECTIONS

Scale 1 : 200
Drawn DF Checked MJ
Date 10/03/22
Job No. 2020050
Dwg No. **3353 05** Rev. **D** A1 SHEET





DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DA ISSUE	15/10/21
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C	ISSUE FOR REVIEW	10/03/22

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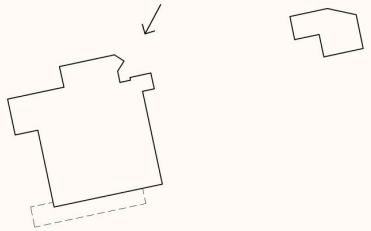
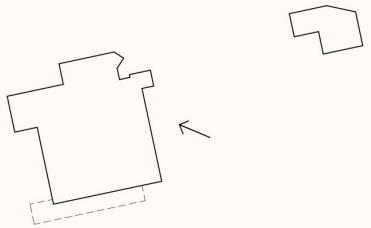
WOOLWORTHS TWO ROCKS

3D VIEWS

Scale 1 : 50
Drawn DF Checked MJ
Date 10/09/22
Job No. 2020050
Dwg No. **3353 06** Rev. **C** A1 SHEET





DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DA ISSUE	15/10/21
B	ISSUE FOR REVIEW	08/02/22
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WOOLWORTHS TWO ROCKS

3D VIEWS

Scale 1 : 50
Drawn DF Checked MJ
Date 10/09/22
Job No. 2020050
Dwg No. **3353 07** Rev. **C** A1 SHEET

DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	DA ISSUE	15/10/21
B	ISSUE FOR REVIEW	08/02/22
C	ISSUE FOR REVIEW	10/02/22
D	ISSUE FOR REVIEW	16/02/22

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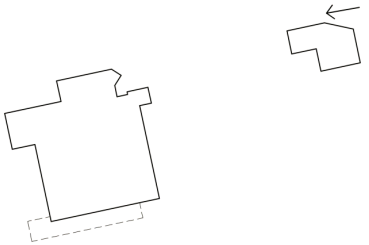
WOOLWORTHS TWO ROCKS

3D VIEWS

Scale 1 : 50
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 08** Rev. **D** A1 SHEET



DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	ISSUE FOR REVIEW	10/02/22
B	ISSUE FOR REVIEW	16/02/22

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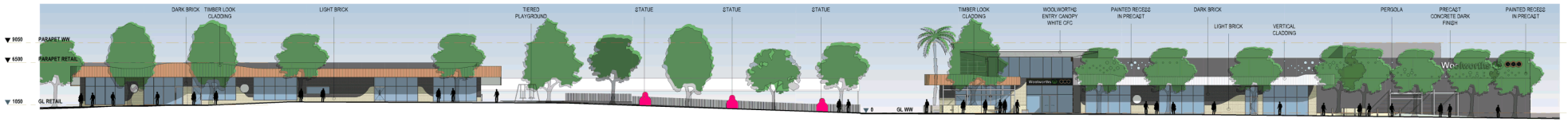
WOOLWORTHS TWO ROCKS

3D VIEWS

Scale 1 : 50
Drawn DF Checked MJ
Date 16/02/22
Job No. 2020050
Dwg No. **3353 09** Rev: **B** A1 SHEET

DA ISSUE
ISSUED FOR DEVELOPMENT APPROVAL

Rev.	Amendment	Date
A	ISSUE FOR REVIEW	16/02/22



AZZURRA STREET ELEVATION
1 : 250

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WOOLWORTHS TWO ROCKS

AZZURRA STREET ELEVATION

Scale	1 : 250		
Drawn	DF	Checked	MJ
Date	16/02/22		
Job No.	2020050		
Dwg No.	3353 10	Rev:	A

A1 SHEET

PLANT QUANTITIES

TOTAL % LANDSCAPE AREA = 1306M² = **7.7% OF SITE AREA**

TREE SPECIES
AGONIS FLEXUOSA - 200L, 34 NO.
ARAUCACIA HETEROPHYLLA - 150OL, 9 NO.
EUCALYPTUS GOMPHOCEPHALA - 100L, 14 NO.
HIBISCUS TILACEUS 'RUBRA' - 200L, 17 NO.
METROSIDEROS EXCELSA- 100L, 9 NO.
WASHINGTONIA ROBUSTA - TRANSPLANTS, 8 NO.
CUPANIOPSIS ANACARDIOIDES 'TUCKEROO', 19 NO.

GROUNDCOVER/ SHRUB SPECIES
MACROZAMIA REIDLEI - 140MM POTS @ 1000 CTRS
HIBBERTIA SCANDENS (CREEPER) - 140MM POTS @ 850 CTRS
EREMOPHILA GLABRA 'KALBARRI CARPET' - 140MM POTS @ 750 CTRS
HEMIANDRA PUNGENS - 140MM POTS @ 750 CTRS
CARPOBROTUS GLAUCESCENS - 140MM POTS @ 750 CTRS
SENECIO 'TRIDENT BLUE' - 140MM POTS @ 750 CTRS
CASUARINA 'COUSIN IT' - 140MM POTS @ 750 CTRS

GROUNDCOVER / SHRUB SPECIES (CONT.)
WESTRINGIA FRUITICOSA - 5L POT @ 700 CTRS
OLEARIA AXILLARIS - 140MM POTS @ 750 CTRS
SCAEVOLA CRASSIFOLIA - 140MM POTS @ 850 CTRS
LEUCOPHYTA BROWNII 'SILVER NUGGET' - 140MM POTS @ 400 CTRS
CONOSTYLIS CANDICANS- 140MM POTS @ 400 CTRS
MELALEUCA HUEGILII PROSTRATE - 140MM POTS @ 850 CTRS
ACACIA LASIOCARPA - 140MM POTS @ 850 CTRS
DIANELLA 'LITTLE REV' - 140MM POTS @ 400 CTRS
ACACIA SALIGNA PROSTRATE - 140MM POTS @ 1000 CTRS
GREVILLEA 'GINGIN GEM' - 140MM POTS @ 850 CTRS
MYOPORUM INSULARE - 140MM POTS @ 750 CTRS
RICINOCARPUS 'BRIDAL STAR' - 140MM POTS @ 850 CTRS
TEMPLETONIA RETUSA - 140MM POTS @ 750 CTRS
LEPIDOSPERMA GLADIATUM- 140MM POTS @ 750 CTRS

LEGEND

01 STATEMENT TREES IE. NORFOLK ISLAND PINES IN LARGE PLANTERS WITH BUILT-IN DECK SEATING
02 FEATURE TREES IE. WASHINGTONIA PALMS (TRANSPLANTS)
03 AGONIS SHADE TREES ALONG STREET AND CARPARK
04 SMALL PARKLET WITH SHADE TREES, TURF SPACE AND SEATING AREAS
05 GROUP SEATING NODE WITH FEATURE PAVING
06 CAFE BREAKOUT AREA WITH RAISED PLANTERS AND CREEPER PLANTING OVER CANOPY
07 AGONIS SHADE TREE IN RAISED PLANTER WITH BUILT-IN BENCH SEATING
08 HIBISCUS TILACEUS 'RUBRA' SHADE TREES
09 CUPANIOPSIS 'TUCKEROO' SHADE TREES TO CARPARK
10 SHARED PEDESTRIAN / VEHICLE ACCESS WITH 'WAVE PATTERN' ROAD PAVEMENT
11 LARGE STREET TREES (EUCALYPTUS GOMPHECEPHALA) WITH HARDY NATIVE PLANTING TO VERGE TO ENHANCE STREETSCAPE
12 NORFOLK ISLAND PINES TO MATCH EXISTING STREET TREES
13 SCREENING TREES AND SHRUBS TO BUFFER SOUTH WEST WINDS IE. METROSIDEROS SP
14 GRAPHIC SCREENING TO BACK-OF-HOUSE AREA
15 FEATURE GROUNDCOVERS TO ENTRIES - IE. SCAEVOLA SP
16 NEW SHADE STRUCTURE
17 RELIC SCULPTURES AND URBAN BENCH SEATING ALONG FOOTPATH
18 'HERITAGE PARK' WITH RELIC SCULPTURES AND TERRACED GRASS & DECK SEATING

WOOLWORTHS, TWO ROCKS

LANDSCAPE CONCEPT PLAN
FEBRUARY 2022

JOB NO. 2100101
1:300 @ A1

C1.101
REV K
0 3 6 12 18 30m

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T: (08) 9388 9566 E: mail@plane.com.au

TURF & SEATING AREAS

CAFE BREAKOUT SPACE

COASTAL PLANTING & ART

HISTORICAL REFERENCES - WATER PARK

WOOLWORTHS, TWO ROCKS

CONCEPT IMAGERY
MARCH 2021

JOB NO. 2021 C3.101 REV C

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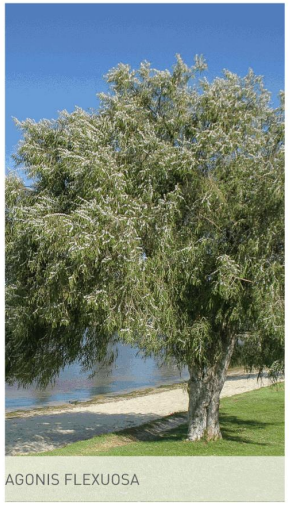
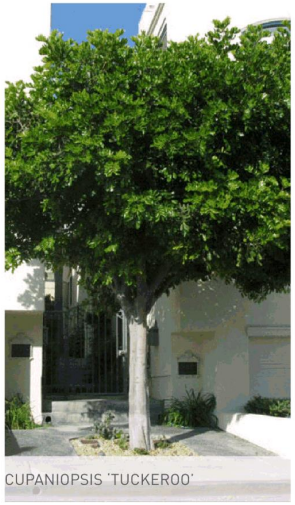
TREE PLANTING

ARAUCACIA HETEROPHYLLA

WASHINGTONIA ROBUSTA


AGONIS FLEXUOSA


CUPANIOPSIS 'TUCKEROO'

HIBISCUS TILACEUS RUBRA

METROSIDEROS EXCELSA

GROUNDCOVER / LOW SHRUB PLANTING

EREMOPHILA GLABRA 'KALBARRI CARPET'

HEMIANDRA PUNGENS

CARPOBROTUS GLAUCESCENS

SENECIO 'TRIDENT BLUE'

CASUARINA 'COUSIN IT'

SCAEVOLA AEMULA

SCAEVOLA CRASSIFOLIA

LEUCAPHYTA BROWNII

CONOSTYLIS CANDICANS

GREVILLEA 'GIN GIN GEM'

ACACIA LASIOCARPA

ACACIA SALIGNA 'PROSTRATE'

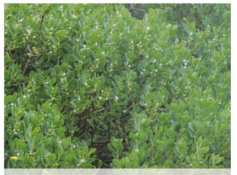
DIANELLA 'LITTLE REV'

MELALEUCA HUEGELII (PROSTRATE)

HIBBERTIA SCANDENS (CREEPER)

SHRUB PLANTING

OLEARIA AXILLARIS


MYOPORUM INSULARE

WESTRINGIA FRUITICOSA

LEPIDOSPERMA GLADIATUM

RICINOCARPUS 'BRIDAL STAR'

TEMPLETONIA RETUSA

WOOLWORTHS, TWO ROCKS

PLANTING PALETTE
FEBRUARY 2022

JOB NO. 2100101 C3.103 REV C

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ATTACHMENT 3

CITY OF WANNEROO
DA2021/1797 JDAP - SUPERMARKET, LIQUOR STORE, RESTAURANT & OFFICE
SCHEDULE OF SUBMISSIONS FOLLOWING ADVERTISING

(Advertising Closed 17 December 2021)

Support	**41**
Comment	**19**
Object	**148**
TOTAL	208

***1,410 submissions received inclusive of grouped submission signatories**

No.	Position	Summary of Submission	Administration Comment	Recommendation
1	**Object**	**Submitter 1**		
1.1		I approve of shopping facilities that are more up to date than the ones we currently have in Two Rocks. What I disapprove of is the introduction of a 4th Liquor Outlet. With a population of only 2,990 the last thing this suburb needs is greater access to alcohol. There are five roadside memorials to announce the death of six people in road accidents on Two Rocks Road that were alcohol related. One feels compelled to think that the City of Wanneroo is in support of road deaths and alcohol related deaths.	Not a valid Planning consideration. The quantity, location and operation of the proposed uses is driven by market demand and there are no provisions within District Planning Scheme No.2 (DPS 2) or the Two Rocks Agreed Structure Plan No.70 (ASP 70) which limit the number or proximity of these uses in a particular area. The liquor store component in particular has been assessed against the requirements of Local Planning Policy 2.8 – Licensed Premises (LPP 2.8). The proposal was subsequently considered to meet all the requirements of LPP 2.8, with the location of the proposed liquor store and any associated signage having no	No modifications required.

			frontage or primary access to any existing or proposed educational establishments, childcare centres or places of worship. It is understood that it is the intent of the applicant that the existing Liquor Store will be closed/relocated to this site, with the current licence being transferred to the new facility by Woolworths.	
2	**Support**	**Submitter 2**		
2.1		No comments	Noted.	No modifications required.
3	**Support**	**Submitter 3**		
3.1		No comments	Noted.	No modifications required.
4	**Object**	**Submitter 4**		
4.1		Woolworths already has the monopoly of our norther corridor being only 7 minutes down the road in Yanchep. We do not need another Woolworths, especially so close to our historic town mascot, the King! Please allow for something different for our beautiful town. We do not need to be a carbon print of every other suburb at 10-minute intervals.	Not a valid Planning consideration. The quantity, location and operation of the proposed uses is driven by market demand and there are no provisions within District Planning Scheme No.2 (DPS 2) or the Two Rocks Agreed Structure Plan No.70 (ASP 70) which limit the number or proximity of these uses in a particular area.	No modifications required.
5	**Support**	**Submitter 5**		
5.1		The Two Rocks shopping centre really needs a big upgrade to bring it into the modern eta - this is a start to that process.	Noted.	No modifications required.

5.2		Then we need some great restaurants to come up here as well as a petrol station.	As the proposal is for a Shop, Liquor Store, Restaurant and Office, no alternative uses are being considered or recommended as part of this application. Additional development within the area will be subject to further Development Applications being submitted to the City for consideration.	No modifications required.
6	**Object**	**Submitter 6**		
6.1		We already have a perfectly locals run supermarket. This is no need for another. In addition, no need for another bottle shop.	Refer item 4.1 above.	No modifications required.
7	**Object**	**Submitter 7**		
7.1		We already have a woolies nearby in Yanchep, a Coles would be better for competition.	Refer item 4.1 above.	No modifications required.
7.2		We already have 2 liquor stores - we are not alcoholics.	Refer item 1.1 above.	No modifications required.
8	**Object**	**Submitter 8**		
8.1		Why provide what the town doesn't need? Perhaps get out there and find out what the people of the local community actually want, need and required. So many things our little town needs. Major food chains are not one of them.	Refer item 5.2 above.	No modifications required.
9	**Support**	**Submitter 9**		
9.1		No comments	Noted.	No modifications required.
10	**Object**	**Submitter 10**		
10.1		I object to the planned Woolworths development at the old Atlantis site. We don't need another cookie cutter shopping centre in Two Rocks; we have an IGA mere meters away, not to mention a Woolworths, ALDI and a planned Coles in Yanchep. Why on earth would we need more	Refer item 4.1 and 5.2 above.	No modifications required.

		grocery competition? Why not propose a pool facility, considering the nearest is in Gingin, Butler or Merriwa?		
10.2		Two Rocks shopping centre is full of old school charm, it has a beautiful café already, a liquor store, and I can't see at all why we need to double up, and risk hurting or losing the businesses that have provided for our community for literally decades. The IGA especially is very community focussed, and have done their level best to provide essential services throughout many bushfires, and more recently a pandemic. I just can't understand why putting different services in Two Rocks wouldn't make more sense than just more of the same?	Refer item 4.1 above.	No modifications required.
11	**Object**	**Submitter 11**		
11.1		I object the submission as Two Rocks already has and always should be a sleepy coastal area! A petrol station along Two Rocks Road before you enter Two Rocks would be better suited if there was to be more development, but leave the area as it is.	Refer item 5.2 above.	No modifications required.
12	**Support**	**Submitter 12**		
12.1		Woolworths/Coles, nice restaurant - something similar to the beach house in Jindalee.	Noted. Also refer item 5.2 above.	No modifications required.

13	**Object**	**Submitter 13**		
13.1		We have a perfectly good supermarket, Liquor Store and Café in that area already - locally owned business that as a local I am happy to support. Don't spoil what we have, don't bring in big business and cripple the independent supermarket owner. We have a Woolworths at Yanchep, can online shop so not needed.	Refer item 4.1 above.	No modifications required.
13.2		Woolworths can build a supermarket in one of the newer estates not in such a unique area by King Neptune.	The Shop, Restaurant and Office land uses are identified as 'P' or permitted land uses within the Commercial and Mixed Use zones as identified within the City of Wanneroo District Planning Scheme No.2 (DPS 2) and Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70), whilst the Liquor Store is an 'A' or advertised land use. Accordingly, all proposed land uses are capable of consideration within the proposed location. Consideration of alternative site location is not a relevant Planning consideration.	No modifications required.
14	**Object**	**Submitter 14**		
14.1		We already have these facilities. Prefer something we haven't got, like specialty shops in keep with the waterfront.	Refer item 4.1 and 5.2 above.	No modifications required.
15	**Object**	**Submitter 15**		
15.1		Two Rocks shopping centre already has a supermarket, 2 liquor stores, café, newsagents, hair/beauty salons and a pharmacy, mostly local family owned and operated. We don't need a shopping centre like the Woolworths Yanchep that	Refer item 4.1 above.	No modifications required.

		is an un-maintained mostly empty ugly eyesore.		
16	**Object**	**Submitter 16**		
16.1		We have these facilities already, why double up with the big guys. Yanchep has a supermarket for any extra things we need. The area should be used to attract people to visit, smaller stores and parks, not an ugly Woolworths building.	Refer item 4.1 above.	No modifications required.
16.2		This is not the sort of development that should be there. Why not propose they build in the new estates. Big guys will get their way no doubt.	Refer item 13.2 above.	No modifications required.
17	**Support**	**Submitter 17**		
17.1		Great idea. Go for it.	Noted.	No modifications required.
18	**Object**	**Submitter 18**		
18.1		The duplication of local services by these powerful entities is an indictment on the Wanneroo Shire demonstrating yet again a lack of empathy for businesses that have supported the locals since day one. Come on Wanneroo Shire, be a leader not a follower, we need other services such as a fuel outlet, hardware, caravan park, vet etc.	Refer item 4.1 and 5.2 above.	No modifications required.
19	**Object**	**Submitter 19**		
19.1		Our suburb is not that big, I certainly can't see why any little suburb needs 3 liquor stores, that's absolutely ridiculous.	Refer item 1.1 above.	No modifications required.
19.2		Service station / hardware store wouldn't go astray.	Refer item 5.2 above.	No modifications required.

20	**Object**	**Submitter 20**		
20.1		I object to the proposed plan of a Woolworths in this space, it would be an eyesore. We need it to be more like Hillarys to attract tourists to our beautiful seaside town.	The application has been considered extensively through the relevant planning frameworks which have identified an intended main street design along Azzurra Street. Prior to the submission of the application, the proposal was presented to two local Design Review Panel meetings which provided extensive feedback in relation to the built form and overall design of the proposal. The City considers that the DRP comments have been sufficiently addressed in relation to the built form components, however have not addressed the colours and materials commensurate with the coastal and heritage value of the site and surrounding. A condition of approval is recommended to be imposed to require a detailed schedule of colours and materials to be provided in this regard.	No modifications required. Condition requiring a schedule of colours and materials recommended.
20.2		Definitely not another bottle shop. Two Rocks already has two. Please do not spoil this beautiful little town.	Refer item 1.1 above.	No modifications required.
21	**Comment**	**Submitter 21**		
21.1		Woolworths is not needed as we have the IGA. Woolworths is in Yanchep, a Coles may be better and competitive with GIA with prices and range of items.	Refer item 4.1 above.	No modifications required.
21.2		We have no petrol station that would be a benefit to our community.	Refer item 5.2 above.	No modifications required.

22	**Object**	**Submitter 22**		
22.1		That space is such a beautiful spot, why ruin it with a giant supermarket. Café or restaurant sure, but a supermarket building would be an eye sore.	Refer item 5.2 and 20.1 above.	No modifications required.
23	**Object**	**Submitter 23**		
23.1		We don't need a 3rd bottle shop.	Refer item 1.1 above.	No modifications required.
23.2		The location will ruin the marina and beachside feel we have here.	Refer item 13.2 above.	No modifications required.
23.3		We need a service station, a vet, a hospital and a car wash.	Refer item 5.2 above.	No modifications required.
24	**Comment**	**Submitter 24**		
24.1		Please provide business that the community needs not another liquor shop.	Refer item 5.2 above.	No modifications required.
24.2		Supermarkets should not be a big eyesore but compliment the unique landscape of the marina. Please keep our unique community feel and build buildings that suit our marina.	Refer item 20.1 above.	No modifications required.
25	**Support**	**Submitter 25**		
25.1		This is fantastic and about time Two Rocks got developed a bit more and provided a major retail grocery outlet for the growing population in our area.	Noted.	No modifications required.
26	**Object**	**Submitter 26**		
26.1		You aren't providing new services, simply stealing business from local small business. We already have a supermarket, bottle shop and café, we don't need more.	Refer item 4.1 above.	No modifications required.

26.2		How about provide a service we don't have e.g. Bunnings, Kmart, BigW etc.	Refer item 5.2 above.	No modifications required.
27	**Comment**	**Submitter 27**		
27.1		Large supermarket like Woolworths or Coles will bring more people and traffic to the area. The roads won't handle it.	The application included a Traffic Impact Assessment (TIA) prepared by Cardno, which has considered the subject site, and future forecasted traffic demands. As outlined within the TIA, the fully developed Precinct C area was forecast to generate a total weekday am and pm peak of 365 and 552 vehicles respectively, with a total of 664 vehicles forecast during weekend peak hours. The proposal itself accommodating between 53% and 67% of the total area traffic generation. Based on the forecast trip generations, as well as the existing and proposed road connections, the TIA concludes that the operation of all intersections and surrounding roads is capable of supporting the proposed and future development. In addition to the above, the proposal provides for a total of 219 parking bays, which exceeds the calculated requirement of 199 for the site, and accordingly meets the City's requirements.	No modifications required.
27.2		More rubbish to the area, damage to cars, break-ins etc. Strongly oppose any large retail/supermarket.	There is no evidence to demonstrate that the proposal will increase crime in the area. Moreover, the applicant has provided a Waste Management Plan (WMP), which identifies waste/rubbish collection from site, which will be	No modifications required.

			undertaken regularly by a private contractor. The provision of bins is considered to be sufficient for the operation of the proposed uses.	
27.3		Don't need another liquor store. Already have two.	Refer item 1.1 above.	No modifications required.
27.4		An independent fuel station would be advantageous as the closest one for Two Rocks residents is Yanchep, not to mention nothing on Indian Ocean Drive between Leeman and Neerabup. Considerations for towing vehicles - caravans and campers would be the smart choice - extra turning room, extra room for park-up - all for towing vehicles. Small outfits/shops/cafes would suit the area.	Refer item 5.2 above.	No modifications required.
27.5		Keep the feeling of Two Rocks being a small seaside town.	Refer item 20.1 above.	No modifications required.
28	**Object**	**Submitter 28**		
28.1		I cannot see why you would plan on building big shops on prime land which could be used for other things like a caravan park that would bring economy to the small town and especially where we already have these facilities, stores and everything you have listed at the Marina.	Refer item 4.1, 5.2 and 13.2 above.	No modifications required.
28.2		You have plenty of land in the new Atlantis area out near Breakwater Drive; build new shops out near new suburbs don't bring the old part of Two Rocks down.	Refer item 13.2 above.	No modifications required.
29	**Comment**	**Submitter 29**		
29.1		I'll be very happy with more supermarkets and affordable fuel station and cafes in Two Rocks.	Noted. Also refer item 5.2 above.	No modifications required.

30	**Comment**	**Submitter 30**		
30.1		I support the above projects, however myself and many other members of the community have expressed that it would be very beneficial for a petrol station to be part of planning at some stage. This would cater to people and tourists passing through, local residents, the boating community and jobs for local residents.	Noted. Also refer item 5.2 above.	No modifications required.
31	**Object**	**Submitter 31**		
31.1		Why do we need another bottle shop, café and supermarket. We have heaps of those. What we need is a fuel station. Ask the community what we want!	Refer item 4.1 and 5.2 above.	No modifications required.
31.2		It's going to put small business owners at risk of losing their shop/income.	Refer item 4.1 above.	No modifications required.
32	**Object**	**Submitter 32**		
32.1		Supermarket, bottle shop is not required. We already have those nearby. The area would be more suitable for entertainment e.g. swimming pool, water playground with King Neptune watching on.	Refer item 4.1 and 5.2 above.	No modifications required.
33	**Object**	**Submitter 33**		
33.1		Our town doesn't need a supermarket with Woolies and Coles a 5 minute drive away.	Refer item 4.1 above.	No modifications required.
34	**Object**	**Submitter 34**		
34.1		Double-up of services that are already there and not conducive to the feel of local area. Will not use it at all if built.	Refer item 4.1 above.	No modifications required.
34.2		Build on the outskirts of town where land is being developed.	Refer item 13.2 above.	No modifications required.
35	**Support**	**Submitter 35**		
35.1		I support any development in the area. Creates jobs for locals.	Noted.	No modifications required.

35.2		We also need a petrol station in Two Rocks or on the corner of Indian Ocean Drive and Breakwater Drive.	Noted. Also refer item 5.2 above.	No modifications required.
36	**Object**	**Submitter 36**		
36.1		Waste of valuable coastal land, may much more valuable options for this area.	Refer item 13.2 above.	No modifications required.
36.2		Will be an eyesore and diminish heritage and tourist potential.	Refer item 20.1 above.	No modifications required.
36.3		Does not provide any new options but unfairly competes with established local business who provide the same services.	Refer item 4.1 and 5.2 above.	No modifications required.
36.4		If we have to have Woollies, build it further from the coast. Plenty of land towards Atlantis Beach estate.	Refer item 13.2 above.	No modifications required.
37	**Object**	**Submitter 37**		
37.1		In Two Rocks, we already have 2 liquor stores, an IGA, and 2 cafes. We do not need these facilities and they will spoil what is a beautiful small town. There is already a Woolworths at Yanchep, which is 10 minutes away.	Refer items 1.1 and 4.1 above.	No modifications required.

37.2		These are oversized for the area and will spoil this town. King Neptune is part of the history of the area and is a lovely feature as was the old marine park. This has been bulldozed already.	The maximum overall height of the proposal is identified at 9.3m, being the top of the parapet wall located in the south-western corner of the site. Along the Azzurra Street frontage, the maximum height is 8.3m identified at the accentuated entry point, with the remainder of the development being 7.2m and 5.3m to the top of the proposed awnings. Overall, the proposal generally presents as single storey buildings, with architectural features included at key points at a height similar to a two-storey dwelling. Building heights have been considered in accordance with the provisions set out within ASP 70, and State Planning Policy 2.6 - Coastal Planning, with the proposal being of an appropriate scale to maintain clear line of sight and emphasis to King Neptune to the north, which remains at a higher level than the proposal.	No modifications required.
38	**Object**	**Submitter 38**		
38.1		This proposal says a supermarket and bottle shop. Am I reading this wrong as we already have a very good supermarket and not one but three bottle shops. Why on earth, if this plan is about another supermarket and bottle shop is it allowed. Can the developer not come up with other ideas. What about a petrol station, dentist or hardware store. These are needed up here.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.
39	**Object**	**Submitter 39**		
39.1		Specialties like X-Ray, imaging etc. Kmart of similar. Bunnings?	Refer item 5.2 above.	No modifications required.

40	Object	Submitter 40		
40.1		You obviously don't live here, as you would see we have here in place already what you proposed to add to our town. This is not the same cookie cutter town as the rest of the suburbs that all look the same. This has history and should be considered when planning for the first future of our seaside town. We require better than a Woolies stuck right next to our marina, and in front of the old people's homes that will be built in close proximity. Once you bulldoze this, you cannot regain what was. Work with the current landscape, the community and please do not put an eyesore of more shops right on our coastline and view.	The subject site is subject to the controls set out within the Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70) which has been in place since 2014. In preparing ASP 70, matters such as heritage were considered. In relation to design, please refer item 20.1 above.	No modifications required.

40.2	How about a community meeting at the Phil Remain Centre for other more sustainable ideas before you wreck it!	Consultation has been undertaken in accordance with Clause 64(3) of DPS 2 and the Deemed Provisions, commencing on 2 December 2021 and concluding on 17 December 2021. Advertising was undertaken by way of a notice in the local newspaper and writing to 328 nearby landowners/occupiers within approximately 500 metres of the proposed development. The development plans and all supporting documentation were published on the City's website and a sign was also installed on site for the duration of the consultation period. A request to extend the consultation period until 10 January 2021 was issued to the applicant on Friday 10 December 2021 pursuant to Clause 64(7)(b) of the Planning and Development Local Planning Scheme) Regulations 2015. The request for an extension to the advertising period was subsequently refused by the applicant on 13 December 2021 and accordingly, no extension to the advertising was permitted. Notwithstanding, a number of submissions were received after the close of advertising and have been included within the consideration of the application. In relation to alternative uses, please refer item 5.2 above.	No modifications required.

41	**Object**	**Submitter 41**		
41.1		Two Rocks is a very unique town, that is why we choose to live here. We have the very best of supermarkets, 2 bottle shops, cafes, restaurants, chemist, doctors, hear and beauty, fitness studio, bakery, beautiful gardens, we really don't want our peaceful town ruined. What we would appreciate is a pool, petrol station and upgrade medical facilities or X-ray facilities.	Refer item 5.2 above.	No modifications required.
41.2		We are neglected in so many ways by not being even given Christmas decorations, every other shopping centre gets decorated at Christmas but we do not, so leave our centre as is but include us in these issues please.	Not a valid planning consideration.	No modifications required.
42	**Support**	**Submitter 42**		
42.1		I've lived nearly 10 years in Two Rocks; it needs a shopping centre, more parking and shops.	Noted.	No modifications required.
43	**Comment**	**Submitter 43**		
43.1		I am glad to see the proposal for Two Rocks, however I am opposed to the need for another liquor shop in Two Rocks. Currently, the tavern, Celebrations and BWS have stores in the area and unless BWS closes the current store and relocates it to the new supermarket area, another liquor shop to provide liquor for a population just under 4000 people is unjustified.	Noted. Also refer item 1.1 above.	No modifications required.
44	**Support**	**Submitter 44**		
44.1		No comments	Noted.	No modifications required.

45	**Object**	**Submitter 45**		
45.1		Two Rocks does not need a supermarket when there is already a Woolworths and 2 bottle shops 5 minutes down the road. The local IGA, Bakery, bottle shop, Neptune's Café and the Pickled Herring is all this small town needs. Don't ruin a small local town with some ridiculous supermarket when it's not needed. You'll also put other businesses who have been in this town a long time in jeopardy of going under. We don't want that.	Refer item 4.1 above.	No modifications required.
45.2		The proposed placement of this new supermarket will completely ruin a beautiful view that you get to enjoy whilst sitting at Neptune's café. The grass area needs to have fresh grass laid and then permanent tables and chairs with umbrellas placed for families to go down, have breakfast, lunch or dinner, and enjoy the ocean view.	Refer item 5.2 and 13.2 above.	No modifications required.
46	**Object**	**Submitter 46**		
46.1		I have lived in Two Rocks for nearly a decade and how on earth anyone thinks Two Rocks needs a fourth, bottle shop is beyond me. I can't believe Council are even considering it. We are a small suburb, with a tavern and multiple restaurants all with liquor licenses. Alcohol is more than available already. What we do need is a fuel station, office spaces to create more jobs, play centres and a bigger post office. I 100% object to another bottle shop being proposed. Unless you're also going to build another police station to deal with the antisocial behaviour and domestic issues that arise from excessive alcohol consumption, and a hospital to deal with the alcohol induced road and boating accidents, I'd strongly recommend declining this proposal.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.

47	**Object**	**Submitter 47**		
47.1		We don't need another shopping centre or bottle shop. We have them there already. Use this prime coastal land to develop something nowhere else has. Family friendly tourist attraction. Fresh local seafood market, local fruit and veg market, local butcher etc.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.
48	**Object**	**Submitter 48**		
48.1		I feel we have adequate shops at the moment and by adding a supermarket, you will kill off our small local shops. We know the staff and they know us. That will go if a large supermarket gets in.	Refer item 4.1 above.	No modifications required.
49	**Object**	**Submitter 49**		
49.1		We live in a semi-rural town for a reason…we don't want it built up. All the services we need are already in town and we have your proposed new Woolworths less than 10km down the road. We have a supermarket, we have 2 bottle shops. Why are we clearing land for pointless buildings when it could be utilised in other ways if you feel development of this area is essential? A petrol station makes sense; we don't have one of those! What about a caravan park or a holiday park for town revenue? Let's get the new promised Primary School built first before we add more unnecessary things to the town.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.
49.2		The proposed lifestyle village and new townhouses are going to be an eyesore as it is in our "town centre" please don't add to it with shopping centres, car parks and things we already have.	Refer item 4.1 and 20.1 above.	No modifications required.
49.3		If this Woolworths is a must, build it in the new estates. There's plenty of land there that has been cleared and built up. Not in the heart of "old Two	Refer item 13.2 above.	No modifications required.

		Rocks".		
50	**Object**	**Submitter 50**		
50.1		I have lived in the area for 46 years and have seen much change in the last 15 years, all not good. Especially with regards to more parks and green areas. Do we really need another supermarket and liquor store in Two Rocks so close to others, it will be less than 100m from the existing.	Refer item 4.1 above.	No modifications required.
50.2		It would be nice to see another park, picnic area, children's playground and barbecue facilities in this area. Think more about people's health and wellbeing instead of how much money you can make out of a small piece of land in such a beautiful picturesque spot so close to the ocean.	Refer item 5.2 above.	No modifications required.
50.3		I hope that there is someone in your department that does care, but I do know sometimes feedback is a waste of time - and no one listens, I hope this time there might be an exception.	Noted. Also refer item 40.2 above.	No modifications required.
51	**Object**	**Submitter 51**		
51.1		Why build a supermarket right near the marina. This would be without doubt an eyesore, a waste of prime real-estate, opportunities for small businesses in the area, overwhelming unwanted and not needed by the community.	Refer item 4.1, 5.2, 13.2 and 20.1 above.	No modifications required.
51.2		We already have an existing supermarket, bakery and 2 bottle shops. What is needed is cafes, restaurants, small boutique shops, office space, local arts and crafts, outdoor areas and a petrol station, which could service both the locals and boating visitors that use the boat ramp facilities.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.
51.3		If building yet another supermarket put it more inland in a more high-density populated area. Do	Refer item 13.2 above.	No modifications required.

		not spoil our lovely waterfront and harbour.		
52	**Support**	**Submitter 52**		
52.1		No objections.	Noted.	No modifications required.
53	**Object**	**Submitter 53**		
53.1		There's simply no need for shopping, fuel, small low budget businesses, sporting club store rooms and facilities to take up ocean side land and views. This is plenty of land on the east side of Two Rocks Road and Marmion Avenue up this way. Let the ocean side of the northern suburbs be filled with parks, housing and the kind of restaurants and cafes that would be on par with the Cottesloe tea rooms.	Refer item 4.1 and 13.2 above.	No modifications required.
53.2		I was shocked and still am saddened every time I walk up the ocean footpath in Yanchep to see the YSLSC building. Grey concrete thing. Taking up the once uninterrupted views from the Orion café. The life saving club should have been built on the down hill side of the old site as a split level facility. The old club knocked down and built an upstairs 200 degree view restaurant and reception centre into the tea room style Hampton's materials. The current new life saving club could have been a wonderful breakfast lunch and dinner facility set low enough not to interrupt views from the existing cafe.	The assessment is only considering the application at hand and not existing development within the City of Wanneroo. Also refer item 5.2 above.	No modifications required.

53.3		I know this is expensive type of building I'm talking which is why developers kept on strict rules could have delivered the kind of oceanside beauty that the eastern states would envy. Club Capricorn still needs to be our oceanfront 5-star luxury resort. It's time to stop and think about what quality and aesthetic we want forever along our beautiful Jindalee and Two Rocks coastline before we spend money haphazardly on non-cohesive visions for neighbouring suburbs. Happy to be a citizen on a design and aesthetic detail project for our coastline. Think big and beautiful. Don't settle for limited budgets for our beautiful coast.	Refer item 20.1 above.	No modifications required.
54	**Object**	**Submitter 54**		
54.1		There are already 2 liquor stores only 200m apart. Approving another liquor store is sending the wrong message to the community and basically saying if you live in Two Rocks you're an alcoholic. My family and I have already been threatened by drunks and these have been reported to the Police several times. Is money more important than your residents' safety? I'm all for the supermarket, cafe and specialty stores. This promotes good values. I oppose the liquor store.	Refer item 1.1 above.	No modifications required.
55	**Object**	**Submitter 55**		
55.1		We have two cafes and an IGA already. We also have two or more liquor stores and do not need more!	Refer item 1.1 and 4.1 above.	No modifications required.
55.2		This space could be used for something far more interesting to attract people visiting the beautiful coastal area of Two Rocks.	Refer item 13.2 above.	No modifications required.
56	**Object**	**Submitter 56**		
56.1		This little town does not need this huge change. Leave it as the peaceful sleepy little town. We	Refer item 5.2 above.	No modifications required.

		don't need to be like all the others, we are unique!		
57	**Support**	**Submitter 57**		
57.1		Also a fuel station.	Noted. Also refer item 5.2 above.	No modifications required.
58	**Object**	**Submitter 58**		
58.1		The addition of a giant Woolworths store in our small town is absolutely unnecessary. We have our wonderful family run IGA with Woolworths & Aldi less than 10 minutes away.	Refer item 4.1 above.	No modifications required.
58.2		King Neptune does not need to be overshadowed by a giant conglomerate business.	The proposal is not considered to result in any overshadowing of the King Neptune statue.	No modifications required.
58.3		What all the anti-social behaviour recently another liquor store is crazy. The two stores we have currently are ample to support our community as well as neighbouring communities. Retail store and café are invited by the big boys are not welcome in my eyes.	Refer item 27.2 above.	No modifications required.
58.4		Two Rocks is a wonderful little township that my family have lived in for 15 years and we need to keep it that way. We feel like one big family up here and I personally would like to keep it that way.	Noted. Also refer item 5.2 above.	No modifications required.
59	**Object**	**Submitter 59**		
59.1		Do not need another liquor store nor a Woolworths as we have IGA.	Refer item 4.1 above.	No modifications required.
59.2		I thought there was going to be a retirement village. We are a village not a town, that's why it's called the yachting village for peace and quiet.	The area to the north of the proposed site has been envisioned to facilitate an Aged Care / Retirement Village (refer Part 2, Section 4, Figure 18), however is subject to a formal development application. Also refer item 5.2 above.	No modifications required.

60	**Comment**	**Submitter 60**		
60.1		I love the idea of another supermarket but we need a service station more than anything and maybe a small hardware store.	Noted. Also refer item 5.2 above.	No modifications required.
61	**Object**	**Submitter 61**		
61.1		I feel a supermarket on prime beachside land is not needed. We have Woolworths in Yanchep down the road and a Coles is scheduled for Yanchep.	Refer item 4.1 and 13.2 above.	No modifications required.
61.2		This will spoil the holiday beachside vibe of this unique community. It should definitely be developed, more along those lines and not a retail area. Two Rocks is a very special suburb. Keep it that way. Cafes and recreational and definitely not a concrete blot on this beautiful landscape. Yanchep lagoon was spoilt with a big concrete area in my opinion.	Refer item 5.2 and 20.1 above.	No modifications required.
62	**Object**	**Submitter 62**		
62.1		As a long time resident of this area, I strongly object to a supermarket being built in such a unique and historical parcel of land. Wouldn't a Woolworths be suited more inland, or a bit further north at Atlantis Beach, not on prime coastal real estate.	Refer item 13.2 above.	No modifications required.
62.2		A tourist destination would be better suited to that area in my opinion. Please think more out of the square for this unique environment and do not turn our town into the next cookie cutter suburb. Yanchep and Two Rocks are unique but unfortunately Yanchep has lost a lot of that due to previous planning decisions, please don't destroy our town also with another supermarket and bottle shop, they are not needed, especially as their is a Woolworths only 7 minutes down the road.	Refer item 4.1, 5.2 and 20.1 above.	No modifications required.

63	**Support**	**Submitter 63**		
63.1		No comments	Noted.	No modifications required.
64	**Support**	**Submitter 64**		
64.1		We support more grocery shopping options in the area. Some undercover parking would be much needed. The area is getting bigger and more shops and places for people to have lunch etc. while visiting would attract more visitors.	Noted. Whilst undercover parking has not specifically be proposed as part of this application, it has included the provision of shade sail and trees within the parking areas.	No modifications required.
65	**Object**	**Submitter 65**		
65.1		I don't wholly object but don't need another Woolworths here or liquor store. We have our lovely IGA and if anything, need something for tourists i.e. caravan park as they're always looking for somewhere to park their vans. Two Rocks is beautiful sport and you don't need to ruin it with big supermarkets and more liquor stores.	Refer item 1.1, 4.1 and 5.2 above.	No modifications required.
65.2		We thought there was going to be a lifestyle village.	Refer item 59.2 above.	No modifications required.
66	**Object**	**Submitter 66**		
66.1		I believe having a big supermarket and another bottle shop will spoil the 'small country feel' Two Rocks is known for. A nice quaint looking wine/gin bar, Chinese, bespoke small owner shops that add tourist attractions not the usual hyped big stores found in every suburb. A small cinema even if done right. Please consider the small businesses that have kept the area attractive and encouraged the tourists to come to the area. Nice park area, with bbq's to enhance King Neptune, not spoil it.	Refer item 5.2 and 20.1 above.	No modifications required.
67	**Support**	**Submitter 67**		
67.1		No comments	Noted.	No modifications required.

68	**Comment**	**Submitter 68**		
68.1		Another liquor shop is not appropriate for the area. There is two in the vicinity of the Two Rocks shop area. I would support this if it was anything to help grow and enjoy the foreshore more i.e. Family friendly.	Refer item 1.1 and 5.2 above.	No modifications required.
69	**Comment**	**Submitter 69**		
69.1		I oppose very strongly the placement of a fourth liquor outlet in Two Rocks. With a population of only 2,990 this is totally unnecessary. This proposal does nothing to assist in the control and minimisation of alcoholism and alcohol abuse in the town. Two Rocks Road has five roadside memorial sites dedicated to the lives lost of a total of 7 people from alcohol related traffic accidents.	Refer item 1.1 above.	No modifications required.
69.2		The 200m2 would be better used by Woolworths to install a Citizens Support Office to assist the local population with such issues as alcohol and drug abuse, domestic violence and unemployment. Far greater needs for Two Rocks, than being given greater opportunities to buy alcohol and getting drunk.	Refer item 5.2 above.	No modifications required.
70	**Object**	**Submitter 70**		
70.1		The area around the King Neptune statue could be utilised for something more original and specialised than a supermarket with car park. This is short sighted, commerce driven ideology, driven by profit margins and corporate partnerships between Council and business and never truly considers the locals. No doubt, the 'specialised' retail will simply be clones from other national interests. It's a real shame that Wanneroo Shire seems intent on destroying the 'feeling' of Two Rocks, simply for pacifying their corporate dollar	Refer item 5.2 and 20.1 above.	No modifications required.

	grabbers.		
70.2	Our local supermarket needs supporting, just as they've supported the community. Woolworths and Aldi are less than 10 minutes away, so justify another eyesore. This town has an identity and soul that the Shire appears intent on crushing, turning it into a suburban clone, regardless of local voices. To think the heart of the town will be a Woolies car park with an old, cultural icon in the middle of it is a crying shame.	Refer item 4.1 and 20.1 above.	No modifications required.
70.3	Two Rocks needs sensitive, heritage focussed improvement, not heartless, cash grabbing development.	Refer item 5.2 above.	No modifications required.
70.4	I expect the decision have already been made and commercial discussions held, in which case a 'public consultation process' is simply a sham - as usual. Wanneroo needs to hold a public open forum in Two Rocks in order to truly hear voices. I look forward to the advertising of the date for this meeting.	The proposal is currently being considered and is to be determined by the Joint Development Assessment Panel (JDAP). The City is currently undertaking an assessment of the proposal against the relevant planning frameworks and providing a recommendation to the JDAP for consideration. This recommendation has also considered comments received during the consultation period. Also, refer 40.2 above.	No modifications required.
71 **Object**	**Submitter 71**		
71.1	On thoroughly reading through this proposal, I am objecting because I feel we are already well served with the local IGA, cafes and liquor stores. To be fair these local businesses have been doing it tough, and have looked after our community, and to bring in the very large Woolworths store	Refer item 4.1 above.	No modifications required.

		would definitely affect them. There is a Woolworths only 7 minutes away.		
71.2		I am thinking we do require a fuel outlet	Refer item 5.2 above.	No modifications required.
71.3		There is an opportunity to help maintain the uniqueness of Two Rocks, and not make it like every other suburb.	Refer item 20.1 above	No modifications required.
72	**Support**	**Submitter 72**		
72.1		I would like to know what rights small business owners have in regards to retail sales in the area as I am interested in opening a store in the area. As if Woolworths won't let me sell what I want, then I won't open a shop.	There is no restriction to what goods can be sold in the locality, nor is this something that can be enforced or restricted by Woolworths or similar. Also refer item 4.1 above.	No modifications required.
73	**Support**	**Submitter 73**		
73.1		I think this will be a brilliant shopping area, making it much easier for me to shop without having to trail down to Yanchep. It will also be good for a lot of the old folk who can just walk there, it will bring jobs for people of Two Rocks.	Noted.	No modifications required.
74	**Comment**	**Submitter 74**		
74.1		The property at Two Rocks Plaza at Cnr Sovereign Drive and Enterprise Avenue, Two Rocks includes a tenant operating a liquor store with a liquor licence. A Cellarbrations liquor store currently operates at 10 Enterprise Avenue, Two Rocks and I am concerned about the social impact and anti-social behaviours another liquor store proposed at located 10 Enterprise Avenue will have in the local area.	Refer item 1.1 and 27.2 above.	No modifications required.
74.2		I am concerned about the survival of three liquor stores in such close proximity.	Refer item 1.1 above.	No modifications required.

75	**Comment**	**Submitter 75**		
75.1		The only thing I would be against is another liquor shop. There are already two in Two Rocks which should be ample to supply the community. With it only being less than a ten minuter drive to Yanchep, there are more there. Encouraging people to slow down on the consumption of alcohol should be supported, not encouraging them by having cheaper alcohol due to competition.	Refer item 1.1 above.	No modifications required.
76	**Support**	**Submitter 76**		
76.1		Two Rocks is an urban expansion area and currently we all have to travel to Yanchep to shop. The local IGA is handy but it is not appropriate for family shopping given its limited stock range and size. This development meets all the required statutory planning considerations and competition from existing shop owners is not a valid planning consideration. Please approve this development.	Noted. The application has undergone a complete assessment against the relevant planning frameworks, with final considerations of the proposal contained within the Responsible Authority Report.	No modifications required.
77	**Object**	**Submitter 77**		
77.1		You have the opportunity to really make Two Rocks upmarket and a place to want to come to with the possibility of the Marina and jetty, you can really make a few nice restaurants and a walking main street for people to amble around maybe even change the library over to there with even a small tourism shop with old photos of Atlantis and have a place where people want to come and visit rather than having a Woolworths in this area kills the ambience of the area even a nice Quest hotel 3-4 stories would be better.	Refer items 5.2 and 20.1 above.	No modifications required.

77.2		Even the plans have the loading bay at the beach side.	The City have no objections to the location of the loading bay that is required for the operation of the centre. The location will be screened by future commercial development and lsndacping to the west and is appropriately screened from view from Azzurra Street.	No modifications required.
77.3		These sort of commercial arrangements should be down near the Atlantis Baptist School and the childcare and health centre, it really has no place on our foreshore side. Please I hope you reconsider this area for a better planning project.	Refer item 13.2 above.	No modifications required.
77.4		3 liquor stores in a radius of 1km square is not necessary with a lot of families struggling already with alcohol.	Refer item 1.1 above.	No modifications required.
78	**Object**	**Submitter 78**		
78.1		We already have a Woolworths store only 5 mins away. We already have out local IGA supermarket that is Australian owned and run by local people. We already have cafes and bakery. Why are we going to stuff their businesses.	Refer item 4.1 above.	No modifications required.
78.2		If anything, we need a fuel station.	Refer item 5.2 above.	No modifications required.
78.3		I thought we were getting a retirement village.	Refer item 59.2 above.	No modifications required.
79	**Object**	**Submitter 79**		
79.1		There is an existing shopping precinct in Two Rocks. No need for two lots of shops.	Refer item 4.1 above.	No modifications required.
79.2		The shops close to the park may attract unsociable behaviour.	Refer item 27.2 above.	No modifications required.
80	**Support**	**Submitter 80**		
80.1		No comments	Noted.	No modifications required.

81	**Support**	**Submitter 81**		
81.1		No comments	Noted.	No modifications required.
82	**Object**	**Submitter 82**		
82.1		To have King Neptune overlooking a Woolworth supermarket and carpark would be a disgraceful example of what a materialistic consumer based society we have become.	Refer item 20.1 and 37.2 above.	No modifications required.
82.2		The area is unique and should be utilised as such with tourism based ideas.	Refer item 5.2 above.	No modifications required.
83	**Object**	**Submitter 83**		
83.1		There are already small businesses in this area and a new development would probably ruin them which would affect the entire Two Rocks population. The unique coastal village atmosphere would also be lost. Duplicating businesses with such close range of those existing already would cause upheaval. Please take into account the impact on existing business. Have they been consulted?	Refer item 4.1 above. The local business owners and tenants are confirmed to have been included within the consultation and notification of the proposal.	No modifications required.
83.2		Of course, the size of Woolworths has no doubt influenced the possibility of this being considered.	Not a valid planning consideration.	No modifications required.
84	**Object**	**Submitter 84**		
84.1		The supermarket in this particular location would spoil the uniqueness of the Two Rocks shopping centre and would remove business form current shops - e.g. IGA and bakery. It also spoils the area, in that the area now consist of all small shops.	Refer item 4.1 and 20.1 above.	No modifications required.
84.2		There is a Woolworths already in Yanchep, 7 minutes away, and one in Butler, all in newer type locations, not in the middle of an established town centre. If there is going to be a Woolworths, put it	Refer item 4.1 and 13.2 above.	No modifications required.

		further out at Atlantis area or somewhere further away from the current shops.		
84.3		Tow Rocks is a unique suburb away from the sprawl of suburbs all conjoining further south. Let it stay that way and retain its relaxed, yet still bustling, open-air feel. Not a mall like in every other carbon copy suburb. Do we really want every suburb to look and feel the same?	Refer item 4.1 and 20.1 above.	No modifications required.
85	**Object**	**Submitter 85**		
85.1		We should support IGA. Stop big business taking over. We don't want another Woolworths. We have one in Yanchep.	Refer item 4.1 above.	No modifications required.
86	**Object**	**Submitter 86**		
86.1		We already have a local IGA supermarket; please consider other essentials such as a fuel service station in our area.	Refer item 4.1 above.	No modifications required.
87	**Comment**	**Submitter 87**		
87.1		I believe that the space needs to have more open land.	There are no provisions within DPS 2 or ASP 70 which restrict the amount of site cover for commercial development. ASP 70 outlines a retail cap of 7,000, of which the proposal contains 4,327m2 of retail NLA. In addition to the above, DPS 2 requires 8% of the site be landscaped. In this instance, a total of approximately 1,628.3m2 or 9.6% of the site contains landscaping which accordingly exceeds the City's requirements.	No modifications required.
87.2		There is a supermarket right next door already.	Refer item 4.1 above.	No modifications required.

87.3		Why can't that site be used for shops and keep the space around Neptune as a public space. I am open to cafes but I'd like to see more of a beach precinct like Oceans 27 style etc.	Refer item 5.2 above. The land around the King Neptune Statute is not being modified as part of this proposal and is intended to be retained as public open space to be ceded to the City.	No modifications required.
88	**Comment**	**Submitter 88**		
88.1		Another cash grab by the Council.	The application fees which have been paid by the applicant are in accordance with Clause 10 of the *Planning and Development (Development Assessment Panels) Regulations 2011, which* are required by all JDAP applications.	No modifications required.
88.2		IGA has served the community for many years putting local money into local business.	Refer item 4.1 above.	No modifications required.
88.3		Why build a supermarket so close to the ocean? Maybe inland, preferably 400kms inland and away from Two Rocks.	Refer item 13.2 above.	No modifications required.
89	**Object**	**Submitter 89**		
89.1		It will change the way of Two Rocks against how the town likes it.	Refer item 20.1 above.	No modifications required.
90	**Support**	**Submitter 90**		
90.1		I think all of the developments that are happening in the area area amazing and certainly long overdue. Some people that live in Yanchep/Two Rocks are ridiculous to oppose. The area is growing so quickly but we lack the proper amenities right now to cater for everyone. I'm so sick of driving 15kms to a decent shopping centre. I think this development is fantastic and wholeheartedly support.	Noted.	No modifications required.
91	**Object**	**Submitter 91**		
91.1		The land selected for such a business will completely take away the beauty of the town of Two Rocks. Not opposing a large supermarket for	Refer item 20.1 above.	No modifications required.

		the town, however the site would ruin the unique spot under King Neptune and the marina given the large nature of the supermarket creating a significant eyesore over the beautiful ocean views available.		
91.2		The environmental impact, with constant delivery trucks, increased risk of rubbish to the area from loading dock etc.	Refer item 27.2 above.	No modifications required.
91.3		Increased traffic to the area creating delays on Lisford Avenue, impacting local residential movements.	Refer item 27.1 above.	No modifications required.
92	**Object**	**Submitter 92**		
92.1		Two Rocks locals do not need big chain shops like Woolworths. Keep Two Rocks as a small town and support the locals such as the people that run the IGA who look after the locals!	Refer item 4.1 above.	No modifications required.
92.2		Look at all the rubbish McDonald's brings into Yanchep. Two Rocks do not need any other chain shops to run this beautiful little community driven town. It will ruin this town. Think bigger Shire of Wanneroo and look how much Byron Bay earns a year from having little organic shops and how it would bring tourism to Two Rocks. Yanchep looks terrible, it looks like every other suburb. Ruined!	Refer item 4.1 and 27.2 above.	No modifications required.
93	**Object**	**Submitter 93**		
93.1		I am against the proposal to have a Woolworth's supermarket in our foreshore precinct. If Woolworths wants to be in Two Rocks, they should be more inland or up at Atlantis Beach.	Refer item 13.2 above.	No modifications required.
93.2		A tasteful small shopping mall would be ok in the proposed location as it is an emphasis on holiday and leisure. Perhaps some accommodation, surf shop, café, lunch bar to cater to the boat ramp and beach users.	Refer item 5.2 above.	No modifications required.

93.3		We have the IGA and the Woolworths Yanchep is 10 minutes' drive.	Refer item 4.1 above.	No modifications required.
93.4		I do not agree to have Woolworths or any other large conglomerates like McDonalds or any other fast food. The City of Wanneroo should be helping Two Rocks remain a unique coastal village. Ban the conglomerated and big corporations!	Refer item 4.1, 5.2 and 13.2 above.	No modifications required.
94	**Object**	**Submitter 94**		
94.1		A Woolworths in Two Rocks is not needed. There is already one in Yanchep. It makes no sense at all. Make smart decisions, not decisions driven by the almighty dollar.	Refer item 4.1 above.	No modifications required.
94.2		Build something that we need like a Bunnings or a fuel station.	Refer item 5.2 above.	No modifications required.
95	**Support**	**Submitter 95**		
95.1		This is great for the area and the people who have bought property in Two Rocks deserve a local shopping centre, as Two Rocks is part of the Perth metro area. Fantastic design and great location. Nothing but positive feedback.	Noted.	No modifications required.
96	**Object**	**Submitter 96**		
96.1		We don't need a Woolworths or cafes and don't need another liquor shop. We have an IGA, we don't need to run them out of business.	Refer item 1.1 and 4.1 above.	No modifications required.
96.2		Woolworths bought the pub which is [less than optimal] now.	Not a valid planning consideration.	No modifications required.
97	**Support**	**Submitter 97**		
97.1		No comments	Noted.	No modifications required.
98	**Object**	**Submitter 98**		
98.1		I feel strongly that sites like the old Neptune/waterpark site should be redeveloped to encourage more small boutique businesses and eateries and recreational/communal picnic areas.	Refer item 5.2 above.	No modifications required.

98.2	Siting a supermarket on what locals feel is a heritage area is wholly inappropriate.	The heritage value of the subject site and those surrounding has been considered as part of the proposal. The subject site is identified as the former Atlantis Marine Park Site which is a Category 4 listed site on the City of Wanneroo Local Heritage Survey. The park, which closed in 1990, was subsequently demolished with the site remaining unutilised until recent subdivisional works for the area. In recognition of the site's heritage, the proposal includes a number of features such as plaques and inclusion of statutes that use to occupy the site to establish a 'heritage trail'. The site is also considered to be appropriately positioned in consideration of the adjoining King Neptune site, with a cafe component of the proposal providing an alfresco area with direct views to the north to the statue. Overall, the City is satisfied that the proposal has considered the heritage value of the site and have developed a sensitive and responsive proposal in recognition of this. The above position has been supported by the City's Heritage Officer, with the proposal also being referred to the Department of Planning, Lands and Heritage's Heritage team. As the sites are not State Heritage Listed (including King Neptune), DPLH was unable to provide any further comments on the proposal.	Recommend suitable condition for further collaboration with the City's Heritage Officer prior to installation of heritage items.

98.3		I don't for a moment suggest that another place to shop isn't needed, the population is growing after all. But there are countless other site options further north into the Atlantis development. The marina foreshore area should not be one of them. Please look elsewhere.	Refer item 13.2 above.	No modifications required.
99	**Object**	**Submitter 99**		
99.1		The impact of the placement of this would deeply effect both tourism and the long standing heritage of Two Rocks. Woolworths doesn't honour the heritage of our town and in that position it takes away from the town we know.	Refer item 20.1 and 98.2 above.	No modifications required.
99.2		Two Rocks is still considered a town as were all local to one another. We focus on community and supporting our own. Yes, there's a demand for building local jobs but in doing so that strip would much better serve with local businesses along that strip not a multi-million dollar business that has no concern for our locals.	Refer item 4.1 and 5.2 above.	No modifications required.
99.3		Atlantis Beach has a proposed supermarket site on their land master planning and it not only will serve to the needs of Two Rocks residents but it will decrease the problematic 4WD and motorbike riders that utilises a number of resources including that of the City of Wanneroo, the RAC chopper, and police resources. Utilising this already proposed land site would not only gain more support from our town locals but it would be better equipped to adapt traffic around reducing our beaches being destroyed by further limiting access with extended development. It would be a much more beneficial site utilising this site as opposed to that of our King. Rather than taking this proposal forward with the	Refer item 4.1, 5.2, 13.2 and 88.1 above.	No modifications required.

		focus on profit on your minds, please take into consideration that we wish to build as a community and whilst demand will make this development inevitable, this isn't the right land site for this business. It needs to be placed elsewhere.		
99.4		Putting Woolworths near King Neptune will decrease the aesthetic of our town and increase a major traffic issue on our already busy road.	Refer item 20.1 and 27.1 above.	No modifications required.
99.5		It will push out long standing IGA out of business, losing further heritage of our town.	Refer item 4.1 and 98.2 above.	No modifications required.
100	**Object**	**Submitter 100**		
100.1		Woolworth's shopping centre at this location is not suitable. Please locate it out of the marina. This area should only be suitable for small business and food, similar to Mindarie and Hillarys.	Refer item 5.2 and 13.2 above.	No modifications required.
101	**Object**	**Submitter 101**		
101.1		I think this proposal will have a traffic impact on the street and effect the peace and enjoyment at my property.	Refer item 27.1 above.	No modifications required.
101.2		I think this development will kill the attraction of Two Rocks as a small, village-like seaside community. That's why most people live there.	Refer item 20.1 above.	No modifications required.
102	**Object**	**Submitter 102**		
102.1		Don't ruin Two Rocks beautiful coastal line with a Woolworths. Yanchep is less than 10 minutes away. Build Yanchep up first.	Refer item 4.1 above.	No modifications required.
102.2		Build somewhere else. Or build in Two Rocks away from the coastline. Build inland.	Refer item 13.2 above.	No modifications required.
103	**Object**	**Submitter 103**		
103.1		If you put a Woolworths in Two Rocks you will kill IGA. There is already one in Yanchep. We don't need more shopping giants killing small	Refer item 4.1 above.	No modifications required.

		businesses.		
104	**Object**	**Submitter 104**		
104.1		Good idea but very bad and poorly thought of placement. Will be such a shame to put it in that spot.	Refer item 13.2 above.	No modifications required.
105	**Object**	**Submitter 105**		
105.1		Two Rocks already has two liquor stores, a tavern, an IGA, two cafes and two restaurants. I don't think Two Rocks needs any more of these. Woolworths in Yanchep is 6-10 minutes away, where there is another two liquor stores.	Refer item 1.1 above.	No modifications required.
105.2		Two Rocks is a nice town, it would be spoilt once the supermarkets move in. Land could be better used as a community garden, with BBQs and picnic tables and even some exercise equipment, similar to what has been installed in the park at Merriwa.	Refer item 5.2 above.	No modifications required.
106	**Object**	**Submitter 106**		
106.1		We already have a supermarket and bottle shops. Support local business instead of businesses that will destroy local family owned businesses. Sucking up to the big companies. We prefer the quiet life here.	Refer item 1.1 and 4.1 above.	No modifications required.
107	**Support**	**Submitter 107**		
107.1		I think in the long term, growth is inevitable and further amenities will be needed, so I support the proposal.	Noted.	No modifications required.
108	**Object**	**Submitter 108**		
108.1		No comments	Noted.	No modifications required.

109	Object	Submitter 109		
109.1		I object to Woolworths at Two Rocks new hub because it is clear that Woolworths does not increase the range of businesses. It simply replicates the current offer. Many of the small cafes and shops in the centre are currently partially trading or even closed. A Woolworth's supermarket will make it less likely they will be able to weather the COVID storm and reopen in the future. This will lead to a weakening of the viability of our neighbourhood community. For this reason along, the reports must be dismissed as incorrect.	Refer item 4.1 above.	No modifications required.
109.2		The report fails to give any case studies which show how a Woolworths actually impacts, positively or negatively on a neighbourhood centre. It relies simply on opinions rather than real life economic examples. The report gives no evidence of Woolworths contributing to a local identity and sense of community. Is a national supermarket chain appropriate for Two Rocks. There are no other major chains in the area but rather owner-operated and small-scale local franchises. While there are many more inconsistencies in the reports, I hope this brief outline assists in demonstrating their failure to demonstrate any social or economic benefit to Two Rocks and to examine the adverse impact on our community should a Woolworths be allowed.	Refer item 4.1 above.	No modifications required.

109.3		Are Wanneroo Council and the Wanneroo Local Planning Panel prepared to allow this development and bear the responsibility for destroying Two Rocks vibrant, diverse and unique neighbourhood centre, in direct contradiction to the Two Rocks unique and historic stated objectives? We must reject the proposal for Woolworths on the site - in keeping with the local character and our community's wishes.	Refer item 20.1 and 98.2 above. The City's recommendation has been included within the RAR and has been considered against a number of factors including submissions received as part of the consultation process and the relevant planning framework. Whilst the City provides recommendations, the JDAP is the ultimate determining authority.	No modifications required.
110	**Object**	**Submitter 110**		
110.1		Not necessary and location better suited for lifestyle and marine life environment.	Refer item 13.2 above.	No modifications required.
110.2		Corporate Woolworths not needed. Family friendly activities would be great as well.	Refer item 5.2 above.	No modifications required.
111	**Object**	**Submitter 111**		
111.1		We feel the proposed development at Two Rocks is ill advised and short-sighted. Development of the area was originally represented as residential, small retail, aged care, parks and green space.	Clause 4.6 of ASP 70 clarifies the intent of the centre specific to Precinct C, as follows: 'A small main street will provide a structure to anchor retail floorspace that will provide for the daily needs of residents (i.e. food, groceries, magazines, etc.) via a supermarket. In addition tourism / recreation retail (surf/beachwear, fishing/dive shop, camera/photo shop, tavern/wine bar etc.) will be developed given the beachside/marina location. This form of retail development at Two Rocks is being defined as 'Coastal Boutique'.' Moreover, Clause 4.8 of ASP 70 identifies that:	No modifications required.

		'other key buildings will be at the entry to the main street off Lisford Avenue. These buildings are nominated as medical/childcare and apartments over on one side and a small shopping centre on the southern side and will be important gateway buildings to the main street and commercial hub of the area.' In consideration of the above, ASP 70 has envisioned a supermarket and specialty retail to be implemented in this location. Accordingly, the development is in keeping with the function and intent of the Precinct C centre, which is also reflected through the land use permissibility of the proposal. Additional development including residential, aged care, parks and gardens are envisioned for other areas within Precinct C and the surrounding precincts as per ASP 70.	

111.2	The area is much better suited for that type of development and it is that type of development that is needed for the area rather than a duplication of services that are available in not even a ten minute drive south in Yanchep. There is already a Woolworths, an Aldi and soon there will be a Coles in Yanchep. There is no need for another Woolworths in such close proximity to these existing supermarkets. The impact on the true local small scale businesses will also be negative. As was seen when Yanchep Central was development, small businesses were forced to close because they couldn't compete with a large national corporation. Part of the charm and character of Two Rocks is defined by these small businesses and encouraging their development and success would better serve the area.	Refer item 4.1 and 13.2 above.	No modifications required.
111.3	The environmental impact of this proposed development is also negative. This is a fragile dunes area close to the foreshore and this development and the large impervious surfaces which will come with it will result in further destruction of native fauna habitat and native flors.	The subject site is currently vacant and has been established through approved subdivisions. Consideration of the topography as well as flora and fauna impacts were considered at this stage. The operation of the site is not considered to have any impact on the surrounding environment, with all stormwater to be contained on site. Also refer item 27.2 above.	No modifications required. Suitable conditions relating to stormwater retention to be imposed.

111.4	The area is much better suited to parks and green space which are much needed for the local population and, hopefully, future tourists and vacationers. With the proximity to Yanchep National Park, the presence of a marina and the natural beauty of the ocean front, the development of tourism related businesses would better serve the community. Short term accommodation or a small caravan parks with links to the national park are example of future development that would be more beneficial to the growth of Two Rocks. Specialty shops featuring local arts and crafts, local seafood, hospitality venues and possibly a marine education centre linked with the marina would also draw people to the area. More parks and green space where families can relax and mingle would be a better re-use for the former Atlantis Marine Park than another shopping centre.	Refer item 5.2 above.	No modifications required.
111.5	Further growth and the advancement of the urban sprawl are inevitable, much of it further form the coast. Future plans for large infrastructure such as the freeway are to the east. To maintain the natural beauty and fragile environment of places such as Two Rocks while continuing to grow responsibly and smartly will only benefit future generations. This is a responsibility and can be an opportunity.	Noted.	No modifications required.

111.6		*Addition to submission received late on 24/12/2021 In addition to our submission on 15/12/2021 we would like to add that not only is the site on the City's heritage list, it is also being assessed for inclusion on the States register. This precludes development on the site for cultural and heritage reasons. Therefore, we respectfully urge that this proposed development be rejected not only on the ground we submitted earlier, but also on the heritage status grounds.	The proposal was referred to the State Heritage Office through the Department of Planning, Lands and Heritage as part of the assessment of the application. The Atlantis Marine Park was identified by the Heritage Council as warranting assessment for possible inclusion in the State Register in September 2020 as part of P26470 Sun City Precinct, Two Rocks, together with a number of other associated elements and features. This decision expanded on an earlier Heritage Council decision in 2003 that the Two Rocks Shopping Centre and Tavern, and the King Neptune Statue together warranted assessment for the Register. As the Sun City Precinct has not yet been assessed for the State Register, DPLH was unable to provide comments on the impact the proposal may have on any State cultural heritage values. Notwithstanding, it is important to note that consideration of heritage does not restrict the ability to develop the subject site, with the proposal also being considered per the City's Local Heritage requirements. Also refer item 98.2 above.	No modifications required.
112	**Object**	**Submitter 112**		
112.1		The plans as I see them are unsuitable for the locality. A substantial supermarket, car park and smaller shops would provide heavy traffic on a exist road close to residential properties and a children's/community park.	Refer item 5.2 and 20.1 above.	No modifications required.

112.2		Is so close to the shoreline absolutely necessary when there are other areas available within the Two Rocks area which could be deemed more suitable?	Refer item 13.2 above.	No modifications required.
112.3		Being so close to the existing shopping precinct with its village like atmosphere would be spoiled with such a development of this size, its ensuing traffic and noise it would bring.	Refer item 27.1, 27.2 and 37.2 above.	No modifications required.
112.4		Progress and development to coastal areas happens to everywhere eventually but surely location on heritage sites and shoreline proximity should not be permitted in areas where other land is or could be available.	Refer item 13.2 above.	No modifications required.
113	Comment	**Submitter 113**		
113.1		I understand that community's grow and expand, and we can all agree we want to grow and expand for the better. What better will a bottle shop (already 2 within a few kms) and a Woolies (already have an IGA, and Woolies in Yanchep) do for the community?	Refer item 1.1 and 4.1 above.	No modifications required.
113.2		What about more room for childcare, retail shops, restaurants with views looking at King Neptune? That's something a town should be proud of. We are a beautiful, unique little fishing town that has a lot to offer and as we both know many agree, the current plan you have for the land isn't offering the town any more than wave already got. Don't let it go to waste.	Refer item 5.2 above.	No modifications required.
114	Comment	**Submitter 114**		
114.1		This type of development at the front and centre of our town is the quickest way to create an ugly, generic, commercial eyesore.	Refer item 20.1 above.	No modifications required.

114.2		The current local stores are never busy to the point you have to wait more than three or so minutes to be served, rendering the idea off a full scale complex vs. population requirements redundant. We already have a Woolworths and an Aldi six minutes away in Yanchep.	Refer item 4.1 above.	No modifications required.
114.3		Other options for the land if it has to be built on are: maritime training college, TAFE, University, short term / holiday / student accommodation, pool complex, aged care facilities, aquarium, water sports, dive school / centre etc.	Refer item 5.2 above.	No modifications required.
114.4		If it has to be built why not put it somewhere close where it won't destroy the character of the place.	Refer item 13.2 above.	No modifications required.
115	**Object**	**Submitter 115**		
115.1		Woolies does not belong beachside.	Refer item 13.2 above.	No modifications required.
116	**Object**	**Submitter 116**		
116.1		Two Rocks has an IGA, there is a Woolworths and Aldi 10 minutes down the road in Yanchep.	Refer item 4.1 above.	No modifications required.
116.2		Two Rocks needs a service station.	Refer item 5.2 above.	No modifications required.
117	**Support**	**Submitter 117**		
117.1		Population growth means we need more facilities. Also more jobs for locals.	Noted.	No modifications required.
118	**Object**	**Submitter 118**		
118.1		I feel that we already have a supermarket and 2 cafes and 2 bottle shops in town and only a short distance away to more again. I see this development as completely unnecessary.	Refer item 1.1 and 4.1 above.	No modifications required.
118.2		The location is very inappropriate being next to our town icon. Very disappointed that this has even been considered.	Refer item 13.2 above.	No modifications required.

119	**Object**	**Submitter 119**		
119.1		I object to these plans. The area around King Neptune is a landmark in Two Rocks history. The potential for what could be created is endless. The tourism that could be encouraged and therefore local existing businesses that could be supported could create something wonderful in a coastal town while still staying within what the suburb stands for. We should be looking to areas like Hillarys Marina or Mandurah foreshore for inspiration.	Refer item 5.2 above.	No modifications required.
119.2		Another Woolworth's supermarket will destroy our locally owned IGA.	Refer item 4.1 above.	No modifications required.
119.3		The current Woolworths never has all their registers open even around the busiest times of the year.	Not a valid planning consideration.	No modifications required.
120	**Object**	**Submitter 120**		
120.1		It impacts the whole area where this is being proposed. This isn't where a Woolworths should be built blocking prime ocean views and area. Build it across the road near north of Phil Renkin Centre.	Refer item 13.2 and 37.2 above.	No modifications required.
121	**Object**	**Submitter 121**		
121.1		I know we have to grow, but please not around King Neptune, it's such a historic site. It will be a shame to see a Woolworths and other shops and cafes at the foot of King Neptune. Please do not allow this development to continue around King Neptune.	Refer item 13.2 and 98.2 above.	No modifications required.
122	**Object**	**Submitter 122**		
122.1		No comments	Noted.	No modifications required.

123	**Object**	**Submitter 123**		
123.1		Many locals on the Two Rocks and Yanchep suburb group on Facebook are asking for support on this matter. Two Rocks beachfront is a beautiful space with a lot of natural bushland. I am supporting my local neighbourhood in objecting the proposal for yet another large supermarket to overtake a small town. My vote is purely in solidarity with the locals (of which I am one).	Refer item 4.1 and 20.1 above.	No modifications required.
123.2		I don't however object to it being out on the other side of town where it won't take away from the beautiful beach side.	Refer item 13.2 above.	No modifications required.
124	**Object**	**Submitter 124**		
124.1		It will just be another supermarket. It doesn't suit the small town of Two Rocks.	Refer item 4.1 and 20.1 above.	No modifications required.
124.2		Bring in fresh fruits and vegetables store but not a big chain.	Refer item 5.2 above.	No modifications required.
125	**Object**	**Submitter 125**		
125.1		I think the shopping centre will be an eye sore if anything and there is no proof it will support tourism in the area.	Refer item 20.1 above.	No modifications required.
125.2		I recommend cafes or a bar and playground to make it family friendly.	Refer item 5.2 above.	No modifications required.
125.3		There are plenty of shopping centres in and around the area.	Refer item 4.1 above.	No modifications required.
126	**Object**	**Submitter 126**		
126.1		The site must be heritage listed and kept free from development for financial gain. Woolworths is not to be associated with King Neptune or the history of Atlantis and/or Two Rocks.	Refer item 98.2 above.	No modifications required.
126.2		Light pollution and traffic congestion must be considered.	Refer item 27.1 and 27.2 above.	No modifications required.

127	**Support**	**Submitter 127**		
127.1		This will create potential for local jobs and make for increased tourism potential.	Noted.	No modifications required.
128	**Object**	**Submitter 128**		
128.1		It seems you have an obsession with ripping land up and building nothing but houses and shops on it. Dune rehabilitation and ever green just means property investment paradise.	Refer item 111.3 above.	No modifications required.
128.2		Why cant you have it as parkland with coffee shops, ice cream shops etc. Places with trees to have picnics under, even keep it with the Atlantis theme with a wave pool.	Refer item 5.2 above.	No modifications required.
129	**Object**	**Submitter 129**		
129.1		First and foremost, the proposed plans for the development do not compliment the unique historical and heritage value of the surroundings.	Refer item 20.1 and 98.2 above.	No modifications required.
129.2		The development is Woolworths-centric and is not inclusive of the existing stores or future stores. This again highlights the anti-competitive nature for which Woolworths is known and this is not appreciated within this community.	Refer item 4.1 above.	No modifications required.
130	**Object**	**Submitter 130**		
130.1		Why ruin and destroy a beautiful place with more shopping centres. Why can't the land be utilised in a similar manner, like a marine park or something to show off the beautiful coastlines WA has to offer.	Refer item 5.2 above.	No modifications required.
131	**Object**	**Submitter 131**		
131.1		Leave the corporate Woolworths in Yanchep. It is more than adequate where it is. We have an IGA family run business. We already have enough liquor stores (two of). We do not need more Woolies, Maccas garages and urban rubbish here.	Refer item 4.1 above.	No modifications required.

		We are watching.		
131.2		Yes for more parkland, café and art shops as we have a lot of tourists come through and weekend people from Perth just driving up for some peace and quiet and to see the sites.	Refer item 5.2 above.	No modifications required.
131.3		This place is unique and needs to be kept that way. Stop the urban sprawl at Yanchep.	Refer item 20.1 above. The proposal is located within the identified Two Rocks Town Centre area and whilst proposing new development is considered brownfield/infill development within the Two Rocks locality and not a contributor to greenfield development/urban sprawl.	No modifications required.
132	**Object**	**Submitter 132**		
132.1		I object to having a large supermarket and yet another liquor store built on prime land when we already have IGA and 2 bottle stores.	Refer item 4.1 above.	No modifications required.
132.2		This area should be utilised as a family friendly park or play area for all to enjoy.	Refer item 5.2 above.	No modifications required.
132.3		A supermarket does not need to be placed somewhere with ocean views. Nobody is going to get to enjoy the views they are wasted on a supermarket.	Refer item 13.2 above.	No modifications required.
133	**Object**	**Submitter 133**		
133.1		Area is under developed and having about 3 or more stores within a 10km radius is stupid.	Refer item 4.1 above.	No modifications required.
133.2		The area that is being looked at should be catering for more tourism or something else that would bring more people to Two Rocks rather than push them away.	Refer item 5.2 above.	No modifications required.
134	**Object**	**Submitter 134**		
134.1		Extra pollution in the air.	Refer item 27.2 above.	No modifications required.

134.2		More traffic.	Refer item 27.1 above.	No modifications required.
134.3		We have enough shops and a Woolworths at Yanchep. We don't need another one and the local IGA will lose customers as well.	Refer item 4.1 above.	No modifications required.
135	**Object**	**Submitter 135**		
135.1		We already have a supermarket, 3 bottle shops. This is a further supermarket 10 minutes away, with another going to be built in the new development planned for Yanchep Central. The Council needs to look at new opportunities for business instead of the same old ideas. All along Marmion Avenue there are supermarkets.	Refer item 1.1, 4.1 and 13.2 above. The proposal is private development on privately owned land and not a City proposal.	No modifications required.
135.2		What about more different types of restaurants that would bring in visitors and shops that are different to the franchises. This is an opportunity to really make a development matter. Please reconsider and think outside the square.	Refer item 5.2 above.	No modifications required.
136	**Object**	**Submitter 136**		
136.1		We have a very unique shopping centre with everything that we need, the best supermarket, café, restaurants, beautician, bakery etc. most of which are and have been all family businesses.	Refer item 4.1 above.	No modifications required.
136.2		We don't want our beautiful town turn into another Yanchep type centre with empty shops and dirty weeded verges, as Yanchep centre is. Why not put a new centre nearer to Seatrees which would service not only Seatrees but Guilderton and Gingin. We don't need more here.	Refer item 15.2 above.	No modifications required.

137	**Comment**	**Submitter 137**		
137.1		40 years of my life I have been led to believe this site was to be a respectable RAAFA retirement home, which considering where it would be would make and be best placed to see, feel and hear the ocean as your last years are lived out here. Further development of Two Rocks marina would be developed with surrounding nice to look at grounds and both would respectfully include King Neptune.	Refer item 5.2 and 59.2 above.	No modifications required.
137.2		Government is too quick to sell land and no surprise another shop which is ugly and does not care about future builds in quick put up ugly building and sell when made profit and leave a concrete monster behind to decay. Two Rocks is better than that, it is and could be a world class marina with though for its future not $$.	Not a valid planning consideration. Also refer item 135.1 above.	No modifications required.
138	**Object**	**Submitter 138**		
138.1		You're taking it away from the locals. Don't build a café. Another suburb overdeveloped brought to you by Woolworths.	Refer item 4.1 above.	No modifications required.
138.2		If you must build a Woolworths, make it a small one and the drawings are good, however it needs to be more beachy and needs to include more seating area at the front, bike rack and a place for dogs.	Refer item 20.1 above.	No modifications required.
139	**Object**	**Submitter 139**		
139.1		The Two Rocks shopping centre has history as a relaxed beachside vibe. We have a close community and building a new modern shopping centre does not fit in with that.	Refer item 20.1 above.	No modifications required.

140	**Support**	**Submitter 140**		
140.1		This project will be a boon to Two Rocks bringing it into the 21st century and further. It has great potential for younger generation to be employed and the mentality of ancient conservation needs to be addressed with new ideas and thoughts, currently it is a sleepy town and no interest is shown.	Noted.	No modifications required.
141	**Object**	**Submitter 141**		
141.1		We already have a Woolworths shop in Yanchep, enough liquor stores in Two Rocks, I think that a competition of another major supermarket chain would destroy the local IGA.	Refer item 1.1 and 4.1 above.	No modifications required.
141.2		The proposal does not fit into the pretty landscape around King Neptune.	Refer item 20.1 above.	No modifications required.
142	**Object**	**Submitter 142**		
142.1		When will big business have enough? No, we don't need a Woolworths on every street corner in Perth.	Refer item 4.1 above.	No modifications required.
		Maintain the area for public open space and retain the memory of a time when life in Perth was simpler and so, very much nicer. Keep history alive.	Refer item 5.2 above.	No modifications required.
143	**Object**	**Submitter 143**		
143.1		We do not need the big corporations here that will literally just leech business from our local small businesses. We have a supermarket, a café and two bottle shops within 500m of each other.	Refer item 1.1 and 4.1 above.	No modifications required.
143.2		At least bring something new to the table instead of the exact same services.	Refer item 5.2 above.	No modifications required.
144	**Support**	**Submitter 144**		
144.1		More jobs, more choice in shopping. Good for the growth in the area.	Noted.	No modifications required.

145	**Object**	**Submitter 145**		
145.1		Yanchep 7kms away has a Woolworths and the Two Rocks shopping precinct has 2 liquor stores already. Why would anyone consider this proposal.	Refer item 1.1 and 4.1 above.	No modifications required.
146	**Object**	**Submitter 146**		
146.1		The proposal to have a Woolworths in a prime coastal position is very short sighted. As Two Rocks population grows through the new housing development the proposed site should become a community hub with things like water play areas, green spaces and alfresco dining. This would enable Two Rocks to keep its coastal charm and be able to compete for tourism and weekend visitors by putting it in line with other coastal precincts like Hillarys.	Refer item 5.2 and 13.2 above.	No modifications required.
146.2		A local Woolworths would be good but would be better located in the new Atlantis area so that it isn't competing with established locally owned stores. It would also reduce traffic congestion with grocery options spread around the town.	Refer item 13.2 above.	No modifications required.
147	**Object**	**Submitter 147**		
147.1		I don’t object to the Woolies going in at Two Rocks as I think it’s more than needed that they have a supermarket. However, I do think the location of this needs to be altered and should not be so close to King Neptune.	Refer item 13.2 above.	No modifications required.
148	**Object**	**Submitter 148**		
148.1		We have enough shopping centres in this city.	Refer item 4.1 above.	No modifications required.

148.2		We do not have enough recreational spaces with trees and adventure for children and young people (and adults) to explore. Please do not just build another structure for commerce - a place can be inviting and 'activate' a space without shops - just do a nice landscaping job on what is currently there so people can safely walk their dogs and take their kids there to play. Not just another shopping centre. It is a place of magic that should be retained. I took pictures last time I was there - why would I have don't that?	Refer item 5.2 above.	No modifications required.
149	**Object**	**Submitter 149**		
149.1		Two Rocks does not need a Woolworths, post office or another bottle shop. It already has a great local IGA, liquor store and post office which all serve the community well. Residents can travel 10 minutes to the Woolworths in Yanchep.	Refer item 1.1 and 4.1 above.	No modifications required.
149.2		My main concern is the impact this development will have on the country town charm of Two Rocks, as well as the destruction of the beautiful coastline. Two Rocks is unique because it is away from the chain stores of larger towns. If developers really want to know how the community feels, they need to listen. Think more creatively, Two Rocks does not need to be yet another cookie cutter town.	Refer item 20.1 above.	No modifications required.
149.3		It does need a petrol station, it does need more facilities for families, it would be great to have more independent stores. It does not need more of the same stores that it already has or that are already available in Yanchep.	Refer item 5.2 above.	No modifications required.

150	**Object**	**Submitter 150**		
150.1		King Neptune, the Marina, Leemas Landing and the area between is what the local people love. It is also the reason why tourists come to the area. It will detract from the tourist appeal.	Refer item 20.1 above.	No modifications required.
150.2		King Neptune is supposed to be heritage listed. Yes, while the statue will be remaining, putting a large shopping centre right there is not in keeping with the landscape of feel of the area at all.	Refer item 20.1 and 98.2 above.	No modifications required.
150.3		Local opinion has not been considered.	Refer item 40.2 and 70.4 above.	No modifications required.
150.4		There is already a Woolworths in Yanchep which people are happy to go to.	Refer item 4.1 above.	No modifications required.
150.5		It could be placed in a more appropriate area, such as slightly further up Breakwater Drive.	Refer item 13.2 above.	No modifications required.
150.6		The area around King Neptune should be made into nice parkland with indigenous culture considered. Somewhere people can sit and enjoy.	Refer item 5.2 above.	No modifications required.
151	**Object**	**Submitter 151**		
151.1		We don't need more shops when Yanchep is 5 minutes away. We need more parks and open spaces. A tourism aspect how it use to be would be an idea.	Refer item 4.1 and 5.2 above.	No modifications required.
152	**Object**	**Submitter 152**		
152.1		Such a beautiful part of Two Rocks with great historical significance. Surely Woolworths can build somewhere else. They already have significant presence throughout our community please use other space elsewhere.	Refer item 13.2 above.	No modifications required.
152.2		This area should be for special shops or pubs or tourist features.	Refer item 5.2 above.	No modifications required.

153	**Object**	**Submitter 153**		
153.1		Support local. There is already a Woolworths in Yanchep. The IGA has been servicing the Two Rocks community for a long time. We have a good balance, a locally owned store open more convenient times and Yanchep Woolworths if you want to drive the 10 minutes up the road.	Refer item 4.1 above.	No modifications required.
154	**Object**	**Submitter 154**		
154.1		The plans for a new shopping centre, café etc. have been thought through properly. Two Rocks central is a historic place and has been for many years. Local are happy with the way it is and already have everything they need.	Refer item 20.1 and 98.2 above.	No modifications required.
154.2		It will remove the view we get to the marina and will diminish the history behind it all.	Refer item 120.1 and 98.2 above.	No modifications required.
154.3		It will affect local businesses that have been running for decades.	Refer item 4.1 above.	No modifications required.
154.4		I believe this shouldn't go ahead and is being placed in the wrong area and is affecting local businesses and the tourist attraction that is has of its history with the theme park and ocean views.	Refer item 13.2 above.	No modifications required.
155	**Object**	**Submitter 155**		
155.1		Two Rocks is a beautiful quiet suburb unique now it will be just like all the others with too many people and will be busy.	Not a valid planning consideration.	No modifications required.
155.2		There is another Woolworths already in Yanchep no one wants another Woolworths at all. How many bottle shops do we all need, surely not another one.	Refer item 4.1 above.	No modifications required.
155.3		Why can't we have something that isn't close by like Farmer Jacks would be ideal.	Refer item 5.2 above.	No modifications required.

156	**Object**	**Submitter 156**		
156.1		The Wanneroo City should redevelop tourist attraction using that side. Atlantis was the best tourist spot in WA, sadly nobody helps to support and keep this beautiful park going. We have nothing in WA Perth to encourage tourists to visit the state. Northing to offer. This side should be redeveloped as family tourist friendly park and not another shopping centre.	Refer item 5.2 above.	No modifications required.
157	**Object**	**Submitter 157**		
157.1		This area is not only of local significance, but one of state-wide significance as families from all over the state of Western Australia recall the area steeping in history as the location of the Atlantis Marine Park, the Birdman Rally, a training ground for the America's Cup, a Bond Corporation construction marvel and a small crayfish town. It is a site of immense historical significance and should be protected as such.	Refer item 98.2 and 111.6 above.	No modifications required.

158	Object	Submitter 158		
158.1		The proposed development within the Marina Zone is inconsistent with the local planning framework and fails to recognise and develop its potential as a unique tourist destination.	Clause 4.6 of ASP 70 clarifies the intent of the centre specific to Precinct C, as follows: '*A small main street will provide a structure to anchor retail floorspace that will provide for the daily needs of residents (i.e. food, groceries, magazines, etc.) via a supermarket. In addition tourism / recreation retail (surf/beachwear, fishing/dive shop, camera/photo shop, tavern/wine bar etc.) will be developed given the beachside/marina location. This form of retail development at Two Rocks is being defined as 'Coastal Boutique'*.' Moreover, Clause 4.8 of ASP 70 identifies that: 'O*ther key buildings will be at the entry to the main street off Lisford Avenue. These buildings are nominated as medical/childcare and apartments over on one side and a small shopping centre on the southern side and will be important gateway buildings to the main street and commercial hub of the area*.' In consideration of the above, ASP 70 has envisioned a supermarket and specialty retail to be implemented in this location. Accordingly, the development is in keeping with the function and intent of the Precinct C centre, which is also reflected through	No modifications required.

			the land use permissibility of the proposal.	
158.2		The scale and design of the proposed development is not compatible with the surrounding area.	Refer item 37.2 above.	No modifications required.
158.3		The development plan does not preserve the unique historical and heritage value of the Marina Zone.	Refer item 20.1 and 98.2 above.	No modifications required.
158.4		There are alternative, more appropriate sites for the development.	Refer item 13.2 above.	No modifications required.
159	**Object**	**Submitter 159**		
159.1		The proposed development within the Marina Zone is inconsistent with the local planning framework and fails to recognise and develop its potential as a unique tourist destination.	Refer item 158.1 above.	No modifications required.
159.2		The scale and design of the proposed development is not compatible with the surrounding area.	Refer item 37.2 above.	No modifications required.
159.3		The development plan does not preserve the unique historical and heritage value of the Marina Zone.	Refer item 20.1 and 98.2 above.	No modifications required.
159.4		There are alternative, more appropriate sites for the development.	Refer item 13.2 above.	No modifications required.
160	**Object**	**Submitter 160**	**(Joint Submission (1,202 signatories)**	
160.1		The proposed development within the Marina Zone is inconsistent with the local planning framework and fails to recognise and develop its potential as a unique tourist destination.	Refer item 158.1 above.	No modifications required.
160.1.1		The Marina Zone classification recognises the different requirements of such an area and has distinct objectives. One of these objectives is to 'accommodate commercial, residential, recreational and associated activities related to marinas'. A large supermarket development	Refer item 158.1 above.	No modifications required.

	cannot be interpreted as a commercial activity that is 'related to a marina'.		
160.1.2	In a commercial sense the Two Rocks District Centre has been identified as performing a different function to that of the other District Centres and based on a tourism and resort economy. It is envisaged to feature restaurants, small shops and other location specific service businesses like surf shops and marina supplies. A large supermarket development does not fulfil any of these criteria.	Refer item 158.1 above.	No modifications required.
160.1.3	The proposed development does not adequately address the objectives contained in the ASP 70. A large supermarket does not encourage tourism or provide a festive retail or entertainment use. The western-most point of the proposed development (and that closest to the marina) comprises a loading dock and refuse area and does not maximise views to the marina. A large singular supermarket structure does not create a mixed-use day and night activity area and Woolworths cannot be considered a boutique retail outlet. Finally, and possibly most importantly, the King Neptune statue overlooking a large supermarket roof and parking lot cannot be considered a 'sensitive incorporation' of the statues very significant cultural heritage.	The proposal has been considered against the relevant objectives set out within ASP 70 as they relate to the subject site; specifically objectives c), d) and j). In consideration of the above, the proposed Shop, Liquor Store, Restaurant and Office is considered to be consistent with the desired intent and functionality of the site and Precinct C area more broadly, offering shopping/retail services. The proposal includes a number of specialty retail tenancies, as well as identifying an area to the south-east of the site which will accommodate further commercial uses within the site. Whilst the exact use of these sites is unknown at this time, the proposal is capable of providing uses which would encourage tourism, retail and entertainment uses as considered within the commercial zone. The design and orientation of the buildings, and particularly the	No modifications required.

		office/commercial building and specialties 4, 5 and 6 assist in facilitating a 'main street' design, with provision for future expansion to the west. The proposal has sought to impose some heritage acknowledgement through the use of heritage signage, establishing a key pedestrian plaza with alfresco café dining which interfaces directly to the adjacent King Neptune statue, as well as incorporating historical statues along Azzurra Street which will be utilised to create a 'heritage trail'. The site has also incorporated the use of Washingtonia Robusta within the landscaping of the site which similarly acknowledge the heritage of the site. The utilisation of these aspects is considered to meet the City's requirements for the Category 4 listed site and is also explored further below. Accordingly, the proposal and associated uses are considered to meet objectives c), d) and j) of ASP 70.	
160.2	The scale and design of the proposed development is not compatible with the surrounding development.	Refer item 37.2 above.	No modifications required.
160.2.1	The Yanchep-Two Rocks District Structure Plan 2010 provides that the 'urban design character will seek to optimise the relationship of the centre with the marina and coast, including orienting streets and creating open space configurations to optimise coastal views. The built form, building materials and landscape treatments will	As outlined within ASP 70, the subject site is intended to incorporate a 'main street' design and has been identified as including a supermarket and other speciality retail uses which are all being proposed as part of this application.	No modifications required. Recommend inclusion of suitable condition requiring a schedule of

	complement and reinforce the coastal location'. The content and design of the development application for a large-scale supermarket does not compliment and reinforce the coastal location nor is it compatible with existing development in the area.	The City, and the City's Design Review Panel have provided further comment to the applicant in relation to the coastal colour pallete and it is subsequently recommended that a revised schedule of colours and materials be provided to the City for approval. The proposed landscaping and species is considered to be appropriate for the site and its coastal setting.	colours and materials to be provided to the City and approved prior to the issue of a Building Permit.
160.2.2	In addition to the concerns highlighted above, there is a high potential for negative social impacts of the shopping centre (including liquor store) and car park directly adjacent to the skate park and Charnwood park where it is common for children to gather and play.	There is no evidence to demonstrate that the proposal will increase crime in the area.	No modifications required.
160.3	The development plan does not preserve the unique historical and heritage value of the Marina Zone area.	Refer item 98.2 above.	No modifications required.
160.3.1	The Heritage Impact Statement prepared by Griffiths Architects to accompany the DA2021/1797 fails to recognise or address the significant historical and cultural significance of the Marina Zone as outlined above. We note that the entire Sun City Precinct, including the proposal site, is currently for assessment with the Heritage Council (WA) for heritage status.	Refer item 98.2 and 111.6 above.	No modifications required.
160.3.2	The area has great potential to create a unique tourist destination. The current development proposal does not incorporate or enhance the historical and cultural significance of the area, this is wholly inconsistent with the objectives of the State Coastal Planning Policy (SPP 2.6) which aims to protect, conserve and enhance coastal	Refer item 98.2 above.	No modifications required.

	values, particularly in areas of [...] cultural significance.		
160.4	Impacts on nearby residential owners including light pollution, increased traffic and view restriction.	Refer item 27.1 and 37.2 above. In relation to lighting, the development will need to comply with the relevant Environmental Health Regulations and Australian Standards for the Control of Obstructive Effects of Outdoor Lighting (AS4282) relating to outdoor lighting. A condition to this effect is recommended for inclusion by the DAPs.	No modifications required. Suitable condition to ensure compliance with AS4282 to be included.
160.4.1	Under the current proposal, a significant number of houses in the direct vicinity of the proposed development will be subject to dramatically increased traffic, lighting and noise associated with a large scale supermarket and parking facility with extended trading hours. Residents who formally enjoyed parkland and ocean views will not have views of an expansive supermarket rooftop and car park.	Refer item 27.1 and 37.2, and 160.4 above. An Acoustic Report prepared by Herring Storer Acoustics and dated September 2021 was provided as part of the application. As outlined within the acoustic report, the proposal will be fully compliant with the Environmental (Noise) Regulations 1997 and accordingly there is considered to be no impact on surrounding land uses from an acoustic perspective.	No modifications required. Suitable condition to ensure compliance with Acoustic Report to be included.
160.4.2	Due regard should be had to the impacts on long term residents and property owners within the immediate area.	Consideration of all potential impacts and matters raised through the submissions received has been considered through the assessment of the proposal.	No modifications required.
160.4.3	We also note that the area of Lisford Avenue to the east of the development application site is prone to significant flooding in times of high rainfall which will only be exacerbated by the proposed development.	This matter is noted. An Urban Water Management Plan (UWMP) is being prepared for the area as a requirement through subdivision works. In addition, all stormwater is to be retained on site and be appropriately managed.	No modifications required. Suitable condition requiring all stormwater to be retained on site to be included.
160.5	Location of proposed development.	Refer item 13.2 above.	No modifications required.

160.5.1	We note that this objection is primarily based on the specific location of the development application site and not an objection to a large supermarket development in the general locality of Two Rocks.	Noted. Also refer item 13.2 above.	No modifications required.
160.5.2	Should the relevant authorities decide that a large supermarket development is needed within Two Rocks, we proposed that there are far more suitable locations. Examples include areas further inland towards the eastern extremities of Two Rocks and in particular we note the abundance of land in the vicinity of the Atlantis Beach development in the north-east sector of Two Rocks.	Refer item 13.2 above.	No modifications required.
160.6	In summary, we acknowledge that with significant growth comes unavoidable development which may include the development of a large supermarket facility in the suburb of Two Rocks. However, we believe the site of the current proposal is not consistent with the applicable planning framework and does not afford appropriate protection of, and value to, the cultural and heritage value of the area.	Refer items 98.2, 111.1 and 160.1.3 above.	No modifications required.
161 Object	**Submitter 161**		
161.1	The site proposed is not suitable for that kind of business and I, my neighbours and local friends strongly object. That land was a historic aquatic park and a local landmark. It is prime beach property crucial to the original legacy and history of Two Rocks. Money should not be the driving force for everything. A major supermarket and liquor store has no place in that area. Nor will the potential carpark(s), which will be a waste of a large area of otherwise beautiful land that could instead be used for businesses and facilities that	Refer item 5.2, 13.2 and 98.2 above.	No modifications required.

		promote Two Rocks. The businesses will be needed yes, but a more inland position is a far more sensible proposition for so many reasons. That land deserves something much better.		
162	**Object**	**Submitter 162**		
162.1		This is a historical site and should not be replaced with already large conglomerate shopping precinct. It does not work and will not be a suitable thing to do.	Refer item 4.1 and 98.2 above.	No modifications required.
163	**Object**	**Submitter 163**		
163.1		I can't comment as to the requirements of a shopping centre as I don't live in that immediate area. However, when visiting Two Rocks and seeing the great statue and bush pathways around it, it would be really neat to see some sort of park, nature trail or adventure centre in this area instead of another shopping centre. Perhaps a maze or something which ties into the other statues/artwork/carvings in the area would be a good reason to visit. Making a shopping centre there just blends this area into every other suburb around it. Not many areas have the foundations for something different so it would be great to see this utilised and add an unique attraction.	Refer item 5.2 above.	No modifications required.
164	**Support**	**Submitter 164**		
164.1		Two Rocks needs to grow with the times.	Noted.	No modifications required.
165	**Support**	**Submitter 165**		
165.1		A revamp and increased facilities for those of us who call Two Rocks our local shopping area is well and truly overdue. The indicative design looks to compliment the contemporary amenity of the area as a whole.	Noted.	No modifications required.

166	**Support**	**Submitter 166**		
166.1		The area needs a revamp and the design tabled is contemporary and will be well received by those who call Two Rocks their local shopping area. This is well overdue.	Noted.	No modifications required.
167	**Object**	**Submitter 167**		
167.1		The proposed development within the Marina Zone is inconsistent with the local planning framework and fails to recognise and develop its potential as a unique tourist destination.	Refer item 158.1 above.	No modifications required.
167.2		The scale and design of the proposed development is not compatible with the surrounding area.	Refer item 37.2 above.	No modifications required.
167.3		The development plan does not preserve the unique historical and heritage value of the Marina Zone.	Refer item 20.1 and 98.2 above.	No modifications required.
167.4		There are alternative, more appropriate sites for the development.	Refer item 13.2 above.	No modifications required.
168	**Object**	**Submitter 168**		
168.1		Why would we need this. Woolworths in Yanchep, bottle shop in Yanchep and Two Rocks. An empty café at Yanchep central. Stop ruining Yanchep and Two Rocks. Stop the development.	Refer item 1.1 and 4.1 above.	No modifications required.
169	**Object**	**Submitter 169**		
169.1		No comments	Noted.	No modifications required.
170	**Support**	**Submitter 170**		
170.1		No comments	Noted.	No modifications required.
171	**Object**	**Submitter 171**		

171.1		This was an absolute fantastic place. I brought my children here regularly when they were growing up, when it was in full operation. It should never have been closed down. A Western Australian icon.	Not a valid planning consideration.	No modifications required.
172	**Comment**	**Submitter 172**		
172.1		Please not another Woolworths, we have a Woolworths in Yanchep literally 10 minutes away, as well as another one in Butler another 15 minutes again. Please propose Coles or K-Mart.	Refer item 4.1 and 5.2 above.	No modifications required.
173	**Support**	**Submitter 173**		
173.1		The whole area has been neglected for so long, the few shops being proposed will be a start though more needs to be added as there is very poor facilities at present, they do have a post office which is more than can be said for Yanchep, no bank for either, at the rate of dwelling going up, we need more facilities in both towns. Two Rocks is not a tourist destination, there is nothing to see or do, let's move onwards.	Noted. Also refer item 5.2 above.	No modifications required.
174	**Support**	**Submitter 174 (Late)**		
174.1		Two Rocks definitely needs more commercial activity and a shopping centre, but I am against a liquor shop only.	Noted. Also refer item 1.1 above.	No modifications required.
175	**Support**	**Submitter 175 (Late)**		
175.1		More growth at Two Rocks requires more shops and restaurants. Great idea.	Noted.	No modifications required.

176	**Object**	**Submitter 176 (Late)**		
176.1		Do you go to Bondi to buy toilet paper? Capri, Italy for tomato sauce and tampons? Mykonos for bread and milk? No. You go to these iconic beach location to forget your everyday problems and enjoy your leisure. Culture, heritage. To swim, let your children build sandcastles, perhaps an ice-cream and share a meal. Hillarys, Cottesloe, East Fremantle these are marinas and beaches/foreshore that very happily exist without being dominated by a Woolworths. Woolworths is also a global company, Two Rocks already has an IGA, liquor store, cafes and other multiple small businesses. I am sure they would enjoy a nice new car park and some planning and consideration of their survival with the new centre. I also think Scarborough Coles is a nightmare for parking, the beach, marina etc. should be kept iconic. Look at Cottesloe, all the way to Swanbourne, Port Beach, Leighton, parking is a nightmare. The beach and marina should be retained for beach and marina visitors and users. Retail giants have plenty of other land choices over our iconic coastline. I honestly can't think of a worse idea.	Refer item 13.2 and 20.1 above.	No modifications required.
177	**Object**	**Submitter 177 (Late)**		
177.1		I feel the location of the proposed Woolworths and BWS should be reconsidered as I do not believe it will fit in with the surrounding area, particularly so close to the King Neptune stature.	Refer item 13.2 above.	No modifications required.
177.2		If the BWS already located at Atlantis Shopping Centre will relocate to where Woolworths is, then that would be okay. I am not opposed to Woolworths coming to Two Rocks if it was in another location that would have less of an impact	Refer item 13.2 above.	No modifications required.

		on the Two Rocks Town Centre.		
177.3		I do not believe Two Rocks needs and additional liquor store especially 2 BWS outlets.	Refer item 1.1 above.	No modifications required.
178	**Support**	**Submitter 178 (Late)**		
178.1		Having a supermarket such as Woolworths in the area will cut down any additional travel to Yanchep. Plus providing job opportunities for locals, who also won't need to travel further distances on the roads for work (cutting down congestion etc.).	Noted.	No modifications required.
178.2		I would prefer a Coles since there is already a Woolworths in Yanchep, but would be happy with either.	Refer item 5.2 above.	No modifications required.
179	**Support**	**Submitter 179 (Late)**		
179.1		No comments	Noted.	No modifications required.
180	**Object**	**Submitter 180 (Late)**		
180.1		The proposal is looking to remove heritage aspects of the local area.	Refer item 98.2 above.	No modifications required.
180.2		There is already a shopping centre located in the areas as well as small local businesses which would then be impacted and may not be able to continue to operate due to competition. How many shops does the suburb really need.	Refer item 4.1 above.	No modifications required.
180.3		In addition, there doesn't seem to have much thought on the implications of what the development would have on the immediate or surrounding environment.	Refer item 27.2 above.	No modifications required.

181	Object	Submitter 181 (Late)		
181.1		There is already a Woolworths and BWS at Yanchep. There is already a BWS in Two Rocks and there is already a café in Two Rocks. This would detract from the smaller businesses that are existing and have existed for years for the locals. We have access at Yanchep and don't need this at Two Rocks. The small businesses that already exist have put major effort into supporting our community and should not have to suffer because of greedy big businesses that want to take over our area. Is Yanchep not enough for them!.	Refer item 1.1 and 4.1 above.	No modifications required.
181.2		The land that has been cleared should if not already be heritage listed and that area where King Neptune is, is a monument and has a proud status for us locals.	Refer item 5.2 and 98.2 above.	No modifications required.
181.3		If anything were to be built there then it should be something to entertain our kids where they can have some fun or entertainment.	Refer item 5.2 above.	No modifications required.
181.4		I vehemently oppose this as it serves no purpose for us as residents and will detract way more than it will offer our community in Two Rocks. I also believe there is envisaged dense housing and high rise housing to the south of this plan and within the area. Again, I vehemently oppose this as it is a waste of money and serves no purpose for the community. I am tired of greedy developers who are interested in lining their pockets and not interested in building our community or doing anything in our communities' best interest. Small blocks with back-to-back housing. We have lovely views, a lovely town and it should stay with theme.	Refer item 158.1 above.	No modifications required.

182	**Object**	**Submitter 182 (Late)**		
182.1		The development proposed is simply a double up of what already exists and will detract from the heritage and potential amenity the area could provide.	Refer item 4.1, 27.2 and 98.2 above.	No modifications required.
182.2		All throughout Western Australia the areas which are sought after to live and recreate within have large open spaces with tree canopies providing shade for the public. There are no supermarkets in City Beach for Floreat and not even at Hillarys Marina. The only area with a supermarket is Scarborough and that does not work. If the area around the existing precinct was developed into an area for the public to recreate this would bring more people to the area, make it more liveable and provide more customers for existing business. If I could suggest one item for consideration it would be a 50m outdoor swimming pool like the one which has been built in Scarborough.	Refer item 5.2 above.	No modifications required.
183	**Object**	**Submitter 183 (Late)**		
183.1		Two Rocks doesn't need a supermarket when there are 2, soon to be 3, less than 10 minutes away. The introduction of this business will severely and negatively impact existing local business.	Refer item 4.1 above.	No modifications required.
183.2		The proposed site is prime area that should be used to support small local business and eateries, fitting with the aesthetic of the community. Find another site.	Refer item 5.2 and 13.2 above.	No modifications required.

184	**Object**	**Submitter 184 (Late)**		
184.1		I see no need for further redevelopment such as retail until the existing retail is redeveloped/renovated - is there no reason why the two existing major retail building that are where IGA and then BWS/Perth Lifestyle Residential real estate is cannot become such a development without Woolworths etc. A revamp would bring much to this small area and I believe many of us would prefer to keep the 'country' feel that the area has rather than yet another supermarket and other shops when this can be achieved with what is existing already.	Refer item 1.1, 4.1, 5.2 and 20.1 above.	No modifications required.
184.2		I would rather see parklands or some other Atlantis themed areas around the existing King Neptune to further enhance and celebrate the area's history.	Refer item 5.2 above.	No modifications required.
185	**Support**	**Submitter 185 (Late)**		
185.1		Two Rocks must continue to progress and can only do so with modern infrastructure. This centre will cater for not only local residents but those living further afield. As Covid 19 is about to enter WA home delivery times for groceries will also be reduced as less reliance is placed on the nearest Woolworths at Yanchep. Woolworths is also known as a branded company that supports local groups and events and should be encouraged to build. The supporting aesthetics such as landscaping, car parks, lighting and other exterior centre development will only enhance the suburb giving it a much long overdue facelift.	Noted.	No modifications required.
186	**Object**	**Submitter 186 (Late)**		
186.1		I am happy with the current shopping centre. We already have a Woolworths in Yanchep a short	Refer item 4.1 above.	No modifications required.

		drive from here.		
186.2		Although the town could use a petrol station.	Refer item 5.2 above.	No modifications required.
187	**Object**	**Submitter 187 (Late)**		
187.1		The location will impact upon the crowning glory of Two Rocks, King Neptune.	Refer item 98.2 above.	No modifications required.
188	**Object**	**Submitter 188 (Late)**		
188.1		The location of the proposed shopping precinct is not culturally conducive with this historical site. King Neptune and its surrounds are an important feature of Two Rocks and placing a shopping area there would spoil the whole area. We should aim to maintain Two Rocks as a coastal area to be enjoyed by locals and tourists alike, not to be built up like any other suburban area. Yanchep is now just a sea of housing and infrastructure - the uniqueness that it once was is now gone!	Refer item 98.2 above.	No modifications required.
188.2		Please allow Two Rocks to maintain its charm - any new shopping areas need to be set away from the marina / ocean side / old Atlantis site.	Refer item 13.2 and 20.1 above.	No modifications required.
188.3		Promoting tourism would be a far better option since Club Capricorn was torn down.	Refer item 5.2 above.	No modifications required.
189	**Object**	**Submitter 189 (Late)**		
189.1		Supporting my family who lives in Two Rocks.	Noted.	No modifications required.
190	**Support**	**Submitter 190 (Late)**		
190.1		The entire site has been an eyesore for many years now and it's great to see something positive and progressive being done that will provide more shops, cafes etc. to the area.	Noted.	No modifications required.
191	**Object**	**Submitter 191 (Late)**		

191.1		WA has a habit of knocking things down and building over them - instead of preserving heritage. I would love to see something built there that is close to what was originally there, do Neptune justice. He was kept there for a reason.	Refer item 5.2 and 98.2 above.	No modifications required.
191.2		Building a water park there would be beneficial to tourism and also families who are local or even not local. Another shopping centre is not the answer. Help get the kids away from their screens (a huge problem) give them somewhere to go that will be fun and exciting time after time, and will also encourage families to venture further and bring in tourism for close by and want to stay nearby too. Put into the economy a different way instead of just another boring shopping centre.	Refer item 5.2 above.	No modifications required.
192	**Object**	**Submitter 192 (Late)**		
192.1		There is plenty of other land to build a retail outlet on.	Refer item 13.2 above.	No modifications required.
192.2		This is a place of local and state heritage that should be maintained.	Refer item 98.2 and 111.6 above.	No modifications required.
193	**Object**	**Submitter 193 (Late)**		
193.1		No comments	Noted.	No modifications required.
194	**Object**	**Submitter 194 (Late)**		
194.1		Two Rocks is a unique community and has the potential for a tourism destination. Any and all developments should be undertaken with a view to retain this uniqueness and sense of community. All care should be taken to avoid cookie cutter chains and retail stores reducing us to the same as everywhere else. Developers should be challenged to consider how they can integrate their services into the dynamic of Two Rocks rather than impose their existing business	Refer item 20.1 above.	No modifications required.

		formulae onto the community.		
195	**Object**	**Submitter 195 (Late)**		
195.1		There is no need for this in Two Rocks. This is a small coastal town and that's how it should remain.	Refer item 4.1 above.	No modifications required.
196	**Object**	**Submitter 196 (Late)**		
196.1		I honestly think it should be restored to its former business. There isn't enough attractions as I is some of the best ones including Atlantis Marine Park have been abandoned including Castle Fun Park which was located in Mandurah.	Refer item 5.2 above.	No modifications required.
197	**Support**	**Submitter 197 (Late)**		
197.1		For a growing area, Two Rocks requires a modern facility and competition to existing facilities. The proposed facility will be within walking distance for most people and will avoid the requirement to travel to Yanchep to shop.	Noted.	No modifications required.
198	**Object**	**Submitter 198 (Late)**		
198.1		The proposed businesses are in too close proximity to existing supermarket, liquor store and cafes.	Refer item 1.1 and 4.1 above.	No modifications required.

198.2	This is classified as Maritime not Commercial.	The subject site is zoned 'Marina' under DPS 2, and 'Urban' under the MRS. The subject site is identified within ASP 70 as being zoned Commercial, Mixed Use and Public Open Space (Drainage). The subject site is also identified within ASP 70 as being within the 'Precinct C – Main Street' precinct. The Shop, Restaurant and Office land uses are identified as 'P' or permitted land uses within the Commercial and Mixed Use zones as identified within the City of Wanneroo District Planning Scheme No.2 (DPS 2) and Two Rocks Town Centre Agreed Structure Plan No.70 (ASP 70), whilst the Liquor Store is an 'A' or advertised land use. Accordingly, all proposed uses are capable of consideration.	No modifications required.
198.3	There is no consideration regarding the historical nature of the site and proximity to the ocean.	The subject site has been considered against the relevant provisions of State Planning Policy 2.6 - State Coastal Planning and has been considered appropriate. Refer item 98.2 above.	No modifications required.
198.4	There is no consideration as to rubbish generated by Woolies and its impact on the sensitive nature of the site.	Refer item 27.2 above.	No modifications required.
198.5	Prefer an area for public use: children's adventure playground, lawn open area, small variety shops that are complementary to existing business.	Refer item 5.2 above.	No modifications required.

199	**Object**	**Submitter 199 (Late)**		
199.1		The Two Rocks local business community has worked very hard to improve and get the Two Rocks shopping centre working as a people friendly environment with all the necessities required. It would be disappointing to see the vibe and businesses overtaken by a large multinational.	Refer item 4.1 and 20.1 above.	No modifications required.
199.2		If a major supermarket wants to establish itself in Two Rocks, why don't they look at Breakwater Drive instead.	Refer item 13.2 above.	No modifications required.
200	**Object**	**Submitter 200 (Late)**		
200.1		This was once a wonderful tourist destination. It would be great if it were redeveloped into something similar, something beautiful our local community can go out and enjoy with their families.	Refer item 5.2 above.	No modifications required.
201	**Object**	**Submitter 201 (Late)**		
201.1		I am a visitor to this area and in my view the proposed development is inconsistent with the surrounding residential area.	Refer item 20.1 above.	No modifications required.
201.2		The proposal fails to preserve the heritage and history of the marina zone.	Refer item 98.2 above.	No modifications required.
201.3		I believe there are much more appropriate sites for such a development and these should be considered.	Refer item 13.2 above.	No modifications required.
202	**Comment**	**Submitter 202 (Late)**		
202.1		The area should be developed as it was intended for tourism in the area.	Refer item 5.2 above.	No modifications required.
202.2		There is a large supermarket complex in Yanchep and an IGA in Two Rocks.	Refer item 4.1 above.	No modifications required.
202.3		The area is of cultural significance.	Refer item 98.2 above.	No modifications required.

203	**Comment**	**Submitter 203 (Late)**		
203.1		Given I overlook the site of this development I have concerns related to my enjoyment of my property. I regard the need for landscaping including the provision of trees to beautify the area as paramount. This will also enhance the outlook from the park on the other side of Lisford Avenue. Appropriate and agreeable landscaping may alleviate a little the general anger which is being expressed by local residents and landowners at the moment.	Refer item 87.1 and 120.1 above. As per the Landscaping Plan, the site will include a range of native tree, shrub and ground covers which will be utilised both within, and along the verge areas of the site. In addition, the proposal has sought to utilise Washingtonia Robusta, which whilst not native, reflect the landscaping and heritage of the former Atlantis Marine Park.	No modifications required.
203.2		It's positioning as outlined in the proposal means that traffic planning will be extremely important.	Refer item 13.2 and 27.1 above.	No modifications required.
203.3		I suspect it is probably this plan meets the criteria for developments in the zone where it is to be constructed according to the Two Rocks Town Centre Agreed Structure Plan No.70.	Refer item 76.1 above.	No modifications required.
203.4		Part of that anger is the timing of the feedback period to the appropriate authority. There is a sense that to put such feedback from December 2-17, then until the 24th is poor, particularly as there was no prior notification that such notice was coming. I am a very active member of the Two Rocks Yanchep Residents Association, and nothing came to our Association so that it could be considered and commented upon at our November 22 meeting, our last for the year.	Refer item 40.2 above.	No modifications required.
204	**Object**	**Submitter 204 (Late)**		
204.1		Not enough time has been available for a more in-depth response. Consequently I have primarily focused on their Vision Statement as it encompasses the general intent of their Development Proposal.	Refer item 40.2 above.	No modifications required.

204.2	The site of this proposed development may be prominent but is in an entirely inappropriate location.	Refer item 13.2 above.	No modifications required.
204.3	With seemingly little or no regard to the historical connections of the area or their perceived coastal context, on the contrary it is the precincts historical connection that set its character and accentuates the unsuitability for this "contemporary" abomination.	Refer item 20.1 and 98.2 above.	No modifications required.
204.4	Despite the assertion that this proposal will activate and be a catalyst, the increasing population growth will be the catalyst and provide the activators and not a new and unnecessary supermarket.	Refer item 4.1 above.	No modifications required.
204.5	In fact the comment I hear most is why a new Woolworths when there is one just down the road along with an ALdi and soon a Coles supermarket as well. There is also a glut of supermarkets/shopping centres and server stations between here and Clarkson. Again what is the point?	Refer item 4.1 above.	No modifications required.
204.6	"A high quality destination", I think not, the same comments could just as well apply to the existing Two Rocks Centre that has an adequate IGA supermarket with friendly and obliging owners and staff. Plus a variety of Restaurants/Cafes with indoor/outdoor dining which is already used as an informal community meeting place, we often see business groups, family and friends enjoying the food, view and ambience that these well patronised venues offer. Why reinvent the wheel? I seriously doubt a competing complex would have any appreciative effect on tourism and more than likely a negative impact on the existing shopping precinct.	Refer item 4.1 and 5.2 above.	No modifications required.

204.7	It has been suggested that a more appropriate development, connecting the area with that previous historic attraction the great, "Atlantis Marine Park". Possibly an adventure water world type attraction and or other similar activity that would fit well within the old marine park precinct. The area could even accommodate a short stay Caravan Park. Now we are talking about real increased visitor and tourist numbers along with jobs and economic outcomes long term. That trumps you Mr Woolworths.	Refer item 5.2 above.	No modifications required.
204.8	The recently completed Azzurra Road could possibly ease traffic congestion at the Sovereign Drive - Lisford Ave intersection only if this project is not approved. Secondly there is proposed to be another two future road/pathway connections to Lisford Ave, one a shared pathway connecting to Lisford Ave opposite the entry to Charnwood Park and on the southern side of the proposed Woolworths development (nominated as Australis Street) connecting Jordan Street to Lisford Ave at the Charnwood Ave intersection. This has to be madness, with a double S-bend on Lisford Ave south of Charnwood Ave which is a blind spot for traffic travelling north and traffic entering Lisford Ave from Charnwood Ave to top this off is the possibility of traffic signals. I hope not. There seems to be a lot of safety issues involved here.	Refer item 27.1 above. The existing and proposed share pathway is not a consideration as part of this proposal.	No modifications required.

204.9		It is noted that the Two Rocks Shopping Centre it is only 8km (approx. 10min) north west of Yanchep Strategic Metropolitan Centre, which is still locally convenient. Lot 9702 consists of approx. 7.8 hectares bounded by Sovereign Drive to the north, Jordan Street to the South, Lisford Ave on the east and the Marina Precinct on the ocean or western boundary. The whole coastal urban development from Clarkson up to Two Rocks is littered with supermarket dominated shopping centres, we are inundated with choice of shopping locations all be it much the sameness. It would be refreshing if the town of Two Rocks could keep its small country village feel that why we choose to live here.	Refer item 4.1 above.	No modifications required.
205	**Object**	**Submitter 205 (Late)**		
205.1		My objection is based on the disregard for the cultural heritage significance of the King Neptune Statue and the consequent close proximity, mezzanine architectural element, and the elevated land form in the southeast corner of the site. The HIS and DRP reports indicate a lack of knowledge of the site or understanding of the value of King Neptune, in support of the DA proposal.	Refer item 98.2 above.	No modifications required.

205.2	There is inadequate understanding or consideration of the significance of King Neptune. Views to King Neptune from the entire southern hemisphere are impacted by the proximity of the siting of the proposed Woolworths building and the land form elevation to over 4 metres above the natural ground, and street level in the southeast corner of the site adjoining Lisford Avenue. The mezzanine is an unjustifiable architectural element that raises the height of the building in close proximity and further impacts the views of King Neptune. As outlined within the HIS, what constitutes "Sufficient setback from King Neptune"? There is no information to support any setback either horizontal or vertical. In my opinion it is not sufficient particularly with the mezzanine element.	Refer item 37.2 and 98.2 above.	No modifications required.
205.3	The elevated land in the southeast corner of the site restricts views from the footpath along the east, and particularly, the new dual use path along the west side of Lisford Avenue. It seems little consideration has been given to the Lisford Avenue 'frontage' of the development, and the impacted views.	Whilst Lisford Avenue is identified as an Other Regional Road, Azzurra Street is intended to service the main street frontage of the site, and accordingly has resulted in an improved interface and building frontage along the north of the site. Frontage of the corner tenancy between Azzurra Street and Lisford Avenue has also been included. A future pad site is located at the south-eastern corner of the site which will facilitate future development on this portion of the lot, which will ultimately provide an additional level of activation to Lisford Avenue at	No modifications required.

		such time. The proposal is not considered to impact on any views and is at an appropriate scale and height for the area.	
205.4	The site includes an expansive carpark that could be an appropriate buffer to King Neptune	The proposal is considered to achieve a suitable level of separation to the King Neptune statue and has been designed to be sympathetic and responsive to the views both to and from the statue. As Azzurra Street is intended to be a main street, the use of car parking along this frontage would be contradictory to this intent, nor would it facilitate a good planning outcome.	No modifications required.
205.5	As outlined within the HIS, "The use of sculptures will have a positive impact". King Neptune is the positive element. Not to be detracted by the building or "the use of sculptures".	Refer items 98.2 and 205.4 above.	No modifications required.
205.6	As outlined within the HIS, "Overall the development will not negatively affect the heritage significant places within its surroundings". Wong. It will have a considerable impact on all views from the southern hemisphere to King Neptune. The proximity of the building, the height of the mezzanine, and land elevation in the southeast corner of the site.	Refer items 37.2, 98.2 and 205.4 above.	No modifications required.

205.7	As stated in the Statement of Significance: "The limestone retaining walls and statue of King Neptune have acquired landmark status in a local context and the latter in terms of the region". The HIS States: "Minor positive impact. The café facing the King Neptune Statue ensures it retains its landmark qualities". This statement is repeated 3 times and is the only reference to King Neptune in the summary. The cafe will be facing a limestone wall that has been constructed along the south side of the base of the statue. How it ensures King Neptune's landmark status is unclear. The King Neptune landmark is highly valued by the local residents, the broader community, holidaymakers and tourists, as it identified the Atlantis Marine Park and generations of memories. This development is not respectful to that significance.	King Neptune is identified as a Category 2 listed site within the City's Local Heritage Survey. As outlined in items 98.2 and 205.4 above, the proposal has been considered to appropriately address and be sympathetic to the heritage value of the site and area.	No modifications required.
205.8	As stated by the DRP: "The optimal outcome for the site". I assume there was no site visit associated with the DRP considerations or other options?	Refer item 111.1 above. Understanding the site context is important for both the Design Review Panel and the City's officers to be able to assess how well a proposal responds to its site and context. Throughout the application process, several site visits have been undertaken to inform these considerations.	No modifications required.

205.9		In summary, there are no diagrams, plans, measurements or indication of the height difference or the aspects of the views to support the proposed plans and the assessed outcome of the development not impacting the King Neptune landmark. The DA and supporting HIS demonstrate a considerable disregard for the cultural heritage significance and viewing opportunities to and from king Neptune that represents not only a unique work by a renowned sculptor, but generations of residents, holiday makers and tourists at Atlantis Marine Park.	Refer plan 3353-03 Rev H - Elevations which clearly shows the King Neptune statue in comparison the proposal. Also, refer items 98.2 and 111.6 above.	No modifications required.
206	**Object**	**Submitter 206 (Late)**		
206.1		Two Rocks is a beautiful area of significance and the proposed development will harm the natural environment in ways which cannot be offset.	Refer item 27.2 above.	No modifications required.
207	**Support**	**Submitter 207 (Late)**		
207.1		No comments	Noted.	No modifications required.
208	**Object**	**Submitter 208 (Late)**		
208.1		Please keep the statue. I have very strong memories of Atlantis Marine Park. I think history is an important thing. It was very sad when it closed. I used to go look at the dolphins when they were at Hillary's when I was sad. Then as I remember, they died. I'm in tears, please don't mess this up.	The proposal does not seek the removal of the King Neptune statue.	No modifications required.

Project No 21169

ATTACHMENT 4

TWO ROCKS
Development Application
Commercial Development

Woolworths, Two Rocks
Heritage Impact Statement

Prepared for:
Urbis

On behalf of
Fabcot Pty Ltd

October 2021

Griffiths Architects

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Griffiths Architects is a leading architectural firm in Perth, Australia. Griffiths Architects was born out of a practice of which Philip Griffiths was a co-director for over 20 years.

The company emerged from a desire to diversify the range of work covered by the practice, and to take a fresh approach to design.

The practice undertakes commissions in architecture, heritage, urban, interior design, interpretation and heritage assessments. Griffiths Architects provides professional advice on a range of issues related to these areas of our discipline.

The practice has won architectural, planning, and heritage awards for a wide range of projects located throughout the state.

Griffiths Architects has a great depth of experience across numerous project types and delivers innovative solutions that embrace environmental responsibility with elegant and simple solutions. The projects are the product of working closely with clients, carefully assessing their expectations, and delivering high quality results.

Cover: Courtesy of the City of Wanneroo.

Revision History

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Introduction

This Heritage Impact Statement (HIS) was prepared by Griffiths Architects and outlines a Development Application at 10 Enterprise Avenue, Two Rocks for a new Woolsworths for Fabcot Pty Ltd.

The works are mainly located on land that used to be part of the Atlantis Marine Park that first opened in December 1981. The marine park featured performances by the dolphins, seals and sea lions were held throughout the day with visitors also able to view the feeding of sharks and giant stingrays in the oceanarium. Also on the site were three restaurants, a monorail, a water park, a playground, a trampoline park, a miniature golf course, a 'touch' pool and later an education area focussing on the marine world. The Park closed in 1990 and over time the structures on the site were filled in, removed or left to deteriorate.

With the loss of the park the Two Rocks town centre suffered but in the last 30 years with the increasing urban sprawl of Perth bringing new major urban centres closer to Two Rocks the Town Centre is once again thriving.

The HIS examines the impacts of the proposed development on the Two Rocks Town Centre Precinct.

The development application is for mixed use retail development that will include a new Woolworths, café and retail spaces with associated parking facilities.

The HIS considers the heritage values as described in the Statements of Significance from the Two Rocks Town Centre Precinct Heritage Assessment December 2006 by Philip Griffiths with Kris Bizzaca and the statement of significance from the City of Wanneroo Local Heritage Survey

Summary

The area has been left vacant since the closure of Atlantis Marine Park in 1990 and its subsequent demolition.

The new development is set back sufficiently that it does not directly visually sit against the Two Rocks Shopping development. Linking development will occur between the two in the future. The materials palette of the new development is sympathetic to the existing shopping centre and existing landscape. The form and scale of the project is significantly larger than the existing shopping centre, but the facades are broken up with speciality shops and café to reduce the overall massing. The café facing the King Neptune Statue ensures it retains its landmark qualities.

Overall, the development will not negatively affect the heritage significant places within its surroundings.

Location

Two Rocks is located 61km from Perth and represents the northern most extent of the Perth Metropolitan area. The current population is 3,784 with a forecast to grow to 20,879 by 2041. Two Rocks is only 15km from Yanchep National Park a major tourist destination.

Figure 1 Location Plan, *Google Maps 2021.*

Figure 2 Site Plan with approx. location of development in red, *Google Maps 2021.*

Heritage Listings

State and Local Heritage Listings: there are numerous listings in the vicinity of the Two Rocks precinct. These included

- *Atlantis Marine Park (former) Place no. 17523 – RHP – to be assessed – 11 September 2020*
- *Sun City Precinct, Two Rocks Place no. 26470 – RHP – to be assessed – 11 September 2020*
- *Two Rocks Shopping Centre and Tavern Place no. 16771 – RHP – to be assessed – 11 September 2020*
- *King Neptune Sculpture Place no. 17935 – RHP – to be assessed – 11 September 2020*
- *Waugal Monoliths Place no. 17948 – RHP – to be assessed – 11 September 2020*

There is a listing under Two Rocks Marina Precinct Place no. 17953 that is RHP – Does not warrant assessment.

The place has multiple listings within the City of Wanneroo Local Heritage Survey:

- *Atlantis Marine Park (10 Enterprise Ave) Place no. 42 - Category 4*
- *King Neptune Sculpture (10 Enterprise Ave) Place no. 43 - Category 2*
- *Two Rocks Shopping Centre (10 Enterprise Ave) Place no. 44 - Category 4*
- *Two Rocks Tavern (10 Enterprise Ave) Place no. 45 - Category 4*
- *Waughal Monoliths (10 Enterprise Ave) Place no. 46 - Category 4*
- *Two Rocks Limestone Retaining Wall (Pope St and Enterprise Ave) Place 48 - Category 4*

Contributors

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Kylie Maxfield, *Griffiths Architects*

Background

For a full description of the former Atlantis, refer to the Heritage Assessment. This information is intended to assist in a better understanding of context.

Two Rocks Town Centre Precinct, which the proposed development sits within, comprises retained dunes, limestone retaining walls, a concrete block construction shopping centre and tavern in the Perth Regional style (1974) and limestone figures, together with the remains of Atlantis (1981) and concrete construction King Neptune statue (1981).

The post-World War Two period brought about significant changes to the Perth metropolitan region that came as a result of rapid expansion due to the massive post World War Two Australian reconstruction and mass immigration together with the WA industrial and mineral boom of the 1950s to the 1970s.[1] At this time, it was the 1955 'Plan for the Metropolitan Region, Perth and Fremantle'[2] that laid out the coordinated approach of the expansion of the metropolitan region.[3] One of these was the North West Corridor, stretching along the coast north of Perth and encompassing Yanchep National Park which was identified for residential and recreational purposes.[4]

1 Seddon, G. & Ravine, D., *A City and its Setting*, Fremantle Arts Centre Press, Fremantle, 1986, p. 187; Alexander, I., 'The Central Area', in Gentilli, J., (ed), *Western Landscapes*, UWA Press, Nedlands, 1979, p. 412.

2 Stephenson, G. & Hepburn, J.A., 'Plan for the Metropolitan Region, Perth and Fremantle, 1955 Report', Government Printing Office, Perth, 1955.

3 Georgiou, J., 'The Metropolitan Region', in Pitt Morison, M. & White, J. (eds.), *Western Towns and Buildings*, UWA Press, Nedlands, 1979, pp. 249 & 251.

4 Stannage, T., *Lakeside City: The Dreaming of Joondalup*, UWA Press, 1996, pp. 20 – 29; MRPA, 'The Corridor Plan for Perth', MRPA, 1970, pp. 40 – 43.

It is within this context, in 1969, that the Bond Corporation Pty Ltd purchased the Wydgee Pastoral Company's approximately 19,000 acre property for what became known as 'Yanchep Sun City' (YSC).[5] YSC was proclaimed to be the largest private landholding to be developed for a 'major leisure, residential and retirement centre'.[6]

in 1973, Sun City Marina was purportedly built in a record time of nine months. The first stage comprised the building of the breakwaters and service areas and the second incorporated tall retaining walls, dry and wet docks, and private and commercial boat pens.[7]

The marina went on to receive a Merit Award for excellence in design and construction in the 1976 WA Engineering Awards[8] and recognition from the WA Chapter of the Royal Australian Institute of Architects for its noteworthy design followed in 1979 by the WA Chapter's prominent Bronze Medal Award.[9]

Problems at the Bond Corporation resulted in the Tokyu corporation taking over management of YSC by 1975.[10] It had developed large scale urban projects at places like Seattle before President Noboru Gotoh became interested and then convinced of YSC's 'suitability for public recreation and a housing development.'[11] Ongoing problems led to Tokyu plans to purchase the Bond Corporation's 51% share of YSC. The purchase was finalised on 20 March 1978 making YSC fully owned and managed by Tokyu.[12]

The plans for the $20 million marine park, which was located on 10 hectares adjacent to the Two Rocks Town Centre and Tavern, were announced in January 1981. The park was to:

> feature aquatic shows with WA dolphins, seals, sealions [sic] and hand feeding of sharks and giant rays…
>
> it would include a series of pools and aquarium, an ocean theatre pool and a stadium.[13]

Taking its name from the island of legend, the Atlantis Marine Park was first opened at 10am on 26 December 1981.

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5 Bond Corporation, Annual Report, 1973, pp. 2& 4; Spillman, K., *The Dreamkeepers: Tokyu Corporation's First 30 years in Western Australia 1974 – 2004*, Yanchep Sun City Pty Ltd, 2005, pp. 12 – 13, 20; Chambers, op. cit., pp. 112 & 128. The pastoral property, known as the Yanchep Estate, was originally owned by the Hon. Lady Mary Lindsay, wife of Robert Lindsay Aide de Camp to Lord Beauchamp the Governor General of Australia. Mrs Lindsay purchased the place from the Midland Railway Company after she visited the Yanchep area in 1925/1926. She owned Yanchep Estate for some 30 years and was a prominent identity residing half the year at her isolated cottage in Yanchep and the other half in 'high society' Europe. There are several well-known stories about Mrs Lindsay including her solitary walks on her property while bedecked with jewels and tales of her spreading native seed by hand. (Moloney, A., 'The Story of Yanchep', typescript, n. d. [c. 1979], n. p. [Ch. 5]; Chambers, op. cit., pp. 56 – 58, 112; *Wanneroo Times*, 13/10/1992; *Countryman*, 3/4/1986.)

6 Quotation from Bond Corporation, Annual Report, 1973, p. 4; see also Spillman, op. cit., pp. 12 – 13, 20.

7 Bond Corporation, Annual Report, 1973, p. 4; Moloney, op. cit., Ch. 6.

8 Bond Corporation, Annual Report, 1976, p. 6.

9 *The Architect*, 79/2, Vol. 19, No.2, p. 14.

10 Spillman, op. cit., p. 27 – 28; Bond Corporation, Annual Report, 1975, pp. 4 – 5.

11 Ibid, p. 22. The joint venture meant that a number of executives from Tokyu in Japan relocated to WA. The move to Perth and to Yanchep/Two Rocks was a major cultural shock for the executives and their families with language and ethnicity barriers as well as significant changes to lifestyle. (Ibid, p. 26.)

12 All information and quotation (p. 39) from Spillman, op. cit., pp. 34 – 40.

13 Hamlet, J. & Langley-Kemp, J. (eds.), *Yanchep/Two Rocks: Yesterday and Today*, Sun City Writer's Group, 2000, p. 15.

In 1982, the Atlantis Marine Park was awarded Western Australia's most important prize for tourism, the Sir David Brand Award.[14]

This signalled a period of prosperity for the Yanchep/Two Rocks area. The early 1980s saw YSC redevelop of the Yanchep Holiday Village as the Club Capricorn holiday resort[15] and the opening of a new golf course club house by international golfer Jack Newton in November 1985.[16] YSC and the Wanneroo local government worked together with Yanchep/Two Rocks residents to improve and expand public facilities like the surf lifesaving club, the bowling green, an arts and crafts building, and the establishment of a library in the bini shell in 1983.[17] The marina grew to accommodate a number of pleasure craft as well as approximately 65 boats associated with the local crayfishing industry. The Two Rocks Shopping Centre and Tavern was open seven days a week and included a supermarket, bakery and medical centre.[18]

The closure of Atlantis Marine Park in 1990 in turn affected the economy of Two Rocks and resulted in several small businesses in the Two Rocks Shopping Centre and Tavern being shut down. During the 1990s, the community of Yanchep/Two Rocks went on to face much of the social and cultural problems felt by many small communities throughout the state and Australia.

The Fini Group purchased Two Rocks Town Centre Precinct, comprising the Shopping Centre and the former Atlantis Marine Park site, in 1999.[19]

In August 2006 when the heritage assessment was prepared, the Two Rocks Shopping Centre and Tavern continued to serve the purpose for which it was originally built. Some landscaping elements, limestone pathways and walls, the King Neptune Statue and the former entrance marked by Mark Le Buse's sculpture of a pod of dolphins were all that remained of the Atlantis Marine Park (fmr) in 2006.

14 Spillman, op. cit., p. 51; *YSC Gazette*, Issue 9, October 2004, p. 1. Note: The prize was not actually awarded until a ceremony in 1983, which has caused some confusion about the year in which the award was received.

15 Spillman, op. cit., p. 55. Club Capricorn underwent major extensions in c. 1985. (*Western Mail*, 3-4/8/1985.)

16 Spillman, op. cit., p. 58.

17 Spillman, op. cit., p. 54; Chambers, op. cit., p. 163.

18 Spillman, op. cit., p. 54.

19 Certificate of Title, Vol. 1892, Fol. 740.

Statement of Significance

The statement of significance has been taken from the 2006 Two Rocks Town Centre Precinct Heritage Assessment by Philip Griffiths Architects with Kris Bizzaca

Two Rocks Town Centre Precinct, comprising retained dunes, limestone retaining walls, a concrete block construction shopping centre and tavern in the Late Twentieth Century Perth Regional style (1974) and limestone figures, together with the remains of Atlantis (1981) and concrete construction King Neptune statue (1981), has cultural heritage significance for the following reasons:

the place is integral to the history of the development of Yanchep Sun City from the early 1970s, one of the most significant residential, commercial and recreational investment projects undertaken by a private owner/company in this post World War Two period;

the limestone retaining walls and statue of King Neptune have acquired landmark status in a local context and the latter in terms of the region;

the place has social and historical significance to the local community for its contribution to the understanding of the development of Two Rocks and Yanchep, and also for the central role it has and still plays in the everyday lives of residents;

the place contributes to an understanding of the importance of Yanchep as a holiday and tourist destination in concert with the Yanchep caves and National Park, the beach and original shack and fishing settlements along the coast, the Two Rocks marina and town centre as well as Atlantis Marine Park (fmr), the first marine park and oceanarium to be established in Western Australia in 1981;

Two Rocks Shopping Centre and Tavern was a noteworthy design in the context of the mid and late 1970s; and,

the place has associations with former owner Alan Bond, the Japanese company Tokyu Corporation, which has owned and managed the Yanchep Sun City project for over 30 years, and Anthony Brand then of Forbes and Fitzhardinge, designer of the Two Rocks Shopping Centre and Tavern.

The carved limestone artworks, or Waugal Monolith Sculptures have no intrinsic artistic value and have little cultural heritage significance in relation to the shopping centre complex, while carved limestone figures that remain in the ruins of Atlantis contribute to an understanding of the facility.

The car parking, shopping centre service elements, chain link fences, shop fittings, together with the remains of substations, pump works, and the like have no cultural heritage significance.

Sun City Yacht Club and marina area together with the second shopping centre to the north of the original town centre precinct was not included in this assessment.

New Works

The proposed works involve clearing of the land to construct a mixed-use retail development that includes a new Woolworths with 4 speciality retail spaces and café to the north and south of the entrance, with service area to the west side, pick up area to the north and parklet to the northwest corner. A larger separate retail building at the northeast corner of the site is separated from the main building by a car park. Two areas are to be left vacant for future retail use by others.

Impacts and Mitigation

In this assessment, the proposals are measured against the heritage values as per the Statement of Significance.

Statement of Significance - Two Rocks Town Centre Precinct Heritage Assessment December 2006 by Philip Griffiths with Kris Bizzaca

Heritage values	Potential Impact Analysis	Mitigation
The place is integral to the history of the development of Yanchep Sun City from the early 1970s, one of the most significant residential, commercial and recreational investment projects undertaken by a private owner/company in this post World War Two period	This is a historic value, there is no work that would impact on this value.	No impact or mitigation required
The limestone retaining walls and statue of King Neptune have acquired landmark status in a local context and the latter in terms of the region	There is no work that impact on the retaining walls. The outdoor café area opens out to the King Neptune statue giving patrons direct views to the statue.	Minor positive impact. The café facing the King Neptune Statue reinforces its landmark status.
The place has social and historical significance to the local community for its contribution to the understanding of the development of Two Rocks and Yanchep, and also for the central role it has and still plays in the everyday lives of residents	This is a historic value, there is no work that would impact on this value. The new development is typical of how commercial/retail spaces are constructed today. The juxtaposition of the two retail spaces shows the evolution of the retail environment.	No impact and no mitigation required.

The place contributes to an understanding of the importance of Yanchep as a holiday and tourist destination in concert with the Yanchep caves and National Park, the beach and original shack and fishing settlements along the coast, the Two Rocks marina and town centre as well as Atlantis Marine Park (fmr), the first marine park and oceanarium to be established in Western Australia in 1981	This is a historic value, there is no work that would impact on this value.	No impact and no mitigation required
Two Rocks Shopping Centre and Tavern was a noteworthy design in the context of the mid and late 1970s	There is no work that would impact on this value.	No impact and no mitigation required
The place has associations with former owner Alan Bond, the Japanese company Tokyu Corporation, which has owned and managed the Yanchep Sun City project for over 30 years, and Anthony Brand then of Forbes and Fitzhardinge, designer of the Two Rocks Shopping Centre and Tavern	This is a historic value, there is no work that would impact on this value.	No impact and no mitigation required

Statement of Significance - City of Wanneroo Local Heritage Survey

Heritage values	Potential Impact Analysis	Mitigation
Place 42 Atlanntis Marine Park (site): The place has historic value for its association with the development of Two Rocks as a tourist destination and residential subdivision.	This is a historic value, there is no work that would impact on this value.	No impact and no mitigation rquired
Place 43 - King Neptune Sculpture: The sculpture is a landmark in the community of Two Rocks since 1982. The sculpture has historic value for its association with the development of Two Rocks Marina and the Atlantis Marine Park.	The outdoor café area opens out to the King Neptune statue giving patrons direct views to the statue.	Minor Positive impact. The café facing the King Neptune Statue reinforces its landmark status.
Place 44 - Two Rocks Shopping Centre: The place has aesthetic significance as a demonstration of the post war international/brutalist style expression in concrete block construction. The place has historic value for tis association with the development of the Two Rocks townsite in the 1970's.	The materials palette of the new development is influenced by the existing Two Rocks Shopping Centre. The light-coloured brick and block work reflect the materials used in the existing shopping centre. The dark precast panels with recessed painted bubble pattern and white and timber cladding are designed to evoke a beach feel. The dark colour of the precast section of building and placement of specialty retail around the building will help disguise its bulk. While the west elevation is substantial future development in front will break up the bulk.	Little Impact/positive impact.

Place 46 - Waughal Monoliths: The sculptures have aesthetic value as examples of a style of public art widely used in Perth during the 1970's. The sculptures have historic value for their association with the development of Two Rocks marina and townsite in the 1970's.	This is a historic value, there is no work that would impact on this value. It is the intention to relocate some of the sculptures to the site as art pieces, if permission to use them is granted.	No impact. The use of the sculptures as art pieces on the site would be a positive impact and will improve interpretation of the site.
Place 48 - Two rocks Limestone retaining wall: The structure is a landmark in the townsite as a dominant structure and for its bold construction form. The place has historic value for its association with the development of the area in the 1970's.	There is no work that would impact on this value.	No impact and no mitigation required.

Conclusion

In this assessment, the proposals are measured against the heritage values presented in the Statement of Significances for the places noted in the sections above.

The area has been left vacant since the closure of Atlantis Marine Park in 1990 and its subsequent demolition.

The new development is set back sufficiently that it does not directly visually sit against the Two Rocks Shopping development. Linking development will occur between the two in the future. The materials palette of the new development is sympathetic to the existing shopping centre and existing landscape. The form and scale of the project is significantly larger than the existing shopping centre, but the facades are broken up with speciality shops and café to reduce the overall massing. The café facing the King Neptune Statue ensures it retains its landmark qualities.

Overall, the development will not negatively affect the heritage significant places within its surroundings.

References

Two Rocks Town Centre Precinct Heritage Assessment December 2006 by Philip Griffiths with Kris Bizzaca

Local Heritage Place local assessments:

- *Atlantis Marine Park (10 Enterprise Ave) Place no. 42*
- *King Neptune Sculpture (10 Enterprise Ave) Place no. 43*

- *Two Rocks Shopping Centre (10 Enterprise Ave) Place no. 44*
- *Two Rocks Tavern (10 Enterprise Ave) Place no. 45*
- *Waughal Monoliths (10 Enterprise Ave) Place no. 46*
- *Two Rocks Limestone Retaining Wall (Pope St and Enterprise Ave) Place 48*

ATTACHMENT 5

Transport Impact Assessment

Two Rocks Precinct C Local Development Plan and Retail and Commercial Development Application

CW1197300

Prepared for

Fabcot Pty Ltd

10 February 2022

Cardno

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1 Introduction

1.1 Background

Cardno has been commissioned by Fabcot Pty Ltd 'the Client') to prepare a Transport Impact Assessment (TIA) for the Precinct C Local Development Plan (LDP) and proposed Woolworths/Commercial Development Application located at Part Lot 9702 Enterprise Avenue, Two Rocks, within the City of Wanneroo (the "Site").

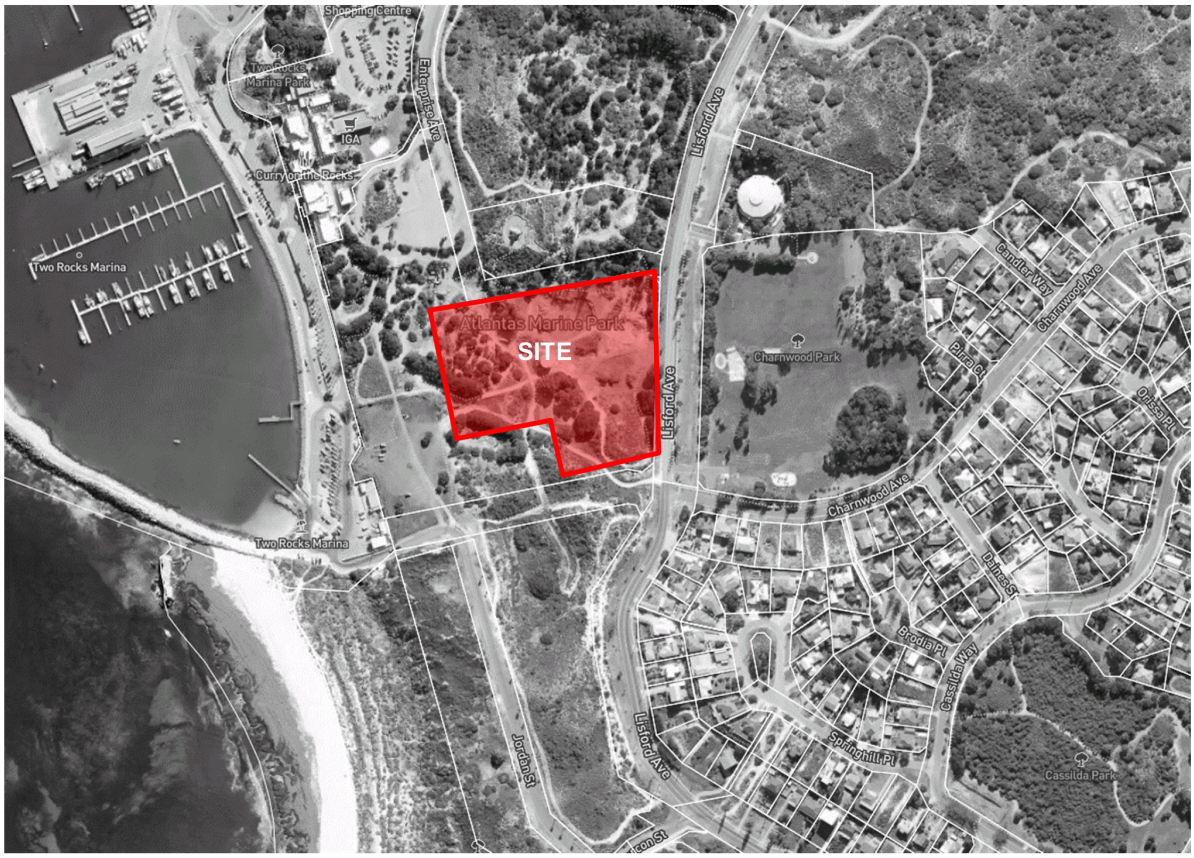
This report aims to assess the impacts of the proposed LDP and development application upon the adjacent transport network, with a focus on traffic operations, circulations, and car parking requirements. The report also provides detailed consideration of the impact of one specific development site within the LDP to support a Development Application.

This report has been prepared in accordance with the *Western Australian Planning Commission (WAPC) Transport Impact Assessment Guidelines for Developments: Volume 3 – Subdivisions (2016)* and the checklist is included in **Appendix A.**

1.2 Site Context

The Site is located at part of Lot 9702 Enterprise Avenue, Two Rocks and is currently vacant land. The Site is located in the City of Wanneroo. **Figure 1-1** shows an aerial image of the LDP area with **Figure 1-2** showing a close up of the development Site.

Figure 1-1 Aerial Image of LDP Area



Source: MetroMap (2021)

Figure 1-2 Close up of the Development Site

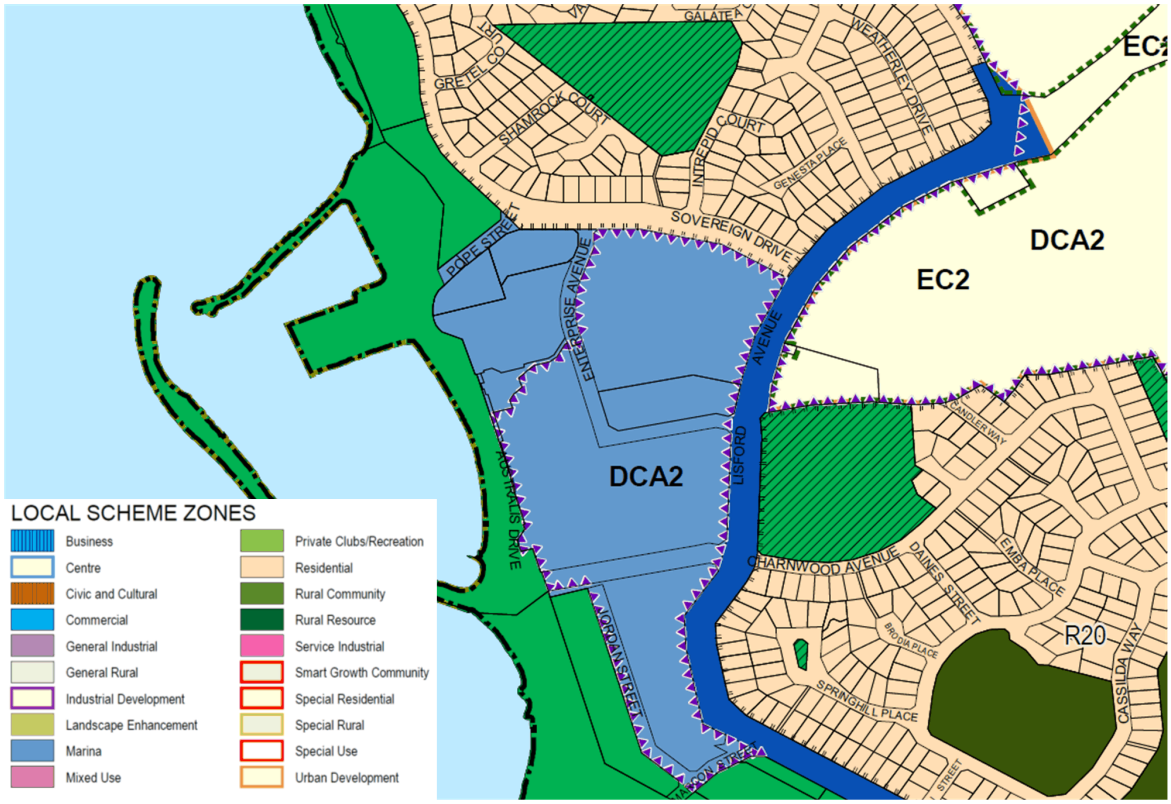
Source: MetroMap (2021)

2 Existing Situation

2.1 Surrounding Land Uses

Pursuant to the provision of the *City of Wanneroo District Planning Scheme No. 2* (DPS2), the Site is zoned '*Marina*', as shown in **Figure 2-1**. The Site is immediately surrounded by undeveloped land, with the existing Two Rocks Marina and small shopping precinct to the north west, and residential areas to the north, east and south.

Figure 2-1 City of Wanneroo Zoning



Souce: City of Wanneroo District Planning Scheme No. 2

2.2 Existing External Road Network

Road classifications are defined in the Main Roads Functional Hierarchy as follows:

- **Primary Distributors (light blue):** Form the regional and inter-regional grid of MRWA traffic routes and carry large volumes of fast-moving traffic. Some are strategic freight routes, and all are National or State roads. They are managed by Main Roads.
- **Regional Distributors (red):** Roads that are not Primary Distributors, but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by Local Government.
- **District Distributor A (green):** These carry traffic between industrial, commercial and residential areas and connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining property. They are managed by Local Government.
- **District Distributor B (dark blue):** Perform a similar function to District Distributor A but with reduced capacity due to flow restrictions from access to and roadside parking alongside adjoining property. These are often older roads with traffic demand in excess of that originally intended. District Distributor A and B roads run between land-use cells and not through them, forming a grid that would ideally be around 1.5 kilometres apart. They are managed by Local Government.
- **Local Distributors (orange):** Carry traffic within a cell and link District Distributors at the boundary to access roads. The route of the Local Distributor discourages through traffic so that the cell formed by the grid of District Distributors only carries traffic belonging to or serving the area. These roads should accommodate buses but discourage trucks. They are managed by Local government.
- **Access Roads (grey):** Provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly. They are managed by Local government.

The Site is bounded by Lisford Avenue to the east. The surrounding road network is further described in **Table 2-1** and shows the hierarchy as per the Main Roads WA Road Information Mapping System, whilst **Figure 2-2** shows the road hierarchy.

Table 2-1 Road Network Classification

Road Name	Road Hierarchy	Jurisdiction	No. of Lanes	No. of Footpaths	Road Width (m)	Posted Speed (km/h)
Lisford Avenue	District Distributor B	Local Government	2	1	7	60
Enterprise Avenue	Access Road	Local Government	2	1	6	50
Sovereign Drive	Local Distributor	Local Government	2	2	7.4	50

Figure 2-2 Road Hierarchy

Figure 2-3 Source: Main Roads WA – Road Information Mapping System

2.3 Existing Traffic Volumes

The most recent traffic volumes for the roads in the vicinity of the Site were obtained from the City of Wanneroo and are summarised in **Table 2-2**.

Table 2-2 Traffic Volumes

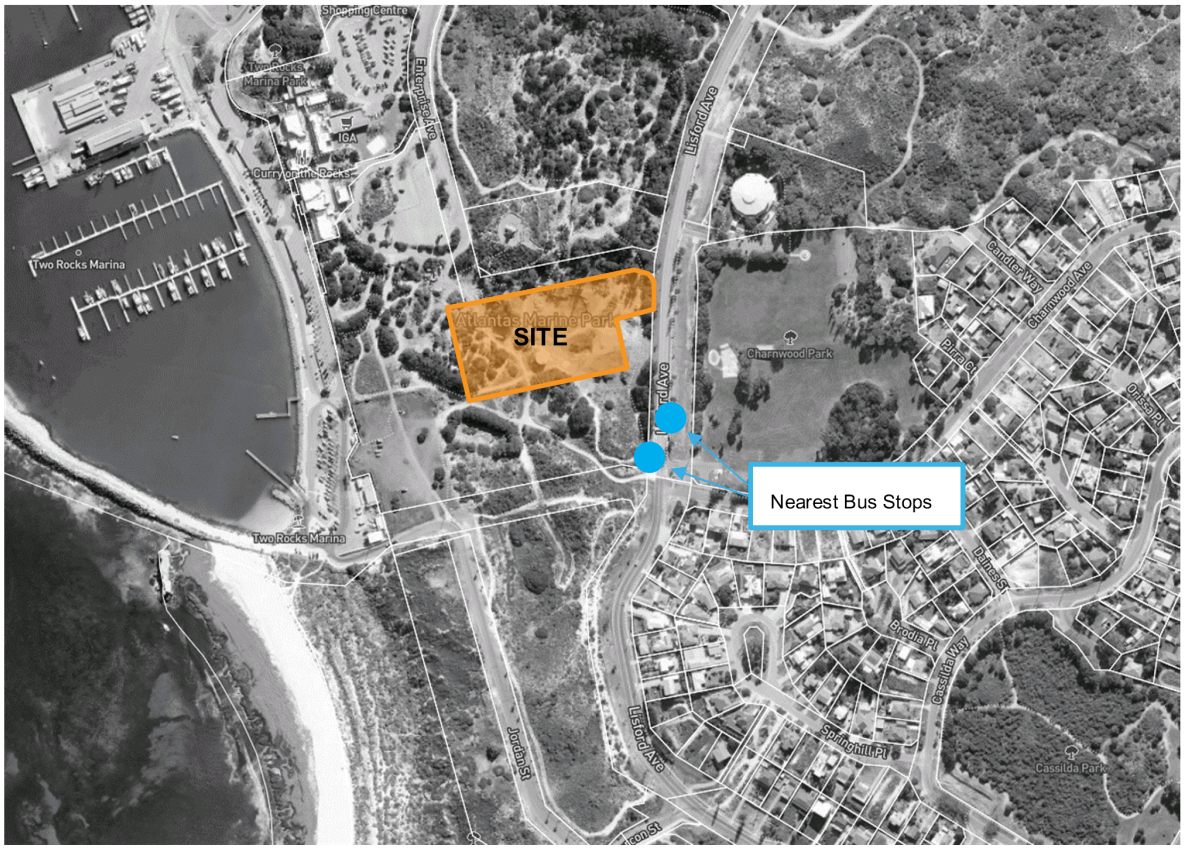
Road Name	Date	Average Two-way Daily Traffic Volume	Average Two-way AM Peak Traffic Volume (Weekday)	Average Two-way PM Peak Traffic Volume (Weekday)	Average Two-way Peak Traffic Volume (Weekend)
Lisford Ave (Sovereign Dr to Weatherly Dr)	2019	2,257	436	380	78
Charnwood Ave (East of Daines Street)	2017	223	25	26	21

Source: City of Wanneroo

2.4 Existing Public Transport Facilities

The nearest bus stops to the Site are located approximately 20 metres east of the Site, as shown in **Figure 2-4**. Bus route 490 operates from these stops along Lisford Avenue and travels to Two Rocks Shopping Centre in the north and Yanchep and Butler in the south, as shown in **Figure 2-5**.

Figure 2-4 Nearest Bus Stops



Source: MetroMap (2021)

Figure 2-5 Existing Bus Routes

Source: Transperth Network Maps (2021)

2.5 Existing Pedestrian/Cycle Network Facilities

A footpath is provided along Lisford Avenue. There are currently no other existing pedestrian and cycling facilities within the surrounding area of the Site.

2.6 Existing Crash Data

A search of the *Main Roads WA Reporting Centre* for crash data was undertaken for all recorded traffic accidents between 1 January 2016 and 31 December 2020 within the surrounding area of the subject Site. There were no recorded crashes within the surrounding area in the last 5 years.

3 Proposed Development

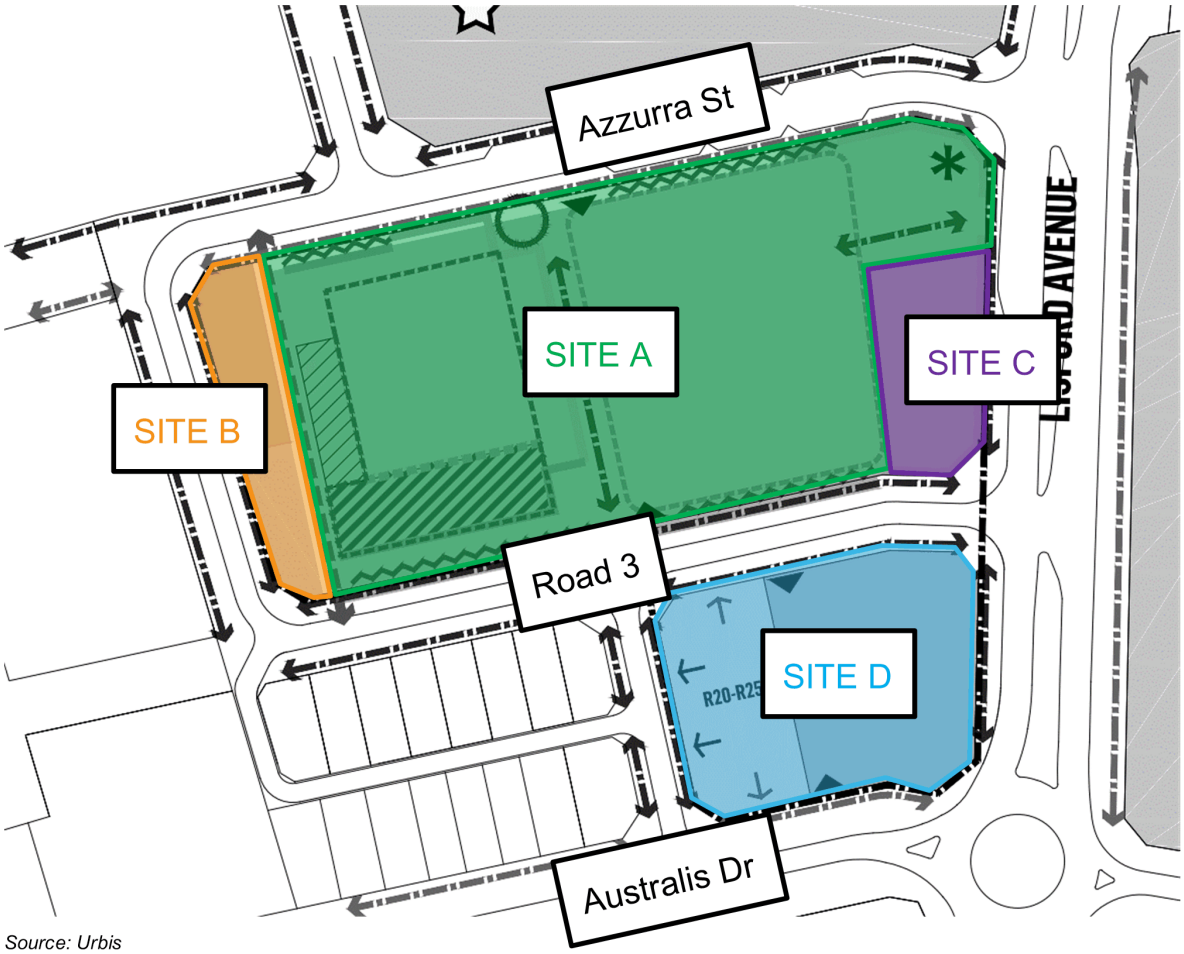
3.1 Proposed Development

The proposed LDP comprises of the following land uses:

- **Site A (Proposed Woolworths/Commercial Development Application – 4,133m^2)**
  - Supermarket
  - Liquor store
  - Café
  - Specialty retail stores
  - 242 car parking bays
- **Site B (approximately 2,000m^2)**
  - Future commercial development
  - Public open space/drainage
- **Site C (1,702m^2)**
  - Future pad site
- **Site D (approximately 4,800m^2)**
  - Future commercial development
  - Future residential development

Site A is the main focus of this development assessment with Site B, C and D to be considered in a separate development application. However, for the purposes of the traffic assessment, the anticipated traffic volumes generated by Site B, C and D will be considered.

Figure 3-1 Site Plan



Source: Urbis

3.2 Access Arrangements

3.2.1 Site A

The proposed Site access arrangement (for Site A) is shown in **Figure 3-2** and summarised below:

- Access 1 – Loading Dock Access
- Access 2 – Loading Dock and Click-and-Collect Egress
- Access 3 – Northern car park access – full movements
- Access 4 – Southern car park access – full movements

Figure 3-2 Site Access Location (Site A, B & C)

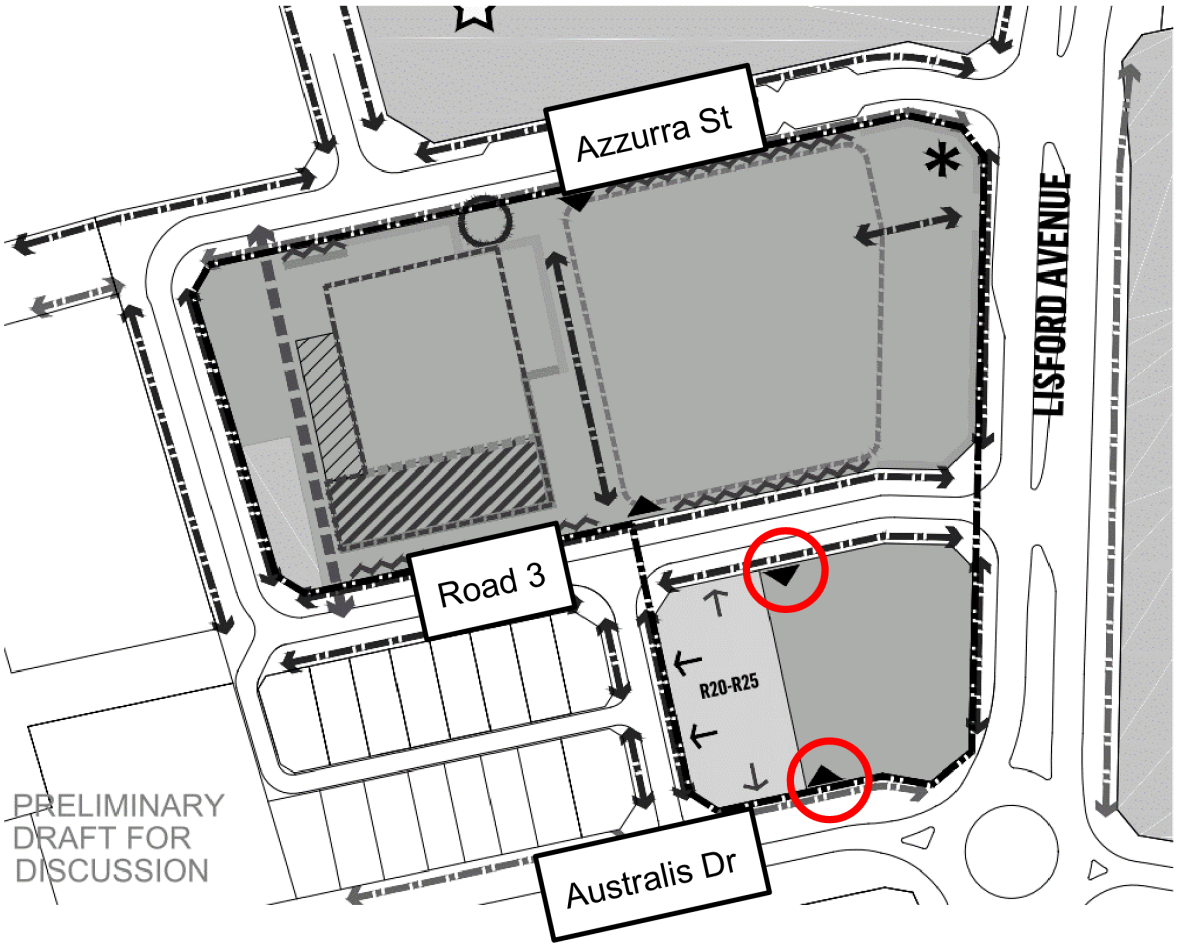
Source: Brown Falconer (2021)

3.2.2 Site B, C & D

For the purpose of the transport assessment, it is assumed that vehicle access for Site B and C will be via the Site A accesses.

Site D residential lots will have access to their respective frontages and the commercial component will have access to Road 3 to the north and Australis Drive to the south as shown in **Figure 3-3**.

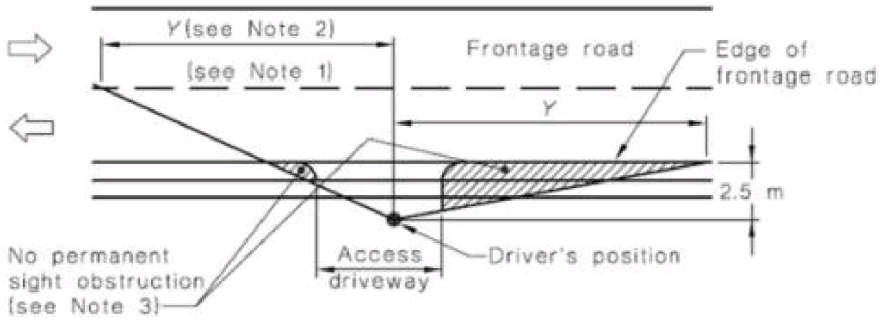
Figure 3-3 Site Access Location (Site D)



3.2.3 Sight Distance

In accordance with *AS2890.1:2004 Parking Facilities: Off-street car parking*, frontage roads with a speed of 50k/m require a minimum sight stopping distance of 45 metres (as shown in **Figure 3-4**) to allow for an adequate sight distance to traffic and pedestrians.

Figure 3-4 Minimum Sight Distance Requirements



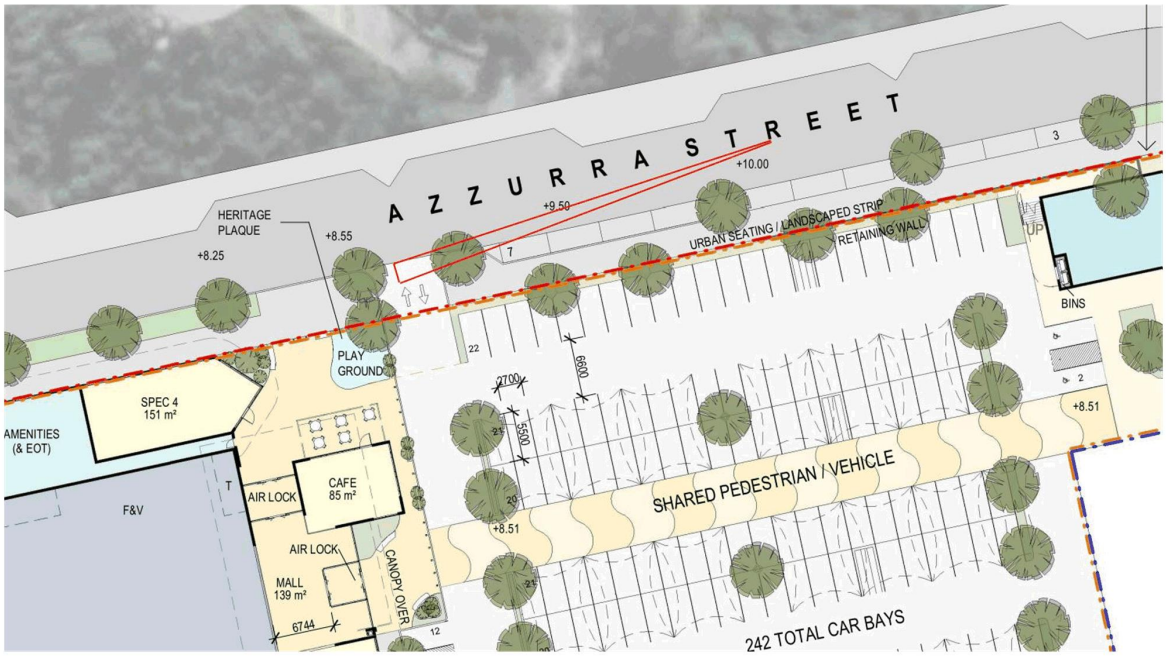
Frontage road speed (Note 4) km/h	Distance (Y) along frontage road m		
	Access driveways other than domestic (Note 5)		Domestic property access (Note 6)
	Desirable 5 s gap	Minimum SSD	
40	55	35	30
50	69	45	40
60	83	65	55
70	97	85	70
80	111	105	95
90	125	130	Use values from 2nd and 3rd columns
100	139	160	
110	153	190	

Source: AS2890.1:2004 Parking Facilities: Off-street car parking

Figure 3-5 shows that no permanent obstructions would appear to block the driver's lone of sight within the 45-metre minimum along Azzurra Street.

Given the above, the location of the crossover is considered to meet the minimum requirements and is appropriate.

Figure 3-5 Proposed Access Location



3.3 Servicing

Servicing for Site A will be undertaken primarily via the north-south laneway located at the rear of the supermarket. This laneway provides access to the loading docks and may also be used for servicing the 'Future Commercial' site.

The largest vehicles anticipated the access the Site are 19m semi-trailers, delivering goods to the supermarket. Typically, these vehicles would arrive and depart 2-3 times per weekday, subject to scheduling with other nearby supermarkets. To suit the layout the loading dock, the 19m semi-trailers will operate in an anti-clockwise direction around the perimeter of the Site, and reverse into the loading dock from the laneway.

A swept path analysis was conducted for the 19m semi-trailer and this is shown in **Figure 3-6** through **Figure 3-9**. Larger versions are provided at **Appendix C**.

Servicing for Site B will generally be handled by smaller delivery vehicles, with the City's waste truck likely to be the largest vehicle needing to access the site. Details of waste collection and servicing for these sites will be determined through later planning stages.

When loading dock 1 is occupied by another truck longer than 12.5m, a semi-trailer would be unable to access to loading dock 2. Active management of the loading dock will be undertaken by the supermarket operator (such as requiring a specific order of access to the loading docks and/or scheduled arrivals/departures) to ensure that there are no access and egress issues.

The semi-trailer movement turning right from Road 3 into Lisford Avenue does track across the northbound lane for an estimated 15m (worst case) based on swept path analysis. This will occur only for the short term, until the City upgrades Lisford Avenue to a wider cross section – e.g. with a median and/or shoulders. As the traffic volumes are low on Lisford Avenue, and only 2-3 semi-trailer movements occur per day, this is considered appropriate for an interim road arrangement. It is also noted that 19m semi-trailers are 'as of right' vehicles permitted to use these streets, and the design of this intersection was only recently approved by the City prior to construction.

Figure 3-6 Swept Paths for a 19m Semi-trailer (Loading Dock 1 IN)

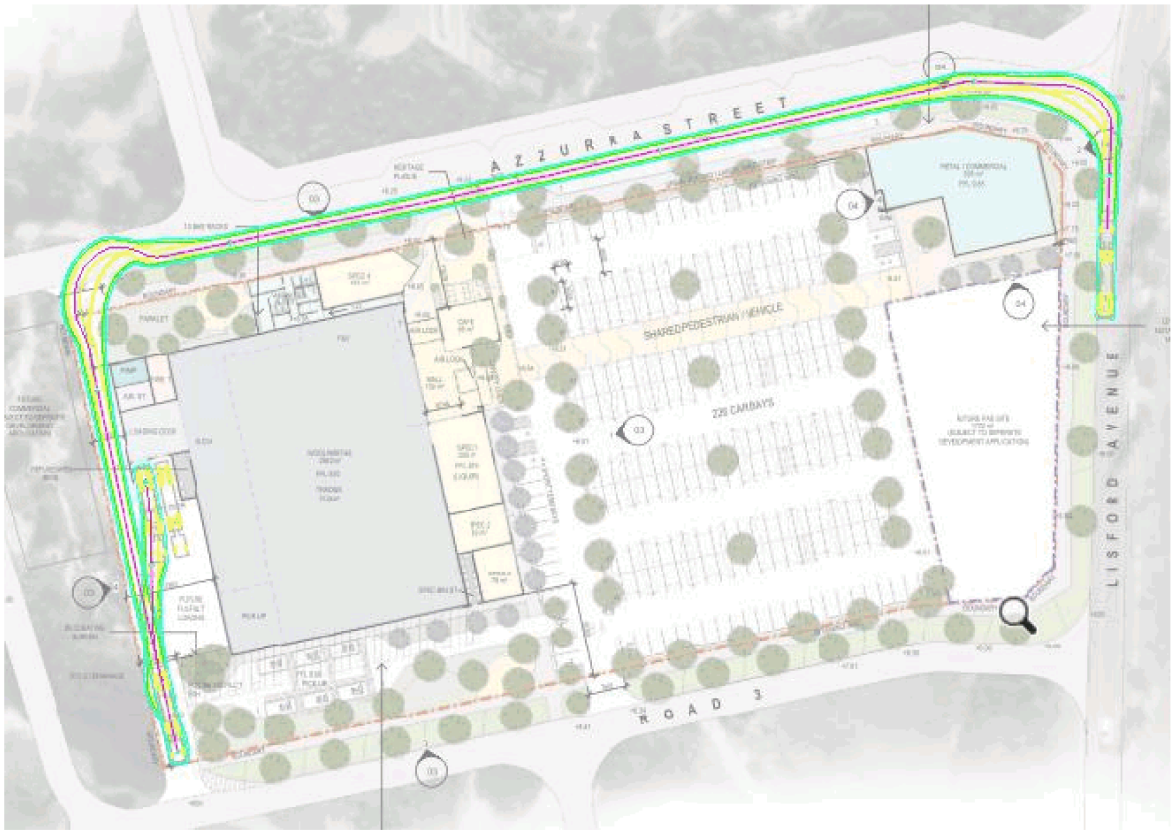


Figure 3-7 Swept Paths for a 19m Semi-trailer (Loading Dock 1 OUT)

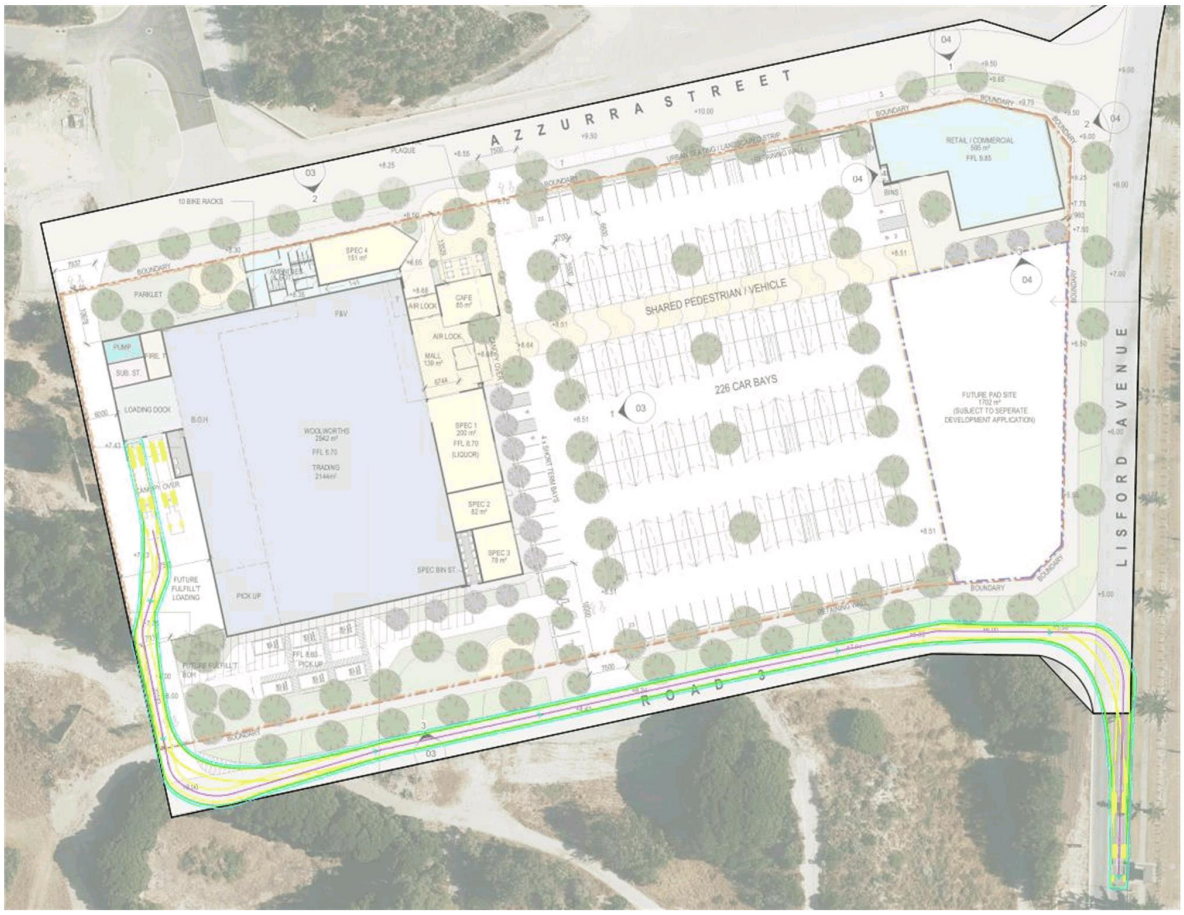
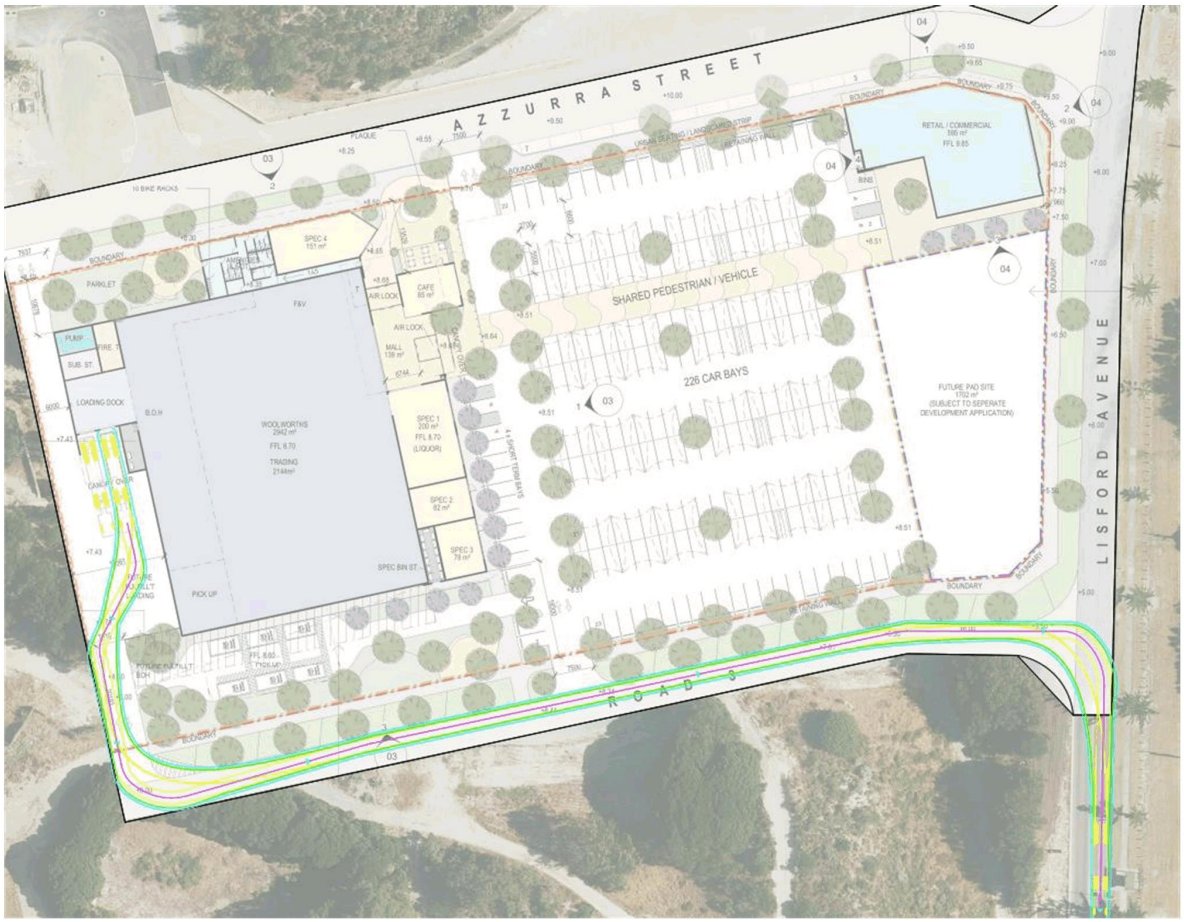


Figure 3-8 Swept Paths for a 19m Semi-trailer (Loading Dock 2 IN)

Figure 3-9 Swept Paths for a 19m Semi-trailer (Loading Dock 2 OUT)



4 Parking Supply (For Site A)

4.1 Car Parking

A reduction in the standard car parking requirements of the *City of Wanneroo District Planning Scheme No. 2* is proposed for the Two Rocks Town Centre, given that parking can be shared by different land uses that have different peak operating times.

As per the *SKM Two Rocks Town Centre Traffic and Transport Report* (January 2014) parking for land uses within the Two Rocks Town Centre, have been assessed based on a 25% reduction in parking rate, if 75% of non-residential parking in the town centre is provided as public parking.

The Statutory parking requirements, in accordance with the *City of Wanneroo Two Rocks Town Centre Structure Plan (2014)* have been considered in the context of the proposed development (Site A) and are summarised below in **Table 4-1**. The parking requirements for Site B, C and D will be determined as part of a future development application.

Table 4-1 Car Parking Provision and Requirements

Development Classification	Requirements	Yield	Parking Required	Parking Provided
Retail (Supermarket – Woolworths expansion included)	4.6 bays per 100 GLFA	4,791m^2	221	242
Total			**221**	**242**

221 car parking bays are proposed on-site. Based on the above, the proposed on-site car parking is compliant with the requirements.

4.2 Bicycle Parking

The City of Wanneroo does not have statutory requirements for the provision of bicycle parking.

For Site A, a total of 10 long-stay bicycle parking bays have been provided for supermarket/retail employees. This quantum is sufficient to provide for a 10% cycling mode share for 100 employees, which is significantly in excess of the anticipated employee numbers for this Site. Short stay bicycle parking for customers should be provided in the form of U-rails, located conveniently near the entry points to the buildings.

Bicycle parking requirements for Site B, C and D will be determined as part of a future development application.

5 Changes to Surrounding Transport Network

5.1 Road Network

The *Two Rocks Town Centre Structure Plan* proposes a number of future changes to the existing road network, as shown in **Figure 5-1**.

Additional road network changes include:

- Australis Drive to be connected to Lisford Avenue to form the western extension of Charnwood Avenue. This intersection is proposed with roundabout control;
- Three new connections from internal streets to Lisford Avenue are proposed between Charnwood Avenue and Sovereign Drive; and
- Enterprise Avenue is proposed to connect south to Australis Drive.

Some of these road connections will be delivered in the short term as part of subdivision works being undertaken to facilitate the development of this LDP.

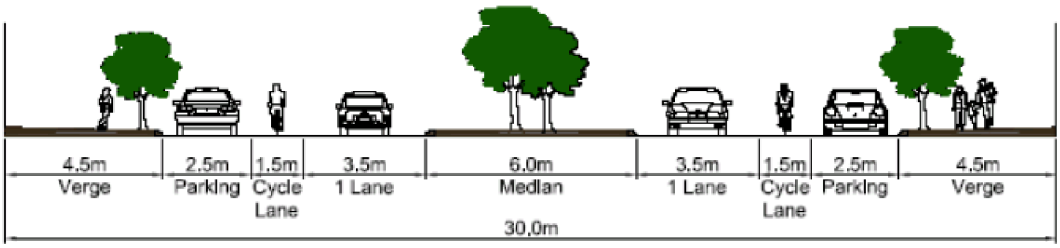
Figure 5-1 Proposed Road Network Changes

Source: City of Wanneroo Two Rocks Town Centre Structure Plan

The Two Rocks Town Centre Traffic and Transport Report does not provide traffic volume forecasts for Lisford Avenue. However it does nominate a proposed ultimate cross section for Lisford Avenue with a maximum capacity of 20,000 vpd. This cross-section is shown in 5.2 below.

The upgrade of Lisford Avenue would be undertaken by others (e.g. City of Wanneroo) as development of the wider Two Rocks area continues.

Figure 5-2 Proposed Lisford Avenue cross-section



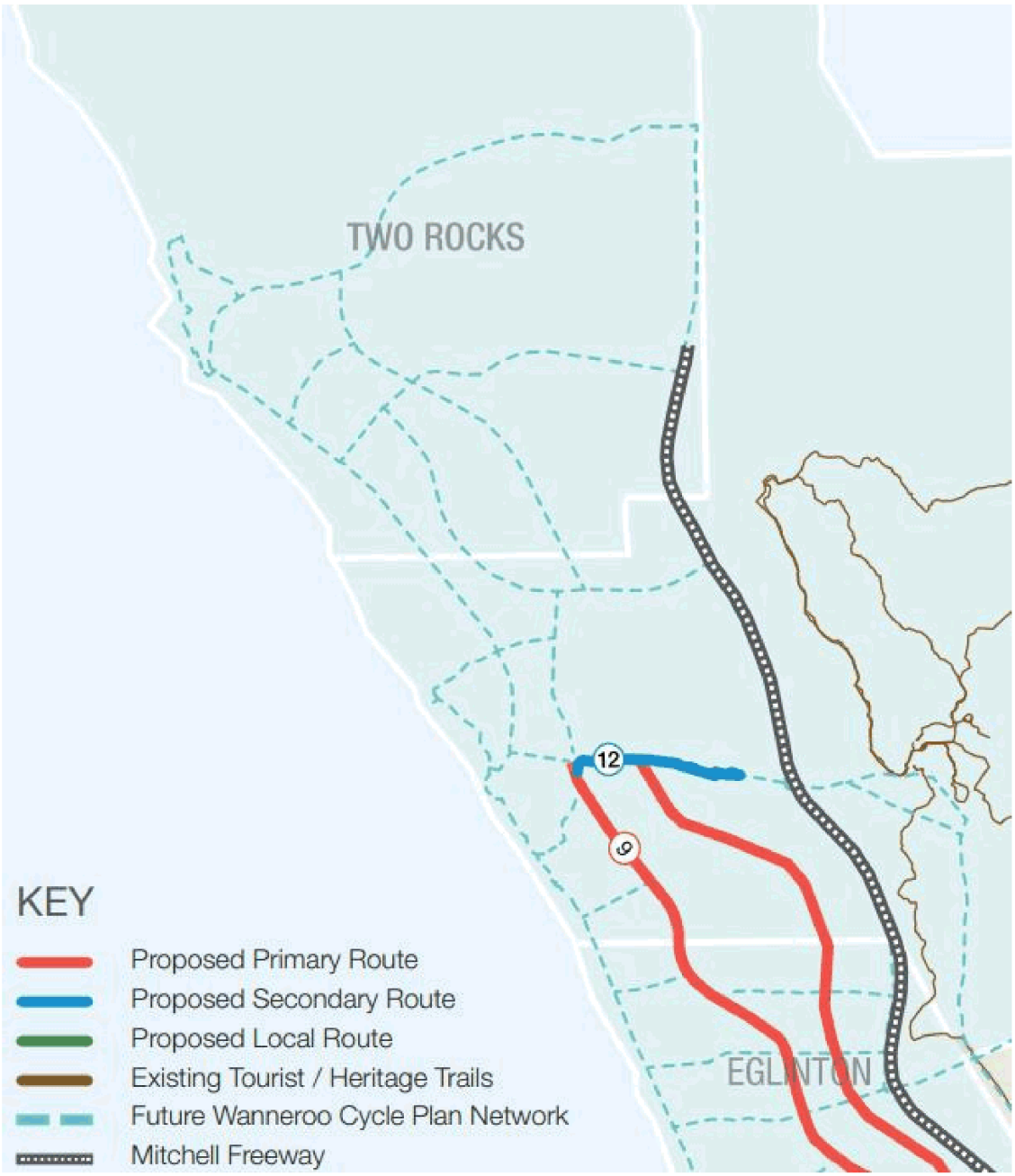
Source: Two Rocks Town Centre Traffic and Transport Report (SKM, 2014)

5.2 Pedestrian/Cycle Networks

Cardno contacted the City of Wanneroo and confirm no changes are proposed to the pedestrian/cycle network facilities within the short term. However, the City of Wanneroo Bicycle Plan identified Lisford Avenue as a key cycling corridor with **Figure 5-3** showing the proposed future network.

Design drawings prepared by JTSI and provided to Cardno indicate that footpaths will be provided on all internal streets within the LDP area.

Figure 5-3 Wanneroo Future Cycling Network Map



Source: City of Wanneroo Cycle Plan

5.3 Public Transport Networks

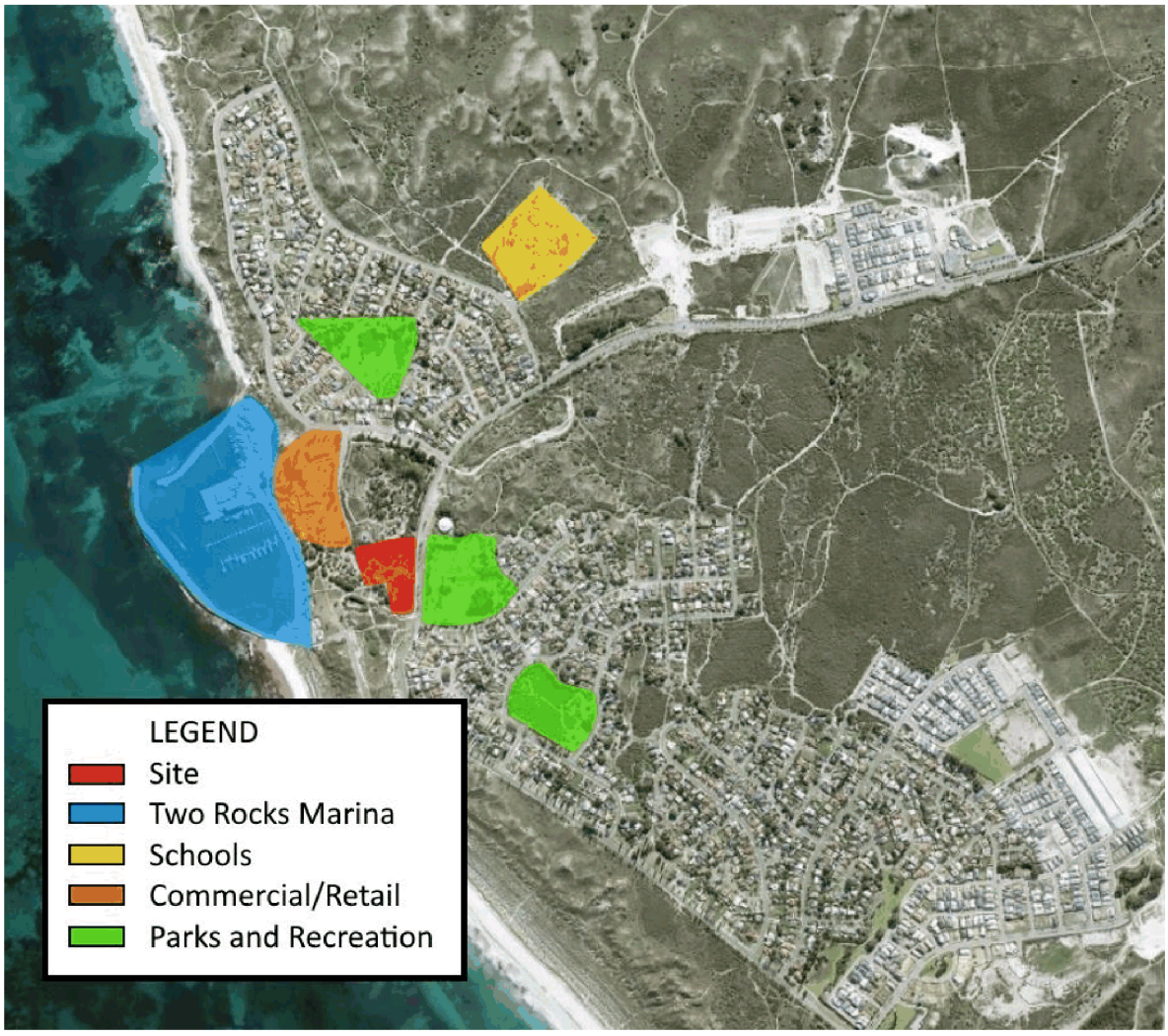
Cardno contacted the Public Transport Authority and were advised that there are no proposed changes to the network in this area in the short term. It is likely that changes to bus routes in the area will occur when the Yanchep Rail Extension commences operations in late-2023.

6 Integration with Surrounding Area

6.1 Major Attractors/Generators

The surrounding attractors/generators within close proximity to the Site are shown below in **Figure 6-1**.

Figure 6-1 Key Attractors/Generators within the Surrounding Area



Source: Metromap (2021)

7 Analysis of Transport Network

7.1 Assessment Years and Time Period

Peak times selected are 8:00 AM to 9:00 AM and 2:00 PM to 3:00 PM respectively for the morning and afternoon peak periods on weekdays and 12:00 PM to 1:00 PM as the peak hour on weekends, based on mid-block traffic volume data provided by the City of Wanneroo.

The following model scenarios have therefore been analysed as part of this assessment:

- Scenario 1 – 2021 Existing Traffic without Development (AM, PM and Weekend)
- Scenario 2 – 2024 Traffic with Development (AM, PM and Weekend)
- Scenario 3 – 2034 Traffic with Development (AM, PM and Weekend)
- Scenario 4 – 2034 Traffic with Development (AM, PM and Weekend) Worse Case

7.2 Key Assumptions

The following provides a list of assumptions use in the assessment.

- Heavy vehicle volumes are based on the traffic data obtained from the City of Wanneroo.
- Lisford Avenue/Azzurra and Lisford Avenue/Road 3 intersection layouts are in accordance with designs prepared by JTSI and provided to Cardno. The Lisford Avenue/Azzurra Street has since been constructed to those designs.
- The *Two Rocks Town Centre Structure Plan* shows that the Lisford Avenue/Charnwood Avenue Intersection will be upgraded to a 4 way roundabout in the future which has been applied to the future assessment (Scenario 3).
- Main Roads does not provide ROM outputs to third parties for the purpose of development application transport impact assessments, so ROM outputs could not be used to estimate future traffic growth. Instead, an estimate of 2% per annum of linear growth was used to represent increases in background traffic. This growth was applied to the 2019 'Existing' volumes for the relevant number of years for each scenario.
- The opening year and full LDP traffic of the development for the purposes of the traffic assessment (Scenario 2 and 3) is assumed to be as follows:
  - Scenario 2 – Opening year traffic consists of Site A which includes the supermarket (excluding expansion), liquor store, speciality stores and the retail/commercial.
  - Scenario 3 – Full LDP traffic consists of the following:
    - Site A: supermarket (with expansion), liquor store, speciality stores, retail/commercial
    - Site B: future commercial
    - Site C: future pad site
    - Site D: residential and commercial.
- The following assumptions were made for the Scenario 4 (worse case), based on information provided by the City following submission of the initial TIA (Rev A):
  - Based on the information provided by the City, the Main Roads WA ROM24 modelling shows Lisford Avenue carrying 26,600 vpd (two-way) in 2031. This equates to a growth rate of approximately 84% per annum, for a total of 10 years. This level of growth over such a period is completely unrealistic, and it is noted that using raw ROM traffic forecasts without calibration is not supported by Main Roads Operational Modelling Guidelines. The ROM estimates are also approximately 25% higher than the maximum 20,000vpd proposed in the *Two Rocks Town Centre Traffic and Transport Report*. As a sensitivity test, a more realistic – but still very high – linear growth rate of 20% per annum over 10 years was adopted.
  - Lisford Avenue is assumed to be upgraded to a four-lane divided carriageway, which would be required for an eventual volume of 26,600vpd.

- The upgrades to Lisford Avenue/Azzurra Street and Lisford Avenue/Road 3 intersections are assumed to allow staged right turns via a 6m wide median. This is consistent with the Two Rocks Town Centre Traffic and Transport Report (SKM 2014).

7.3 Development Trip Generation

Trip generation has been calculated for the proposed development utilising trip generation rates from the *Institute of Transportation Engineers (ITE) "Trip Generation" 10th Ed* and *RTA Guide to Traffic Generating Developments*. **Table 7-2** provides the trip generation rate during the Weekday AM, Weekday PM, and Weekend peak hours, **Table 7-3** outlines the directional distribution acquired from ITE for the proposed development and **Table 7-4** states the total trip generation for the proposed development.

Table 7-1 Development Yield Summary

Land Use	Yield (Opening Year: Site A)	Yield (Full LDP: Site A, B, C & D)
Supermarket & liquor	2,942 sqm 200 sqm	3,600 sqm 200 sqm
Café	85 sqm	85 sqm
Retail (Non-food retail)	906 sqm	2,525 sqm
Commercial	0 sqm	658 sqm
Residential	0 dwelling	5 dwellings*

** the number of dwellings has been assumed based on the residential zoning (R20-25) as indicated in the LDP*

Table 7-2 Trip Generation Rates

Land Use	Source	Weekday AM Peak	Weekday PM Peak	Weekend Peak
Supermarket & liquor	ITE 850	7.18 per 100 sqm	8.18 per 100 sqm	11.13 per 100 sqm
Café	WAPC Vol 5	10.00 per 100 sqm*	2.50 per 100 sqm*	10.00 per 100 sqm~
Retail (Non-food retail)	WAPC Vol 5	1.25 per 100 sqm	4.00 per 100 sqm	4.00 per 100 sqm~
Commercial	ITE 710	1.58 per 100 sqm	1.53 per 100 sqm	0.57 per 100 sqm
Residential	ITE 210	0.76 per dwelling	1.00 per dwelling	0.93 per dwelling

** The AM and PM peak rates were switched for the café to be more representative of day to day business operations and customer behaviour for cafés.*
~ No weekend rates. Max weekday rate used

Table 7-3 Directional Distribution

Land Use	Weekday AM Peak		Weekday PM Peak		Weekend Peak	
	In	Out	In	Out	In	Out
Supermarket & liquor	52%	48%	52%	48%	51%	49%
Café	50%*	50%*	80%*	20%*	50%*	50%*
Retail (Non-food retail)	50%*	50%*	80%*	20%*	50%*	50%*
Commercial	88%	12%	17%	83%	54%	46%
Residential	26%	74%	64%	36%	54%	46%

** rates sourced from ITE rates of same land use*

Table 7-4 Total Trip Generation – Opening Year Traffic (Site A)

Land Use	Weekday AM Peak		Weekday PM Peak		Weekend Peak	
	In	Out	In	Out	In	Out
Supermarket & liquor	117	108	134	123	117	108
Café	4	4	2	0	4	4
Retail (Non-food retail)	9	2	18	18	9	2
Total	**131**	**115**	**153**	**142**	**201**	**194**
	246		**295**		**395**	

Table 7-5 Total Trip Generation – Full LDP Traffic (Site A, B, C & D)

Land Use	Weekday AM Peak		Weekday PM Peak		Weekend Peak	
	In	Out	In	Out	In	Out
Site A						
Supermarket & liquor	142	131	162	149	216	207
Café	4	4	2	0	4	4
Retail (Non-food retail)	26	7	52	52	52	52
Commercial	9	1	2	8	2	2
Site B						
Retail (Non-food retail)	1	3	3	2	3	2
Residential	30	8	60	60	60	60
Total	**212**	**153**	**280**	**272**	**337**	**327**
	365		**552**		**664**	

The opening year development represents a two-way trip generation of approximately 246 vehicles during the weekday AM peak hour, 295 vehicles during the weekday PM peak hour and 395 vehicles during the weekend peak hour.

The full LDP development represents a two-way trip generation of approximately 365 vehicles during the weekday AM peak hour, 552 vehicles during the weekday PM peak hour and 664 vehicles during the weekend peak hour.

7.4 Development Trip Distribution

The overall trip distribution used for the development traffic are detailed in **Figure 7-1** and **Figure 7-3**. For the inbound and outbound trips respectively. The development distribution considers the following:

- Location of the development and vehicle access points relative to the surrounding area.
- Driver behaviour based on the local and arterial road network.
- Traffic to and from this development during the peak hours being predominantly local (within the Two Rocks area).
- Future development to the north of the Site affecting the traffic distribution for the future scenarios.

Figure 7-1 Development Trip Distribution Inbound (Opening Year: Site A) (Scenario 2)

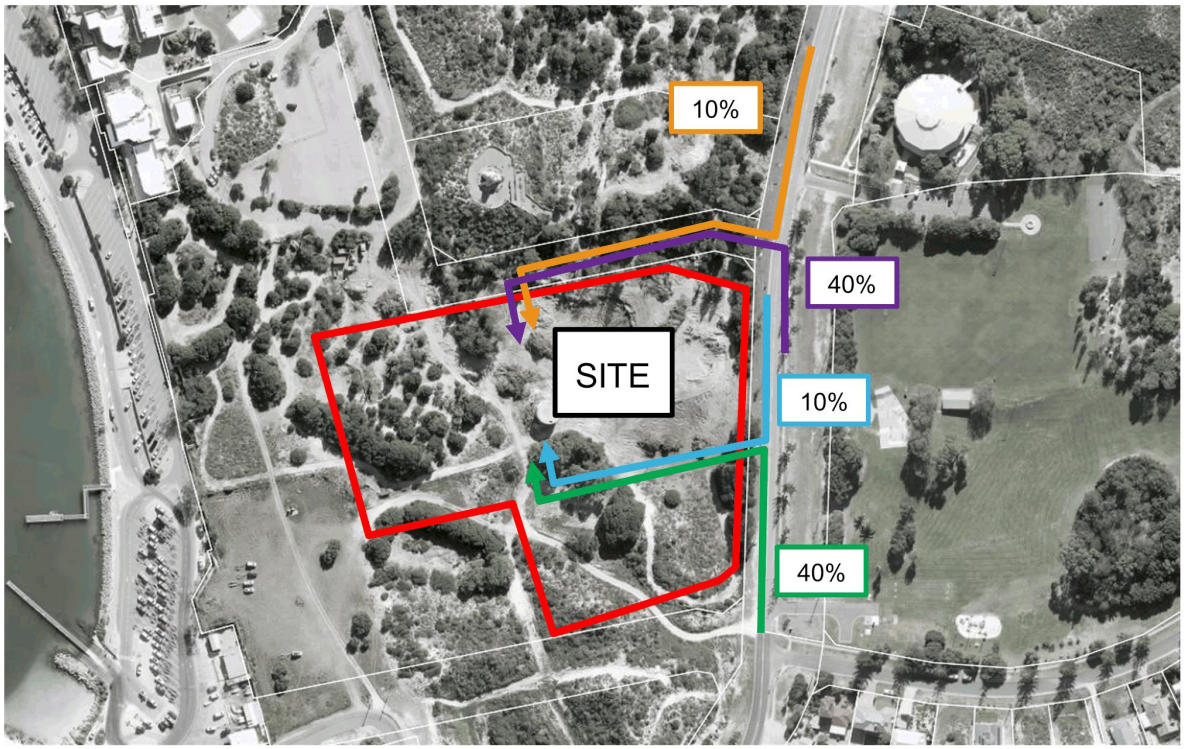


Figure 7-2 Development Trip Distribution Outbound (Opening Year: Site A) (Scenario 2)

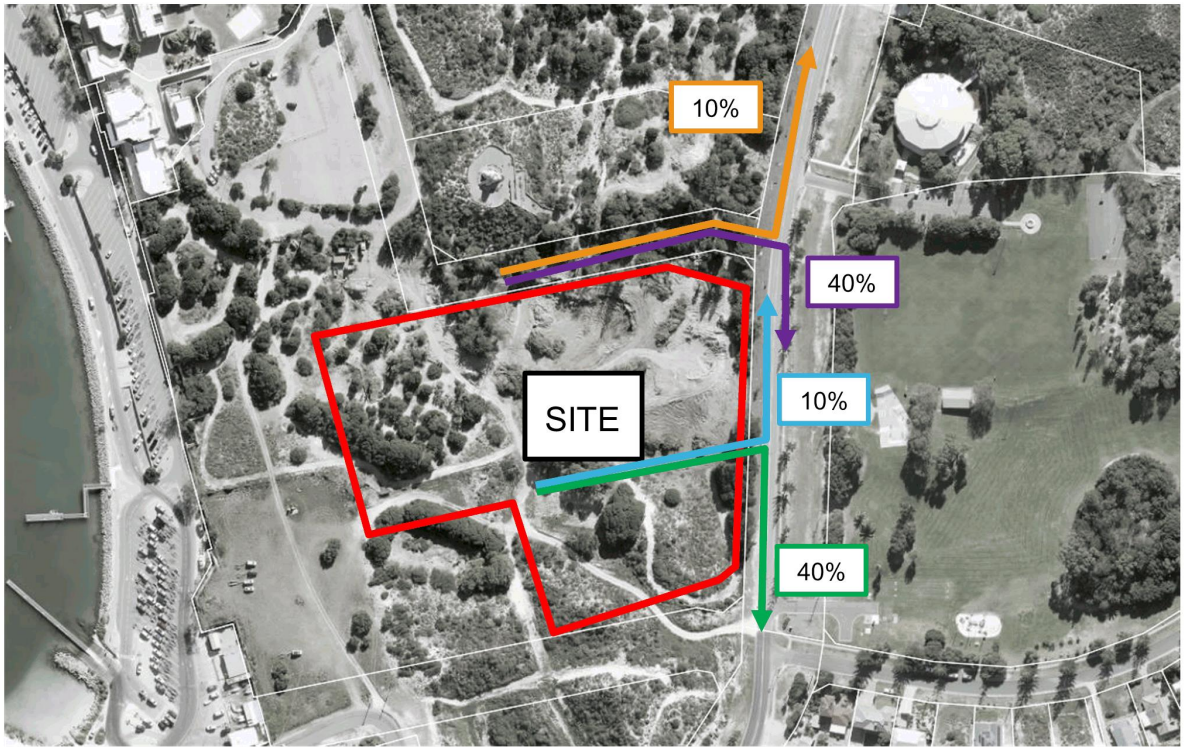


Figure 7-3 Development Trip Distribution Inbound (Full LDP: Site A, B, C & D) (Scenario 3 & 4)

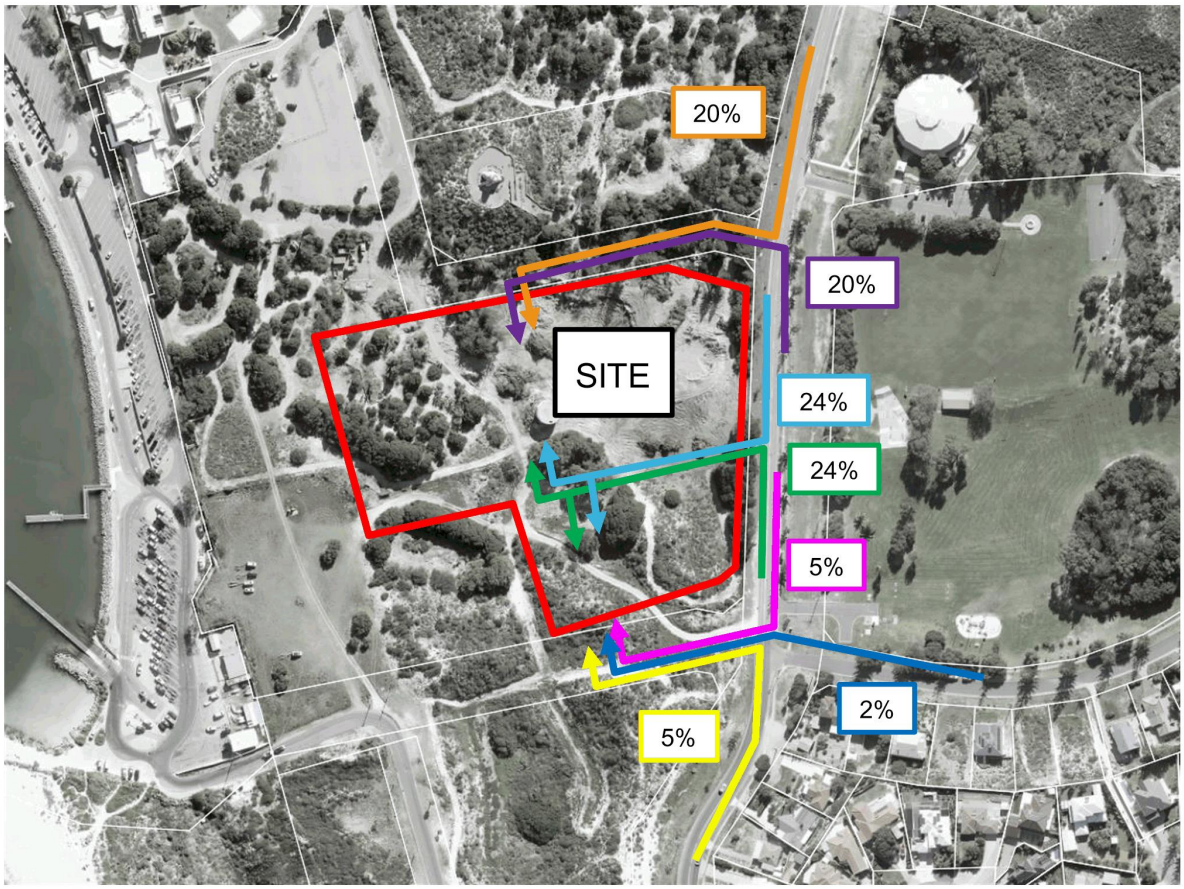
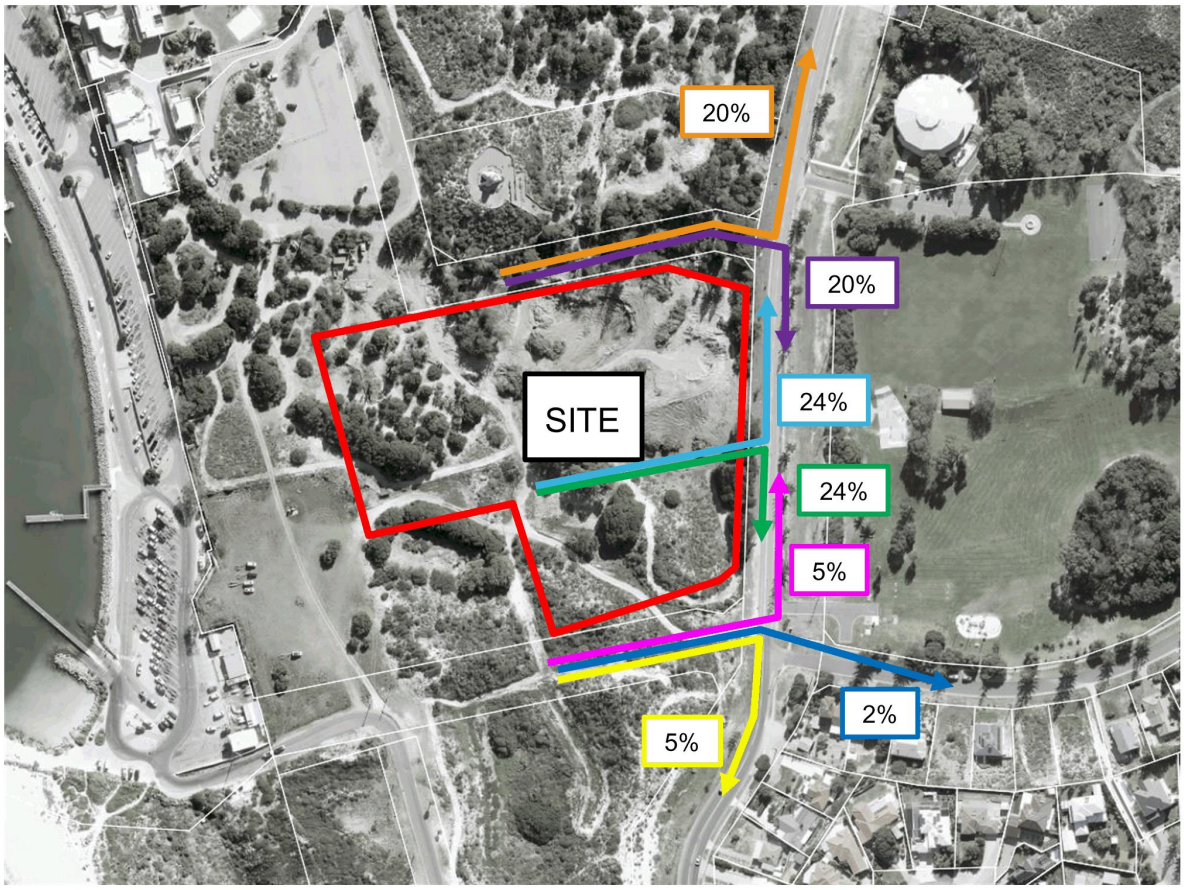


Figure 7-4 Development Trip Distribution Outbound (Full LDP: Site A, B, C & D) (Scenario 3 & 4)



7.5 Background and Development Traffic Volumes

Figure 7-5, **Figure 7-6** and **Figure 7-7**shows the background traffic and proposed development volumes respectively. Existing traffic volumes provide by the City of Wanneroo were used as the background traffic.

Figure 7-8 through to **Figure 7-11** shows the traffic volumes for the 4 assessment scenarios.

Figure 7-5 Background Traffic

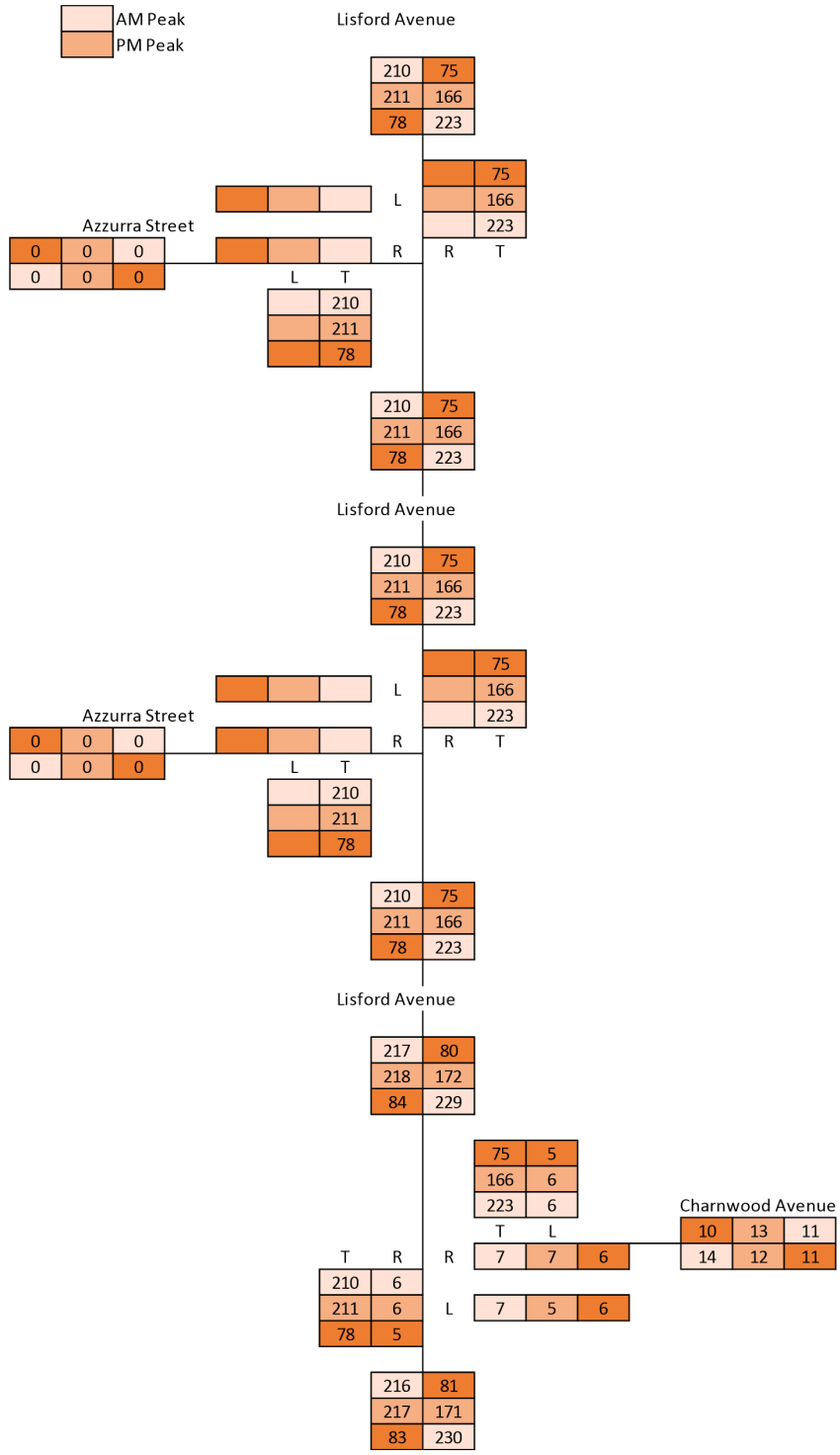


Figure 7-6 Development Volumes (Opening Year)

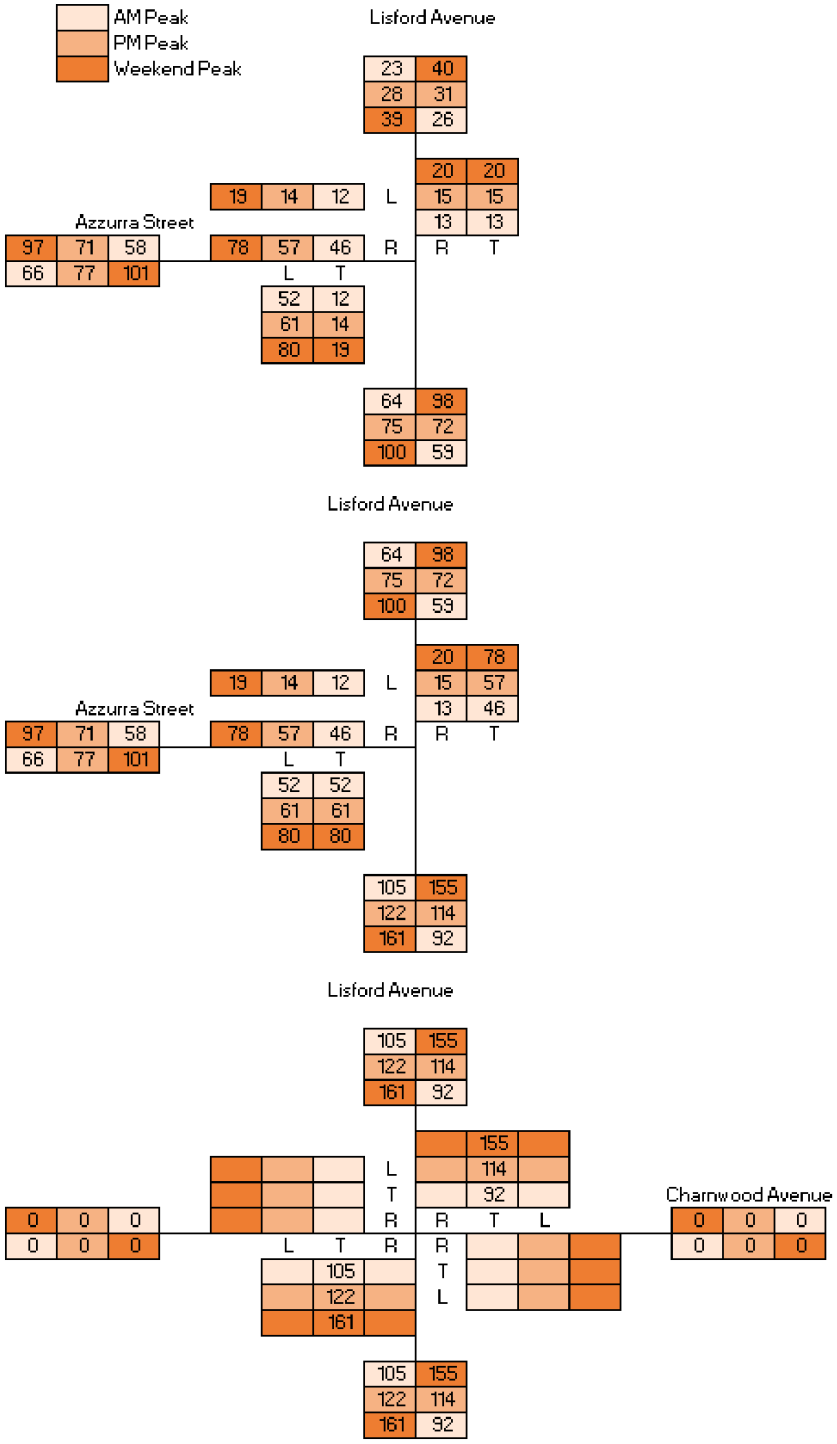


Figure 7-7 Development Volumes (Full Development)

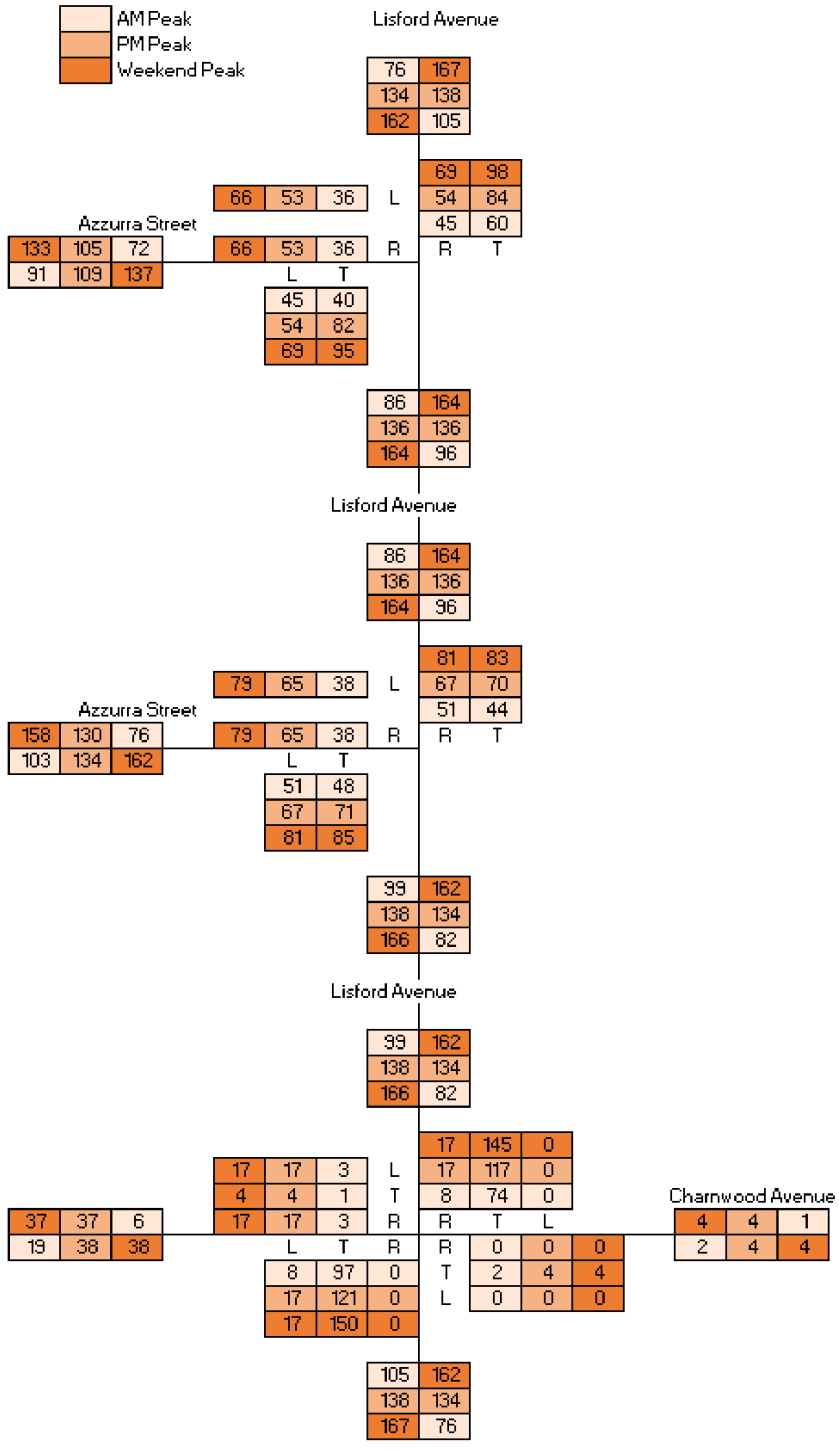


Figure 7-8 Scenario 1 – 2021 Existing Traffic without Development (AM, PM and Weekend)

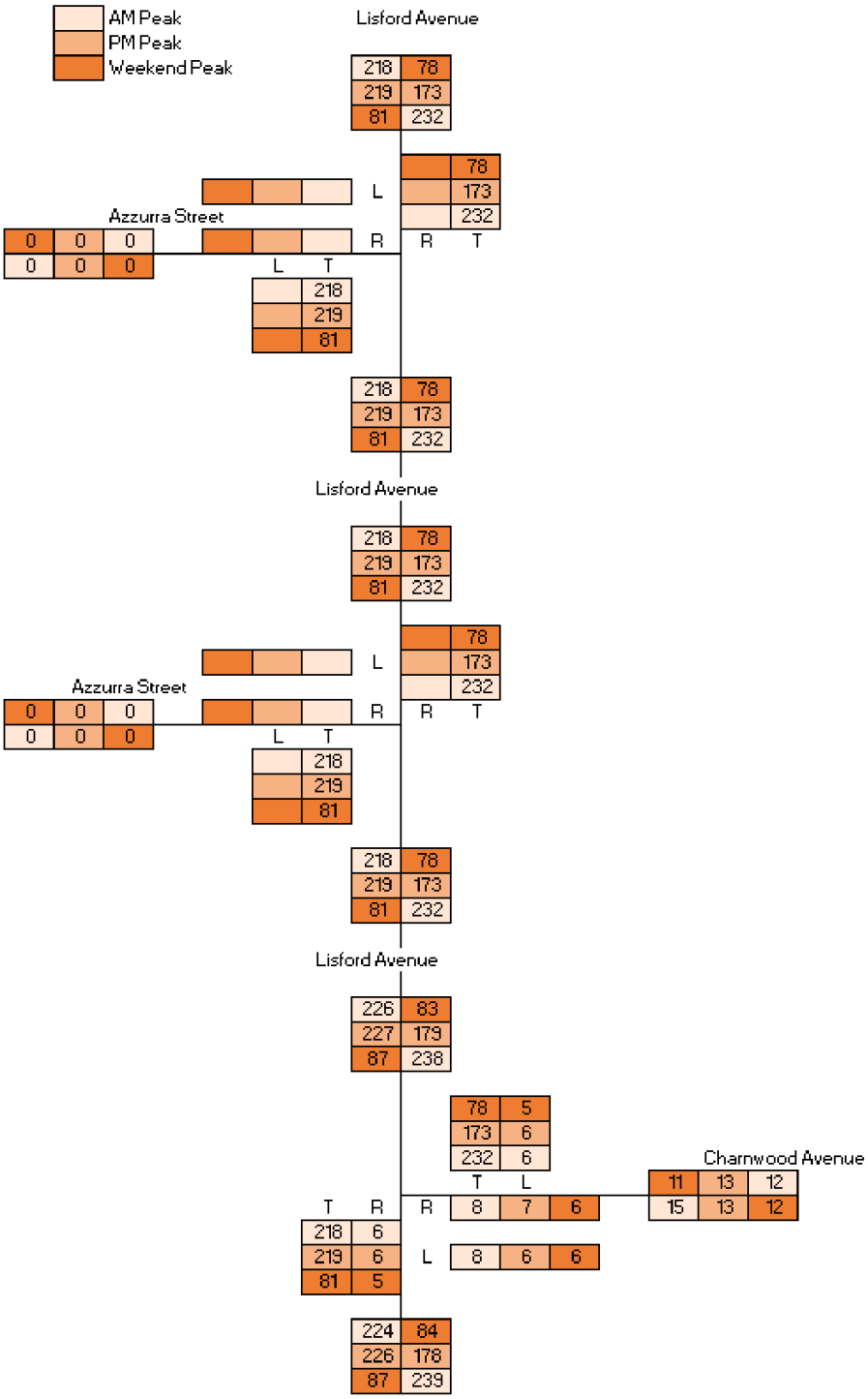


Figure 7-9 Scenario 2 – 2024 Traffic with Development (AM, PM and Weekend)

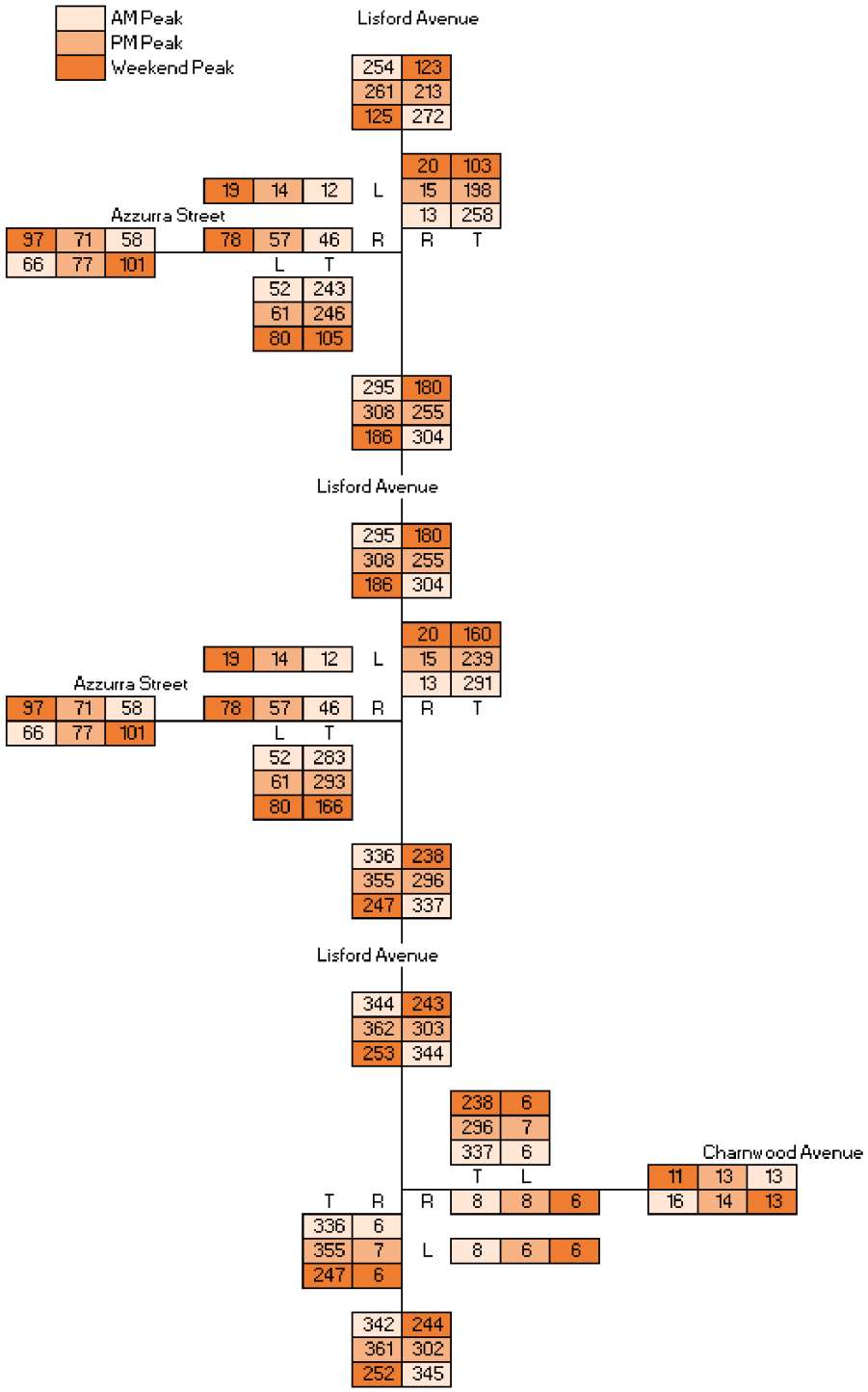


Figure 7-10 Scenario 3 – 2034 Traffic with Development (AM, PM and Weekend)

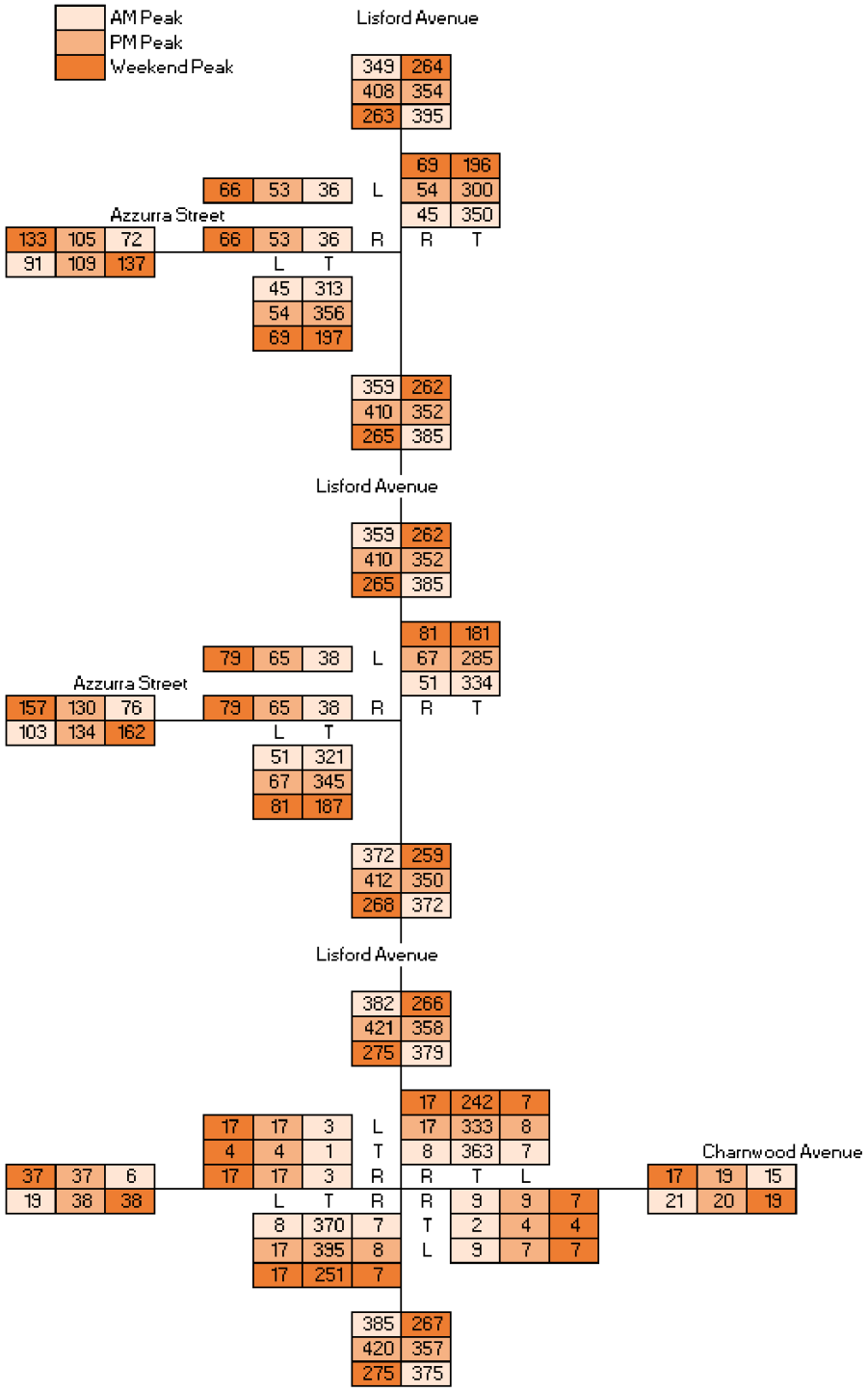
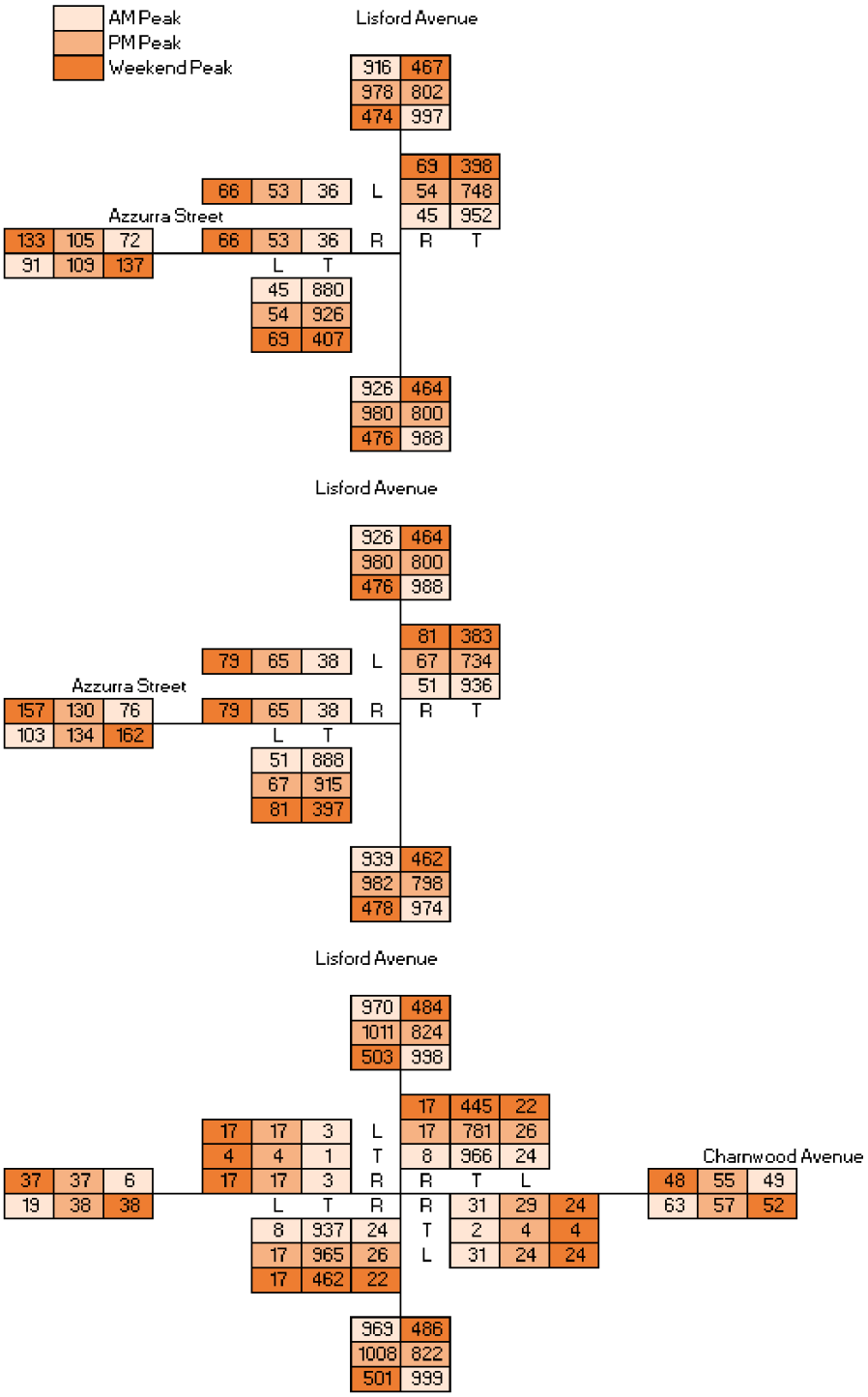


Figure 7-11 Scenario 4 – 2034 Traffic with Development (AM, PM and Weekend) Worse Case



7.6 Intersection Performance

Analysis of the traffic impacts of the proposed development has been carried out for the following intersections:

- Lisford Avenue/Azzurra Street Intersection
- Lisford Avenue/Road 3 Intersection
- Lisford Avenue/Charnwood Avenue Intersection

The identified intersections have been analysed using the SIDRA analysis program. This program calculates the performance of intersections based on input parameters, including geometry and traffic volumes. As an output SIDRA provides values for the Degree of Saturation (DOS), queue lengths, delays, level of service, and 95th Percentile Queue. These parameters are defined as follows:

- Degree of Saturation (DOS): is the ratio of the arrival traffic flow to the capacity of the approach during the same period. The theoretical intersection capacity is exceeded for an un-signalized intersection where DOS > 0.80;
- 95% Queue: is the statistical estimate of the queue length up to or below which 95% of all observed queues would be expected;
- Average Delay: is the average of all travel time delays for vehicles through the intersection. An unsignalised intersection can be considered to be operating at capacity where the average delay exceeds 40 seconds for any movement; and
- Level of Service (LOS): is the qualitative measure describing operational conditions within a traffic stream and the perception by motorists and/or passengers. The different levels of service can generally be described as shown in **Table 7-6**.

Table 7-6 Level of Service (LoS) Performance Criteria

LOS	Description	Signalised Intersection	Unsignalised Intersection
A	Free-flow operations (best condition)	≤10 sec	≤10 sec
B	Reasonable free-flow operations	10-20 sec	10-15 sec
C	At or near free-flow operations	20-35 sec	15-25 sec
D	Decreasing free-flow levels	35-55 sec	25-35 sec
E	Operations at capacity	55-80 sec	35-50 sec
F	A breakdown in vehicular flow (worst condition)	≥80 sec	≥50 sec

A LOS exceeding these values indicates that the road section is exceeding its practical capacity. Above these values, users of the intersection are likely to experience unsatisfactory queueing and delays during the peak hour periods.

7.7 SIDRA Analysis Results

7.7.1 Scenario 1

Figure 7-12 shows SIDRA layout of the Lisford Avenue/Charnwood Avenue intersection and **Table 7-7** provides a summary of the SIDRA results.

Figure 7-12 SIDRA Layout for Lisford Avenue/Charnwood Ave Intersection

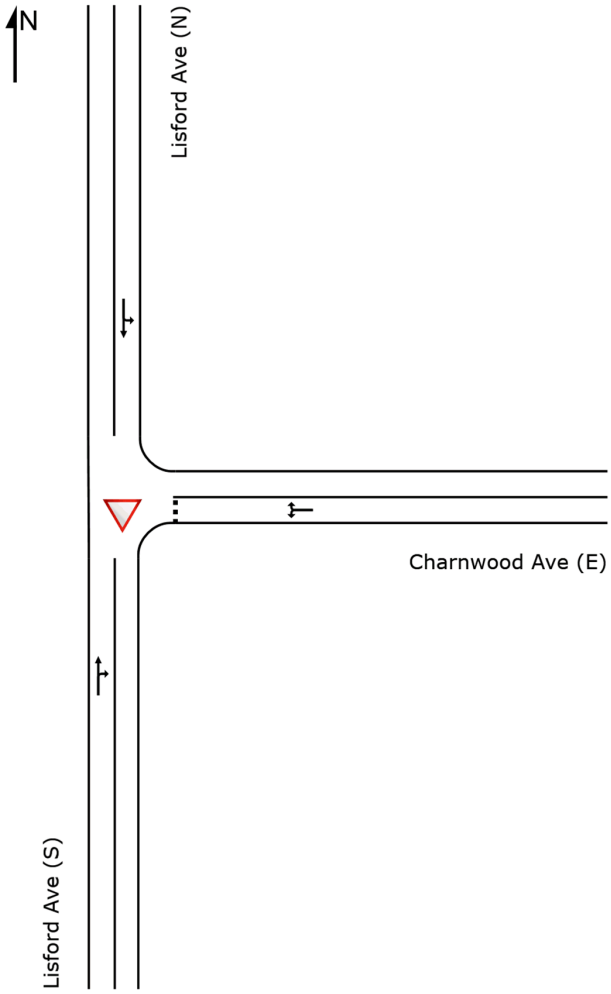


Table 7-7 Lisford Avenue/Charnwood Avenue Intersection – Scenario 1

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	T	0.125	0	A	0.4	0.125	0	A	0.4	0.048	0	A	0.2
	R	0.125	4.9	A	0.4	0.125	4.7	A	0.4	0.048	4.2	A	0.2
Charnwood Ave (E)	L	0.017	6.3	A	0.4	0.013	6.1	A	0.3	0.01	5.8	A	0.2
	R	0.017	7.4	A	0.4	0.013	7.1	A	0.3	0.01	6	A	0.2
Lisford Ave (N)	L	0.135	4.5	A	0	0.102	4.5	A	0	0.047	4.5	A	0
	T	0.135	0	A	0	0.102	0	A	0	0.047	0	A	0
All vehicles		0.135	0.4	A	0.4	0.125	0.4	A	0.4	0.048	0.6	A	0.2

7.7.2 Scenario 2

Figure 7-13 shows SIDRA layout of the Lisford Avenue/Azzurra Street intersection and **Table 7-8** provides a summary of the SIDRA results.

Figure 7-13 SIDRA Layout for Lisford Avenue/Azzurra Street Intersection

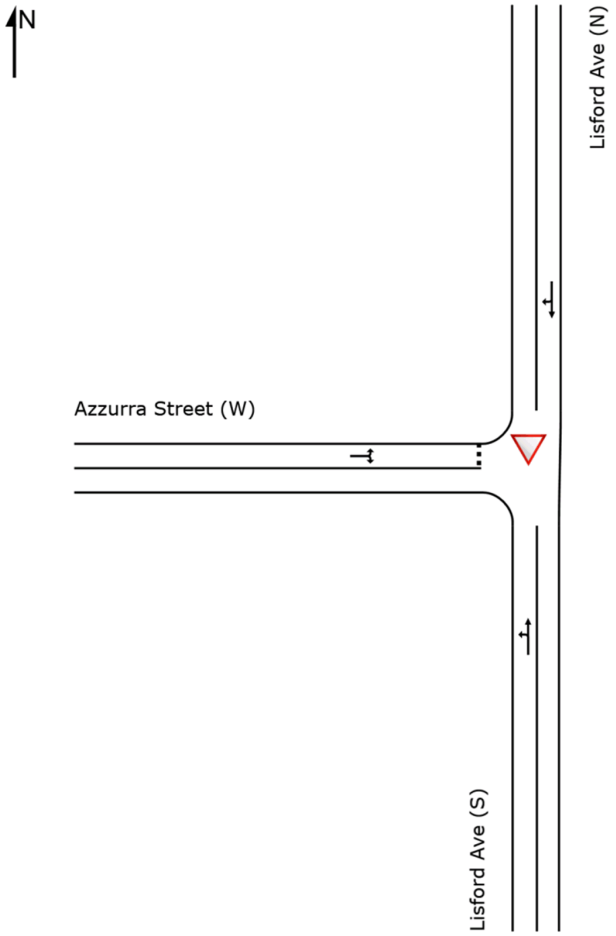


Table 7-8 Lisford Avenue/Azzurra Street Intersection – Scenario 2

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.17	4.1	A	0	0.177	4.1	A	0	0.113	4.1	A	0
	T	0.17	0	A	0	0.177	0	A	0	0.113	0	A	0
Lisford Ave (N)	T	0.157	0.1	A	0.4	0.125	0.1	A	0.4	0.073	0.2	A	0.5
	R	0.157	5.7	A	0.4	0.125	5.7	A	0.4	0.073	5.1	A	0.5
Azzurra Street (W)	L	0.076	5.5	A	0.8	0.089	5.5	A	0.9	0.097	5	A	1
	R	0.076	7.3	A	0.8	0.089	7	A	0.9	0.097	5.7	A	1
All vehicles		0.17	1.1	A	0.8	0.177	1.4	A	0.9	0.113	2.4	A	1

Figure 7-14 shows SIDRA layout of the Lisford Avenue/Road 3 intersection and **Table 7-9** provides a summary of the SIDRA results.

Figure 7-14 SIDRA Layout for Lisford Avenue/Road 3 Intersection

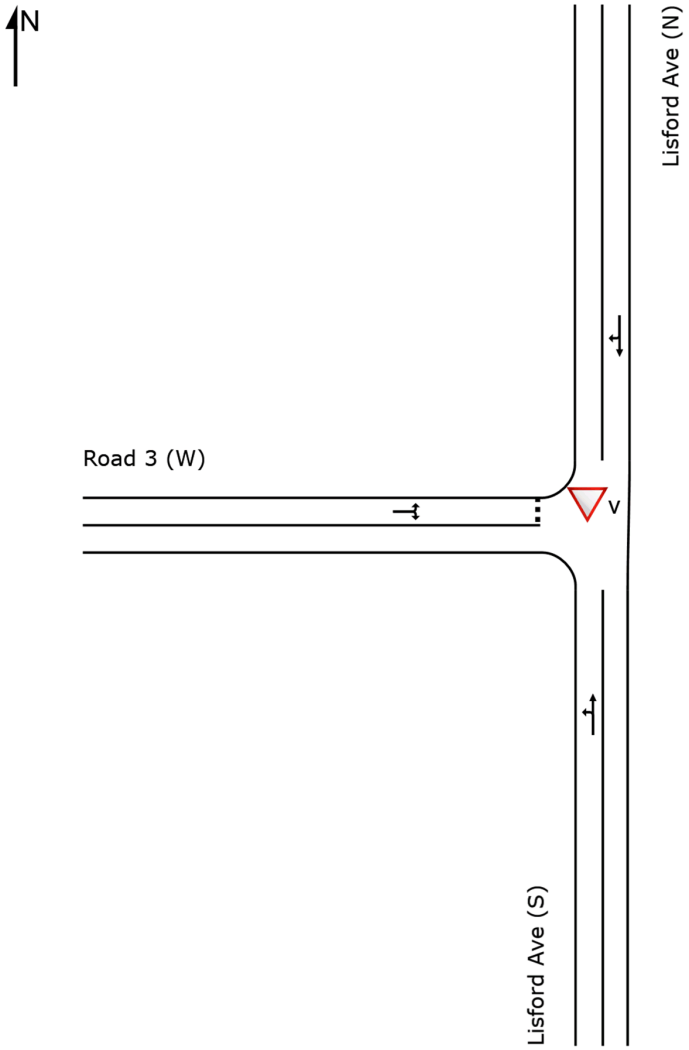


Table 7-9 Lisford Avenue/Road 3 Intersection – Scenario 2

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.192	5.5	A	0	0.203	5.5	A	0	0.147	5.5	A	0
	T	0.192	0	A	0	0.203	0	A	0	0.147	0	A	0
Lisford Ave (N)	T	0.176	0.1	A	0.4	0.149	0.2	A	0.5	0.106	0.2	A	0.5
	R	0.176	5.6	A	0.4	0.149	5.6	A	0.5	0.106	5	A	0.5
Road 3 (W)	L	0.082	5.6	A	0.8	0.098	5.7	A	1	0.108	5.2	A	1.1
	R	0.082	7.8	A	0.8	0.098	7.6	A	1	0.108	6.4	A	1.1
All vehicles		0.192	1.2	A	0.8	0.203	1.4	A	1	0.147	2.2	A	1.1

For Scenario 2, the intersection of Lisford Avenue/Charnwood Avenue remains unchanged from **Figure 7-12**. **Table 7-10** provides a summary of the SIDRA results.

Table 7-10 Lisford Avenue/Charnwood Avenue Intersection – Scenario 2

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	T	0.19	0	A	0.2	0.201	0	A	0.2	0.141	0	A	0.2
	R	0.19	7.1	A	0.2	0.201	6.8	A	0.2	0.141	6.4	A	0.2
Charnwood Ave (E)	L	0.021	6.7	A	0.2	0.018	6.5	A	0.2	0.013	6.3	A	0.1
	R	0.021	9	A	0.2	0.018	8.8	A	0.2	0.013	7.6	A	0.1
Lisford Ave (N)	L	0.195	5.5	A	0	0.172	5.5	A	0	0.139	5.5	A	0
	T	0.195	0	A	0	0.172	0	A	0	0.139	0	A	0
All vehicles		0.195	0.3	A	0.2	0.201	0.3	A	0.2	0.141	0.3	A	0.2

7.7.3 Scenario 3

For Scenario 3, the intersection of Lisford Avenue/Azzurra Street remains unchanged from **Figure 7-13**. **Table 7-11** provides a summary of the SIDRA results.

Table 7-11 Lisford Avenue/Azzurra Street Intersection – Scenario 3

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.202	4.1	A	0	0.228	4.1	A	0	0.149	4.1	A	0
	T	0.202	0	A	0	0.228	0	A	0	0.149	0	A	0
Lisford Ave (N)	T	0.199	0.1	A	0.6	0.172	0.3	A	0.8	0.109	0.2	A	0.7
	R	0.199	6.2	A	0.6	0.172	6.4	A	0.8	0.109	5.5	A	0.7
Azzurra Street (W)	L	0.108	5.7	A	1.1	0.158	5.9	A	1.6	0.149	5.2	A	1.6
	R	0.108	8.3	A	1.1	0.158	8.4	A	1.6	0.149	6.5	A	1.6
All vehicles		0.202	1.3	A	1.1	0.228	1.7	A	1.6	0.149	2.5	A	1.6

For Scenario 3, the intersection of Lisford Avenue/Road 3 remains unchanged from **Figure 7-14**. **Table 7-12** provides a summary of the SIDRA results.

Table 7-12 Lisford Avenue/Road 3 Intersection – Scenario 3

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.237	5.5	A	0	0.265	5.5	A	0	0.195	5.5	A	0
	T	0.237	0	A	0	0.265	0	A	0	0.195	0	A	0
Lisford Ave (N)	T	0.225	0.2	A	0.9	0.215	0.4	A	1.3	0.16	0.4	A	1.2
	R	0.225	6.3	A	0.9	0.215	6.6	A	1.3	0.16	5.6	A	1.2
Road 3 (W)	L	0.127	6	A	1.3	0.219	6.3	A	2.3	0.202	5.5	A	2.2
	R	0.127	9.3	A	1.3	0.219	9.9	A	2.3	0.202	7.7	A	2.2
All vehicles		0.237	1.5	A	1.3	0.265	2.2	A	2.3	0.202	2.7	A	2.2

For Scenario 3, the intersection of Lisford Avenue/Charnwood Avenue is upgraded to a 4 way roundabout (with a new western approach, Australis Drive) as shown in **Figure 7-15**. **Table 7-13** provides a summary of the SIDRA results.

Figure 7-15 SIDRA Layout for Lisford Avenue/Charnwood Avenue/Australis Drive Intersection

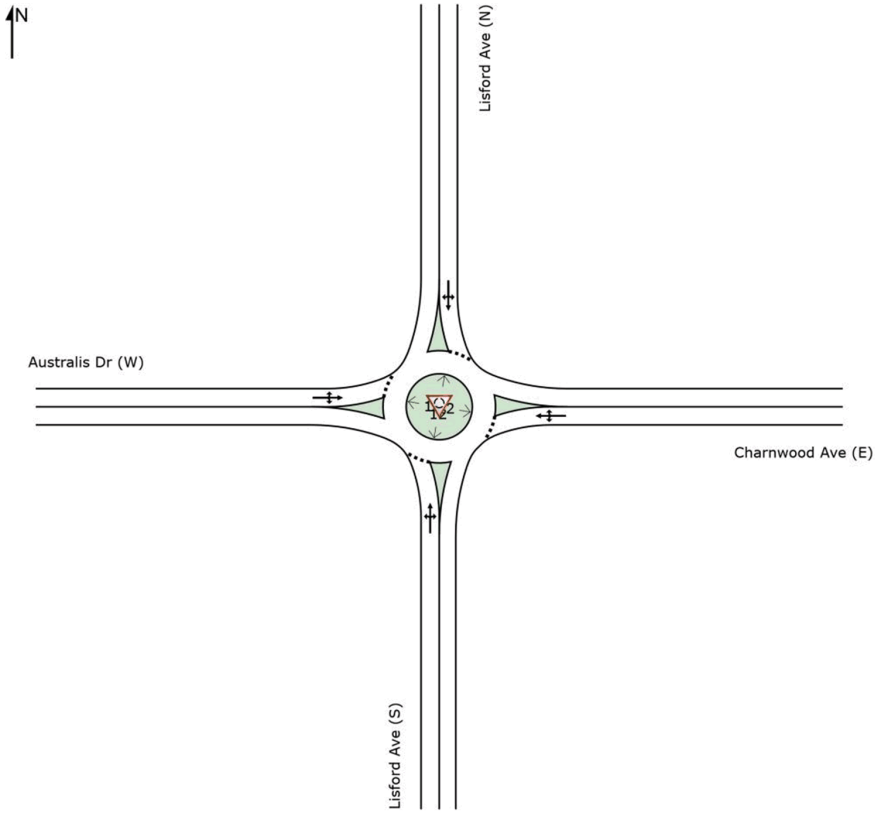


Table 7-13 Lisford Avenue/Charnwood Ave Intersection – Scenario 3

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.301	4.4	A	6.9	0.344	4.5	A	8.1	0.256	4.5	A	5.3
	T	0.301	4.8	A	6.9	0.344	4.9	A	8.1	0.256	4.8	A	5.3
	R	0.301	8.4	A	6.9	0.344	8.5	A	8.1	0.256	8.4	A	5.3
Charnwood Ave (E)	L	0.026	6.2	A	0.4	0.026	6.3	A	0.5	0.022	5.7	A	0.4
	T	0.026	6.2	A	0.4	0.026	6.3	A	0.5	0.022	5.8	A	0.4
	R	0.026	10.4	B	0.4	0.026	10.5	B	0.5	0.022	9.9	A	0.4
Lisford Ave (N)	L	0.282	4.3	A	6.3	0.303	4.4	A	7.4	0.252	4.4	A	5.7
	T	0.282	4.5	A	6.3	0.303	4.7	A	7.4	0.252	4.7	A	5.7
	R	0.282	8.3	A	6.3	0.303	8.4	A	7.4	0.252	8.4	A	5.7
Australis Dr (W)	L	0.009	6.2	A	0.1	0.049	6.7	A	0.8	0.043	5.7	A	0.7
	T	0.009	6.2	A	0.1	0.049	6.7	A	0.8	0.043	5.7	A	0.7
	R	0.009	9.8	A	0.1	0.049	10.3	B	0.8	0.043	9.3	A	0.7
All vehicles		0.301	4.8	A	6.9	0.344	5.1	A	8.1	0.256	5.1	A	5.7

7.7.4 Scenario 4

For Scenario 4, the intersection of Lisford Avenue/Azzurra Street has been modified as shown in **Figure 7-16**. **Table 7-14** provides a summary of the SIDRA results.

Figure 7-16 SIDRA Layout for Lisford Avenue/Azzurra Street Intersection (with assumed intersection upgrades)

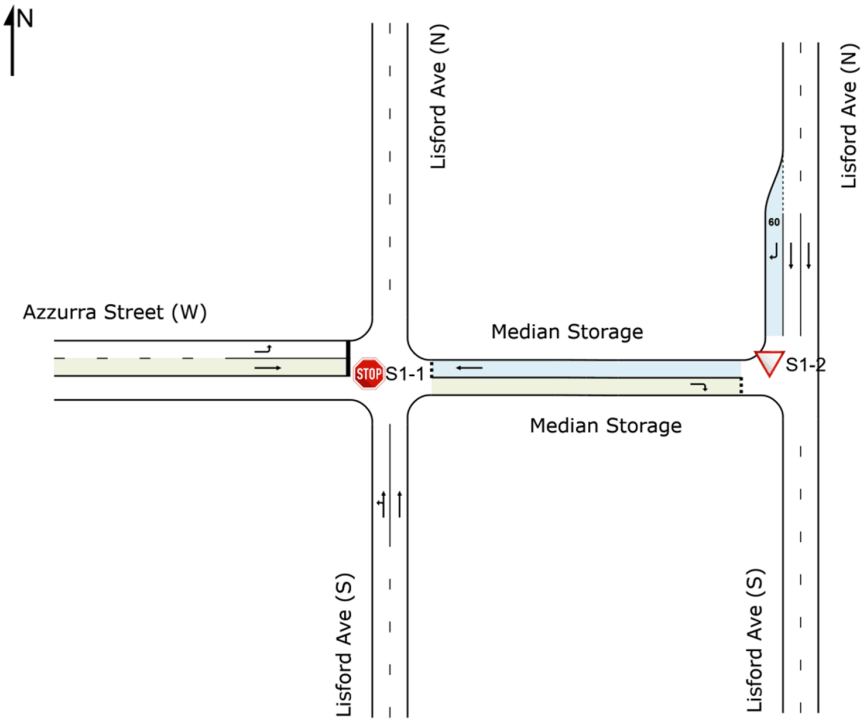


Table 7-14 Lisford Avenue/Azzurra Street Intersection – Scenario 4

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	L	0.253	4.1	A	0	0.269	4.1	A	0	0.131	4.1	A
	T	T	0.253	0	A	0	0.269	0	A	0	0.131	0	A
Lisford Ave (N)	T	T	0.265	0.1	A	0	0.206	0.1	A	0	0.11	0	A
	R	R	0.071	11.1	B	0	0.115	11.9	B	0	0.078	7.7	A
Azzurra Street (W)	L	L	0.043	10.3	B	0.5	0.066	10.5	B	0.8	0.058	8.9	A
	R	R	0.159	28.7	D	1.7	0.263	31.4	D	2.9	0.12	14.5	B
All vehicles			0.265	1.3	A	1.7	0.269	1.9	A	2.9	0.131	2.3	A

For Scenario 4, the intersection of Lisford Avenue/Road 3 has been modified as shown in **Figure 7-17**. **Table 7-15** provides a summary of the SIDRA results.

Figure 7-17 SIDRA Layout for Lisford Avenue/Road 3 Intersection (with assumed intersection upgrades)

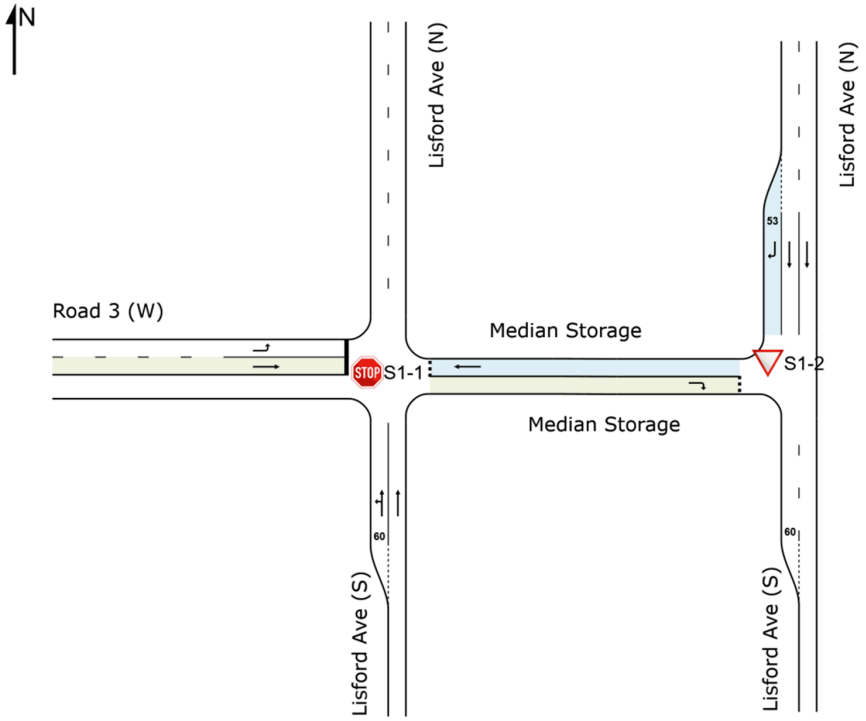


Table 7-15 Lisford Avenue/Road 3 Intersection – Scenario 4

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.257	5.5	A	0	0.269	5.5	A	0	0.132	5.5	A	0
	T	0.257	0	A	0	0.269	0	A	0	0.132	0	A	0
Lisford Ave (N)	T	0.39	0.6	A	0	0.305	0.4	A	0	0.159	0.2	A	0
	R	0.102	9.7	A	0	0.143	10.4	B	0	0.091	6.2	A	0
Road 3 (W)	L	0.046	10.3	B	0.5	0.079	10.5	B	0.9	0.069	8.8	A	0.8
	R	0.172	32.1	D	1.8	0.32	34.3	D	3.7	0.143	15.2	C	1.7
All vehicles		0.39	1.7	A	1.8	0.32	2.5	A	3.7	0.159	2.8	A	1.7

For Scenario 4, the intersection of Lisford Avenue/Charnwood Avenue remains unchanged from **Figure 7-15**. **Table 7-16** provides a summary of the SIDRA results.

Table 7-16 Lisford Avenue/Charnwood Ave Intersection – Scenario 4

Intersection Approach		AM				PM				Weekend			
		DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)	DOS	Delay (s)	LOS	Ave. Back of Queue (m)
Lisford Ave (S)	L	0.688	4.9	A	31.6	0.727	5.1	A	34.4	0.37	4.7	A	9.2
	T	0.688	5.2	A	31.6	0.727	5.4	A	34.4	0.37	5	A	9.2
	R	0.688	8.8	A	31.6	0.727	9.1	A	34.4	0.37	8.6	A	9.2
Charnwood Ave (E)	L	0.163	14.5	B	3.5	0.119	11	B	2.5	0.072	6.9	A	1.3
	T	0.163	14.5	B	3.5	0.119	11	B	2.5	0.072	6.9	A	1.3
	R	0.163	19.4	B	3.5	0.119	15.7	B	2.5	0.072	11.1	B	1.3
Lisford Ave (N)	L	0.686	4.6	A	30.8	0.601	4.7	A	21.9	0.36	4.5	A	8.9
	T	0.686	4.9	A	30.8	0.601	5	A	21.9	0.36	4.8	A	8.9
	R	0.686	8.6	A	30.8	0.601	8.8	A	21.9	0.36	8.5	A	8.9
Australis Dr (W)	L	0.017	13.5	B	0.3	0.102	14.9	B	2.1	0.051	7	A	0.9
	T	0.017	13.5	B	0.3	0.102	14.8	B	2.1	0.051	7	A	0.9
	R	0.017	17	B	0.3	0.102	18.4	B	2.1	0.051	10.6	B	0.9
All vehicles		0.688	5.5	A	31.6	0.727	5.8	A	34.4	0.37	5.4	A	9.2

7.8 Analysis Summary

A summary of the SIDRA results are as follows:

- The Lisford Avenue/Azzurra Street intersection operates at an acceptable level of service for all scenarios.
- The Lisford Avenue/Road 3 intersection operates at an acceptable level of service for all scenarios. There is no justification for restricting this intersection to Left-In-Left-Out movements, even after the duplication of Lisford Avenue.
- The Lisford Avenue/Charnwood Avenue intersection operates at an acceptable level of service for all scenarios.

In conclusion, the proposed road network is able to satisfactorily accommodate the estimated traffic generated by the LDP.

8 Site Specific Issues

8.1 Access Arrangements for Lisford Avenue/Azzurra Street and Southern Site Access (Access 4)

The City of Wanneroo have provided comments suggesting that the access arrangements for Lisford Avenue/Azzurra Street and Southern Site Access (Access 4) be changed to left in, left out (LILO) only. The following section provides a summary of the implications

8.1.1 Lisford Avenue/Azzurra Street

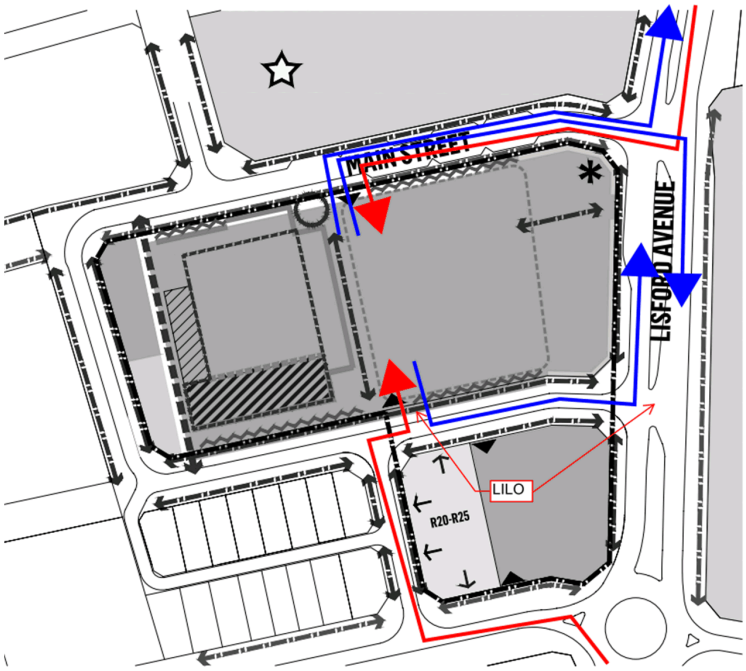
The advantages of retaining full movements at Lisford Avenue/ Road 3 intersection is that it reduces the traffic burden at the Azzurra Street/Lisford Avenue and Charnwood Avenue/Lisford Avenue intersections as traffic can be more evenly distributed across the three intersections. The effect of this is that it improves the overall operation across the three intersections whereas the LILO restrictions may result in one intersection (likely Azzurra Street/Lisford Avenue) operating significantly worse due to the additional right turn movements being re-routed to this intersection. **Figure 8-1** shows, in general terms, the concentration of traffic movements that would occur on Azzurra Street as a result of restricting Road 3 and the southern crossover to Left-In-Left Out movements.

A LILO intersection would also increase travel times for vehicles heading southbound along Lisford Avenue as vehicles will need to travel further to an intersection where right turns are permitted.

In addition, the movement restriction at this intersection will impact the proposed semi-trailer movements for the development as it will require the loading dock to be redesigned or further modifications potentially required to the nearby roads/intersections (likely dependent on the semi-trailer route).

SIDRA analysis of the Lisford Avenue / Road 3 intersection shows that it operates satisfactorily in all scenarios, even after duplication of Lisford Avenue. Therefore, there is no justification for restricting movements to Left-In-Left-Out at this location.

Figure 8-1 Likely Inbound and Outbound Routes (LILO arrangement)



8.1.2 Lisford Avenue/ Southern Site Access (Access 4)

The proposed Southern Site Access (to Road 3) is expected to function adequately in its proposed form, as a full movement crossover. Most of the traffic movements to/from the crossover will be to/from the east (Lisford Avenue). Minimal right turns out of the crossover towards the west are expected as there is limited network connectivity and land use to the west of the crossover. The crossover is located offset from the future south road, is on a section of town centre street that is designed for traffic speeds below 40km/h, and is compliant with AS2890.1.

The intersection of Road 3 and the future south road is expected to have very low turning volumes. Significantly less than 1,000vpd are projected to use both Road 3 and the future south road, based on the designation of 'Access Street' specified in the *Two Rocks Town Centre Traffic and Transport Report* (SKM, 2014).

9 Conclusions and Summary

This Transport Impact Assessment outlines the transport aspects of the proposed Site A and Local Development Plan focusing on traffic operations, loading vehicle operations, access and the provision of car parking.

This assessment has been prepared in accordance with the *WAPC Transport Impact Assessment Guidelines for Developments: Volume 3 – Subdivisions (2016).*

The following are conclusions about Site A and proposed LDP:

- The proposed LDP comprises of the following:
  - **Site A (Proposed Woolworths/Commercial Development Application – 4,133m^2)**
    - Supermarket
    - Liquor store
    - Café
    - Specialty retail stores
    - 242 car parking bays
  - **Site B (approximately 2,000m^2)**
    - Future commercial development
    - Public open space/drainage
  - **Site C (1,702m^2)**
    - Future pad site
  - **Site D (approximately 4,800m^2)**
    - Future commercial development
    - Future residential development
- The opening year development (comprising of Site A) represents a two-way trip generation of approximately 246 vehicles during the weekday AM peak hour, 295 vehicles during the weekday PM peak hour and 395 vehicles during the weekend peak hour.
- The full LDP development (comprising of Site A, B, C & D) represents a two-way trip generation of approximately 365 vehicles during the weekday AM peak hour, 552 vehicles during the weekday PM peak hour and 664 vehicles during the weekend peak hour.
- The SIDRA assessment shows that all intersections operate at an acceptable level of service for all scenarios. This includes a sensitivity test undertaken for a very high 20% per annum background traffic growth scenario.
- All access points are anticipated to operate satisfactorily.
- Parking supply for Site A is sufficient for the proposed development.

APPENDIX A

WAPC CHECKLIST

ITEM	PROVIDED	COMMENTS
Summary		
Introduction/Background	Section 1	
Subdivision proposal		
regional context	Section 3	
proposed land uses	Section 3	
table of land uses and quantities	Section 3	
major attractors/generators	Section 3	
specific issues	N/A	
Existing situation		
existing land uses within structure plan	Section 2	
existing land uses within 800 metres of subdivision	Section 2	
existing road network within subdivision	Section 2	
existing pedestrian/cycle networks within subdivision	Section 2	
existing public transport services within structure plan area	Section 2	
existing road network within 2 (or 5) km of subdivision	Section 2	
traffic flows on roads within subdivision area (PM and/or AM peak hours)	Section 2	
traffic flows on roads within 2 (or 5) km of within subdivision area (AM and/ or PM peak hours)	Section 2	
existing pedestrian/cycle networks within 800m of subdivision	Section 2	
existing public transport services within 800m of subdivision area	Section 2	
Proposed internal transport networks		
changes/additions to existing road network or proposed new road network	N/A	
road reservation widths	N/A	
road cross-sections & speed limits	N/A	
intersection controls	N/A	
pedestrian/cycle networks and crossing facilities	N/A	
public transport routes	N/A	
Changes to external transport networks		
road network	Section 5	
intersection controls	N/A	
pedestrian/cycle networks and crossing facilities	Section 5	
public transport services	Section 5	
Integration with surrounding area		
trip attractors/generators within 800 metres	Section 6	
proposed changes to land uses within 800 metres	N/A	
travel desire lines from structure plan to these attractors/generators	N/A	

ITEM	PROVIDED	COMMENTS
adequacy of external transport networks	N/A	
deficiencies in external transport networks	N/A	
remedial measures to address deficiencies	N/A	
Analysis of internal transport networks		
assessment year(s) and time period(s)	Section 7	
subdivision generated traffic	Section 7	
extraneous (through) traffic	Section 7	
design traffic flows (that is, total traffic)	Section 7	
road cross-sections	N/A	
intersection sight distances	N/A	
intersection operation and method of control	N/A	
frontage access strategy	N/A	
pedestrian/cycle networks	N/A	
safe walk/cycle to school assessment (residential subdivisions only)	N/A	
pedestrian permeability & efficiency	N/A	
access to public transport	N/A	
Analysis of external transport networks		
base flows for assessment year(s)	Section 7	
total traffic flows	Section 7	
road cross-sections	N/A	
intersection layouts & controls	Section 7	
pedestrian/cycle networks	N/A	
Safety issues		
Identify issues	N/A	
Remedial measures	N/A	
Conclusions	Section 8	

APPENDIX B

SITE PLANS

SITE PLAN

1 : 500

0 5 10 15 20

1:500

DA ISSUE

ISSUED FOR DEVELOPMENT APPROVAL

Rev	Amendment	Date
A	FOR INFORMATION	24/11/20
B	FOR INFORMATION	17/02/21
C	FOR INFORMATION	05/03/21
D	FOR INFORMATION	09/03/21
E	FOR CLIENT ISSUE	18/03/21
F	FOR INFORMATION	19/03/21
G	FOR INFORMATION	23/03/21
H	FOR CLIENT REVIEW	25/06/21
J	DRP PRESENTATION	08/07/21
K	DRP PRESENTATION 2	29/07/21
L	ISSUE FOR REVIEW	16/08/21
M	ISSUE FOR REVIEW	01/09/21
N	FOR REVIEW	09/09/21
P	FOR REVIEW	13/09/21
Q	FOR REVIEW	14/09/21
R	FOR CLIENT APPROVAL	17/09/21
S	FOR CLIENT APPROVAL	06/10/21
T	DA ISSUE	15/10/21

WOOLWORTHS SITE

TOTAL SITE AREA	16929m2
SITE AREA	15227m2
WOOLWORTHS (WITH EXPANSION)	3600m2
WOOLWORTHS (WITHOUT EXPANSION)	2942m2
FUTURE EXPANSION - INCL. OFFICE MEZZANINE	658m2
CAFE	85m2
SPECIALTY 1 (LIQUOR)	200m2
SPECIALTY 2	82m2
SPECIALTY 3	78m2
SPECIALTY 4	151m2
RETAIL / COMMERICAL	595 m2
TOTAL AREA	**4791m2**
PARKING REQUIRED WW - 5 BAYS/100m2 GLA	**240 BAYS**

FUTURE PAD SITE

SITE AREA	1702 m2

PARKING PROVIDED

GENERAL	226 BAYS
STREET PARKING	10 BAYS
PICKUP	6 BAYS
TOTAL	**242 BAYS**

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FABCOT PTY LTD

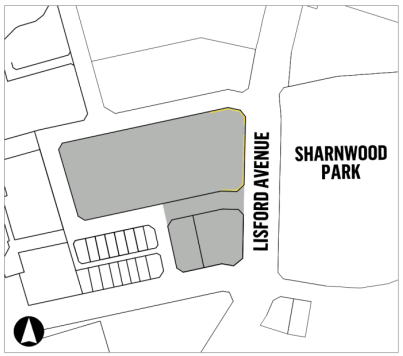
WOOLWORTHS TWO ROCKS

SITE PLAN

Scale	As indicated		
Drawn	DF	Checked	MJ
Date	15/10/21		
Job No.	2020050		
Dwg No.	**3353 02**	Rev:	**T**

A1 SHEET

LOCATION PLAN



LOCATION PLAN

- LDP APPLICATION AREA
- ACTIVE FRONTAGE
- SEMI-ACTIVE FRONTAGE
- ATTRACTIVE FRONTAGE
- INTERIM ATTRACTIVE FRONTAGE
- LANDSCAPE FRONTAGE
- PRIMARY BUILDING ORIENTATION RESIDENTIAL DEVELOPMENT
- SECONDARY BUILDING ORIENTATION RESIDENTIAL DEVELOPMENT
- INDICATIVE BUILDING EMPHASIS LOCATION
- COMMERCIAL ZONE
- RESIDENTIAL ZONE
- PUBLIC OPEN SPACE AND DRAINAGE
- PUBLIC REALM NODE
- KING NEPTUNE STATUE
- SHARED PATH LINKAGES
- PEDESTRIAN LINKAGES
- INDICATIVE VEHICLE ACCESS - FULL MOVEMENT
- SERVICE LANE
- INDICATIVE SERVICE ZONE
- INDICATIVE CAR PARK AND CIRCULATION AREA
- INDICATIVE SUPERMARKET PRIORITY ZONE
- FUTURE EXPANSION AREA

ENDORSEMENT TABLE

This Local Development Plan has been approved by Council under clause 52(1)(a) of the Deemed Provisions of District Planning Scheme No.2

Manager Approval Services
City of Wanneroo

Date

URBIS

Precinct C Local Development Plan

Part Lot 9702 Enterprise Avenue, Two Rocks

Level 14, The Quadrant, 1 William Street | Perth WA 6000 Australia | +61 8 9346 0500 | URBIS Pty Ltd | ABN 50 105 256 228

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CLIENT
Woolworths

1:1000 @ A3
10 20m

PROJECT NO. P0027502
DATE 08.10.202
DRAWING NO. 01.1
REVISION E

LDP PROVISIONS

The standards of the City of Wanneroo District Planning Scheme No.2 (DPS 2) and relevant policies are refined where detailed on this Local Development Plan (LDP).

This LDP is made pursuant to Part 6 of Schedule 2 - Deemed Provisions for Local Planning Schemes, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the Two Rocks Town Centre Structure Plan (Structure Plan).

VISION

The overall intent of the LDP is to facilitate the development of Precinct C as a high- uality, retail and service focused centre comprising a diversity of land uses. The precinct will be highly accessible to the surrounding community by walking and cycling and will be a central meeting place for the Two Rocks community.

Central to the precinct is the delivery of a convenience shopping precinct, providing opportunities for community gathering and social activity. The LDP allows for the expansion of the proposed retail use in the future, incorporating suitable provisions re uiring a high- uality landscaping solution in the interim to ensure an attractive southern interface. The LDP has been designed to maximise views to the King Neptune statue to the north as well as north-west to the Marina.

Active frontages will be provided to key areas of A urra Street (main street) (particularly around the eastern permitter of the proposed retail use, at the sites main entry). In particular, a public realm node is located at the site entrance on A urra Street, which will become a community focal point, incorporating alfresco dining and landscape elements such as seating and child play. Opportunities for buildings with landmark elements have also been identified to assist with legibility and wayfinding.

The LDP proposes a Public Open Space (POS) and Drainage area to the south-west of the LDP area to promote better use of core of the centre. The location of the POS has been designed and located in accordance with the broader water management strategy for the Two Rocks Town Centre Structure Plan area.

Residential development is provided to the south of the LDP area in the form of single residential lots. This will provide a suitable transition to future residential land south of the LDP area, within Precinct E.

DESI N ELEMENTS

STREET FRONTA ES

The LDP provides for 4 fa ade types. These are distributed through the LDP to ensure that activity and built form is scaled and designed to respond to the relevant street context and foster the correct experience for users of the street.

The fa ade standards apply only to non-residential development. Residential development is to be as per the Residential Design Codes, or as provided for in DPS 2 and the Structure Plan.

1. *Active Frontage*

This frontage type is concentrated around the main street, where a high level of activation and clear visual engagement with pedestrians is promoted. Active frontage areas should be designed generally in accordance with the following:

- Default nil setback to street. Setbacks are permitted where re uired to accommodate alfresco dining, a landscaped edge or similar activities. No vehicle parking is permitted in the setback area between the property boundary and the built form.
- Minimum fa ade height of 5.2 metres to provide an appropriate scale and create a sense of enclosure for the pedestrian environment.
- Minimum floor to ceiling height of 3.6 metres on the ground floor.
- 70 ground floor gla ing target, with 50 of gla ed area to be unobscured.
- Continuous awnings provided along active frontages, which are to be integral to the design and functionality of the building, except where an awning is not practical.
- Awnings are to have a minimum height clearance of 3.0 metres from footpath pavement level and be 2.6 metres deep.

2. *Semi-Active Frontage*

This frontage type relates to areas intended to reflect an urban character but does not necessarily accommodate highly active functions. Semi-active frontages shall be designed generally in accordance with the following:

- Setbacks shall be provided to ensure a sense of enclosure to the street.
- Minimum fa ade height of 5.2 metres.
- Minimum floor to ceiling height of 3.6 metres on the ground floor for non-residential uses.
- 50 ground floor gla ing target.

3. *Attractive Frontage*

This frontage type is intended to ensure good design outcomes for areas where design limitations associated with big box retail environments and service areas may occur, such as loading areas and inactive walls. Attractive frontages should be designed generally in accordance with the following:

- All walls to be appropriately treated to create visual interest in the built form through material choice and articulation.
- Application of CPTED principles through material selection is encouraged.
- Continuous built form is encouraged where achievable.
- Opportunities for public art integration into facades and or buildings are encouraged.
- The Interim Attractive Frontage shall provide an attractive frontage until such time as expansion occurs.

4. Landscape Frontage

This frontage type is to be provided where there are no opportunities for a built form street interface. Landscape frontages are intended to provide a high amenity streetscape that is attractive and encourages pedestrian movement through the following:

- Inclusion of statement trees such as Norfolk Island Pines and Cotton Palms as a reference to the site history.
- Verge landscape treatment around the perimeter of the site including hardy native verge planting with coastal groundcover species.
- Inclusion of feature seating and garden beds at key locations to encourage community gathering.

O EN S A E DRAINA E AND LANDS A E

5. Public Open Space to be located in accordance with nominated location.
6. The Public Open Space and Drainage area shall be designed in accordance with the Urban Water Management Plan prepared by RPS (dated 09 September 2021).
7. Water Sensitive Urban Design principles shall be applied to any drainage incorporated in the Public Open Space and Drainage area.
8. The intent of the Public Realm Node is to provide opportunities for community gathering and social activity on the main street, including high uality public realm elements (such as seating, shaded areas and children s play).
9. The Future Expansion Area shall be appropriately landscaped to ensure a suitable southern interface until such time as the retail use is expanded.
10. Trees shall be provided in the Indicative Car Park and Circulation Area at a rate of 1 tree per 10 bays.

BUILDIN EMPHASIS LOCATIONS

11. Identified locations should generally include:
    - A variety of heights to parapets or more pronounced facades.
    - Architectural features such as detailed panels, vertical and hori ontal lines and gla ing.
    - Address both frontages to the street and or public realm.

SCREENIN SERVICES

12. All external services shall be incorporated into the building design where possible.
13. Services shall be a similar colour to the roof and screened from adjacent streets and or the public realm.
14. All service areas (bin storage etc.) and loading docks shall be incorporated into the building design and appropriately screened from the public realm to ensure potential noise and odour impacts are minimised.

SI NA E

15. A Signage Strategy for the centre shall be re uired as a condition of approval, outlining the nature and extent of signage across the site. The strategy will ensure consistency in design and scale of signage.

BUSHFIRE MANA EMENT

16. Bushfire mitigation measures shall apply in accordance with the Bushfire Management Plan prepared by Bushfire Prone Planning (dated 06 October 2021).

URBIS

Precinct C Local Development Plan
Part Lot 9702 Enterprise Avenue, Two Rocks

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CLIENT
Woolworths

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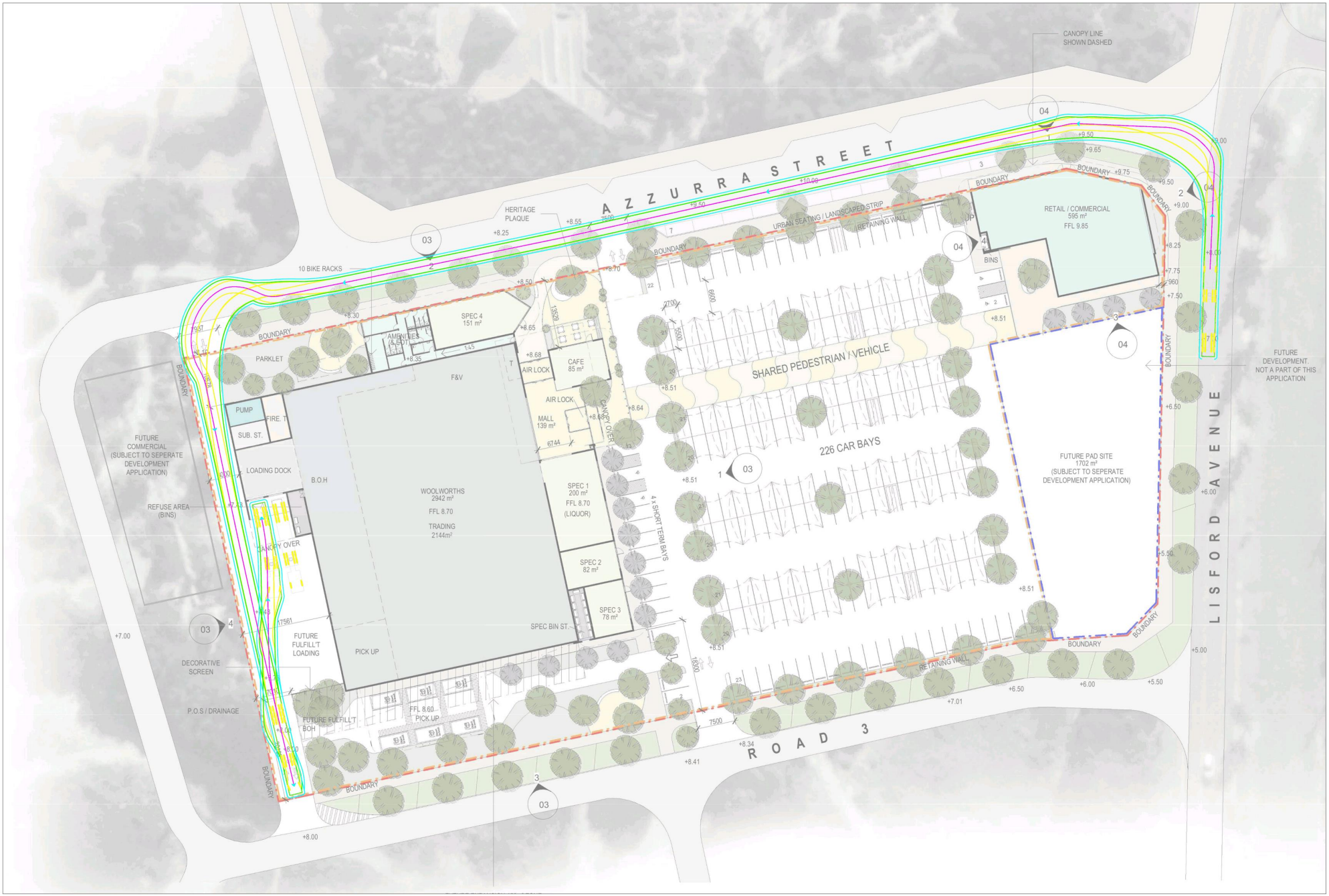
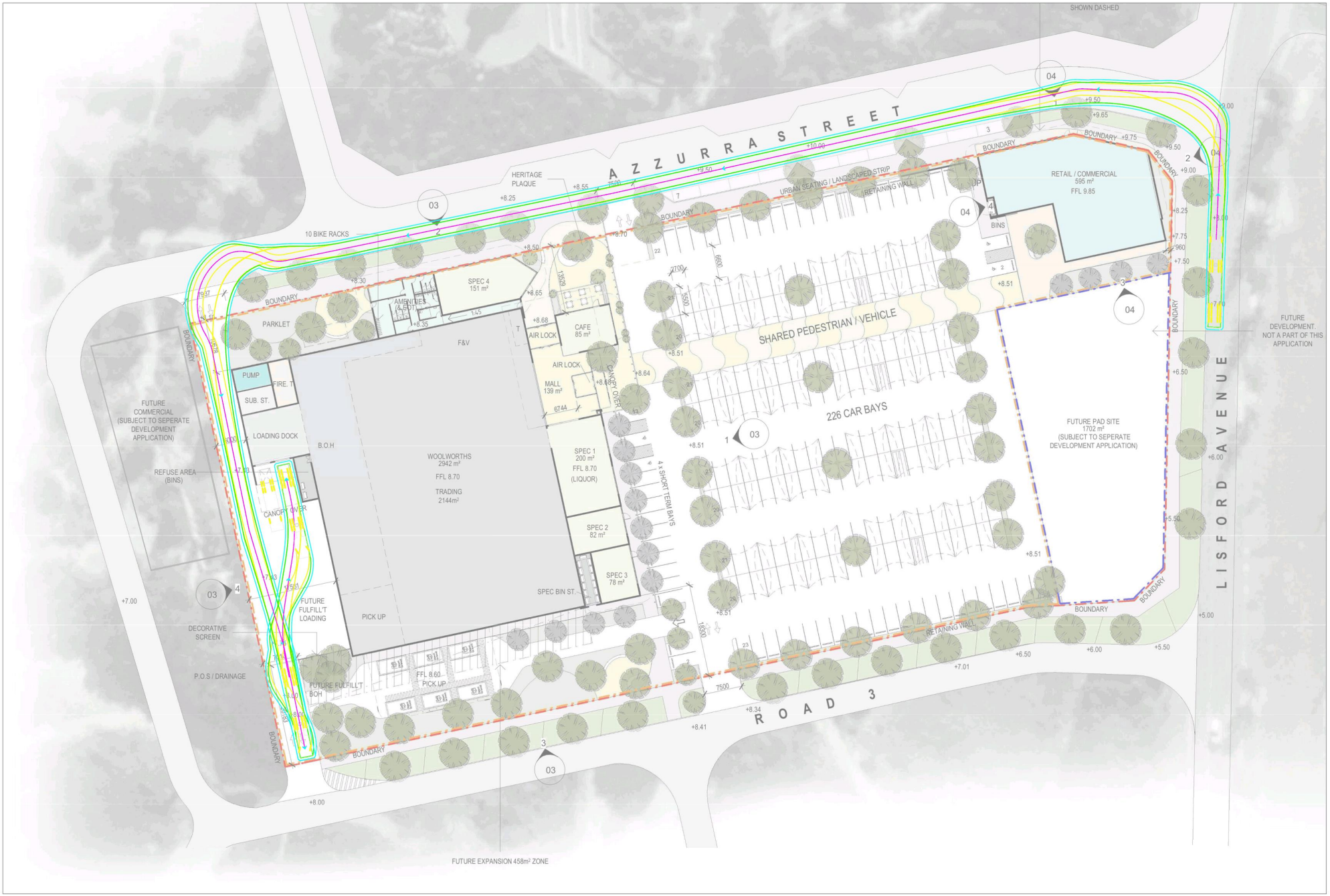
10 20m

PROJECT NO. P0027502
DATE 08.10.202
DRAWING NO. 01.2
REVISION E

APPENDIX C

SWEPT PATHS


AZZURRA STREET
ROAD 3
LISFORD AVENUE
CANOPY LINE SHOWN DASHED
HERITAGE PLAQUE
10 BIKE RACKS
URBAN SEATING / LANDSCAPED STRIP
RETAINING WALL
RETAIL / COMMERCIAL 595 m² FFL 9.85
BINS
SHARED PEDESTRIAN / VEHICLE
226 CAR BAYS
FUTURE PAD SITE 1702 m² (SUBJECT TO SEPERATE DEVELOPMENT APPLICATION)
FUTURE DEVELOPMENT NOT A PART OF THIS APPLICATION
PARKLET
AMENITIES
SPEC 4 151 m²
F&V
CAFE 85 m²
AIR LOCK
MALL 139 m²
SPEC 1 200 m² FFL 8.70 (LIQUOR)
SPEC 2 82 m²
SPEC 3 78 m²
SPEC BIN ST.
WOOLWORTHS 2942 m² FFL 8.70 TRADING 2144m²
PUMP
FIRE T.
SUB. ST.
LOADING DOCK
B.O.H
REFUSE AREA (BINS)
CANOPY OVER
FUTURE COMMERCIAL (SUBJECT TO SEPERATE DEVELOPMENT APPLICATION)
FUTURE FULFILL'T LOADING
PICK UP
FUTURE FULFILL'T BOH
FFL 8.60 PICK UP
DECORATIVE SCREEN
P.O.S / DRAINAGE
4 x SHORT TERM BAYS
BOUNDARY


AZZURRA STREET
ROAD 3
LISFORD AVENUE
SHOWN DASHED
HERITAGE PLAQUE
10 BIKE RACKS
URBAN SEATING / LANDSCAPED STRIP
RETAINING WALL
RETAIL / COMMERCIAL
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FFL 9.85
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SHARED PEDESTRIAN / VEHICLE
226 CAR BAYS
FUTURE PAD SITE
1702 m²
(SUBJECT TO SEPERATE
DEVELOPMENT APPLICATION)
FUTURE
DEVELOPMENT.
NOT A PART OF THIS
APPLICATION
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AMENITIES
(4.5DT)
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AIR LOCK
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200 m²
FFL 8.70
(LIQUOR)
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82 m²
SPEC 3
78 m²
SPEC BIN ST
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FUTURE
COMMERCIAL
(SUBJECT TO SEPERATE
DEVELOPMENT
APPLICATION)
REFUSE AREA
(BINS)
CANOPY OVER
FUTURE
FULFILL'T
LOADING
PICK UP
DECORATIVE
SCREEN
P.O.S / DRAINAGE
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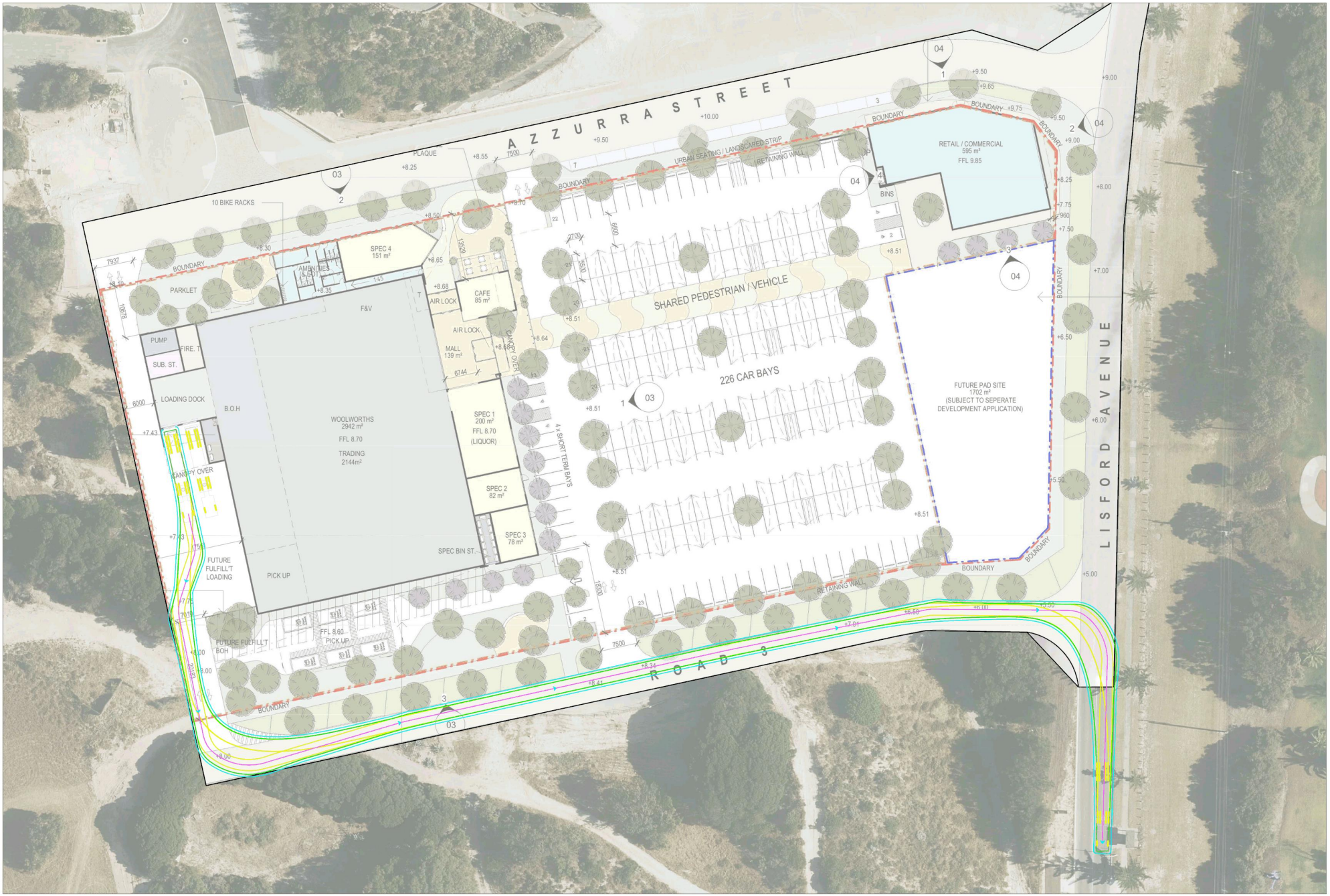
BOH
FFL 8.60
PICK UP
FUTURE EXPANSION 458m² ZONE
BOUNDARY
03
04


AZZURRA STREET
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+7.75
+7.70
+7.04
+8.34
+8.41
+8.00
7500
7937
10878
6000
6744
1500
1950
2700
6600
5500
1-45
960
7500
1800
2035

AZZURRA STREET
LISFORD AVENUE
ROAD 3
SHARED PEDESTRIAN / VEHICLE
226 CAR BAYS
WOOLWORTHS
2942 m²
FFL 8.70
TRADING
2144m²
F&V
SPEC 1
200 m²
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FFL 8.60
PICK UP
BOUNDARY
RETAINING WALL

APPENDIX D

RESPONSE TO THE CITY'S COMMENTS

Cardno

now

Stantec

CW1197300

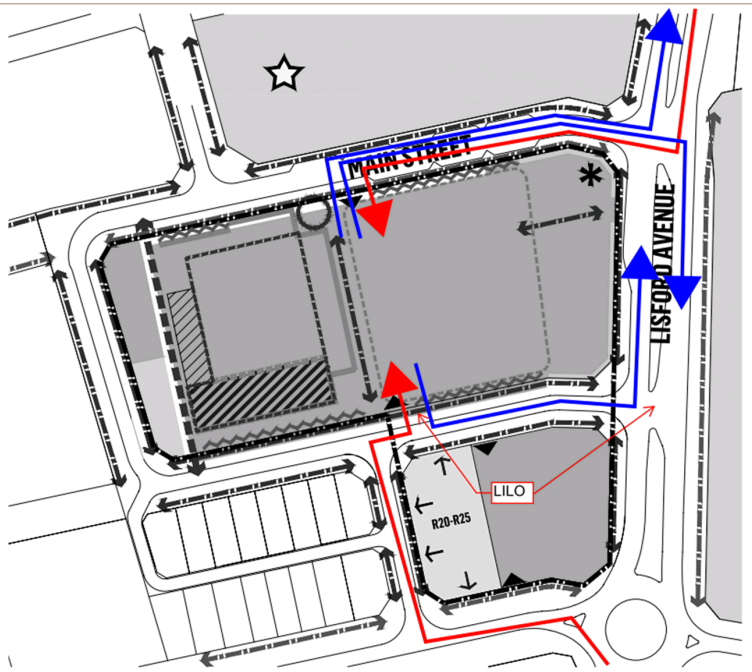
Two Rocks Precinct C LDP and Retail and Commercial DA TIA (Rev B)

28/01/2022

Traffic Comments	Cardno Response
1. The TIA shall be updated to include turning movement diagrams for all assessed scenarios, as per WAPC TIA Guidelines Volume 5 Part C, splitting development traffic and background traffic.	Noted, can be included in updated TIA.
a. TIA should detail what volumes were adopted as existing along Lisford Avenue.	Noted. Can include the source of traffic data (originally requested from the City of Wanneroo) in the amended TIA report.
b. Furthermore, the TIA shall include commentary on the adopted growth rates for Lisford Avenue 2024 and 2031 scenarios, which is currently omitted from the TIA. Current Main Roads WA ROM24 modelling for 2031 shows this section of Lisford Avenue carrying 26,600 vpd (total both directions) indicating the need for the TIA to consider duplication of Lisford Avenue. The TIA also needs to include an assessment against Austroads requirements for turning lanes in the interim (existing) and also in the 2031 scenario assuming that Lisford Avenue is dualled. Ideally this would include concept drawings showing both scenarios.	Noted. Generally, we would only request Main Roads WA ROM data for larger scale developments or projects for Local Government, not individual development TIAs. The most recent traffic data available from 2019, along Lisford Ave (between Sovereign Dr and Weatherley Dr) carries approximately 2,400 vpd. The quoted ROM volumes suggest an average growth rate of approximately 84% per year, which is highly unlikely given that this would equate to volumes similar to parts of Wanneroo Road within the same time frame. The current growth rate assumed within the TIA is 2%. It may be that the Main Roads WA modelling assumes full development buildout of the entire Two Rocks area. However, this assumption would be unrealistic given the rate of development within the Two Rocks area is not anticipated to be that significant over the next 8 years. However, we can agree with the City a sensible long term growth rate to be applied and this can be assessed as a separate “worst case” scenario provided that the City provides us with the ROM data to review and use in the report. A turn warrant assessment can also be included in the updated TIA Report.

c. Traffic Services require further justification on the assumed directional traffic splits being heavily biased to/from the south. In the future scenarios it is more likely to be approximately 50/50 split unless sufficient justification can be provided.	The distribution splits used in the TIA report were made on the assumption that the rate of future development south of the Site will occur at a quicker rate compared to the north. This distribution can be adopted and tested for the “worse case” scenario assessment.
2. Loading area shall be modified so semi-trailers don’t need to nose past the footpath before reversing into docks. Alternatively, perhaps one of the bays could be allocated for semi-trailers and the other for rigid trucks which may help address the above concern.	Noted, the potential for conflict between pedestrians will be low as these truck movements will be low speed and volume (approximately 1 truck per day). Additionally, these truck movements will occur outside of business hours where vehicle and pedestrian traffic will be low. However, we can try to rerun the swept paths minimise/reduce the distance the trucks travels past the footpath.
a. Semi-trailer ingress and egress swept path envelope from the service lane tracks extremely close to the footpath, a risk of conflict with pedestrians waiting to cross the service lane. Applicant is to comment on pedestrian safety.	The potential for conflict between pedestrians will be low as these truck movements will be low speed and volume (approximately 1 truck per day). Additionally, these truck movements will occur outside of business hours where vehicle and pedestrian traffic will be low.
3. Applicant to consider providing raised platforms on approach to the ‘shared pedestrian / vehicle’ treatments to ensure slow vehicle speeds.	Agreed, this will provide a safer outcome for pedestrians.
4. Applicant to demonstrate that proposed on-street parking along Azzurra Street complies with relevant standards, and does not obscure sightlines from Crossover 3.	Noted, can be included in the updated TIA.
5. Applicant to provide more detail regarding the footpath / verge treatment to be adopted along the eastern title boundary, Lisford Avenue frontage. Will the pad site front onto Lisford Avenue?	To be addressed by Architect.
a. It is recommended a 3m red asphalt path be included along the Lisford Avenue frontage between Azzurra Street and the future crossover to the south which will link into existing and future City shared footpath design.	To be addressed by Architect.

6. The semi-trailer egress movement onto Lisford Avenue tracks across the northbound lane for over 20 metres. This may require local road widening, potential installation of a median to reduce potential conflict with northbound Lisford Avenue traffic.	The anticipated number of semi-trailers for the Site is expected to be very low (approximately 1 truck per day) and access/egress movements will generally occur outside of business hours where volumes will be low. However, the swept paths can be updated to try and minimise encroachment across the northbound lane.
7. Traffic Services recommends that the Road 3 intersection with Lisford Avenue is considered for a left-in / left-out arrangement, due to the proximity to the northern and southern intersections which both accommodate full turning movements.	Retaining full movements at Road 3/Lisford Ave intersection reduces the traffic burden at the Azzurra St/Lisford Ave and Charnwood Ave/Lisford Ave intersections as traffic can be more evenly distributed across the three accesses. A LiLo intersection would also increase travel times for vehicles heading southbound along Lisford Ave as vehicles will need to travel further to an intersection where right turns are permitted. In addition, the movement restriction at this intersection will impact the proposed semi-trailer movements for the development as it will require the loading dock to be redesigned or further modifications potentially required to the nearby roads/intersections (likely dependent on the semi-trailer route). Furthermore, volumes along local roads (particularly the future south road) will also increase which may be undesirable for future local residents.
a. Depending on the analysis presented in the revised TIA (addressing the first comment above) a right-turn pocket and associated road widening should be provided for southbound vehicles accessing Main Street (Azzurra Street) as this is likely to accommodate the majority of all traffic approaching the site from the north /east.	To be determined based on the above assessment.
3. Concerns in relation to the location of the southern crossover entrance to/from Road-3 given close proximity to future road to the south. It is recommended this access point be reviewed by Traffic Consultant to ensure appropriate separations and vehicular circulation can occur. Perhaps look at a left-in, left-out style arrangement.	Traffic volumes along the future south road is expected to be low as it will be primarily used by local residents. Additionally, it is likely that a median will be required to enforce any left in, left out arrangement which also has the potential to affect movements to any future south road. Combined with the LILO restriction at Lisford Ave/Road 3 intersection, vehicles exiting the Site and heading southbound is limited and will likely increases traffic volumes along Azzura Street as this is the most desirable route heading southbound (shown in figure below).

	 Alternatively, the access can potentially be moved further east to provide greater separation to the future south road and provide an environment where a full movement access will have a minimal impact on the future south road.

ATTACHMENT 6

HERRING STORER ACOUSTICS

WOOLWORTHS GROUP

WOOLWORTHS COMMERCIAL DEVELOPMENT
TWO ROCKS

PRELIMINARY ENVIRONMENTAL ACOUSTIC ASSESSMENT

SEPTEMBER 2021

OUR REFERENCE: 28451-1-21374

DOCUMENT CONTROL PAGE

ENVIRONMENTAL ACOUSTIC ASSESSMENT

WOOLWORTHS TWO ROCKS COMMERCIAL DEVELOPMENT

Job No: 21374

Document Reference: 28451-1-21374

FOR

WOOLWORTHS GROUP

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1. INTRODUCTION

Herring Storer Acoustics were commissioned by Woolworths Group to undertake an acoustic assessment of noise emissions associated with the proposed commercial development located on Part Lot 9702 Enterprise Avenue, Two Rocks.

The objective of this study was to assess noise emissions from delivery vehicles and mechanical services at the premises surrounding the proposed site for compliance with the requirements of the *Environmental Protection (Noise) Regulations 1997*.

Existing and proposed premises have been considered in this assessment.

This preliminary assessment was undertaken to inform the design development team and accompany the development application.

2. SUMMARY

Refrigerated truck deliveries have been calculated to comply at all times.

Smaller truck deliveries, such as bakery deliveries, have been calculated to comply at all times.

Noise levels associated with the typical mechanical plant assumed for the purposes of this preliminary assessment have been calculated to comply at all times.

It is noted that the mechanical plant assumed in our assessment is indicative only, as selection of equipment has not been undertaken at this early stage of development. It is considered appropriate that an assessment of noise level emissions associated with the development would be a condition of approval.

3. CRITERIA

3.1 ENVIRONMENTAL PROTECTION (NOISE) REGULATIONS 1997

The *Environmental Protection (Noise) Regulations 1997* stipulate the allowable noise levels at any noise sensitive premises from other premises. The allowable noise level is determined by the calculation of an influencing factor, which is added to the baseline criteria set out in Table 1 of the Regulations. The baseline assigned noise levels are listed in Table 3.1.

TABLE 3.1 – ASSIGNED NOISE LEVELS

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		$L_{A\ 10}$	$L_{A\ 1}$	$L_{A\ max}$
Noise sensitive premises within 15 metres of a dwelling (Highly Sensitive Areas)	0700 - 1900 hours Monday to Saturday	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	35 + IF	45 + IF	55 + IF
Commercial Premises	All Hours	60	75	80

Note: The L_{A10} noise level is the noise that is exceeded for 10% of the time.
The L_{A1} noise level is the noise that is exceeded for 1% of the time.
The L_{Amax} noise level is the maximum noise level recorded.

It is a requirement that noise from the site be free of annoying characteristics (tonality, modulation and impulsiveness) at other premises, defined below as per Regulation 9.

"impulsiveness" means a variation in the emission of a noise where the difference between L_{Apeak} and $L_{Amax\ Slow}$ is more than 15dB when determined for a single representative event;

"modulation" means a variation in the emission of noise that –

(a) is more than 3dB $L_{A\ Fast}$ or is more than 3dB $L_{A\ Fast}$ in any one-third octave band;
(b) is present for more at least 10% of the representative assessment period; and
(c) is regular, cyclic and audible;

"tonality" means the presence in the noise emission of tonal characteristics where the difference between –

(a) the A-weighted sound pressure level in any one-third octave band; and
(b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

is greater than 3 dB when the sound pressure levels are determined as $L_{Aeq,T}$ levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as $L_{A\ Slow}$ levels.

Where the above characteristics are present and cannot be practicably removed, the following adjustments are made to the measured or predicted level at other premises.

TABLE 3.2 – ADJUSTMENTS FOR ANNOYING CHARACTERISTICS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+ 5 dB	+ 5 dB	+ 10 dB

Where the noise emission is music, if the music is audible, then any measured level is adjusted according to Table 3.3 below.

TABLE 3.3 – ADJUSTMENTS TO MEASURED MUSIC NOISE LEVELS

Where **impulsiveness** is not present	Where **impulsiveness** is present
+10 dB(A)	+15 dB(A)

The following locations have been determined to require an assessment of noise level emissions. It is noted that some locations are proposed, whilst others are existing premises.

FIGURE 3.1 – RECEIVER POINTS

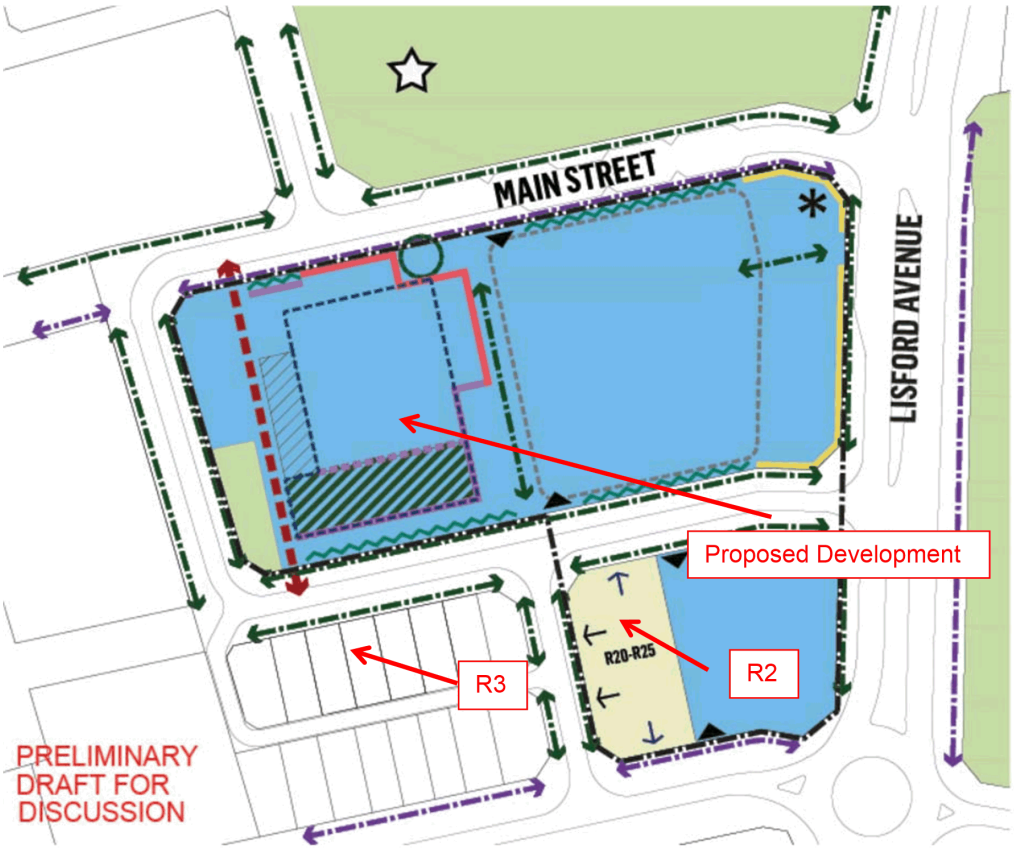

FIGURE 3.2 – RECEIVER POINTS

The influencing factor at the identified noise sensitive premises has been estimated at 0 dB.

Based on the above influencing factor, the assigned outdoor noise levels are listed in Table 3.4.

TABLE 3.4 - ASSIGNED OUTDOOR NOISE LEVEL FOR R1 AND R7

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		$L_{A\ 10}$	$L_{A\ 1}$	$L_{A\ max}$
Noise sensitive premises	0700 - 1900 hours Monday to Saturday (Day)	45	55	65
	0900 - 1900 hours Sunday and Public Holidays (Sundays)	40	50	65
	1900 - 2200 hours all days (Evening)	40	50	55
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays (Night)	35	45	55

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.

4. PROPOSED DELIVERIES

The use of the delivery dock is understood to accommodate 15m articulated delivery trucks and have been assumed to be refrigerated trucks (i.e worst case scenario). In addition to the larger deliveries, smaller delivery vehicles (i.e. for bakery goods) have been assumed to be a 13m rigid truck.

5. MECHANICAL PLANT

Mechanical plant details have been based on information provided for previous Woolworths stores, with information listed in Table 6.3 below. This equipment has been located on the roof of the proposed development above/near the loading dock area.

6. METHODOLOGY

Noise modelling of the noise propagation from the site was carried out using the environmental noise modelling computer program, "SoundPlan". Single point calculations were undertaken.

Input data for computer modelling included:

- Location of store as per drawings in Appendix A.
- EPA standard weather condition for the day and night periods (see Table 6.1).
- Sound power levels, as summarised in Table 6.2 and 6.3.

TABLE 6.1 - WEATHER CONDITIONS

Condition	Day Period	Night Period
Temperature	20 °C	15 °C
Relative humidity	50%	50%
Pasquil Stability Class	E	F
Wind speed	4 m/s*	3 m/s*

* From source to receiver

TABLE 6.2 – SOUND POWER LEVELS OF DELIVERY VEHICLES

DESCRIPTION	dB(A)
15m articulated delivery truck with refrigeration unit	97
13m rigid delivery truck	85

TABLE 6.3 – SOUND POWER LEVELS OF MECHANICAL PLANT

DESCRIPTION	dB(A)
Kitchen Exhaust Fan	83 dB(A)
Exhaust Fans	3 @ 70 dB(A)
Refrigeration Equipment	2 @ 88 dB(A)
Packaged Air Conditioning Unit	75 dB(A)

For the above sound power levels, single point calculations were undertaken for the following scenarios :

Scenario 1 : One large refrigerated truck delivery.

Scenario 2 : One 13m rigid truck delivery (bakery delivery).

Scenario 3 : Mechanical Plant.

Note : For the noise to be less than 10% of the time and be assessed under the L_{A1} assigned noise levels, the truck engines and refrigeration units would need to be turned off while unloading is occurring.

The L_{A1} assigned noise level would be the pertinent prescribed noise level in this instance (for deliveries) as the duration of time that the noise of the deliveries is present is less than 10% of a representative time period. The noise associated with the delivery is the manoeuvring of the truck into place, upon which the truck is switched off – hence – even if the delivery takes some time (i.e. 30 – 60 minutes) the noise level associated with the truck is not present throughout the duration of the delivery.

It is noted that this also means the noise assessment is more "realistic" as if the L_{A10} parameter was to be used as the noise level associated with the truck is not present for more than 10% of a representative time period, the L_{A10} noise level would be at the ambient noise level of the area, rather than the truck noise.

7. RESULTS

Single point calculations were undertaken for all locations shown in Figure 3.1, with the results of the modelling listed in Table 7.1. It is noted that for the locations with multiple floors, the highest noise level has been utilized for ease of report.

TABLE 7.1 – RESULTANT NOISE LEVEL

Receiver Location	Scenario / Calculated Noise Level, (dB(A))		
	Scenario 1	Scenario 2	Scenario 3
R1	11	0	27
R2	20	8	28
R3	45	33	28
R4	9	0	24

Given the location and the nature of the noise emissions, noise received at the neighbouring residences are unlikely to be tonal. However, to be conservative, the +5 dB(A) penalty has been added to the assessable noise level, noting that this is only applicable to mechanical services noise. Given the definitions of tonality in accordance with the Environmental Protection (Noise) Regulations 1997, truck deliveries would not be considered tonal. Therefore, Table 7.2 lists the assessable noise level for each scenario (including the adjustment for tonality where applicable).

TABLE 7.2 – ASSESSABLE NOISE LEVELS

Receiver Location	Scenario / Assessable Noise Level, (dB(A))		
	Scenario 1	Scenario 2	Scenario 3
R1	11	0	32
R2	20	8	33
R3	45	33	33
R4	9	0	29

Tables 7.3 and 7.4 compares the assessable noise level for large truck deliveries and small truck deliveries against the relevant L_{A1} Assigned Noise Levels for the day, evening (and Sundays) and night periods. Noise levels that are calculated to exceed the relevant criteria are listed in red.

TABLE 7.3 – ASSESMENT OF NOISE LEVEL – SCENARIO 1 – LARGE TRUCK DELIVERIES

Receiver Location	Assessable Noise Level, dB(A)	Assigned Noise Level, L_{A1} dB		Exceedance to Assigned Noise Level
	Scenario 1	Time of Day	L_{A1} dB	
R1	11	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R2	20	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R3	45	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R4	9	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies

TABLE 7.4 – ASSESMENT OF NOISE LEVEL – SCENARIO 2 – SMALL TRUCK DELIVERIES

Receiver Location	Assessable Noise Level, dB(A)	Assigned Noise Level, L_{A1} dB		Exceedance to Assigned Noise Level
	Scenario 2	Time of Day	L_{A1} dB	
R1	0	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R2	8	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R3	33	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies
R4	0	Day	55	Complies
		Sundays	50	Complies
		Evening	50	Complies
		Night	45	Complies

Table 7.5 compares the assessable noise level for mechanical plant against the relevant L_{A10} Assigned Noise Levels for the day, evening (and Sundays) and night periods. Noise levels that are calculated to exceed the relevant criteria are listed in red.

TABLE 7.5 – ASSESMENT OF NOISE LEVEL – SCENARIO 3 – MECHANICAL PLANT

Receiver Location	Assessable Noise Level, dB(A)	Assigned Noise Level, L_{A10} dB		Exceedance to Assigned Noise Level
	Scenario 3	Time of Day	L_{A10} dB	
R1	27	Day	45	Complies
		Sundays	40	Complies
		Evening	40	Complies
		Night	35	Complies
R2	28	Day	45	Complies
		Sundays	40	Complies
		Evening	40	Complies
		Night	35	Complies
R3	28	Day	45	Complies
		Sundays	40	Complies
		Evening	40	Complies
		Night	35	Complies
R4	24	Day	45	Complies
		Sundays	40	Complies
		Evening	40	Complies
		Night	35	Complies

Refrigerated truck deliveries have been calculated to comply at all times

Smaller truck deliveries, such as bakery deliveries, have been calculated to comply at all times.

Noise levels associated with the typical mechanical plant assumed for the purposes of this preliminary assessment have been calculated to comply with the Assigned Noise Levels at all times.

It is noted that the mechanical plant assumed in our assessment is indicative only, as selection of equipment has not been undertaken at this early stage of development. It is considered appropriate that an assessment of noise level emissions associated with the development would be a condition of approval.

SITE PLAN

1 : 500

WOOLWORTHS SITE - STAGE 1

SITE AREA	16929m2
WOOLWORTHS (WITH EXPANSION)	3600m2
WOOLWORTHS (WITHOUT EXPANSION)	2506m2
FUTURE EXPANSION - INCL. OFFICE MEZZANINE	1100m2
SPECIALTY 1 (BWS)	201m2
CAFE	85m2
SPECIALITY 2	87m2
SPECIALITY 3	242m2
TOTAL AREA	**4221m2**
PARKING REQUIRED WW - 5 BAYS/100m2 GLA	**211 BAYS**
PARKING PROVIDED	
GENERAL	245 BAYS
STREET PARKING	10 BAYS
PICKUP	6 BAYS
TOTAL	**258 BAYS**

LISFORD AVENUE DEVELOPMENT - STAGE 1

SITE AREA	1451m2
RETAIL / COMMERICAL	**519 m2**
PARKING REQUIRED 5 BAYS/100m2 GLA	**26 BAYS**
PARKING PROVIDED	
GENERAL	23 BAYS
STREET PARKING	3 BAYS
TOTAL	**26 BAYS**

FUTURE DEVELOPMENT SITE

SITE AREA	1015 m2
ESTIMATE COMMERCIAL AREA	**420 m2**
ESTIMATE PARKING REQUIRED PARKING 5 BAYS/100m2 GLA	**21 BAYS**

BROWN FALCONER

brownfalconer.com.au

WOOLWORTHS TWO ROCKS 2020050

Dwg No. 03 Rev. M Scale As indicated@ A1

Bushfire management plan/Statement addressing the Bushfire Protection Criteria coversheet

ATTACHMENT 7

Site address: Lot 9702 (#10) Enterprise Avenue, Two Rocks

Site visit: Yes ☑ No ☐

Date of site visit (if applicable): Day 14th Month September Year 2021

Report author or reviewer: Ian Macleod

WA BPAD accreditation level (please circle):

Not accredited ☐ Level 1 BAL assessor ☐ Level 2 practitioner ☑ Level 3 practitioner ☐

If accredited please provide the following.

BPAD accreditation number: 39131 Accreditation expiry: Month November Year 2021

Bushfire management plan version number: 1.0

Bushfire management plan date: Day 7th Month October Year 2021

Client/business name: Encon

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?		✔
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the bushfire protection criteria elements)?		✔

Is the proposal any of the following (see SPP 3.7 for definitions)?

	Yes	No
Unavoidable development (in BAL-40 or BAL-FZ)		✔
Strategic planning proposal (including rezoning applications)	✔	
High risk land-use		✔
Vulnerable land-use		✔

None of the above ☐

Note: Only if one (or more) of the above answers in the tables is yes should the decision maker (e.g. local government or the WAPC) refer the proposal to DFES for comment.

Why has it been given one of the above listed classifications (E.g. Considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

This Bushfire Management Plan is to accompany a development application for a proposed Woolworths shopping complex and also considers the Precinct C Local Development Plan with respect to bushfire planning requirements.

The information provided within this bushfire management plan to the best of my knowledge is true and correct:

Signature of report author or reviewer: Ian Macleod

Date: 7th October 2021

BUSHFIRE PRONE PLANNING

Bushfire Management Plan

Pt Lot 9702 (#10) Enterprise Avenue, Two Rocks

City of Wanneroo

Planning Stage:	Development Application and LDP Consideration
Planning Development Type:	Construction of Class 4 - 9 buildings and associated amenities.
Bushfire Policy – Specific Development or Use Type:	N/A

Job Number:	210744
Assessment Date:	14 September 2021
Report Date:	6 October 2021

BPP Group Pty Ltd t/a Bushfire Prone Planning
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DOCUMENT CONTROL

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Review/Authorise:	Kathy Nastov (BPAD Level 3 - No. 27794)	

VERSION HISTORY		
Version	**Version Details**	**Date**
1.0	Original Document Issue	7 October 2021
-		

BMP (Standard DA-Non-Tourism) Template v8.5

DISTRIBUTION				
Destination	**Version**	**No. Copies**	**Hard Copy**	**Electronic Copy**
Person/Business: Mike van Dongen/Encon **Email:** mike@encon.com.au	1.0		☐	☒
Person/Business: **Email:**			☐	☐

Limitation of Liability: The measures contained in this Bushfire Management Plan, are considered to be minimum requirements and they do not guarantee that a building will not be damaged in a bushfire, persons injured, or fatalities occur either on the subject site or off the site while evacuating. This is substantially due to the unpredictable nature and behaviour of fire and fire weather conditions. Additionally, the correct implementation of the required bushfire protection measures will depend upon, among other things, the ongoing actions of the landowners and/or operators over which Bushfire Prone Planning has no control.

All surveys, forecasts, projections and recommendations made in this report associated with the proposed development are made in good faith based on information available to Bushfire Prone Planning at the time. All maps included herein are indicative in nature and are not to be used for accurate calculations.

Notwithstanding anything contained therein, Bushfire Prone Planning will not, except as the law may require, be liable for any loss or other consequences whether or not due to the negligence of their consultants, their servants or agents, arising out of the services provided by their consultants.

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EXECUTIVE SUMMARY

This Bushfire Management Plan (BMP) is to accompany a Development Application for the Woolworths retail centre located on a portion of Lot 9702 (#10) Enterprise Avenue, Two Rocks in the City of Wanneroo. This BMP will also consider future development on land to the south and west of the Woolworths centre as shown on the Precinct C Local Development Plan.

Two proposed buildings will be assessed with respect to bushfire planning performance. These are the Woolworths and specialty shops retail centre located in the western portion of the development site, and the proposed retail/commercial building located in the north-eastern corner of the site. Future development sites as shown on Figure 1.1 will also be considered with respect to the bushfire protection criteria.

It is expected that the Woolworths site and surrounding roads, located at the northern portion of the Precinct C Local Development Plan, will be developed initially. Future commercial and residential sites as shown on Figure 1.1 will follow at a later date. Construction and management of the surrounding roads and verges will provide separation between native vegetation and the proposed development sites.

The assessments and bushfire protection measures detailed in the BMP, assume that environmental approval will be achieved or clearing permit exemptions will apply. The proposed development can comply with the bushfire protection criteria.

All revegetation on the proposed development sites will comply with the requirements of the Guidelines for Planning in Bushfire Prone Areas Schedule 1: Standards for Asset Protection Zones. An area of Public Open Space will exist to the west of the Woolworths development site and it is expected that this area will also be maintained to a low bushfire threat state.

The proposed Woolworths development, and future development sites on the Precinct C LDP, will provide an area of land within each lot that can be considered suitable for development as BAL-40 or BAL-FZ construction standards will not be required to be applied. This meets the requirements established by Acceptable Solution A1.1 and its associated explanatory note.

Future buildings on the proposed Woolworths development site, and future commercial and residential lots, can be surrounded by an APZ that will ensure the potential radiant heat impact of a bushfire does not exceed 29 kW/m2 (BAL-29). The required APZ specifications of width, location and management can be achieved. The Asset Protection Zone (APZ) for the proposed two buildings, and future developments, will exist both within and outside the proposed lots. The portions of the required size APZ that exist outside each proposed lot consists of roads and managed road verges.

For this proposal, it is expected that the whole of each future lot and abutting road reserves are to be maintained to a low bushfire threat state. The proposed development consists of commercial lots and small scale housing lots. The commercial lots will consist of buildings, parking areas, loading areas and small areas of managed landscaping. The residential lots are required by the City of Wanneroo Fire Mitigation Notice to be maintained to a low bushfire threat state over the bushfire season.

A small area of Public Open Space and drainage reserve is located to the west of the proposed shopping complex. This area is expected to be landscaped and maintained to a low bushfire threat state by the landowner.

Perimeter roads are to be constructed around the proposed development sites and connecting to Lisford Avenue to the east, and Enterprise Avenue to the north. This road system will provide a minimum of two access/egress routes from each proposed lot. No buildings will be greater than 50 metres from a public road, therefore construction of driveways to bushfire standards is not required.

A reticulated water supply is available to the subject site and hydrants will be installed in locations throughout the development as required by the relevant authorities.

Buildings of Class 4 to Class 9 are not required by the Building Code of Australia (BCA) to be constructed to comply with bushfire performance requirements. As the proposed buildings will be located in a bushfire prone area and may be subject to a bushfire attack, Bushfire Prone Planning recommends that some degree of upgrading be considered to improve the protection for occupants and the building's survivability. At a minimum protection from ember attack should be considered (i.e. constructed to the standard required for BAL-12.5).

1 PROPOSAL DETAILS

1.1 Description and Associated Plans and Maps

Proponent:	Encon
Bushfire Prone Planning Commissioned to Produce the Bushfire Management Plan (BMP) By:	Encon
For Submission To:	City of Wanneroo
Purpose of the BMP:	To accompany a planning application
Description of the Proposed Development:	
This Bushfire Management Plan (BMP) is to accompany a Development Application for the Woolworths retail centre located on a portion of Lot 9702 (#10) Enterprise Avenue, Two Rocks in the City of Wanneroo. This BMP will also consider future development on land to the south and west of the Woolworths centre as shown on the Precinct C Local Development Plan. Two proposed buildings will be assessed with respect to bushfire planning performance. These are the Woolworths and specialty shops retail centre located in the western portion of the development site, and the proposed retail/commercial building located in the north-eastern corner of the site. Future development sites as shown on Figure 1.1 will also be considered with respect to the bushfire protection criteria.	
Staged Development and Management of Potential Bushfire Hazard Issues	
It is expected that the Woolworths site and surrounding roads, located at the northern portion of the Precinct C Local Development Plan, will be developed initially. Future commercial and residential sites as shown on Figure 1.1 will follow at a later date. Construction and management of the surrounding roads and verges will provide separation between native vegetation and the proposed development sites.	

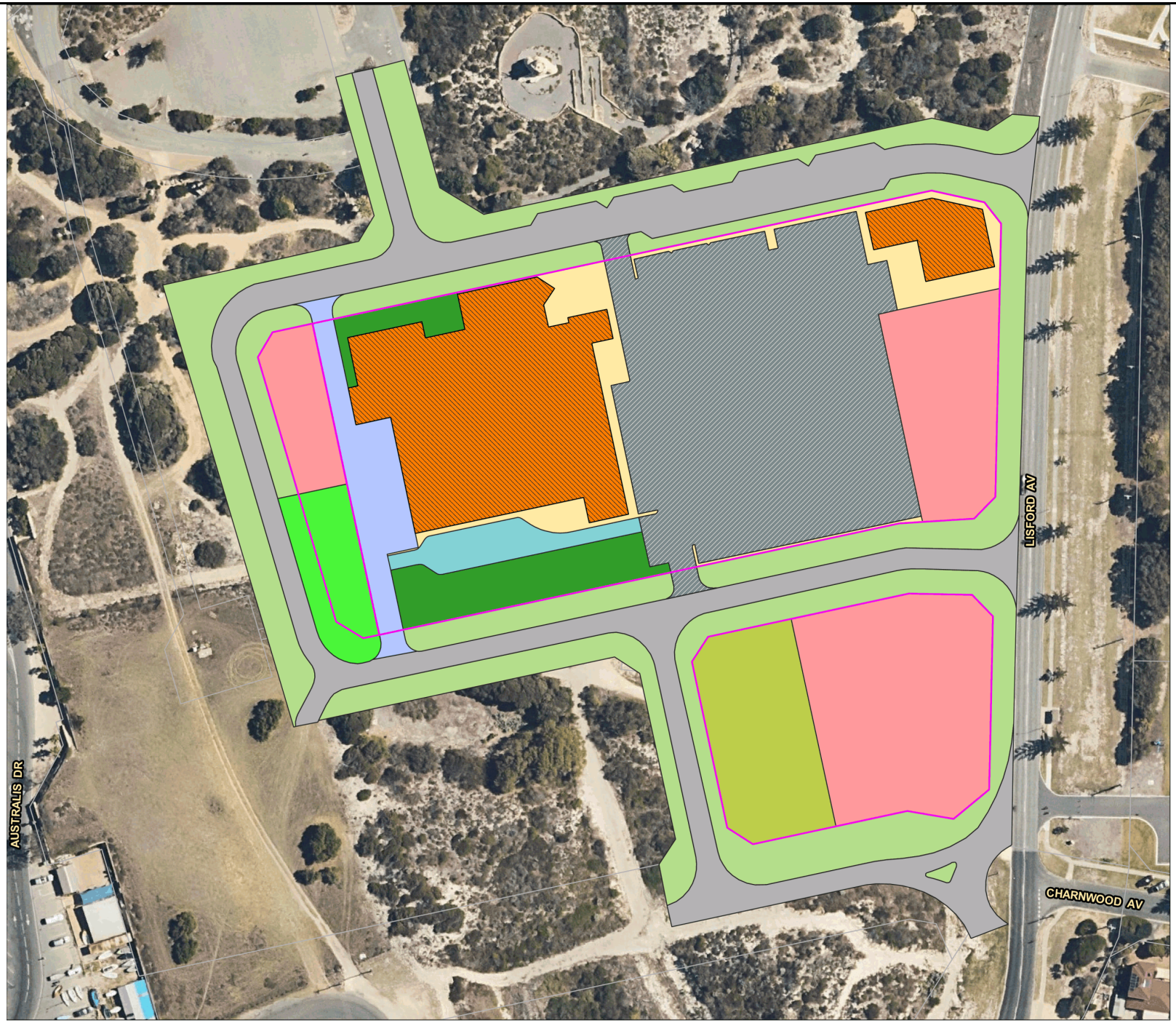


Figure 1.1

Proposed Development and Precinct C LDP Site Layout

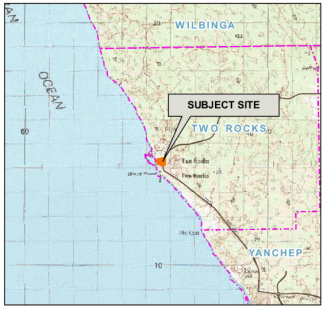
Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

- Subject Site
- Cadastre
- Proposed Buildings
- Parking Area
- Delivery-Loading
- Grocery Pick Up
- Landscaping
- External Area
- POS-Drainage
- Future Commercial Development
- Future Residential Development
- Proposed Road
- Road Verge

0 10 20 30 40 50 60
Metres

------ LOCALITY ------



AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 24-09-2021
SCALE (A3): 1 : 1000

BUSHFIRE PRONE PLANNING

Disclaimer and Limitation: This map has been prepared for bushfire management planning purposes only. All depicted areas, contours and any dimensions shown are subject to survey. Bushfire Prone Planning does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.

210744 Woolworths Lisford Ave, Two Rocks DEV.qgz

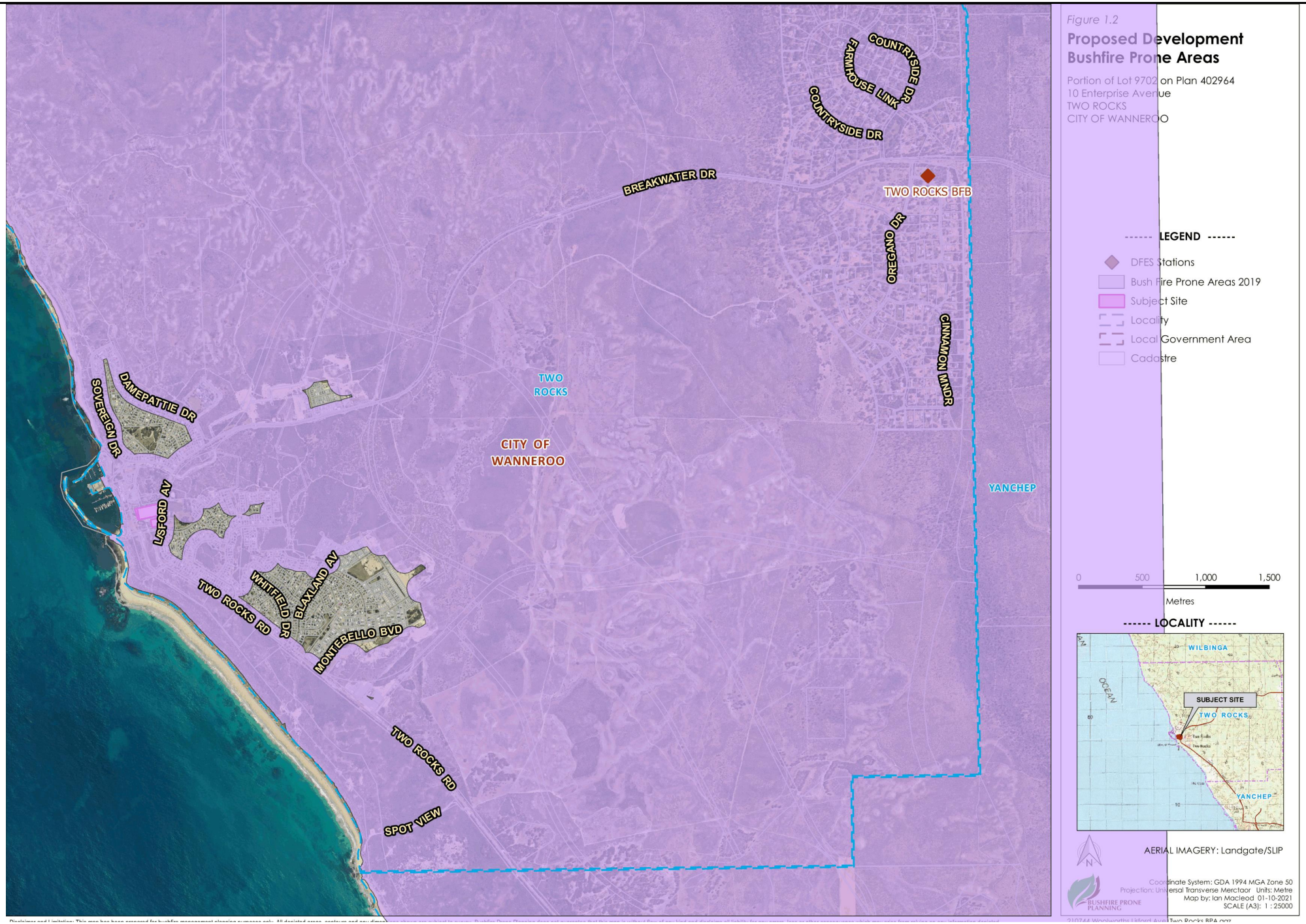


Figure 1.2
Proposed Development
Bushfire Prone Areas
Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO
COUNTRYSIDE DR
FARMHOUSE LINK
COUNTRYSIDE DR
BREAKWATER DR
TWO ROCKS BFB
OREGANO DR
CINNAMON MNDR
TWO ROCKS
CITY OF WANNEROO
YANCHEP
SOVEREIGN DR
DAMEPATTIE DR
LISFORD AV
WHITFIELD DR
BLAXLAND AV
TWO ROCKS RD
MONTEBELLO BVD
TWO ROCKS RD
SPOT VIEW
------ LEGEND ------
DFES Stations
Bush Fire Prone Areas 2019
Subject Site
Locality
Local Government Area
Cadastre
0 500 1,000 1,500
Metres
------ LOCALITY ------
WILBINGA
OCEAN
SUBJECT SITE
TWO ROCKS
YANCHEP
AERIAL IMAGERY: Landgate/SLIP
Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 01-10-2021
SCALE (A3): 1 : 25000
BUSHFIRE PRONE PLANNING

1.2 Existing Documentation Relevant to the Construction of this Plan

This section acknowledges any known reports or plans that have been prepared for previous planning stages, that refer to the subject area and that may or will impact upon the assessment of bushfire risk and/or the implementation of bushfire protection measures and will be referenced in this Bushfire Management Plan.

Table 2.1: Existing relevant documentation.

RELEVANT EXISTING DOCUMENTS		
Existing Document	Copy Provided by Client	Title
Structure Plan	No	
Environmental Report	No	
Landscaping (Revegetation) Plan	Yes	Included in Concept Design-Design Review Panel No. 2
Bushfire Risk Assessments	No	

2 ENVIRONMENTAL CONSIDERATIONS

2.1 Native Vegetation – Restrictions to Modification and/or Clearing

Many bushfire prone areas also have high biodiversity values. SPP 3.7 policy objective 5.4 recognises the need to consider bushfire risk management measures alongside environmental, biodiversity and conservation values (Guidelines s2.3).

There is a requirement to identify any need for onsite modification and/or clearing of native vegetation and whether this may trigger potential environmental impact/referral requirements under State and Federal environmental legislation. Confirmation that any proposed native vegetation modification and/or clearing is acceptable, should be received from the relevant agencies by the proponent and provided to the bushfire consultant for inclusion in the Bushfire Management Plan if it will influence the required bushfire planning assessments and outcomes. The following table details any potential environmental restrictions of which the author of this report is aware.

Table 2.2: Native vegetation and potential environmental considerations and restrictions.

NATIVE VEGETATION MODIFICATION / CLEARING - POTENTIAL ENVIRONMENTAL RESTRICTIONS IDENTIFIED				
Environmental Considerations / Features	Potential Mapping Data Source (SLIP / Local Planning)	Relevant to Proposed Development	Data Applied	Action Required
Onsite clearing of native vegetation is required.		Yes		
Environmental impact/referral requirements under State and Federal environmental legislation may be triggered.		Possible		
National Park / Nature Reserve	DBCA-011	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None
Conservation Covenant	DPIRD-023	Not Known	Data Not Readily Available to Bushfire Consultant	Proponent to Seek Advice
Bush Forever Site	DPLH-019	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None
RAMSAR Wetland	DBCA-010	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None
Geomorphic and Other Wetland	DBCA-011-019, 040, 043, 044	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None
Threatened and Priority Ecological Communities (TECs or PECs)	DBCA-038	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None
Threatened and Priority Flora including Declared Rare Flora (DRFs)	DBCA-036	No- Confirmed by Bushfire Consultant	Relevant Database Reviewed by Bushfire Consultant	None

Land Identified as significant through a Local Biodiversity Strategy	LG - Intramaps	Not Known	Data Not Readily Available to Bushfire Consultant	Proponent to Seek Advice

Statement of how the identified environmental feature(s) is dealt with in this Bushfire Management Plan (and the location of relevant information):

The assessments and bushfire protection measures detailed the BMP, assume that environmental approval will be achieved or clearing permit exemptions will apply.

It is advised that the proponent seek further advice from an Environmental Consultant or the WA Department of Biodiversity Conservation and Attractions for further information on the condition and species contained within the proposed development area and the requirement for referral of the proposal.

Development Design Considerations

Establishing development in bushfire prone areas can adversely affect the retention of native vegetation through clearing associated with the creation of lots and/or asset protection zones. Where loss of vegetation is not acceptable or causes conflict with landscape or environmental objectives, it will be necessary to consider available design options to minimise the removal of native vegetation.

Table 2.3: Development design.

MINIMISE THE REMOVAL OF NATIVE VEGETATION	
Design Option	Assessment / Action
Reduction of lot yield	N/A
Cluster development	N/A
Construct building to a standard corresponding to a higher BAL as per BCA (AS 3959:2018 and/or NASH Standard)	N/A
Modify the development location	N/A
It is expected that the whole of the subject site will be cleared of native vegetation during the development stage.	
IMPACT ON ADJOINING LAND	
Is this planning proposal able to implement the required bushfire protection measures within the boundaries of the land being developed so as not to impact on the bushfire and environmental management of neighbouring reserves, properties or conservation covenants?	Yes
The adjoining land to the proposed development will be road reserves and these will form a portion of the required low bushfire threat areas to provide necessary separation from bushfire prone areas. The required bushfire protection measures for the proposed Woolworths development will not affect lots on the far side of the surrounding roads.	

2.2 Retained Vegetation / Re-vegetation / Landscape Plans (including POS)

Riparian zones, wetland/foreshore buffers, road verges and public open space may have plans to re-vegetate or retain vegetation as part of the proposed development. Vegetation corridors may be created between offsite and onsite vegetation and provide a route for fire to enter a development area.

All retained/planned vegetation and its management will be considered in the development of this Bushfire Management Plan.

Is re-vegetation of riparian zones and/or wetland or foreshore buffers and/or public open space a part of this Proposal?	No
There is no Public Open Space within the Woolworths development site. However, a small POS/drainage reserve will be located to the west of the Woolworths site and developed at a later date.	
Is the requirement for ongoing maintenance of existing vegetation in riparian zones and/or wetland or foreshore buffers and/or public open space a part of this Proposal?	No
However, this will be a requirement for the future abutting POS/drainage site.	
Has a landscape plan been developed for the proposed development?	Yes
A landscape design will be provided for the Woolworths development. It is expected that all landscaped areas within the Woolworths development site will be designed and maintained to a low bushfire threat state.	

3 POTENTIAL BUSHFIRE IMPACT ASSESSMENT

3.1 Assessment Input

3.1.1 Fire Danger Index (FDI) Applied

AS 3959:2018 Table 2.1 specifies the fire danger index values to apply for different regions. The values used in the model calculations are for the Forest Fire Danger Index (FFDI) and for which equivalent representative values of the Grassland Fire Danger Index (GFDI) are applied as per Appendix B. The values can be modified if appropriately justified.

Table 3.1: Applied FDI Value

FDI VALUE			
Vegetation Areas	As per AS 3959:2018 Table 2.1	As per DFES for the Location	Value Applied
All Vegetation Areas	80	N/A	80

3.1.2 Vegetation Classification and Effective Slope

Classification: Bushfire prone vegetation identification and classification has been conducted in accordance with AS 3959:2018 s2.2.3 and the Visual Guide for Bushfire Risk Assessment in WA (DoP February 2016).

When more than one vegetation type is present, each type is identified separately, and the applied classification considers the potential bushfire intensity and behaviour from the vegetation types present and ensures the worst case scenario is accounted for – this may not be from the predominant vegetation type.

The vegetation structure has been assessed as it will be in its mature state (rather than what might be observed on the day). Areas of modified vegetation are assessed as they will be in their natural unmodified state (unless maintained in a permanently low threat, minimal fuel condition, satisfying AS 3959:2018 s2.2.3.2(f) and asset protection zone standards). Vegetation destroyed or damaged by a bushfire or other natural disaster has been assessed on its revegetated mature state.

Effective Slope: Refers to the ground slope under each area of classified vegetation and is described in the direction relative to the view from the building or proposed development site. Effective slope is not the same as 'average slope', rather it is the slope which most significantly influences fire behaviour. This slope has a direct and significant influence on a bushfire's rate of spread and intensity.

Where there is a significant change in effective slope under an area of classified vegetation, that will cause a change in fire behaviour, separate vegetation areas will be identified to enable the correct assessment.

When the effective slope, under a given area of bushfire prone vegetation, will be different relative to multiple proposed development sites, then the effective slopes corresponding to the different locations, are separately identified.

Planned Re-vegetation/Landscaping Considerations/Public Open Space Management

All revegetation on the proposed development sites will comply with the requirements of the Guidelines for Planning in Bushfire Prone Areas Schedule 1: Standards for Asset Protection Zones (See Appendix 1).

An area of Public Open Space will exist to the west of the Woolworths development site and it is expected that this area will also be maintained to a low bushfire threat state.

Table 3.2: Vegetation classification and effective slope.

ALL VEGETATION WITHIN 150 METRES OF THE PROPOSED DEVELOPMENT				
Vegetation Area	Identified Vegetation Types [1] or Description if 'Excluded'	Applied Vegetation Classification [1]	Effective Slope (degrees)[2] (AS 3959:2018 Method 1)	
			Assessed	Applied Range
1	Low open forest A-04	Class A Forest	0	upslope or flat
2	Open scrub D-14	Class D Scrub	0	upslope or flat
3	Open heath C-11	Class C Shrubland	0	upslope or flat
4	Open scrub D-14	Class D Scrub	3	downslope >0-5
5	Tussock grassland G-22 , Sown pasture G-26 ,	Class G Grassland	3	downslope >0-5
6	Open heath C-11	Class C Shrubland	5-10	downslope >5-10
7	Managed parkland, bitumen parking area, areas recently cleared for development.	Excluded as per Section 2.2.3.2 (e) & (f)	N/A	N/A
Representative photos of each vegetation area, descriptions and classification justification, are presented on the following pages. The areas of classified vegetation are defined, and the photo locations identified on Figure 3.1, the vegetation and topography map.				
Note[1]: Described and classified as per AS 3959:2018 Table 2.3 and Figures 2.3 and 2.4 (A)-(H) Note[2]: Effective slope measured as per AS 3959:2018 Section 2.2.5 and Appendix B Part B4				

VEGETATION AREA 1	
AS 3959:2018 Vegetation Classification Applied:	Class A Forest
Vegetation Types Present:	Low open forest A-04
Description/Justification:	Eucalypts and some pines, average 10 metres tall, scrub to 5 metres, shrubs to 2 metres, grass understorey.

Photo ID: 1a

Photo ID: 1b

VEGETATION AREA 2	
AS 3959:2018 Vegetation Classification Applied:	Class D Scrub
Vegetation Types Present:	Open scrub D-14
Description/Justification:	Coastal scrub to 5 metres tall, shrubs to 2 metres tall.

Photo ID: 2a

Photo ID: 2b

VEGETATION AREA 2	
AS 3959:2018 Vegetation Classification Applied:	Class D Scrub
Vegetation Types Present:	Open scrub D-14
Description/Justification:	Coastal scrub regrowth to 6 metres tall, <30% foliage cover, occasional palm trees, grass understorey.

Photo ID: 2c

Photo ID: 2d

Photo ID: 2e

VEGETATION AREA 3	
AS 3959:2018 Vegetation Classification Applied:	Class C Shrubland
Vegetation Types Present:	Open heath C-11
Description/Justification:	Coastal shrubs to 1 metre tall on undulating sand dunes, <30% foliage cover, grass understorey.

Photo ID: 3a

Photo ID: 3b

Photo ID: 3c

Photo ID: 3d

VEGETATION AREA 4	
AS 3959:2018 Vegetation Classification Applied:	Class D Scrub
Vegetation Types Present:	Open scrub D-14
Description/Justification:	Coastal scrub regrowth to 6 metres tall, <30% foliage cover, grass understorey.

Photo ID: 4a

Photo ID: 4b

VEGETATION AREA 5	
AS 3959:2018 Vegetation Classification Applied:	Class G Grassland
Vegetation Types Present:	Sown pasture G-26
Description/Justification:	Partly managed open grassland area.

Photo ID: 5a

Photo ID: 5b

VEGETATION AREA 5		
AS 3959:2018 Vegetation Classification Applied:	Class G Grassland	
Vegetation Types Present:	Tussock grassland G-22	Sown pasture G-26
Description/Justification:	Photo 5c: Cleared area with grassy regrowth. Photo 5d: Grasses and sedges and coastal dunes.	

Photo ID: 5c

Photo ID: 5d

VEGETATION AREA 6	
AS 3959:2018 Vegetation Classification Applied:	Class C Shrubland
Vegetation Types Present:	Open heath C-11
Description/Justification:	Coastal shrubs to 1 metre tall, on undulating sand dunes. Occasional isolated scrub. Grass understorey.

Photo ID: 6a

Photo ID: 6b

VEGETATION AREA 6	
AS 3959:2018 Vegetation Classification Applied:	Class C Shrubland
Vegetation Types Present:	Open heath C-11
Description/Justification:	Coastal shrubs to 1 metre tall, on undulating sand dunes. Occasional isolated scrub. Grass understorey.

Photo ID: 6c

Photo ID: 6d

Photo ID: 6e

VEGETATION AREA 7	
AS 3959:2018 Vegetation Classification Applied:	Excluded as per Section 2.2.3.2 (e) & (f)
Vegetation Types Present:	Low bushfire threat vegetation.
Description/Justification:	Photos 7a & 7b: Managed parkland. Photos 7c & 7d: Driveways and parking areas. Photos 7e & 7f: Areas cleared for development.

Photo ID: 7a

Photo ID: 7b

Photo ID: 7c

Photo ID: 7d

Photo ID: 7e

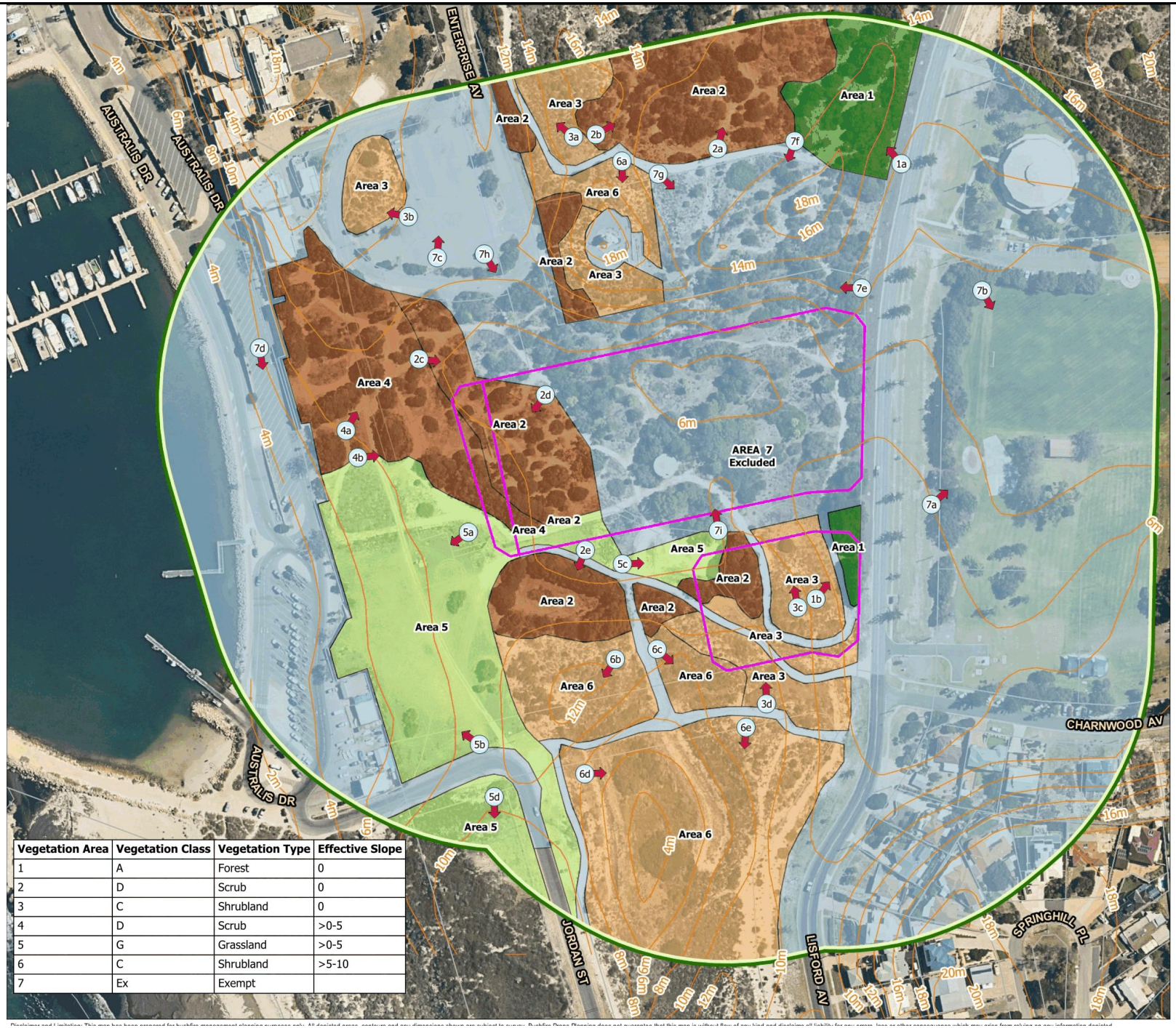
Photo ID: 7f

VEGETATION AREA 7	
AS 3959:2018 Vegetation Classification Applied:	Excluded as per Section 2.2.3.2 (e) & (f)
Vegetation Types Present:	Low bushfire threat vegetation.
Description/Justification:	Areas cleared for development.

Photo ID: 7g

Photo ID: 7h

Photo ID: 7i



Vegetation Area	Vegetation Class	Vegetation Type	Effective Slope
1	A	Forest	0
2	D	Scrub	0
3	C	Shrubland	0
4	D	Scrub	>0-5
5	G	Grassland	>0-5
6	C	Shrubland	>5-10
7	Ex	Exempt	

Figure 3.1

Existing Topography & Classified Vegetation

Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

- Photos
- Elevation (m)
- Subject Site
- 150m_Assessment_Area
- Cadastre

Classified Vegetation

- Class A - Forest
- Class C - Shrubland
- Class D - Scrub
- Class G - Grassland
- Exclusion 2.2.3.2

0 20 40 60 80 100
Metres

------ LOCALITY ------

AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 01-10-2021
SCALE (A3): 1 : 1800

BUSHFIRE PRONE PLANNING

210744 Woolworths Liford Ave, Two Rocks VEG Post Dev.qgz

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3.1.3 Vegetation Separation Distance

The vegetation separation distance is the horizontal distance measured from the relevant parts of an existing building or a future building's planned location (within a lot), to the determined edge of an area of classified vegetation.

This separation distance applied to determining a Bushfire Attack Level (BAL) can be either:

- The *measured distance* – for which the location of the building relative to the edge of classified vegetation must be known. This will result in single determined BAL that will apply to a building. (The measured distance is a required calculation input); or
- A *calculated minimum and maximum distance (range)* that will correspond to each individual BAL. The calculated distances provide an indicative (or achievable) BAL for which the determined BAL will be dependent on the known location of the building relative to the edge of classified vegetation.

  The calculated range of distances corresponding to each BAL can be presented in different formats (tables or a BAL contour map), dependent on the form of information that is most appropriate for the proposed development/use. These distance ranges corresponding to BAL(s) will be presented in Section 3.2: 'Assessment Output".

For the proposed development/use, the applicable vegetation separation distances will be presented within the Bushfire Management Plan in this location:	In Section 3.2 'Assessment Output' as a table containing the calculated ranges of distance corresponding to each BAL and illustrated as a BAL Contour Map.

3.2 Assessment Output

UNDERSTANDING THE RESULTS OF THE BUSHFIRE IMPACT ASSESSMENT

Bushfire Attack Levels (BALs) – Their Application in the Building Environment is Different to the Planning Environment

In the building environment, a ***determined BAL*** is required for the proposed construction at the building application stage. This is to inform approval considerations and establish the bushfire construction standards that are to apply. An indicative BAL is not acceptable for a building application.

In the planning environment, through the application of SPP 3.7 and associated Guidelines, the deemed to satisfy requirement for a proposed 'development site' or sites (defined by the LPS Amendment Regulations 2015 as "that part of a lot on which a building that is the subject of development stands or is to be constructed"), is that a BAL-29 or lower rating can be achieved once all works associated with the proposal are completed. For planning approval purposes, an ***indicative BAL*** can provide the required information.

Determined Bushfire Attack Level

A determined BAL is to apply to an existing building or the 'development site' on which the building is to be constructed and not to a lot or building envelope. Its purpose is to state the potential radiant heat flux to which the building will be exposed, thereby determining the construction standard to be applied.

A determined BAL cannot be given for a future building whose design and position on the lot are unknown or the vegetation separation distance has not been established. It is not until these variables have been fixed that a determined BAL can be stated, and a BAL Certificate can be issued.

The one exception is when a building ***of any dimension*** can be ***positioned anywhere*** on a proposed lot (within R-Code building setbacks) or within a defined building envelope, and always remain subject to the same BAL, regardless of the retention of any existing classified vegetation either onsite or offsite.

Indicative Bushfire Attack Level

If a BAL is not able to achieve 'determined' status it will be an indicative BAL. It indicates the BAL that can be achieved by the proposed development/use. However, it is conditional upon an assessment variable(s) being confirmed at a later stage (e.g. the building location is established/changed, or vegetation is modified/removed to establish the vegetation separation distance).

A BAL certificate cannot be issued for an indicative BAL – unless that BAL cannot vary (refer to 'Determined BAL' above).

In table form, a single or a range of indicative BAL(s) may be presented. If a single indicative BAL is stated for a defined area (i.e. the lot or building envelope), this will be the highest indicative BAL impacting the defined area.

In BAL contour map form (refer to Section 3.2.1), the illustrated BAL contours visually identify areas of land for which if any part of an existing or proposed building is located on that land and within the BAL contours, then the highest BAL affecting that building (or part of the land on which the building will be constructed), will be the indicative BAL that is to apply.

The BAL can only become a determined BAL once the actual location of that building on the land is known and/or the required minimum vegetation separation distance corresponding to the relevant BAL contour is established (refer to Table 3.3).

3.2.1 Bushfire Attack Level Results - BAL Contour Map Format

INTERPRETATION OF THE BUSHFIRE ATTACK LEVEL (BAL) CONTOUR MAP

The contour map will present different coloured contour intervals extending from the areas of classified bushfire prone vegetation. These represent the different bushfire attack levels that will exist at varying distances away from the classified vegetation in the event of a bushfire in that vegetation.

The areas of classified vegetation to be considered in developing the BAL contours, are those that will remain as the intended end state of the subject development once earthworks, clearing and/or landscaping and re-vegetation have been completed (or each stage completed).

Each bushfire attack level corresponds to a set range of radiant heat flux that is generated by a bushfire. That range is defined by the AS 3959:2018 BAL determination methodology.

The width of each shaded BAL contour is a diagrammatic representation of the separation distances from the classified vegetation that correspond to each BAL for each separately identified area of classified vegetation. They have been calculated by the application of the unique site variables including vegetation types and structure, ground slope and applied fire weather.

(Refer to Section 3.2 'Understanding the Results of the Bushfire Impact Assessment' for the explanation of how BAL(s) for buildings will be assessed from the BAL Contour Map).

Construction of the BAL Contours

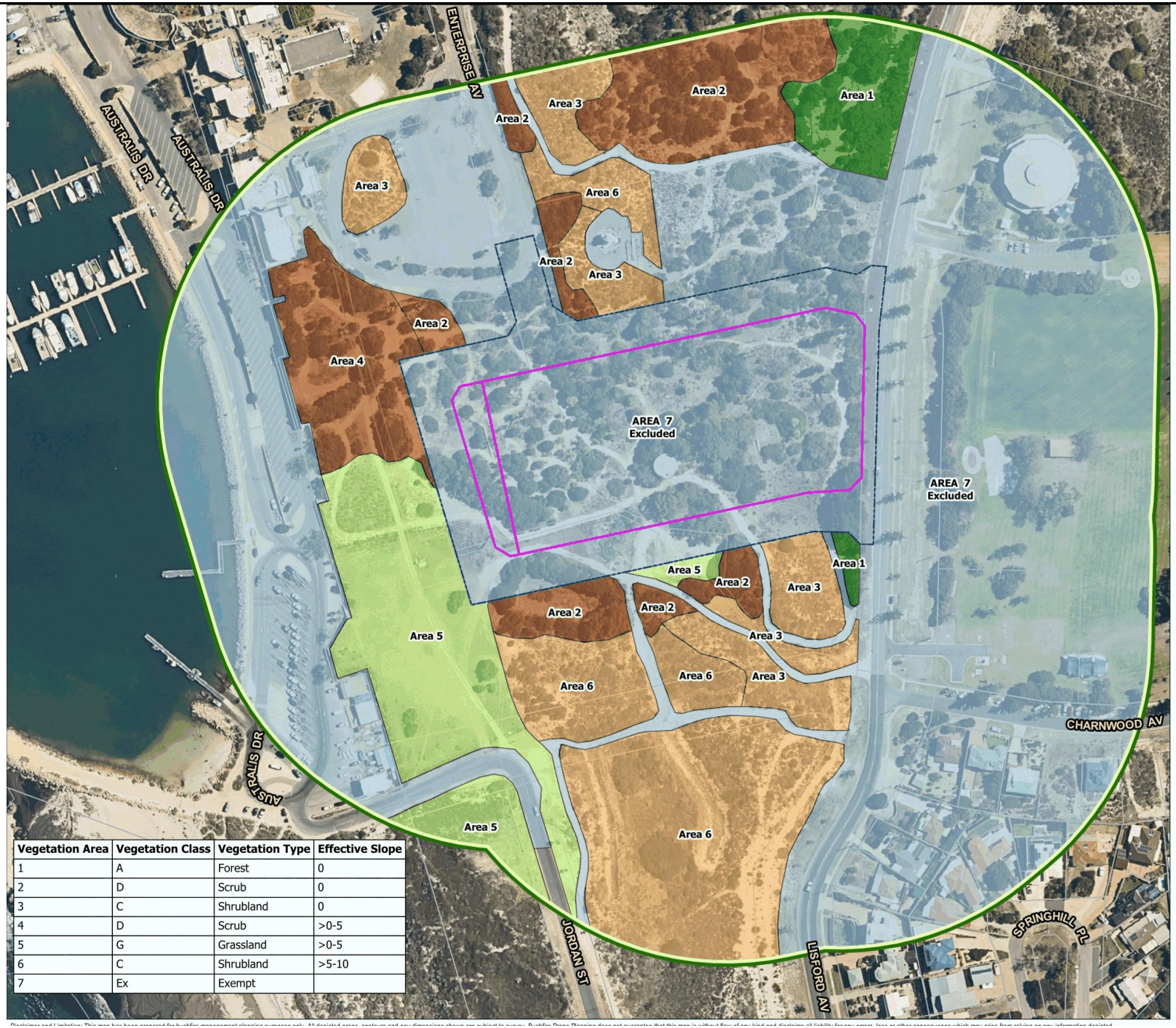
VEGETATION AREAS APPLIED TO THE DEVELOPMENT OF THE BAL CONTOUR MAP

All identified areas of classified vegetation have been applied with the following exceptions:

1. For Figure 3.4, all classified vegetation within the subject sites (as shown on Fig 3.4) and surrounding road reserves is excluded (See Figure 3.2 – 'Development Extents Stg 1'), and the BAL contours are constructed into the development from any classified vegetation outside these road boundaries; and
2. For Figure 3.5 all classified vegetation within the subject sites (as shown on Fig 3.5) and surrounding road reserves is excluded (See Figure 3.3 – 'Development Extents Stg 1 & 2'), and the BAL contours are constructed into the development from any classified vegetation outside these road boundaries.

This approach is applied to indicate the achievable bushfire attack levels within the specified development sites and the resultant area of developable land (i.e. subject to BAL-29 or less). It is based on the following assumptions:

1. Any classified vegetation within each lot will be managed by the landowner to meet asset protection zone standards to achieve a low bushfire threat state; and
2. All road reserves surrounding the subject sites will be managed and maintained to a low bushfire threat state.



Vegetation Area	Vegetation Class	Vegetation Type	Effective Slope
1	A	Forest	0
2	D	Scrub	0
3	C	Shrubland	0
4	D	Scrub	>0-5
5	G	Grassland	>0-5
6	C	Shrubland	>5-10
7	Ex	Exempt	

Figure 3.2

Topography & Classified Vegetation Post Development Stage 1

Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

- Subject Site
- Development Extents Stg 1
- 150m_Assessment_Area
- Cadastre

Classified Vegetation

- Class A - Forest
- Class C - Shrubland
- Class D - Scrub
- Class G - Grassland
- Exclusion 2.2.3.2

0 20 40 60 80 100
Metres

------ LOCALITY ------

AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 01-10-2021
SCALE (A3): 1 : 1800

BUSHFIRE PRONE PLANNING

210744 Woolworths Lisford Ave, Two Rocks VEG Post Dev.qgz

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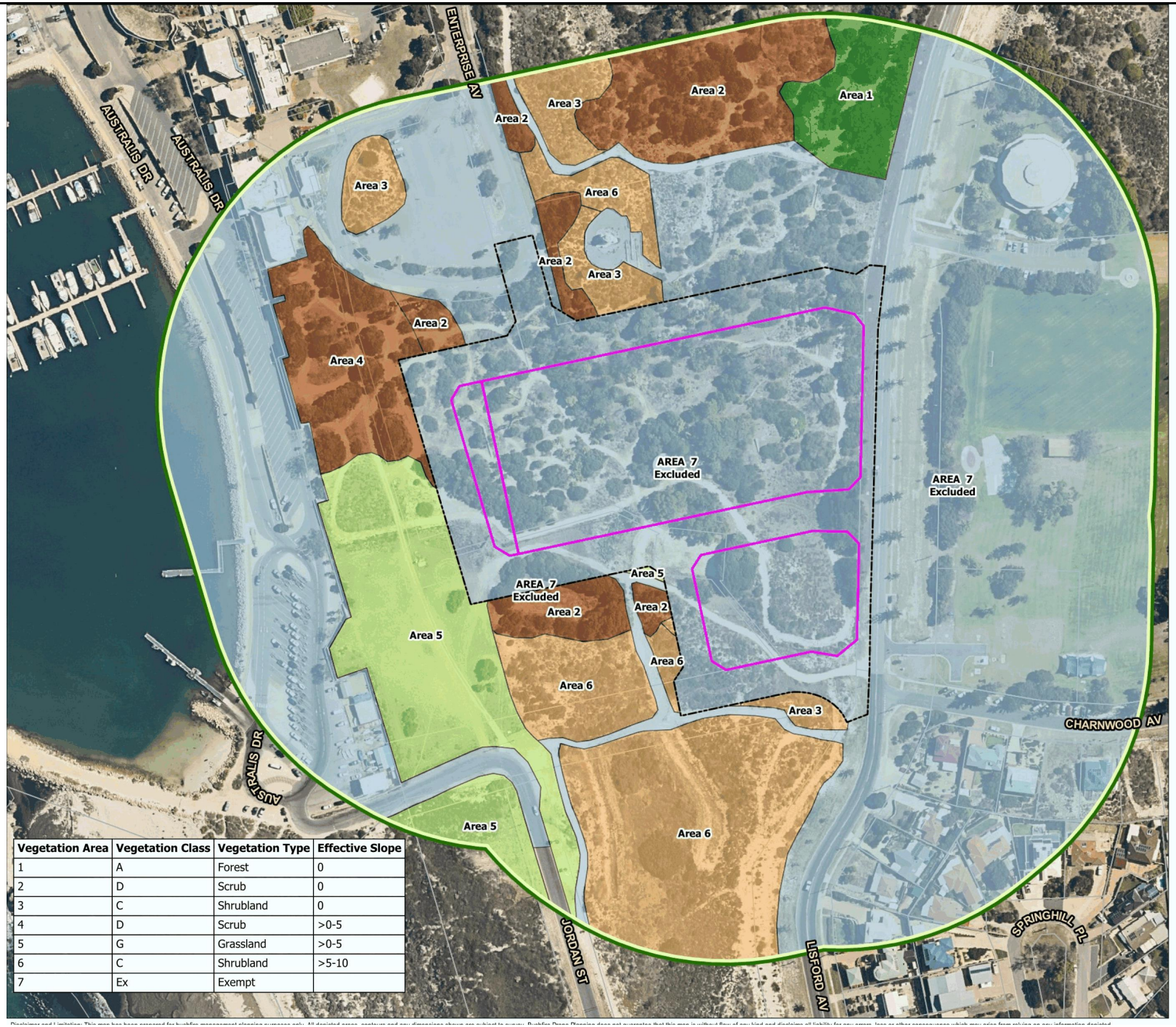


Vegetation Area	Vegetation Class	Vegetation Type	Effective Slope
1	A	Forest	0
2	D	Scrub	0
3	C	Shrubland	0
4	D	Scrub	>0-5
5	G	Grassland	>0-5
6	C	Shrubland	>5-10
7	Ex	Exempt	

Figure 3.3

Topography & Classified Vegetation Post Development Stages 1 and 2

Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

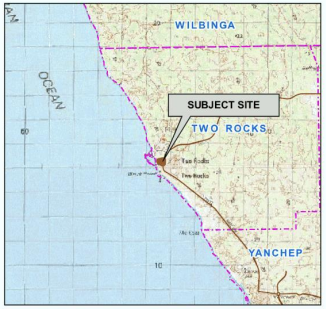
- Subject Site
- Development Extents Stgs 1 & 2
- 150m_Assessment_Area
- Cadastre

Classified Vegetation

- Class A - Forest
- Class C - Shrubland
- Class D - Scrub
- Class G - Grassland
- Exclusion 2.2.3.2

0 20 40 60 80 100
Metres

------ LOCALITY ------



AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 01-10-2021
SCALE (A3): 1 : 1800

BUSHFIRE PRONE PLANNING

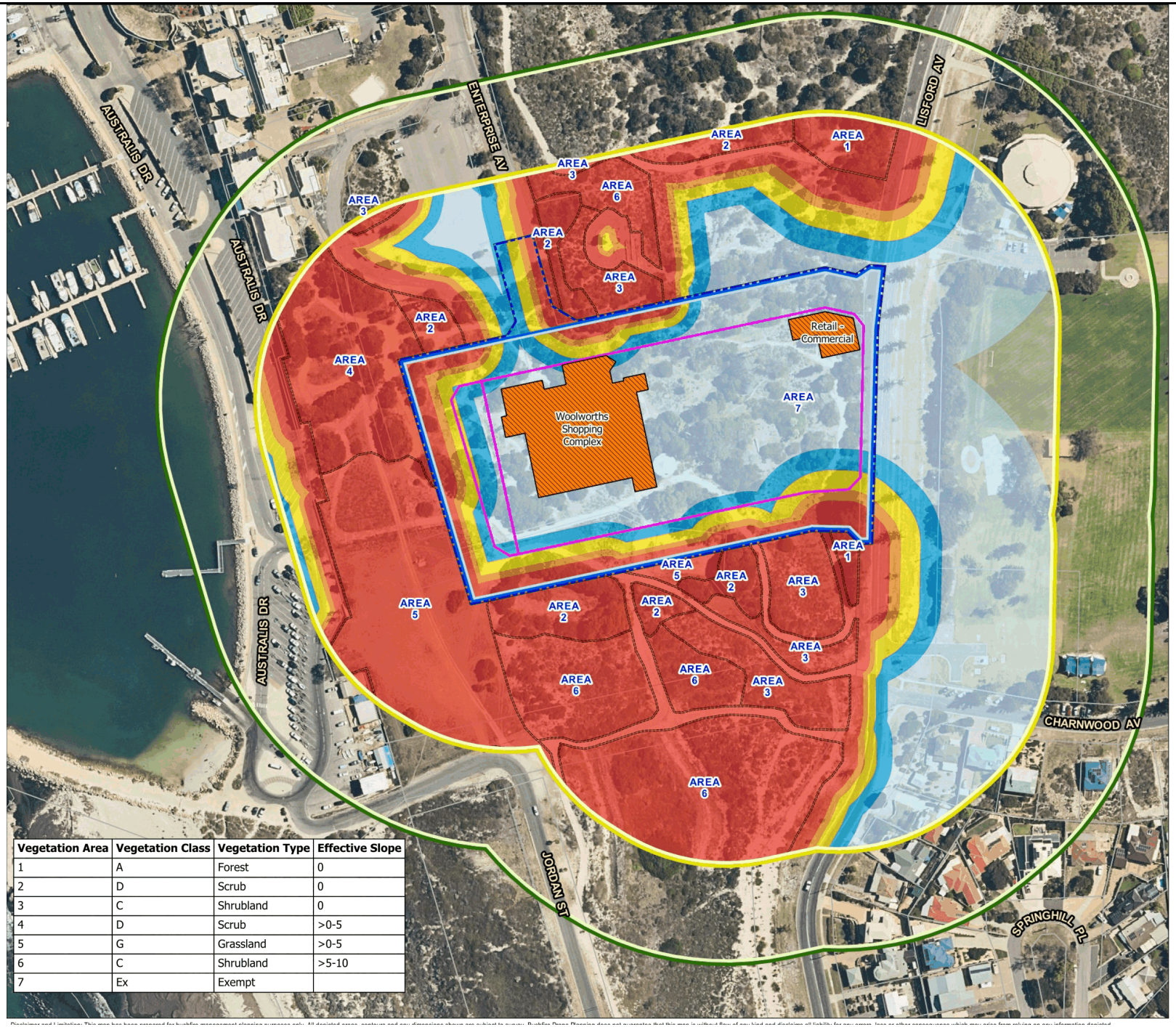
210744 Woolworths Lisford Ave, Two Rocks VEG Post Dev 2.qgz

VEGETATION SEPARATION DISTANCES APPLIED

The distances that have been applied to illustrating the width of each BAL contour shown in Figures 3.2 and 3.3 are stated in Table 3.3. These correspond to each Bushfire Attack Level and are specific to the proposed development site.

Table 3.3: Vegetation separation distances applied to construct the BAL contours.

BAL CONTOUR MAP – APPLIED VEGETATION SEPARATION DISTANCES								
Derived from the Application of Method 1 BAL Determination Methodology (AS 3959:2018 Section 2, Table 2.5)[1]								
Vegetation Area	Vegetation Classification	Effective Slope (degree range)	BAL and Corresponding Separation Distance (m)					
			BAL-FZ	BAL-40	BAL-29	BAL-19	BAL12.5	BAL-LOW
1	Class A Forest	upslope or flat	<16	16-<21	21-<31	31-<42	42-<100	>100
2	Class D Scrub	upslope or flat	<10	10-<13	13-<19	19-<27	27-<100	>100
3	Class C Shrubland	upslope or flat	<7	7-<9	9-<13	13-<19	19-<100	>100
4	Class D Scrub	downslope >0-5	<11	11-<15	15-<22	22-<31	31-<100	>100
5	Class G Grassland	downslope >0-5	<7	7-<9	9-<14	14-<20	20-<50	>50
6	Class C Shrubland	downslope >5-10	<8	8-<11	11-<17	17-<25	25-<100	>100
Note[1] All the assessment inputs applied are presented in Section 3.1.								



Vegetation Area	Vegetation Class	Vegetation Type	Effective Slope
1	A	Forest	0
2	D	Scrub	0
3	C	Shrubland	0
4	D	Scrub	>0-5
5	G	Grassland	>0-5
6	C	Shrubland	>5-10
7	Ex	Exempt	

Figure 3.4

Proposed Development BAL Contour Map Stage1

Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

- Proposed Buildings
- Subject Site
- Asset Protection Zone
- Development Extents Stg 1
- 100m BAL Buffer
- 150m_Assessment_Area
- Cadastre
- Vegetation Outline Stg 1

Bushfire Attack Levels

- BAL-FZ
- BAL-40
- BAL-29
- BAL-19
- BAL-12.5
- BAL-LOW

0 20 40 60 80 100
Metres

------ LOCALITY ------

AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Merctaor Units: Metre
Map by: Ian Macleod 01-10-2021
SCALE (A3): 1 : 1800

BUSHFIRE PRONE PLANNING

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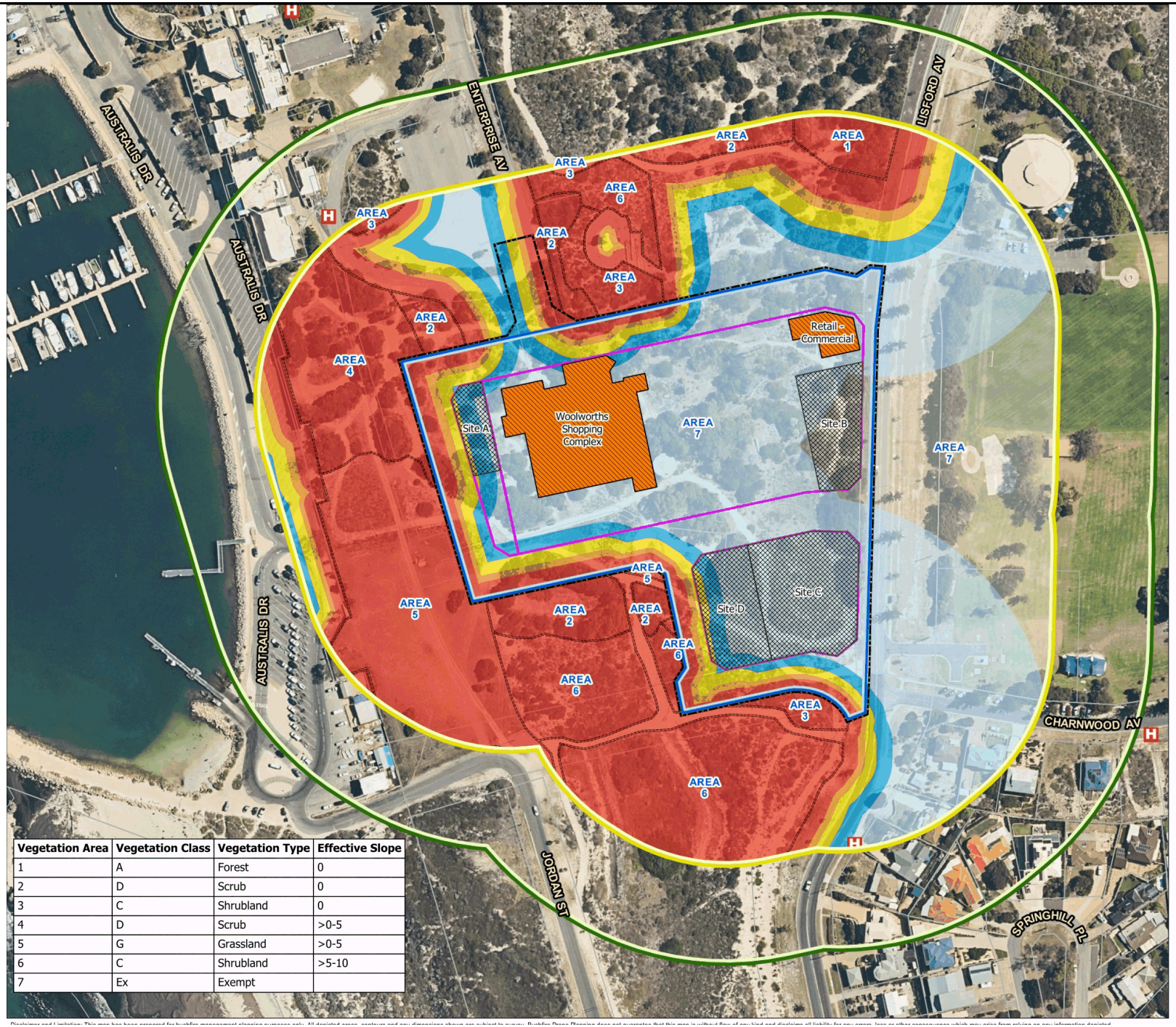
210744 Woolworths Lisford Ave, Two Rocks BAL Stg 1.aprx



Vegetation Area	Vegetation Class	Vegetation Type	Effective Slope
1	A	Forest	0
2	D	Scrub	0
3	C	Shrubland	0
4	D	Scrub	>0-5
5	G	Grassland	>0-5
6	C	Shrubland	>5-10
7	Ex	Exempt	

Figure 3.5

Proposed Development BAL Contour Map Stages 1 and 2

Portion of Lot 9702 on Plan 402964
10 Enterprise Avenue
TWO ROCKS
CITY OF WANNEROO

------ LEGEND ------

- Proposed Buildings
- Future Development Site
- Subject Site
- Asset Protection Zone
- Development Extents Stgs 1 & 2
- 100m BAL Buffer
- 150m_Assessment_Area
- Cadastre
- Vegetation Outline

Bushfire Attack Levels

- BAL-FZ
- BAL-40
- BAL-29
- BAL-19
- BAL-12.5
- BAL-LOW

0 20 40 60 80 100
Metres

------ LOCALITY ------

AERIAL IMAGERY: Landgate/SLIP

Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Mercator Units: Metre
Map by: Ian Macleod 05-10-2021
SCALE (A3): 1 : 1800

BUSHFIRE PRONE PLANNING

210744 Woolworths Lisford Ave, Two Rocks BAL Stg 1 and 2.qpz

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3.2.2 Bushfire Attack Level Results - Derived from The BAL Contour Maps

Table 3.4: Stage 1 Indicative BAL(s) for proposed building works.

BUSHFIRE ATTACK LEVEL FOR PLANNED BUILDINGS	
BAL Determination Methodology Applied[1]	Method 1 as per AS 3959:2018 s2.2.6 and Table 2.5.
Building Description (planned)	Indicative BAL (refer to start of s3.2)
Woolworths Shopping Complex	BAL-19
Retail/Commercial building	BAL-12.5
Note[1] Assessment inputs applied are presented in Section 3.1.	

Table 3.5: Stage 2 Indicative BAL(s) for proposed future development sites.

BUSHFIRE ATTACK LEVEL FOR FUTURE DEVELOPMENT SITES	
BAL Determination Methodology Applied[1]	Method 1 as per AS 3959:2018 s2.2.6 and Table 2.5.
Building Description (Future Development)	Indicative BAL (refer to start of s3.2)
Site A (Commercial)	BAL-29
Site B (Commercial)	BAL-12.5
Site C (Commercial)	BAL-19
Site D (Residential)	BAL-29
Note[1] Assessment inputs applied are presented in Section 3.1.	

4 IDENTIFICATION OF BUSHFIRE HAZARD ISSUES

In response to the Bushfire Management Plan requirements established by Appendix 5 of the Guidelines for Planning in Bushfire Prone Areas (WAPC 2017 v1.3), the following statements are made to assist in the understanding of whether the proposal is likely to be able to comply with the bushfire protection criteria now or in subsequent planning stages.

Spatial Context - Broader Landscape Considerations	
Wider road network and access constraints	Two roads service the settlement of Two Rocks. Two Rocks Road leads south to Yanchep and from there access is available to the major roads of Marmion Avenue and Wanneroo Road. Breakwater Drive heads east from Two Rocks to Indian Ocean Drive. From here access is available south to Wanneroo Road and Perth, or north to Lancelin. At a local level the proposed development will have roads on all four sides providing multiple access/egress routes for occupants. There is no access constraint for the subject site with regard to what is considered acceptable from a planning perspective.
Proximity of settlements and emergency services	The proposed development is located within the settlement of Two Rocks. The Two Rocks Volunteer Bush Fire Brigade is located approximately 7.5kms east of the subject site on Caraway Loop.
Bushfire prone vegetation types and extent (including conserved vegetation)	Significant extents of bushfire prone vegetation exist across the broader landscape as retained native vegetation. Vegetation types are mainly shrubland, scrub or grassland with small pockets of woodland or forest. Corridors of vegetation run south and east from the subject lot. Large areas of developed residential lands are located to the north and south-east of the site.
Topography and fire behaviour interactions.	The topography is gently undulating. Some areas of flat land exist but most have slopes of zero to five degrees and up to ten degrees. Bushfire rates of spread can double for every ten degrees of upslope while downslopes will slow the rate of spread.
Potential for extreme fire behaviour and pyro convective events.	Possible over the broader landscape due to continuous fuel loads and open areas subject to strong coastal winds.
Environmental Considerations	
Constraints to implementing required and/or additional bushfire protection measures	The environment considerations have not identified any constraints to implementing the required bushfire protection measures.
Provision of Access Within the Subject Site	
Potential constraints	There are no constraints to establishing the required access.
Potential Bushfire Impacts	
Flame and radiant heat and ability to establish an APZ	The proposed development lot size and location of surrounding roads will allow a minimum BAL-29 dimensioned APZ to be established for buildings within the development. This will prevent flame contact from the classified vegetation. Application of the bushfire construction standard will mitigate the risks from radiant heat impact to what is considered an acceptable level.
Embers/firebrands, smoke and fire-driven wind	These will be the major impacts to the subject site. The appropriate protection measures of building construction and strict management of the APZ will mitigate the risk to what is considered an acceptable level.

5 ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA ESTABLISHED BY THE GUIDELINES

For a development application that is not a 'Tourism Land Use' to be considered compliant with SPP 3.7, it must satisfy (achieve) the intent of each of the four elements of the bushfire protection criteria. These criteria are established by the *Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3*). Compliance can be achieved by either:

- Meeting all applicable acceptable solutions corresponding to each element (i.e. the minimum bushfire protection measures that are deemed to satisfy planning requirements); or
- Where an acceptable solution cannot be met, by developing a performance solution that satisfies the established requirements.

5.1 Local Government Variations to Apply

Local governments may add to or modify the acceptable solutions of the Bushfire Protection Criteria (BPC) and/or apply technical requirements that vary from those specified in the Guidelines for Planning in Bushfire Prone Areas (WAPC). In such instances, this Proposal will be assessed against these variations and/or any specific local government technical requirements for emergency access and water. Refer to Appendices 2 and 3 for relevant technical requirements.

Will local or regional variations (endorsed by WAPC / DFES) to the applicable acceptable solutions established by the *Guidelines* or the *Position Statement: Tourism land uses in bushfire prone areas WAPC October 2019,* apply to this Proposal?	N/A

5.2 Summary of Assessment Against the Bushfire Protection Criteria

SUMMARISED OUTCOME OF THE ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA					
Element of the Bushfire Protection Criteria	Basis for the Proposal Achieving Full Compliance with SPP 3.7			The Proposal Cannot Achieve Full Compliance with SPP 3.7	
	Acceptable Solutions Met		Achieves the Intent of the Element		
	All applicable solutions are fully met	All applicable solutions are not fully met. A merit based assessment and/or a bushfire performance comparison of the proposals residual risk with that of the residual risk of the acceptable solution is conducted (refer Note 4)	A performance principle-based solution is applied	Bushfire planning development type that may not require full compliance is applied	An improvement in bushfire performance compared to the existing development is detailed (refer Note 4)
1. Location	✓			N/A	
2. Siting and Design of Development	✓				
3. Vehicular Access	✓				
4. Water	✓				

Note: The development proposal has been assessed:

1. Against the requirements established in Appendix 4 of the *Guidelines for Planning in Bushfire Prone Areas, WAPC 2017 v1.3 (Guidelines)*. The Guidelines are found at https://www.planning.wa.gov.au/8194.aspx; and
2. Applying the interpretation guidance provided in *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.
3. Applying any endorsed variations to the Guideline's acceptable solutions and associated technical requirements that have been established by the local government. If known and applicable these have been stated in Section 5.1 with the detail included as an appendix if required by the local government.
4. When non-compliant with SPP 3.7 and when appropriate, by utilising additional compliance pathways that include the application of merit based assessment and comparative bushfire performance. The validity of this approach is derived from relevant decisions made by the responsible authorities (refer Appendix 2).

5.3 Assessment Detail

Element 1: Location	
Intent: To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.	
Compliance: How the proposed development achieves the intent of Element 1:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)

ASSESSMENT (COMPLIANCE) STATEMENTS

For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)* and apply the interpretation guidance established by the *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.

Acceptable Solution: A1.1: Development Location

ASSESSMENT AGAINST THE REQUIREMENTS ESTABLISHED BY THE GUIDELINES

The proposed Woolworths development, and future development sites on the Precinct C LDP, will provide an area of land within each lot that can be considered suitable for development as BAL-40 or BAL-FZ construction standards will not be required to be applied. This meets the requirements established by Acceptable Solution A1.1 and its associated explanatory note.

ASSESSMENT AGAINST THE REQUIREMENTS ESTABLISHED BY THE POSITION STATEMENT

The position statement establishes that:

- The source of risk (the hazard) to be considered in Element 1 is the "level of bushfire exposure" from the type and extent of bushfire prone vegetation and the topography of the land on which it exists; and
- "Consideration should be given to the site context" which includes the land both "within and adjoining the subject site". The "hazards remaining within the site should not be considered in isolation of the hazards adjoining the site, as the potential impact of a bushfire will be dependent on the wider risk context."

The position statement also recognises:

- That the proposed development site and its surrounding land may be part of an area "identified for development or intensification of land use prior to the release of SPP 3.7"; consequently
- Consideration by decision-makers "should also be given to improving bushfire management of the site and surrounding area, thereby reducing the vulnerability of people property and infrastructure to bushfire"; and
- The application of mitigation measures to lessen the risk to the broader area would include improvements to the local road network (including emergency access ways), improvements/additions to firefighting water supply and increasing separation distance from the hazard.

The Hazard Within the Subject Site

The proposed lots will be cleared of vegetation during the construction stagee. Any revegetation or landscaping on the lots will be designed and maintained to a low bushfire threat state. The greater portion of the Woolworths site is currently clear of vegetation.

Element 1: Location

The Hazard Adjoining the Subject Site

Vegetation adjoining the north of the Woolworths site is currently cleared and a road is under construction. Further north is a relatively small area of native vegetation and then developed residential lots.

A small area of scrub, shrub and grassland vegetation sits to the west of the site. Further west is the Two Rocks marina and the Indian Ocean.

Directly east of the development site is an area of public open space consisting of reticulated playing fields and further east are developed residential lots. A corridor of native vegetation sits to the north-east of the subject site and joins larger expanses of bushfire prone vegetation.

To the south of the development site is a corridor of vegetation running along the coast and again joins larger areas of bushfire prone vegetation. South-east of the site sits built up residential areas.

Due to the fragmented layout of bushfire prone vegetation close to the development site there are limited scenarios in which the subject development site is likely to be subject to a significant bushfire event.

Element 2: Siting and Design of Development

Intent: To ensure that the siting and design of development (note: not building/construction design) minimises the level of bushfire impact.

Compliance: How the proposed development achieves the intent of Element 2:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)

ASSESSMENT (COMPLIANCE) STATEMENTS

For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)* and apply the interpretation guidance established by the *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.

Acceptable Solution: A2.1: Asset Protection Zone

THE APZ - DEVELOPMENT SITING AND DESIGN PLANNING REQUIREMENTS

The necessary outcome of bushfire planning for development siting and design, is to ensure that a building can be located within the developable portion of any lot (i.e. outside those parts of the lot that form the required R-Code building setbacks, or any other excluded area), and be subject to potential radiant heat from a bushfire not exceeding 29 kW/m² (i.e. a maximum BAL of BAL-29).

This will be achieved when the size of the "low fuel area immediately surrounding a building", the asset protection zone (APZ), is large enough. This requires a certain separation distance to exist between the building and areas of classified vegetation. These are the BAL-29 APZ dimensions and they will vary dependent on site specific parameters.

The APZ should be contained solely within the boundaries of each lot, except in instances where the neighbouring lot(s) or adjacent public land will be managed in a low-fuel state on an ongoing basis, in perpetuity.

Where possible, planning for siting and design should incorporate elements that include non-vegetated areas (e.g. roads/parking/drainage) and/or formally managed areas of vegetation (public open space/recreation areas/ services installed in a common section of land), as either part of the required APZ dimensions or to additionally increase separation distances to provide greater protection. These elements create robust and easier managed asset protection zones.

THE ASSESSMENT

Future buildings on the proposed Woolworths development site, and future commercial and residential lots, can be surrounded by an APZ that will ensure the potential radiant heat impact of a bushfire does not exceed 29 kW/m² (BAL-29). The required APZ specifications of width, location and management can be achieved.

APZ Width: The required APZ dimensions to ensure buildings are subject to a maximum BAL of BAL-29 (measured from any external wall or supporting post or column to the edge of the classified vegetation), has been determined in Section 3.2 of this BMP and are:

BAL-29 APZ Dimensions		
Applicable to Following Buildings/Lots: Woolworths Shopping Complex Retail/Commercial building Future Development Sites	Building to Vegetation Area 1	Minimum 21 metres
	Building to Vegetation Area 2	Minimum 13 metres
	Building to Vegetation Area 3	Minimum 9 metres
	Building to Vegetation Area 4	Minimum 15 metres
	Building to Vegetation Area 5	Minimum 9 metres
	Building to Vegetation Area 6	Minimum 11 metres

APZ Location: The Asset Protection Zone (APZ) for the proposed two buildings, and future developments, will exist both within and outside the proposed lots. The portions of the required size APZ that exist outside each proposed lot consists of roads and managed road verges.

Element 2: Siting and Design of Development

APZ Management: It is expected that vegetation on all proposed lots and surrounding road reserves will either be removed or maintained to a low bushfire threat state.

Retained vegetation will be managed in accordance with the technical requirements established by the Schedule 1: 'Standards for Asset Protection Zones (Guidelines). The APZ specifications are also detailed in Appendix 1 and the City of Wanneroo may have additional requirements established by their Fire Mitigation Notice.

THE APZ – REQUIRED DIMENSIONS TO SATISFY FUTURE BUILDING (AND ONGOING MANAGEMENT)

It is important for the landowner to be aware that the APZ dimensions that will be required to be physically established and maintained on each lot surrounding relevant future buildings, may be different to those stated above for the BAL-29 APZ - which is the minimum dimension a planning proposal needs to show can be established to comply with SPP 3.7.

For this proposal, it is expected that the whole of each future lot and abutting road reserves are to be maintained to a low bushfire threat state. The proposed development consists of commercial lots and small scale housing lots. The commercial lots will consist of buildings, parking areas, loading areas and small areas of managed landscaping. The residential lots are required by the City of Wanneroo Fire Mitigation Notice to be maintained to a low bushfire threat state over the bushfire season.

A small area of Public Open Space and drainage reserve is located to the west of the proposed shopping complex. This area is expected to be landscaped and maintained to a low bushfire threat state by the landowner.

Element 3: Vehicular Access	
Intent: To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.	
Compliance: How the proposed development achieves the intent of Element 3:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)
ASSESSMENT (COMPLIANCE) STATEMENTS For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)*.	
Acceptable Solution: A3.1: Two Access Routes	
Perimeter roads are to be constructed around the proposed development sites and connecting to Lisford Avenue to the east, and Enterprise Avenue to the north. This road system will provide a minimum of two access/egress routes from each proposed lot.	
Acceptable Solution: A3.2: Public Road	
New public roads will be constructed for this development The construction technical requirements established by the Guidelines will be complied with.	
Acceptable Solution: A3.3: Cul-de-sacs (including a dead-end road)	
No cul-de-sacs exist or are planned for this development.	
Acceptable Solution: A3.4: Battle-axe	
No battle-axe lots are planned for this development.	
Acceptable Solution: A3.5: Private Driveways	
No buildings will be greater that 50 metres from a public road, therefore construction of driveways to bushfire standards is not required.	
Acceptable Solution: A3.6: Emergency Access Way	
There are no Emergency Access Ways planned for this development.	
Acceptable Solution: A3.7: Fire Service Access Routes	
There are no Fire Service Access Routes planned for this development.	
Acceptable Solution: A3.8: Firebreak Width	
The proposed lots will comply with the requirements of the local government annual firebreak notice issued under s33 of the Bush Fires Act 1954.	

Element 4: Water	
Intent: To ensure water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.	
Compliance: How the proposed development achieves the intent of Element 4:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)
ASSESSMENT (COMPLIANCE) STATEMENTS For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)*.	
Acceptable Solution: A4.1: Reticulated Areas	
A reticulated water supply is available to the subject site and hydrants will be installed in locations throughout the development as required by the relevant authorities.	
Acceptable Solution: A4.2: Non-Reticulated Areas	
N/A	
Acceptable Solution: A4.3: Non-Reticulated Areas – Individual Lots	
N/A	

5.4 Recommended Additional Bushfire Protection Measures

The following bushfire protection measures are to be implemented and maintained. They are additional to those established by the relevant acceptable solutions applied to the proposed subdivision, development or use.

The relevant acceptable solutions are those against which this planning proposal has been assessed in Section 5.3 of this Bushfire Management Plan.

5.4.1 Recommended Additional Measures to Improve Bushfire Performance

Buildings of Class 4 to Class 9 are not required by the Building Code of Australia (BCA) to be constructed to comply with bushfire performance requirements. As the proposed buildings will be located in a bushfire prone area and may be subject to a bushfire attack, Bushfire Prone Planning recommends that some degree of upgrading be considered to improve the protection for occupants and the building's survivability. At a minimum protection from ember attack should be considered (i.e. constructed to the standard required for BAL-12.5).

6 RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF THE BUSHFIRE PROTECTION MEASURES

Table 6.1: BMP Implementation responsibilities prior to occupancy or building.

6.1 Landowner (Developer) - Prior to Occupancy or Building	
No.	Implementation Actions
1	The local government may condition a development application approval with a requirement for the landowner/proponent to register a notification onto the certificate of title and deposited plan. This will be done pursuant to Section 70A *Transfer of Land Act 1893* as amended ('Factors affecting use and enjoyment of land, notification on title'). This is to give notice of the bushfire hazard and any restrictions and/or protective measures required to be maintained at the owner's cost. This condition ensures that: 1. Landowners/proponents are aware their lot is in a designated bushfire prone area and of their obligations to apply the stated bushfire risk management measures; and 2. Potential purchasers are alerted to the Bushfire Management Plan so that future landowners/proponents can continue to apply the bushfire risk management measures that have been established in the Plan.
2	Prior to building and post planning approval, the entity responsible for having the BMP prepared should ensure that anyone listed as having responsibility under the Plan has endorsed it and is provided with a copy for their information and informed that it contains their responsibilities. This includes the landowners/proponents (including future landowners where the Plan was prepared as part of a subdivision approval), local government and any other authorities or referral agencies ('Guidelines' s4.6.3).
3	Prior to building establish the Asset Protection Zone (APZ) surrounding the proposed development, as shown in Figures 3.4 and 3.5. Establish the APZ to the standards established by the Guidelines (refer to Appendix 1) or as varied by the local government through their Firebreak Notice. This is the responsibility of the developer.
4	Prior to occupation of the development, the development is to be compliant with the City of Wanneroo Fire Mitigation Notice issued under s33 of the Bushfires Act 1954. This may include specifications for asset protection zones that differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with. Refer to Appendix 1.
5	Prior to occupancy, public roads are to be constructed and hydrants established to the standards stated in the BMP.
6	To implement and maintain, the additional bushfire protection measure contained in Section 5.4 of this Bushfire Management Plan, in addition to the measures that are established by the acceptable solutions.
7	Prior to any building work, inform the builder of the existence of this Bushfire Management Plan and the responsibilities it contains, regarding the required construction standards. This will be: • The standard corresponding to the determined BAL, as per the bushfire provisions of the Building Code of Australia (BCA); and/or • A higher standard because the BMP establishes that the construction standard is to correspond to a higher BAL as an additional bushfire protection measure.

Table 6.2: Ongoing management responsibilities for the Landowner/Occupier.

Landowner/Occupier - Ongoing	
No.	Ongoing Management Actions
1	Maintain the Asset Protection Zone (APZ) surrounding the proposed development, as shown in Figures 3.4 and 3.5. Maintain the APZ to the standards established by the Guidelines (refer to Appendix 1) or as varied by the local government through their Firebreak Notice. This is the responsibility of the developer.
2	Comply with the City of Wanneroo Fire Mitigation Notice issued under s33 of the Bush Fires Act 1954. This may include specifications for asset protection zones that differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with. Refer to Appendix 1.
3	Maintain vehicular access routes within the lots.
4	Ensure that any builders (of future structures on the lot) are aware of the existence of this Bushfire Management Plan and the responsibilities it contains regarding the application of construction standards corresponding to a determined BAL.
5	Ensure all future buildings the landowner has responsibility for, are designed and constructed in full compliance with: 1. the requirements of the WA Building Act 2011 and the bushfire provisions of the Building Code of Australia (BCA); and 2. with any identified additional requirements established by this BMP or the local government.

Table 6.3: Ongoing management responsibilities for the Local Government.

Local Government - Ongoing	
No.	Ongoing Management Actions
1	Monitor landowner compliance with the Bushfire Management Plan and the annual Fire Mitigation Notice.
2	The adjoining road reserves to be managed to ensure the vegetation remains as low threat vegetation, in accordance with AS3959:2018.

APPENDIX 1: TECHNICAL REQUIREMENTS FOR ONSITE VEGETATION MANAGEMENT

A1.1 Requirements Established by the Guidelines – Standards for Asset Protection Zones

(Source: Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 Appendix 4, Element 2, Schedule 1 and Explanatory Note E2.1)

DEFINING THE ASSET PROTECTION ZONE (APZ)

Description: An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level (by reducing fuel loads). The width of the required APZ varies with slope and vegetation and varies corresponding to the BAL rating determined for a building (lower BAL = greater dimensioned APZ).

For planning applications, the minimum sized acceptable APZ is that which is of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m² (BAL-29). It will be site specific.

For subdivision planning, design elements and excluded/low threat vegetation adjacent to the lot(s) can be utilised to achieve the required vegetation separation distances and therefore reduce the required dimensions of the APZ within the lot(s).

Defendable Space: The APZ includes a defendable space which is an area adjoining the asset within which firefighting operations can be undertaken to defend the structure. Vegetation within the defendable space should be kept at an absolute minimum and the area should be free from combustible items and obstructions. The width of the defendable space is dependent on the space, which is available on the property, but as a minimum should be 3 metres.

Establishment: The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity.

The APZ may include public roads, waterways, footpaths, buildings, rocky outcrops, golf courses, maintained parkland as well as cultivated gardens in an urban context, but does not include grassland or vegetation on a neighbouring rural lot, farmland, wetland reserves and unmanaged public reserves.

[Note: Regardless of whether an Asset Protection Zone exists in accordance with the acceptable solutions and is appropriately maintained, fire fighters are not obliged to protect an asset if they think the separation distance between the dwelling and vegetation that can be involved in a bushfire, is unsafe.]

Schedule 1: Standards for APZ

Fences: within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.

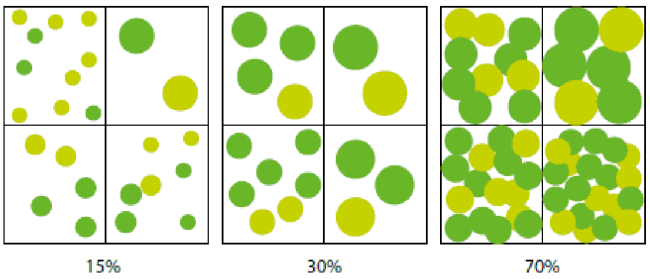
Objects: within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.

Fine Fuel Load: combustible dead vegetation matter less than 6 mm in thickness reduced to and maintained at an average of two tonnes per hectare (example below).

Example: Fine fuel load of 2 t/ha
(Image source: Shire of Augusta Margaret River's Firebreak and Fuel Reduction Hazard Notice)

Trees (> 5 metres in height): trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy. Diagram below represents tree canopy cover at maturity.

Tree canopy cover – ranging from 15 to 70 per cent at maturity



(Source: Guidelines for Planning in Bushfire Prone Areas 2017, Appendix 4)

Shrubs (0.5 metres to 5 metres in height): should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m2 in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.

Ground covers (<0.5 metres in height): can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 mm in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.

Grass: should be managed to maintain a height of 100 mm or less.

The following example diagrams illustrate how the required dimensions of the APZ will be determined by the type and location of the vegetation.

A1.2 Requirements Established by the Local Government – the Firebreak Notice

The local government's current Firebreak Notice is available on their website, at their offices and is distributed as ratepayer's information. It must be complied with.

These requirements are established by the local government's Firebreak Notice created under s33 of the Bushfires Act 1954 and issued annually (potentially with revisions). The Firebreak Notice may include additional components directed at managing fuel loads, accessibility and general property management with respect to limiting potential bushfire impact.

If Asset Protection Zone (APZ) specifications are defined in the Firebreak Notice, these may differ from the Standards established by the Guideline's, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with.

The APZ dimensions to be physically established and maintained, will be based on which of the following establishes the larger APZ dimension:

- The dimensions corresponding to the determined BAL of a building (refer to Section 3.2 explanation of the 'planning' versus 'building' requirements and 'indicative' versus 'determined' BAL(s)); or
- The APZ dimensions established by the local government's Firebreak Notice.

A1.3 Requirements Recommended by DFES – Property Protection Checklists

Further guidance regarding ongoing/lasting property protection (from potential bushfire impact) is presented in the publication 'DFES – Fire Chat – Your Bushfire Protection Toolkit'. It is available from the Department of Fire and Emergency Services (DFES) website.

A1.4 Requirements Established by AS 3959:2018 – 'Minimal Fuel Condition'

This information is provided for reference purposes. This knowledge will assist the landowner to comply with Management Requirement No. 3 set out in the Guidance Panel at the start of this Appendix. It identifies what is required for an area of land to be excluded from classification as a potential bushfire threat.

"Australian Standard AS [illegible] Section [illegible] Exclusions [illegible] that vegetation and non-vegetated areas [illegible] Bushfire Attack [illegible] shall be classified Vegetation [illegible] for the vegetation is [illegible] for a [illegible] duration [illegible] will [illegible]

a) Vegetation [illegible] that is [illegible] than [illegible] the site.

b) Single areas [illegible] vegetation less than [illegible] in area and not within [illegible] other areas [illegible] vegetation [illegible] classified vegetation.

c) Multiple areas [illegible] vegetation less than [illegible] in area and not within [illegible] the site [illegible] other areas [illegible] vegetation [illegible] classified vegetation.

d) Strips [illegible] vegetation less than [illegible] in width [illegible] measured perpendicular to the [illegible] vegetation [illegible] and not within [illegible] the site [illegible] other areas [illegible] vegetation [illegible] classified vegetation.

e) Non-vegetated areas that are areas [illegible] including [illegible] buildings, [illegible] and roads [illegible] that are [illegible] and [illegible].

f) *Vegetation regarded as low [illegible] that due [illegible] factors such [illegible] lack [illegible] continuity or [illegible] load. [illegible] includes [illegible] and [illegible] in a* ***minimal fuel condition,*** *[illegible] insufficient [illegible] to significantly increase the [illegible] – for [illegible] low [illegible] such as [illegible] grass to a [illegible] mown [illegible] and [illegible] and [illegible] maintained lawns [illegible] such as [illegible] areas and [illegible] maintained public [illegible] and [illegible] including [illegible] in [illegible] and [illegible] plantations [illegible] art [illegible] and [illegible] non-[illegible] [illegible] and [illegible] commercial nurseries [illegible] strips and [illegible] as [illegible] [illegible]."*

APPENDIX 2: TECHNICAL REQUIREMENTS FOR VEHICULAR ACCESS

Each local government may have their own standard technical requirements for emergency vehicular access, and they may vary from those stated in the Guidelines.

When required, these are stated in Section 5.1 of this bushfire management plan.

Requirements Established by the Guidelines – The Acceptable Solutions

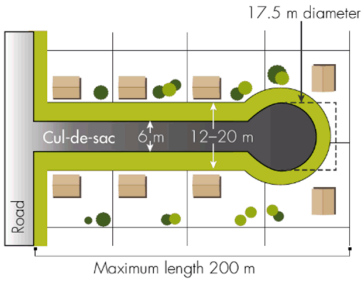
(Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4)

VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 1

Acceptable Solution 3.3: Cul-de-sacs (including a dead-end road)

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

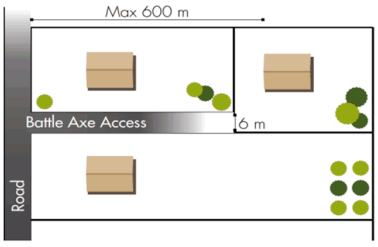
- Maximum length is 200m. If public emergency access is provided between cul-de-sac heads (as a right of way or public access easement in gross), the maximum length can be increased to 600m provided no more than 8 lots are serviced and the emergency access way is less than 600m in length;
- Turnaround area requirements, including a minimum 17.5m diameter head to allow type 3.4 fire appliances to turn around safely;
- The cul-de-sac connects to a public road that allows for travel in two directions; and
- Meet the additional design requirements set out in Part 2 of this appendix.



Acceptable Solution 3.4: Battle-axe

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

- Maximum length 600m and minimum width 6m; and
- Comply with minimum standards for private driveways.



VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 1

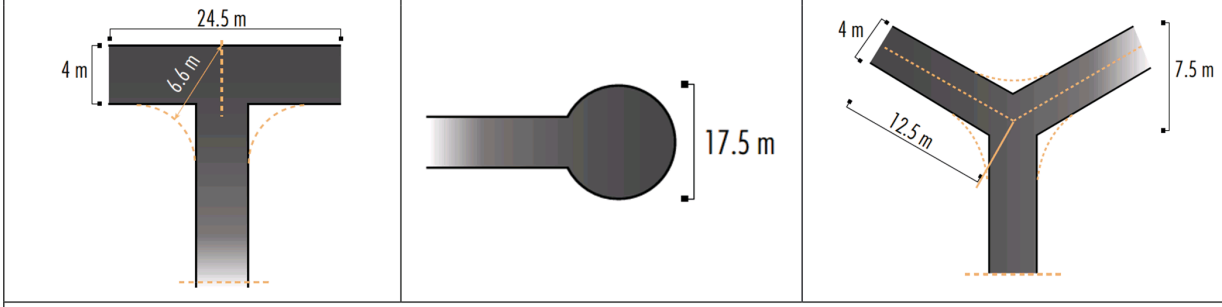
Acceptable Solution 3.5: Private Driveways

The following requirements are to be achieved:

- The design requirements set out in Part 2 of this appendix; and

Where the house site is more than 50 metres from a public road:

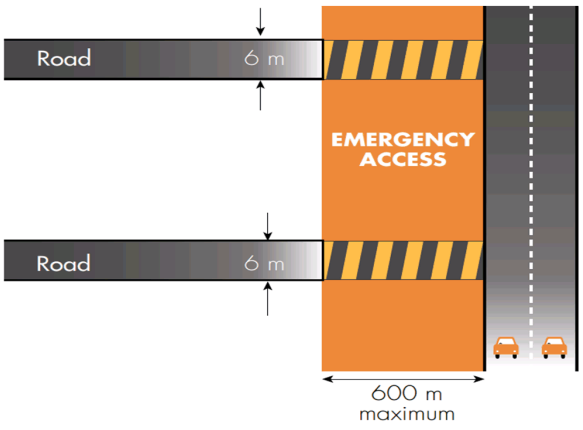
- Passing bays every 200 metres with a minimum length of 20 metres and a minimum width of two metres (ie combined width of the passing bay and constructed private driveway to be a minimum six metres);
- Turn-around areas every 500 metres and within 50 metres of a house, designed to accommodate type 3.4 fire appliances to turn around safely (ie kerb to kerb 17.5 metres);
- Any bridges or culverts are able to support a minimum weight capacity of 15 tonnes; and
- All weather surface (i.e. compacted gravel, limestone or sealed).



Acceptable Solution 3.6: Emergency Access Way

An access way that does not provide through access to a public road is to be avoided bushfire prone areas. Where no alternative exists, an emergency access way is to be provided as an alternative link to a public road during emergencies. The following requirements are to be achieved:

- No further than 600 metres from a public road;
- Must be signposted including where they ajoin public roads;
- Provided as a right of way or public access easement in gross;
- Where gates are used they must not be locked and they must be a minimum width of 3.6 metres with design and construction approved by local government (refer to the example in this appendix); and
- Meet the additional design requirements set out in Part 2 of this appendix.



VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 1

Acceptable Solution 3.7: Fire Service Access Routes (Perimeter Roads)

Are to be established to provide access within and around the edge of subdivision and related development and to provide direct access to bushfire prone areas for firefighters and link between public road networks for firefighting purposes. Fire service access is used during bushfire suppression activities but can also be used for fire prevention work. The following requirements are to be achieved:

- No further than 600 metres from a public road (driveways may be used as part of the designated fire service access;
- Dead end roads not permitted;
- Allow for two-way traffic (i.e. two 3.4 fire appliances);
- Provide turn-around areas designed to accommodate 3.4 fire appliances and to enable them to turn around safely every 500m (i.e. kerb to kerb 17.5 metres);
- All weather surface (i.e. compacted gravel, limestone or sealed) and have erosion control measures in place;
- Must be adequately sign posted;
- Where gates are used, they must be a minimum width of 3.6 metres with design and construction approved by local government (refer to the example in this appendix) and may be locked (use a common key system);
- Meet the additional design requirements set out in Part 2 of this appendix;
- Provided as right of ways or public access easements in gross; and
- Management and access arrangements to be documented and in place.

Acceptable Solution 3.8: Firebreak Width

Lots greater than 0.5 hectares must have an internal perimeter firebreak of a minimum width of three meters or to the level as prescribed in the local firebreak notice issued by the local government.

VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 2

Technical Component	Vehicular Access Types				
	Public Roads	Cul-de-sacs	Private Driveways	Emergency Access Ways	Fire Service Access Routes
Minimum trafficable surface (m)	6*	6	4	6*	6*
Horizontal clearance (m)	6	6	6	6	6
Vertical clearance (m)	4.5	4.5	4.5	4.5	4.5
Maximum grade <50 metres	1 in 10	1 in 10	1 in 10	1 in 10	1 in 10
Minimum weight capacity (t)	15	15	15	15	15
Maximum cross-fall	1 in 33	1 in 33	1 in 33	1 in 33	1 in 33
Curves minimum inner radius (m)	8.5	8.5	8.5	8.5	8.5

* A six metre trafficable surface does not necessarily mean paving width. It could, for example, include four metres of paving and one metre of constructed road shoulders. In special circumstances, where 8 lots or less are being serviced, a public road with a minimum trafficable surface of four metres for a maximum distance of ninety metres may be provided subject to the approval of both the local government and DFES.

APPENDIX 3: TECHNICAL REQUIREMENTS FOR FIREFIGHTING WATER

Reticulated Areas

[Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4, Element 4]

The Water Corporation's 'No 63 Water Reticulation Standard' is deemed to be the baseline criteria for developments and should be applied unless local water supply authority's conditions apply.

The requirement is to supply a reticulated water supply and fire hydrants, in accordance with the technical requirements of the relevant water supply authority and DFES.

Key specifications in the most recent version/revision of the design standard include:

- ***Residential Standard*** – hydrants are to be located so that the maximum distance between the hydrants shall be no more than 200 metres.
- ***Commercial Standard*** – hydrants are to be located with a maximum of 100 metre spacing in Industrial and Commercial areas.
- ***Rural Residential Standard*** – where minimum site areas per dwelling is 10,000 m² (1ha), hydrants are to be located with a maximum 400m spacing. If the area is further subdivided to land parcels less than 1ha, then the residential standard (200m) is to be applied.

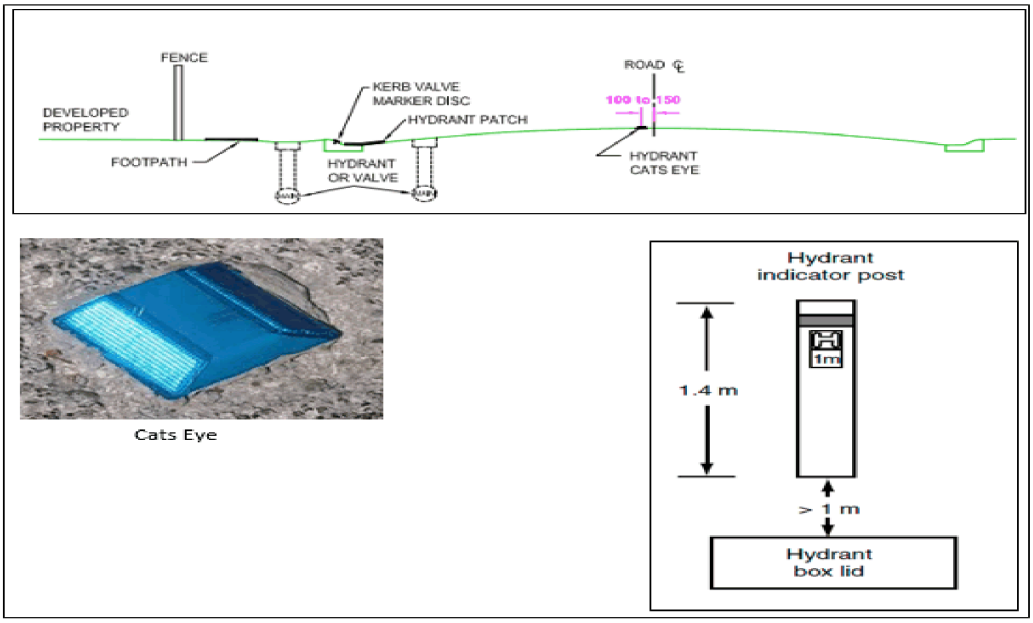


Figure A4.1: Hydrant Location and Identification Specifications

ATTACHMENT 8

Waste Management Plan

Woolworths Two Rocks

Prepared for Fabcot Pty Ltd

27 October 2021

Project Number: TW21112

Assets | Engineering | Environment | Noise | Spatial | Waste

DOCUMENT CONTROL

Version	Description	Date	Author	Reviewer	Approver
1.0	First Approved Release	27/10/2021	DP	DM	DP

Approval for Release

Name	Position	File Reference
Dilan Patel	Project Manager – Waste Management Consultant	TW21112-02_Waste Management Plan_1.0
Signature	Dilan Patel Digitally signed by Dilan Patel Date: 2021.10.27 11:09:18 +08'00'	

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Executive Summary

Fabcot Pty Ltd is seeking development approval for the proposed Woolworths Two Rocks development (the Proposal).

To satisfy the conditions of the development application the City of Wanneroo (the City) requires the submission of a Waste Management Plan (WMP) that will identify how waste is to be stored and collected from the Proposal. Talis Consultants has been engaged to prepare this WMP to satisfy the City's requirements.

A summary of the bin size, numbers, collection frequency and collection method is provided in the below table.

Proposed Waste Collection Summary

Waste Type	Generation (L/week)	Bin Size (L)	Number of Bins	Collection Frequency	Collection
Café and Speciality Tenancies Bin Storage Area					
Refuse	3,574	660	Six	Once each week	Private Contractor
Recycling	2,700	660	Five	Once each week	Private Contractor
Retail / Commercial Bin Storage Area					
Refuse	417	660	One	Once each week	Private Contractor
Recycling	417	660	One	Once each week	Private Contractor

A private contractor will service the tenancies onsite, directly from the respective Bin Storage Area. The private contractor's waste collection vehicle will enter and exit the Proposal in forward gear via Future Road 3 or Azzurra Street.

Building management will oversee the relevant aspects of waste management at the Proposal.

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1 Introduction

Fabcot Pty Ltd is seeking development approval for the proposed Woolworths Two Rocks development (the Proposal).

To satisfy the conditions of the development application the City of Wanneroo (the City) requires the submission of a Waste Management Plan (WMP) that will identify how waste is to be stored and collected from the Proposal. Talis Consultants has been engaged to prepare this WMP to satisfy the City's requirements.

The Proposal is bordered by vacant land to the to the north (future Azzurra Street), south (Future Road 3) and west (future commercial) and Lisford Avenue to the east, as shown in Figure 1.

1.1 Objectives and Scope

The objective of this WMP is to outline the equipment and procedures that will be adopted to manage waste (refuse and recyclables) at the Proposal. Specifically, the WMP demonstrates that the Proposal is designed to:

- Adequately cater for the anticipated volume of waste to be generated;
- Provide adequately sized Bin Storage Areas, including appropriate bins; and
- Allow for efficient collection of bins by appropriate waste collection vehicles.

To achieve the objective, the scope of the WMP comprises:

- Section 2: Waste Generation;
- Section 3: Waste Storage;
- Section 4: Waste Collection;
- Section 5: Waste Management; and
- Section 6: Conclusion.

2 Waste Generation

The following section shows the waste generation rates used and the estimated waste volumes to be generated at the Proposal.

2.1 Proposed Tenancies

The anticipated volume of refuse and recyclables is based on the floor area (m^2) of the tenancies at the Proposal. The Proposal consists of the following:

- Supermarket (Woolworths) – 2,942m^2;
- Café – 85m^2;
- Spec 1 (Liquor) – 200m^2;
- Spec 2 – 82m^2;
- Spec 3 – 78m^2;
- Spec 4 – 151m^2; and
- Retail / Commercial – 595m^2.

Note, the Woolworths Supermarket has their own back of house and manages waste through their own internal processes governed by national waste collections contracts, and therefore has not been included as part of this report.

2.2 Waste Generation Rates

The estimated amount of refuse and recyclables to be generated by the Proposal is based on the Western Australian Local Government Association's (WALGA) *Commercial and Industrial Waste Management Plan Guidelines* (2014) and the City of Melbourne's *Guidelines for Preparing a Waste Management Plan* (2014).

It should also be noted that a conservative approach has been taken with regards to waste generation across the Proposal by overestimating the potential waste volumes by assuming seven days of operation for all tenancies.

Table 2-1 shows the waste generation rates which have been applied to the Proposal.

Table 2-1: Waste Generation Rates

Tenancy Use Type	Guideline Reference	Refuse Generation Rate	Recycling Generation Rate
Café	Melbourne – Café	300L/100m^2/day	200L/100m^2/day
Spec 1 (Liquor)	WALGA – Retail Shop > 100m^2	50L/100m^2/day	50L/100m^2/day
Spec 2	WALGA – Retail Shop < 100m^2	50L/100m^2/day	25L/100m^2/day
Spec 3	WALGA – Retail Shop < 100m^2	50L/100m^2/day	25L/100m^2/day
Spec 4	WALGA – Retail Shop > 100m^2	50L/100m^2/day	50L/100m^2/day
Retail / Commercial	WALGA – Offices	10L/100m^2/day	10L/100m^2/day

2.3 Waste Generation Volumes

Waste generation is estimated by volume in litres (L) as this is generally the influencing factor when considering bin size, numbers and storage space required.

Waste generation volumes in litres per week (L/week) adopted for this waste assessment are shown Table 2-2. It is estimated that the tenancies at the Proposal will generate 3,991L of refuse and 3,117L of recyclables each week.

Table 2-2: Estimated Waste Generation

Tenancies	Area (m^2)	Waste Generation Rate (L/100m^2/day)	Waste Generation (L/week)
Refuse			
Café	85	300	1,785
Spec 1 (Liquor)	200	50	700
Spec 2	82	50	287
Spec 3	78	50	273
Spec 4	151	50	529
Retail / Commercial	595	10	417
		Total	**3,991**
Recyclables			
Café	85	200	1,190
Spec 1 (Liquor)	200	50	700
Spec 2	82	25	144
Spec 3	78	25	137
Spec 4	151	50	529
Retail / Commercial	595	10	417
		Total	**3,117**

3 Waste Storage

Waste materials generated within the Proposal will be collected in the bins located in the Bin Storage Areas, as shown in Diagram 1 and Diagram 2, and discussed in the following sub-sections.

3.1 Internal Bins

To promote positive recycling behaviour and maximise diversion from landfill, the café, each speciality tenancy and the retail/commercial tenancy will have two internal bins for the separate disposal of refuse and recyclables. Waste from these internal bins will be transferred by the tenant, staff or cleaners to the respective Bin Storage Area and be deposited into the appropriate refuse and recycling bins.

Tenants, staff or cleaners will transfer waste to the respective Bin Storage Areas outside of normal operating hours to minimise disturbance to customers and visitors at the Proposal.

The Supermarket will have their own internal bins for the collection of refuse and recyclables. Staff/cleaners will transfer the contents of these bins to the dedicated Supermarket Bin Storage Area as required outside of normal operational hours to minimise disturbance to customers and visitors at the Proposal. Staff/cleaners will be required to empty their internal bins daily and will be responsible for the cleaning and maintenance of the Supermarket internal bins.

3.2 Bin Sizes

Table 3-1 gives the typical dimensions of standard bins sizes that may utilised at the Proposal. It should be noted that these bin dimensions are approximate and can vary slightly between suppliers.

Table 3-1: Typical Bin Dimensions

Dimensions	Bin Sizes			
	240L	360L	660L	1,100L
Depth (mm)	730	848	780	1,070
Width (mm)	585	680	1,260	1,240
Height (mm)	1,060	1,100	1,200	1,300
Area (mm^2)	427	577	983	1,327

Reference: SULO Bin Specification Data Sheets

3.3 Café and Speciality Tenancies Bin Storage Area Size

To ensure sufficient area is available for storage of the café and speciality tenancies bins, the amount of bins required for the Café and Specialty Tenancies Bin Storage Area was modelled utilising the estimated waste generation in Table 2-2, bin sizes in Table 3-1 and based on collection of refuse and recyclables once each week.

Based on the results shown in Table 3-2 the Café and Specialty Tenancies Bin Storage Area has been sized to accommodate:

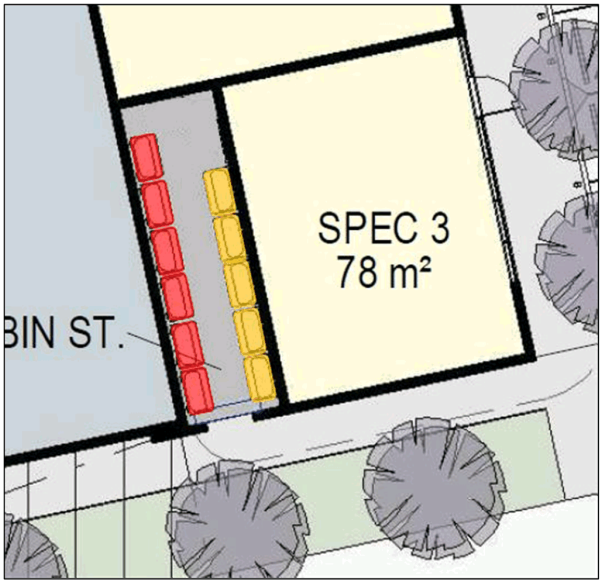
- Six 660L refuse bins; and
- Five 660L recycling bins.

Table 3-2: Bin Requirements for Bin Storage Area – Café and Specialty Tenancies

Waste Stream	Waste Generation (L/week)	Number of Bins Required			
		240L	360L	660L	1,100L
Refuse	3,574	15	10	6	4
Recycling	2,700	12	8	5	3

The configuration of these bins within the Café and Specialty Tenancies Bin Storage Area is shown in Diagram 1. It is worth noting that the number of bins and corresponding placement of bins shown in Diagram 1 represents the maximum requirements assuming collections once each week of refuse and recyclables. Increased collection frequencies would reduce the required number of bins.

Diagram 1: Café and Specialty Tenancies Bin Storage Area



3.4 Retail / Commercial Bin Storage Area Size

To ensure sufficient area is available for storage of the retail / commercial bins, the amount of bins required for the Retail / Commercial Bin Storage Area was modelled utilising the estimated waste generation in Table 2-2, bin sizes in Table 3-1 and based on collection of refuse and recyclables once each week.

Based on the results shown in Table 3-3 the Retail / Commercial Bin Storage Area has been sized to accommodate:

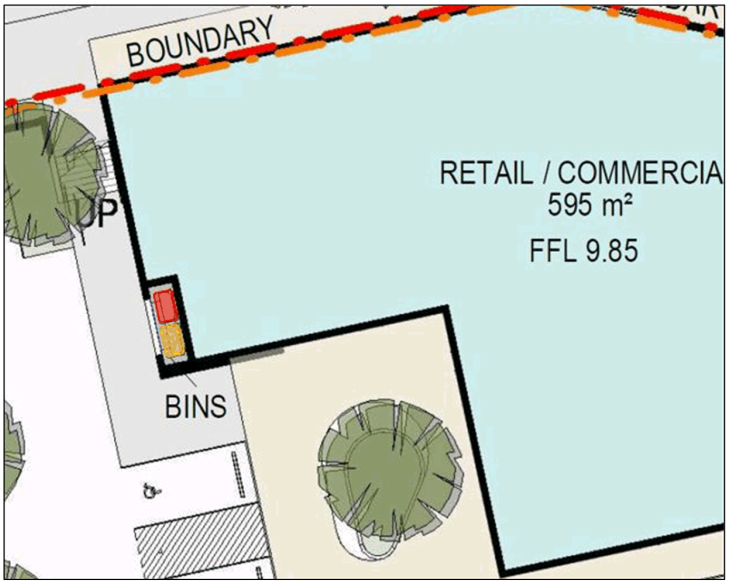
- One 660L refuse bins; and
- One 660L recycling bins.

Table 3-3: Bin Requirements for Bin Storage Area – Retail / Commercial

Waste Stream	Waste Generation (L/week)	Number of Bins Required			
		240L	360L	660L	1,100L
Refuse	417	2	2	1	1
Recycling	417	2	2	1	1

The configuration of these bins within the Retail / Commercial Bin Storage Area is shown in Diagram 2. It is worth noting that the number of bins and corresponding placement of bins shown in Diagram 2 represents the maximum requirements assuming collections once each week of refuse and recyclables.

Diagram 2: Retail / Commercial Bin Storage Area



3.5 Bin Storage Area Design

The design of the Bin Storage Areas will take into consideration:

- Smooth impervious floor sloped to a drain connected to the sewer system;
- Taps for washing of bins and Bin Storage Areas;
- Adequate aisle width for easy manoeuvring of bins;
- No double stacking of bins;
- Doors to the Bin Storage Areas self-closing and vermin proof;
- Doors to the Bin Storage Areas wide enough to fit bins through;
- Ventilated to a suitable standard;
- Appropriate signage;
- Undercover where possible and be designed to not permit stormwater to enter into the drain;
- Located behind the building setback line;
- Bins not to be visible from the property boundary or areas trafficable by the public; and
- Bins are reasonably secured from theft and vandalism.

Bin numbers and storage space within the Bin Storage Areas will be monitored by building management during the operation of the Proposal to ensure that the number of bins and collection frequency is sufficient.

4 Waste Collection

A private waste collection contractor will service the Proposal utilising a rear loader waste collection vehicle as follows:

Café and Speciality Tenancies:

- Six 660L refuse bins, collected once each week; and
- Five 660L recycling bins, collected once each week.

Retail / Commercial

- One 660L refuse bin, collected once each week; and
- One 660L recycling bin, collected once each week.

The private contractor's rear loader waste collection vehicle will service the bins onsite, directly from the respective Bin Storage Area. The private contractors rear loader waste collection vehicle will travel with left hand lane traffic flow and turn into the Proposal in forward gear and pull up adjacent to the respective Bin Storage Area for servicing.

Servicing may be conducted outside of normal operating hours to allow the waste collection vehicle to utilise the empty carpark for manoeuvring and mitigate impacts on local traffic movements during peak traffic hours.

Private contractor's staff will ferry bins to and from the rear loader waste collection vehicle and the respective Bin Storage Area during servicing. The private contractor will be provided with key/PIN code access to the Bin Storage Areas to facilitate servicing, if required.

Once servicing is complete the private contractor's rear loader waste collection vehicle will exit in a forward motion, turning onto the Future Road 3 or Azzurra Street moving with traffic flow.

4.1 Bulk and Speciality Waste

Bulk and speciality waste materials will be removed from the Proposal as they are generated on an 'as required' basis. A temporary skip bin could be utilised for collections, if required.

Adequate space may be allocated throughout the Proposal for placement of cabinets/containers for collection and storage of bulk and specialty wastes that are unable to be disposed of within the bins in the respective Bin Storage Areas. These may include items such as:

- Refurbishment wastes from fit outs;
- Batteries and E-wastes;
- White goods/appliances;
- Used Cooking Oil;
- Cleaning chemicals; and
- Commercial Light globes.

These bulk and specialty wastes will be removed from the Proposal as sufficient volumes have been accumulated to warrant disposal. Bulk and specialty waste collection will be monitored by building management who will organise their transport to the appropriate waste facility, as required.

5 Waste Management

Building management will be engaged to complete the following tasks:

- Monitoring and maintenance of bins and the Bin Storage Areas;
- Cleaning of bins and Bin Storage Areas, when required;
- Ensure all staff and tenants at the Proposal are made aware of this WMP and their responsibilities thereunder;
- Monitor staff and tenant behaviour and identify requirements for further education and/or signage;
- Monitor bulk and speciality waste accumulation and assist with its removal, as required;
- Regularly engage with staff and tenants to develop opportunities to reduce waste volumes and increase resource recovery; and
- Regularly engage with the private contractors to ensure efficient and effective waste service is maintained.

6 Conclusion

As demonstrated within this WMP, the Proposal provides sufficiently sized Bin Storage Areas for the storage of refuse and recyclables, based on the estimated waste generation volumes and suitable configuration of bins. This indicates that adequately designed Bin Storage Areas have been provided, and collection of refuse and recyclables can be completed from the Proposal.

The above is achieved as follows:

Café and Speciality Tenancies:

- Six 660L refuse bins, collected once each week; and
- Five 660L recycling bins, collected once each week.

Retail / Commercial:

- One 660L refuse bin, collected once each week; and
- One 660L recycling bin, collected once each week.

A private contractor will service the tenancies onsite, directly from the respective Bin Storage Area. The private contractor's waste collection vehicle will enter and exit the Proposal in forward gear via Future Road 3 or Azzurra Street.

Building management will oversee the relevant aspects of waste management at the Proposal.

Figures

Figure 1: Locality Plan

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365,650
365,700
365,750
365,800
365,850
365,900
6,514,550
6,514,500
6,514,450
6,514,400
6,514,350
6,514,300
Enterprise Av
Lisford Av
Data source: Roads, Cadastre - Landgate, 2021. Imagery: Landgate, 2021.
Document Path: \\server\Talis\SECTIONS\Waste\PROJECTS\TW2021\TW21112 - Woolworths Two Rocks WMP\GIS\Maps\TW21112_01_Locality_RevA.mxd
LEGEND
Site Boundary
Cadastre
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LOCALITY
Guilderton
Two Rocks
Muchea
Wanneroo
0 20 40 60 80 km
LOCALITY
Woolworths Two Rocks
Two Rocks, WA 6037
Fabcot Pty Ltd
N
0 10 20 30 40 m
Coordinate System: GDA 1994 MGA Zone 50
Projection: Transverse Mercator, Datum: GDA 1994
Scale @ A3: 1:1,000
Prepared: T Daymond
Date: 24/09/2021
Reviewed: D Patel
Revision: A
Project: TW21112
talis consultants
Figure 01

Assets | Engineering | Environment | Noise | Spatial | Waste

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ATTACHMENT 9

Local Planning Policy 4.23 – Design Review Panel

The application was presented to DRP on two occasions being 25 March 2021 (DRP2021/2) and 22 July 2021 (DRP2021/6).

The below comments are taken from the most recent 22 July 2021 DRP and are considered to be the final and collective comments of the two meetings.

DRP Comment	Applicant Comment	City Comment
Azzurra Street requires greater activation and opportunities for community interaction along the northern elevation of Woolworths and the open carpark to enable improved function as a Main Street.	The proportion and length of retail and commercial interface along Azzurra Street has been extended to facilitate greater activation opportunities. While a continuous built form was explored, ultimately this had a significant impact on the configuration of the site including car parking area. Further, given the level difference to the north and absence of two-sided development along Azzurra Street (given adjoining King Neptune sculpture and future public open space), it was considered the optimal outcome to maximize activation to the east and particularly the west of the site, closer to the existing town centre and future commercial development to the west. Back of house areas of Azzurra Street (at the north-east corner of the development) have been reconfigured and shifted away from the parklet to allow for potential future retail (specialty) expansion.	A review of the proposed development fronting the intended main street has revealed that of the approximate 178 metres of frontage to Azzurra Street, the application proposes approximately 45 metres (25.2%) of un-activated frontage comprising of amenities and car parking. A total of approximately 119 metres (66.8%) of frontage is considered to be activated through the use of tenancy frontages, parklet, playgrounds and open air alfresco areas. The remaining 20m is excluded from consideration as this relates to the crossovers provided along this frontage. Table 1, Part 2, Clause 2.4 (j) outlines the consideration for any Local Development Plans to indicate dedicated car parking areas to be unobtrusively located so as to not dominate the streetscape. Expansive car parking areas are recommended to be screened behind building, and screened from prominent communal space and accessed via laneways. Whilst the proposal still includes 38.5 metres of car park frontage towards the main street, this is considered to have a minimal impact on the proposed main street design and allows for the use of landscaping and the inclusion of the heritage statuses to screen and provide a level of

ATTACHMENT 9

		activation. Through the Draft Precinct C LDP, the applicant also intends to include an 'activated frontage' requirement adjoining this space which would facilitate any future development over this portion of the lot to be consistent with the existing office/commercial and specialty tenancies. Whilst the supermarket still provides an eastern frontage, this is not considered to inhibit or detract from the main street uses and enabled the parking areas to still be predominantly located or screened behind built form. In balance, the City considers that the proposal has appropriately achieved a main street design through activation of tenancies and open spaces along the Azzurra Street frontage. The City has no objection to the location of the back of house services.
The Panel considered that the newly introduced parklet 05 was isolated, uninviting to use due to co-location with BoH, and with minimal passive surveillance opportunities from adjacent land uses.	The back of house area has been reconfigured and end-of-trip facilities relocated to encourage greater use and pedestrian movement towards the parklet fronting Azzurra Street. A Woolworths office now located on the corner of Azzurra Street and the parklet to allow for windows and passive surveillance to this corner.	Modification supported. It is recommended the parklet design be considered through detailed landscaping plans as to how to incorporate the sites history.
The Panel suggested relocation of parklet 05 to the entry and main square area 06, and extension of the existing specialty retail along the northern building frontage to provide greater activation to Azzurra Street.	The main square (public realm nose) has been reconfigured to integrate better with the specialty retail, café and main entry to the supermarket. Relocating the amenities to Azzurra Street and adding the 'triangle shape' to Specialty 4 allows the length of the elevation to be increased. The additional glazing to this elevation encourages greater activation of Azzurra Street.	The City agrees with the Design Review Panel advice, however acknowledges that Parklet 5 is intended to be an interim solution for the site, with the intent being that this area will include future retail tenancies. The use as a parklet area in the interim is accepted, with the current level of activation to the main street being supported. Refer also comments provided above.
Consider temporary pop-up offices/community type uses to help	Noted, this will be considered as part of the tenancy leasing process.	See above for recommendation of how the parklet / main square areas.

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activate the northern facing Azzurra Street floor space if required. The Panel acknowledged the café and adjoining alfresco as contributors to activating Azzurra Street as a community place, together with the direct views to King Neptune and proposal to add works interpreting the local heritage.	Agreed – the café and surrounding high quality landscape will deliver a significant contribution to the creation of a community meeting place. Inclusion of reference to the site history (heritage plaque and potential future public art) will also deliver a sense of place and character.	Heritage interpretation is reflected within the proposal through the inclusion of heritage signage located within the landscaped area at the north of the site adjacent to the Café and Specialty 4 building. The café itself proposes an open alfresco area and key public realm node which allows full view to the north towards the King Neptune statue. The proposal has also incorporated the use of three statues along Azzurra Street which were historically used as part of the former Atlantis Beach Marine Park development and intended to form part of a 'heritage trail' which will link to adjoining sites and King Neptune statue to the north. Additionally, the site incorporates a number of Washington Robusta, which whilst not native to the area were utilised within the former marine park and have been incorporated through the broader landscaping of the site. Such inclusions are considered to be consistent with the recommendations of a Category 4 listing. The City considers that the incorporation of the abovementioned heritage components provides sufficient acknowledgement to the history of the site and surrounding area. Notwithstanding, it is recommended that a condition be imposed to allow further consultation with the City's Heritage Officer to ensure appropriate signage, information and detail is included within these features.
The additional trees in the carpark are supported.	Noted – these have been retained as part of the lodged proposal.	No further comments.
As per Principle 1, improve the northern open carpark interface with Azzurra Street with soft landscape and opportunities for activation and community interaction, such as	Significant attention has been given to this interface and includes a reconfigured café with alfresco seating. The Landscape Concept Plan (Appendix D) illustrates numerous soft and hard landscaping features including	See point 1 above.

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public space infrastructure including seating.	statement and shade trees, a small parklet with turf space and seating areas and built-in decked seating.	
Improve the scale and aesthetics of the independent retail/commercial building to reflect its designation as a 'landmark structure' at the gateway to the development.	The size and length of the retail/commercial tenancy on Lisford Avenue has been increased along Azzurra Street to address this comment. The façade height has also been increased proportionally to elevate this landmark corner.	No further comments. The increased size and prominence of the retail/commercial building is supported.
Improve the function and the public interface of the independent retail/commercial building 'landmark structure'.	This retail/commercial building is subject to the activation/glazing requirements outlined in the Draft Precinct C LDP. Specifically, glazing has been increased to improve the public interface.	No further comments. Level of glazing and interaction supported.
Principle 5 – Sustainability. No comment.	While no specific comments were made by the Panel, the development incorporates a variety of sustainability elements. This includes opportunities for solar panels, water-wise landscaping, end-of-trip facilities, efficient heating and cooling and local construction materials. The design has also had regard to protect from harsh prevailing winds and weather conditions.	No further comments.
The alfresco/town square concept is supported, however consider restoring the former larger and enclosed U-shape that is col-located with the northern building entry and for enhanced climate protection.	In response to this comment, the 'U-shape' principle has been reintroduced. Further in response to DRP #1 comments, additional trees have been added to the carpark area to soften the area of hardstand and provide additional shading.	No further comments. Additions and changes supported.
Provide a large-scale detailed plan to indicate the proposed public amenity, including street furniture, lighting, heritage interpretation, and landscape.	The lodged development application plans together with the Landscape Concept Plan (Appendix D) provides greater detail with respect to the proposed soft and hard landscaping works and heritage interpretation.	The proposal has also sought to utilise Washingtonia Palms which whilst not native to the area, represent and reflect landscaping which was consistent with the historical use of the site. This inclusion is welcomed and supported by the City.

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		The utilization of key public nodes and informal meeting spaces is supported, as is the inclusion of the heritage elements as explored in the comments above.
Improve pedestrian movement along the eastern side of Woolworths.	The footpath on the eastern side of the café has been reinstated to improve pedestrian movement.	No further comments. Inclusion supported.
Improve pedestrian movement along the eastern side of Woolworths.	A 'Shared Pedestrian/Vehicle' zone is shown on the development application plans. Tis is intended to be differentiated via surface treatment. While a variation to this level was explored to differentiate it from the car parking area, this variation is not ideal or suitable for safe trolley movement.	As above.
Reconsider the location of Parklet 05	This parklet has been reconsidered to improve the interface with Azzurra Street as well as the proposed future commercial development to the west of the site.	See point 3 above.
Improve the activation of Azzurra Street together with opportunities for community interaction.	The activation of Azzurra Street, particularly north-east of the supermarket has been significantly improved through the built form and landscaping response. This design is also mindful of the need to ensure safety for customers from vehicles entering/exiting the car parking area.	See points 1 and 3 above.
Engage a public artist to develop relevant local and coastal themes in an integrated and site-specific manner.	Noted – a potential location for a heritage plaque is shown on the development application plans. Opportunities to reference the local site history through Woolworth's public art contribution obligations are currently being explored. It is anticipated this will be confirmed through detailed design as a condition of development approval.	The City does not have any mechanisms to facilitate public art contributions for development applications. Notwithstanding, and as outlined above, the proposal has appropriately considered and integrated heritage values into the design of the site. It is recommended that a condition be imposed to allow further consultation with the City's Heritage Officer to ensure appropriate signage, information and detail is included within these features.

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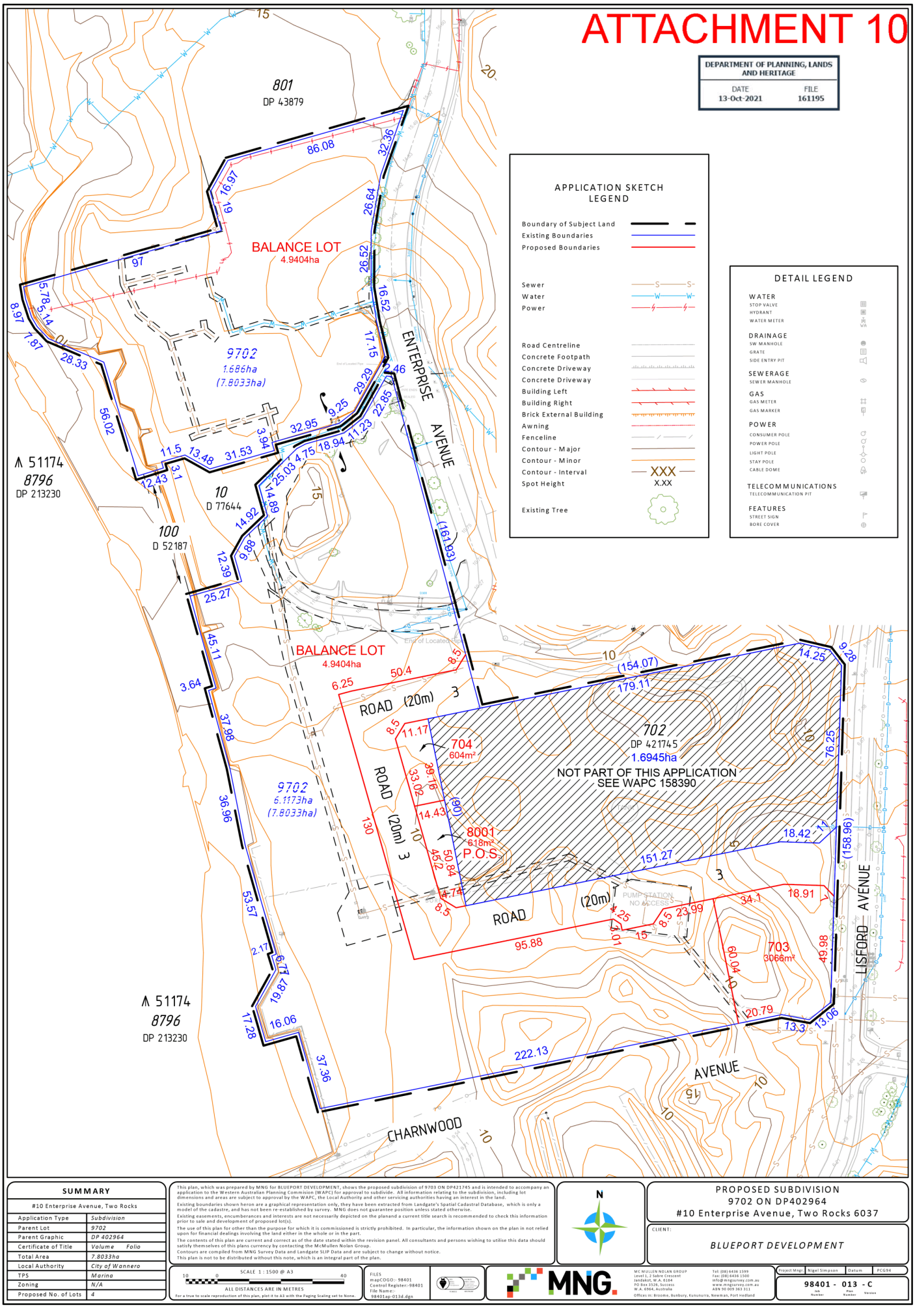
Evolve the lighter coastal colour palette throughout the proposal.	The colour palette has been reviewed to emphasise the turquoise blue favoured by the Panel. However, this required the grey background in order to be effective.	The proposal has undertaken progressive iterations with respect to the proposed colours and materials proposed, however has maintained the use of a dark grey colour palette. As recommended by DRP in both instances, the application should develop the building aesthetic through use of the coastal-style lighter colour palette and engage a public artist to interpret and integrate local and coastal themes in a creative manner. The proposal subject to this assessment has failed to address the City's and DRP's recommendation in relation to the colour palette, maintaining the dark tones which are not considered appropriate in the context of the site or surrounding area. Whilst building materials and colours will be considered within the Draft Precinct C LDP, it is recommended that in order to address this matter, that should the proposal be supported, a condition of approval be imposed requiring the applicant to submit a schedule of colours and materials to the City for endorsement, and thereafter implemented and maintained to the satisfaction of the City.


ATTACHMENT 10
DEPARTMENT OF PLANNING, LANDS AND HERITAGE
DATE 13-Oct-2021
FILE 161195
APPLICATION SKETCH LEGEND
Boundary of Subject Land
Existing Boundaries
Proposed Boundaries
Sewer
Water
Power
Road Centreline
Concrete Footpath
Concrete Driveway
Concrete Driveway
Building Left
Building Right
Brick External Building
Awning
Fenceline
Contour - Major
Contour - Minor
Contour - Interval
Spot Height
Existing Tree
DETAIL LEGEND
WATER
STOP VALVE
HYDRANT
WATER METER
DRAINAGE
SW MANHOLE
GRATE
SIDE ENTRY PIT
SEWERAGE
SEWER MANHOLE
GAS
GAS METER
GAS MARKER
POWER
CONSUMER POLE
POWER POLE
LIGHT POLE
STAY POLE
CABLE DOME
TELECOMMUNICATIONS
TELECOMMUNICATION PIT
FEATURES
STREET SIGN
BORE COVER
801
DP 43879
BALANCE LOT
4.9404ha
9702
1.686ha
(7.8033ha)
ENTERPRISE AVENUE
Λ 51174
8796
DP 213230
10
D 77644
100
D 52187
BALANCE LOT
4.9404ha
ROAD (20m)
704
604m²
702
DP 421745
1.6945ha
NOT PART OF THIS APPLICATION
SEE WAPC 158390
8001
618m²
P.O.S
9702
6.1173ha
(7.8033ha)
PUMP STATION
NO ACCESS
703
3066m²
LISFORD AVENUE
CHARNWOOD AVENUE
Λ 51174
8796
DP 213230
SUMMARY
#10 Enterprise Avenue, Two Rocks
Application Type Subdivision
Parent Lot 9702
Parent Graphic DP 402964
Certificate of Title Volume Folio
Total Area 7.8033ha
Local Authority City of Wanneroo
TPS Marina
Zoning N/A
Proposed No. of Lots 4
SCALE 1 : 1500 @ A3
ALL DISTANCES ARE IN METRES
PROPOSED SUBDIVISION
9702 ON DP402964
#10 Enterprise Avenue, Two Rocks 6037
CLIENT:
BLUEPORT DEVELOPMENT
MNG.
98401 - 013 - C

ATTACHMENT 11

Place No: 42

NAME OF PLACE	Atlantis Marine Park (site)
Other names	
Address	10 Enterprise Avenue
Locality	Two Rocks

LAND DESCRIPTION			
Reserve No:	Lot No: Pt Lot 50	Plan 14500	Vol/Fol: 1892-740
GPS:		31.496647°S 115.585230°E	

HERITAGE LISTINGS	
inHerit database No	17523
Other Listing	

PLACE TYPE	Urban Open Space
ORIGINAL USE	Aquatic theme park / zoo
CURRENT USE	Vacant
OTHER USE	

CONSTRUCTION DETAILS	
Construction Date	1981
Walls	N/A

Roof	N/A
Other	N/A
Architectural Style	N/A
Physical Description: Few remnants of the former resort remain extant. The dolphin sculptures and two large palms together with other remnant stone fabric is all that remains on the elevated site above the Two Rocks foreshore.	
Condition	Poor
Integrity	Low
Authenticity	Low

HISTORICAL INFORMATION	
Historical Notes: In 1969 The Bond Corporation Pty Ltd purchased 19,600 acres of pastoral property previously owned by the Wydgee Pastoral Company and proceeded to develop Yanchep Sun City as a satellite city and premier tourist resort in Western Australia. By 1972 residential development was well underway, beginning with 127 lots on the beachfront and this was followed by a marina in 1973/74 and a shopping and recreation centre at Two Rocks. In 1981, following the announcement by the WA government, work began on the construction of Atlantis Marine Park with a $20 million budget over five years. As well as a tourist destination the park was to be used to research marine life. Sun City Pty Ltd were granted a licence by the Department of Fisheries and Wildlife to catch and keep local dolphins. The Atlantis Marine Park (fmr) included a series of pools, aquariums, a theatre, stadium, crazy golf course, trampoline park, a playground and landscaping. A feature of the park was the 10m sculpture of King Neptune which was designed by local artist Mark Le Buse. Le Buse was also contracted to construct a number other prominent sculptures of celebrities and animals. The opening of the park was held on 26 December 1981 and by 1982 over one million visitors went through the gates. In 1983 Atlantis Marine Park received the Sir David Brand Tourism Award and a marketing excellence award. The park closed in 1990 due to reduced numbers of visitors. Also changes requiring larger pools for the dolphins meant that the place became no longer feasible. Since then the park has been unused and subject to vandalism although some structures have been removed from the site. In 2015, some public access to the site has been granted to enable viewing of the restored 'King Neptune' sculpture.	
Historic Theme:	Social and civic activities: sport, recreation and entertainment People: Famous and infamous people Occupations: hospitality industry and tourism
Associations:	Alan Bond; The Bond Corporation

STATEMENT OF SIGNIFICANCE:
• The place has historic value for its association with the development of Two Rocks as a tourist destination and residential subdivision

LEVEL OF SIGNIFICANCE	Little
MANAGEMENT CATEGORY	Category 4

MAIN SOURCES:	City of Wanneroo, Municipal Heritage Inventory, 2006.

ADDITIONAL PHOTOGRAPHS

Place No: 43

NAME OF PLACE	**King Neptune Sculpture**
Other names	
Address	10 Enterprise Avenue
Locality	Two Rocks

LAND DESCRIPTION			
Reserve No:	Lot No: Pt Lot 50	Plan 14500	Vol/Fol: 1892-740
GPS:		31.496435°S 115.586356°E	

HERITAGE LISTINGS	
inHerit database No	17935
Other Listing	

PLACE TYPE	Other Built Type
ORIGINAL USE	Public art sculpture
CURRENT USE	Public art sculpture
OTHER USE	

CONSTRUCTION DETAILS	
Construction Date	1981
Walls	N/A
Roof	N/A
Other	N/A
Architectural Style	N/A

Physical Description: Large stone statute of King Neptune located to the south east of the shopping precinct in an elevated position overlooking the ocean. Prominent landmark.	
Condition	
Integrity	
Authenticity	

HISTORICAL INFORMATION	
Historical Notes: The Atlantis Marine Park (fmr) site included a series of pools, aquariums, theatre, stadium, crazy golf course, trampoline park, a playground and landscaping. A feature of the park was the 10m sculpture of King Neptune which was designed by local artist Mark Le Buse. Le Buse was also contracted to construct a number other prominent sculptures of celebrities and animals. The opening of the park was held on 26 December 1981 and by 1982 over one million visitors went through the gates. In 1983 Atlantis Marine Park was awarded the Sir David Tourism for Tourism and a Marketing excellence award. The park closed in 1990 due to reduced visitor numbers and requirements of larger pools for the dolphins therefore the place became no longer feasible. In Roman Mythology 'Neptune' is known as the 'god of the Sea' (identified with as 'Poseidon' from Greek Mythology). Like Poseidon, he was also the god of earthquakes and horses. Neptune is believed to have power over the sea and seafarers and married the sea nymph Amphitrite. He is usually shown as a bearded man holding a trident and standing in a shell chariot being drawn over the sea by dolphins. The Two Rocks, Yanchep Residents Association, a group which has a keen interest in local history have particular interest in the future of the King Neptune sculpture has cleaned and restored the sculpture.	
Historic Theme:	Social ad Civic activities: Sport, recreation and entertainment People: famous and infamous people
Associations:	Mark Le Buse; Alan Bond

STATEMENT OF SIGNIFICANCE:

- The sculpture is a landmark in the community of Two Rocks since 1982.
- The sculpture has historic value for its association with the development of Two Rock marina and the Atlantis Marine Park.

LEVEL OF SIGNIFICANCE	Considerable
MANAGEMENT CATEGORY	Category 2

MAIN SOURCES:	City of Wanneroo, Municipal Heritage Inventory, 2006.

ADDITIONAL PHOTOGRAPHS

ATTACHMENT 12

BROLA FALCONER

Section 03
Drawings:
Site Plan

DRP 25 March 2021

WOOLWORTHS SITE - STAGE 1

SITE AREA	16929m2
WOOLWORTHS	3200m2
FUTURE EXPANSION - WOOLWORTHS	700m2
BWS	200m2
CAFE	120m2
SPECIALITY	240m2
TOTAL AREA	**4460m2**
PARKING REQUIRED WW - 5 BAYS/100m2 GLA	**223 BAYS**
PARKING PROVIDE	
GENERAL	213 BAYS
STREET PARKING	7 BAYS
PICKUP	6 BAYS
TOTAL	**226 BAYS**

LISFORD AVENUE DEVELOPMENT - STAGE 1

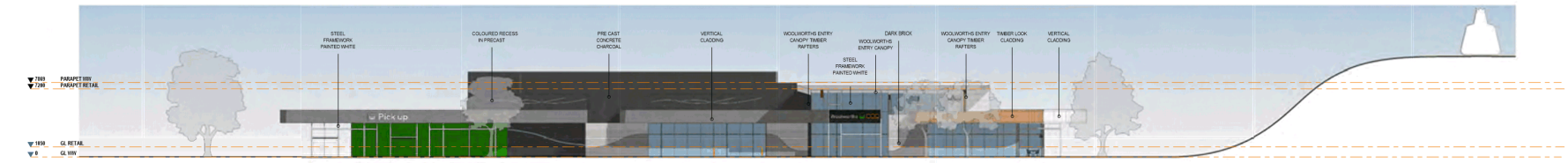
SITE AREA	1451m2
RETAIL / COMMERICAL	**350 m2**
PARKING REQUIRED 5 BAYS/100m2 GLA	**18 BAYS**
PARKING PROVIDED	
GENERAL	15 BAYS
STREET PARKING	3 BAYS
TOTAL	**18 BAYS**

FUTURE DEVELOPMENT SITE

SITE AREA	2516m2
ESTIMATE COMMERCIAL AREA	**775 m2**
ESTIMATE PARKING REQUIRED PARKING 5 BAYS/100m2 GLA	**39 BAYS**
ESTIMATE PARKING PROVIDED	**39 BAYS**

15

Section 03 Drawings: Elevations



1 - EAST ELEVATION
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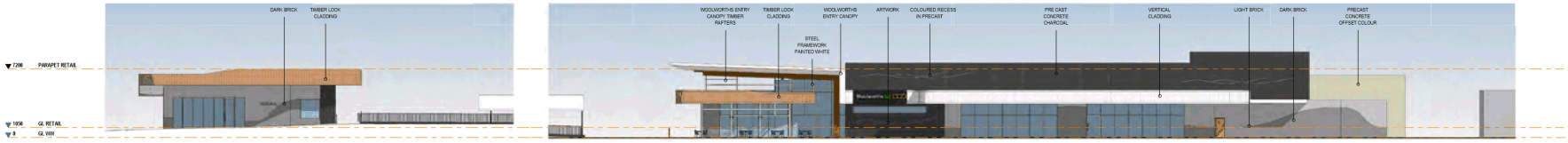

2 - NORTH ELEVATION S2
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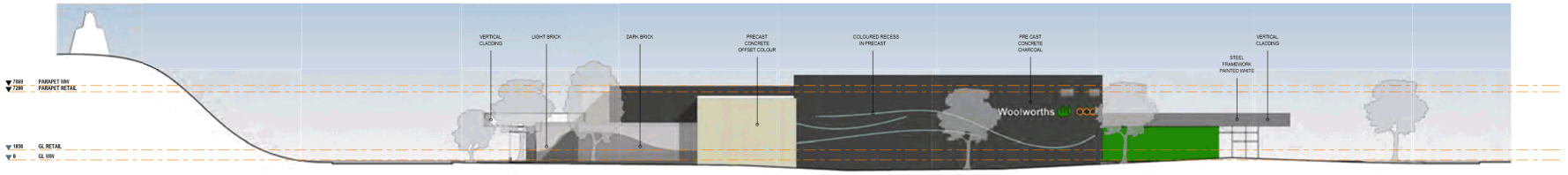

4 - WEST ELEVATION
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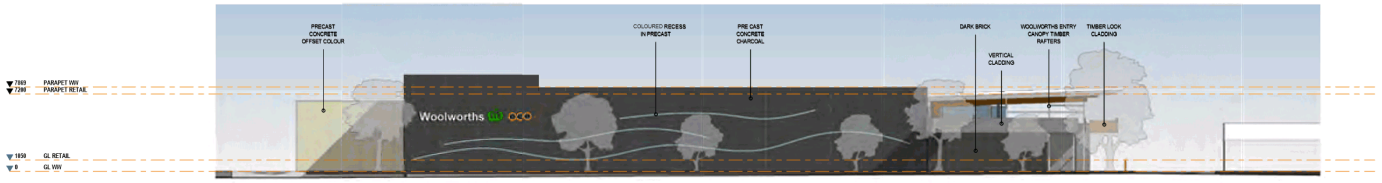
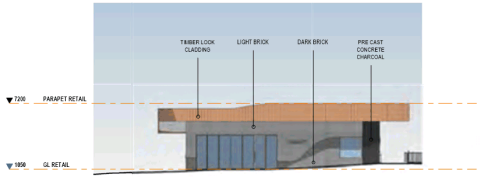


3 - SOUTH ELEVATION
1 : 200

Section 03
Drawings:
Corner Retail-Commercial
Elevations

BROLA
FALCONER



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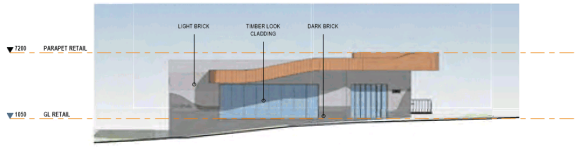

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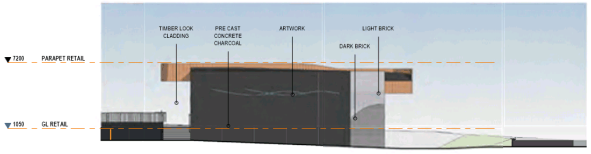

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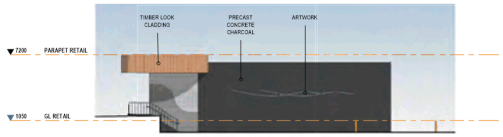


4 - RETAIL / COMMERCIAL - WEST
1 : 200

17

Section 03
Drawings:
View from North East Corner

BROLA
FALCONER

19

Section 03
Drawings:
View of Cafe

BROLA
FALCONER

20

Section 03
Drawings:
View of East Entry

BROLA
FALCONER

21

Section 03
Drawings:
View of Corner Retail/Commercial

BROLA
FALCONER

22

Section 03
Drawings:
View from North

BROLA
FALCONER

23

Section 03
Drawings:
Site Plan

BROLA
FALCONER

DRP 22 July 2021

WOOLWORTHS SITE - STAGE 1

SITE AREA	16925m2
WOOLWORTHS (WITH EXPANSION)	3600m2
WOOLWORTHS (WITHOUT EXPANSION)	2506m2
FUTURE EXPANSION - INCL. OFFICE MEZZANNIE	1100m2
BWS	200m2
CAFE	120m2
SPECIALITY 1	240m2
SPECIALITY 2	75m2
TOTAL AREA	**4225m2**
PARKING REQUIRED WW - 5 BAYS/100m2 GLA	**212 BAYS**
PARKING PROVIDE	
GENERAL	219 BAYS
STREET PARKING	7 BAYS
PICKUP	6 BAYS
TOTAL	**232 BAYS**

LISFORD AVENUE DEVELOPMENT - STAGE 1

SITE AREA	1451m2
RETAIL / COMMERICAL	**350 m2**
PARKING REQUIRED 5 BAYS/100m2 GLA	**18 BAYS**
PARKING PROVIDED	
GENERAL	15 BAYS
STREET PARKING	3 BAYS
TOTAL	**18 BAYS**

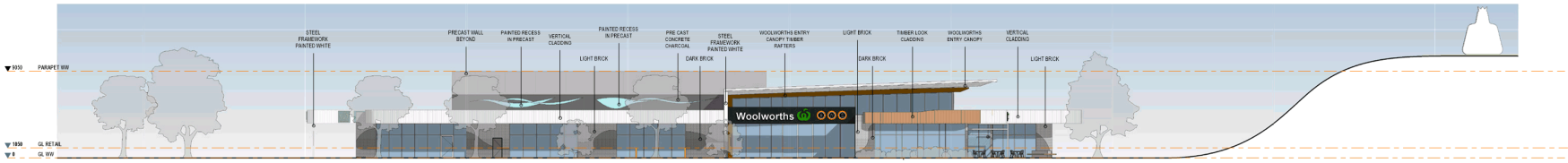
FUTURE DEVELOPMENT SITE

SITE AREA	2516m2
ESTIMATE COMMERCIAL AREA	**775 m2**
ESTIMATE PARKING REQUIRED PARKING 5 BAYS/100m2 GLA	**39 BAYS**
ESTIMATE PARKING PROVIDED	**39 BAYS**

16

Section 03 Drawings: Elevations

BROLA FALCONER



1 - EAST ELEVATION

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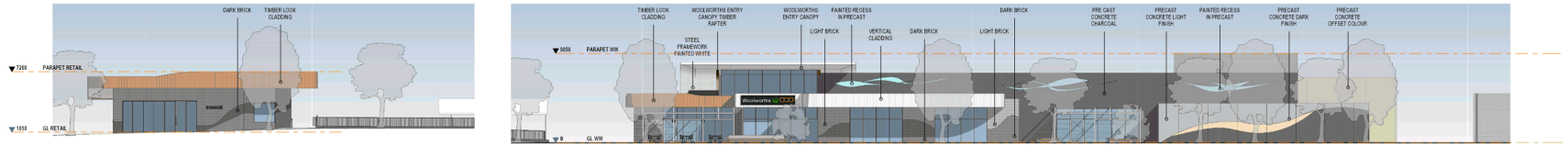

2 - NORTH ELEVATION S2

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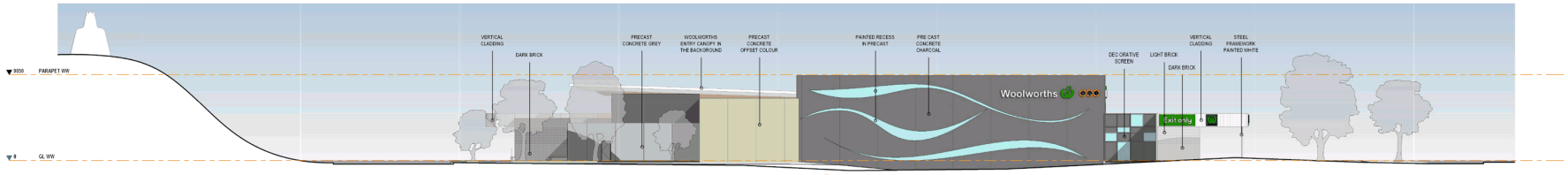

4 - WEST ELEVATION

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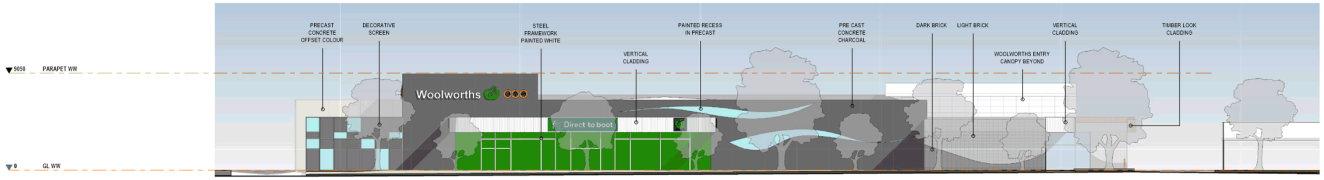


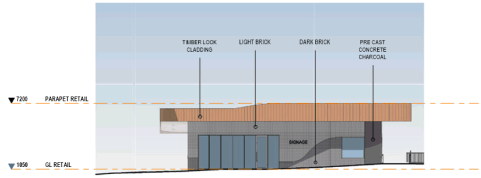
3 - SOUTH ELEVATION

1 : 200

17

Section 03
Drawings:
Corner Retail-Commercial
Elevations

BROLA
FALCONER



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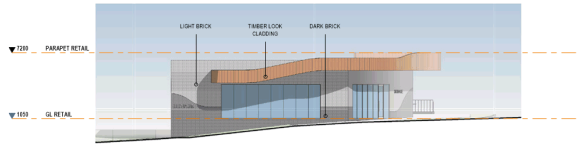

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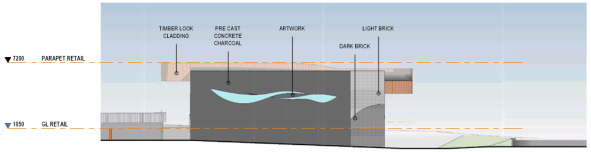

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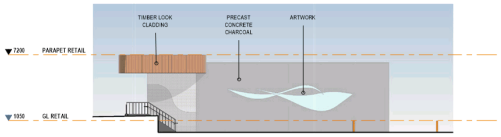

4 - RETAIL / COMMERCIAL - WEST
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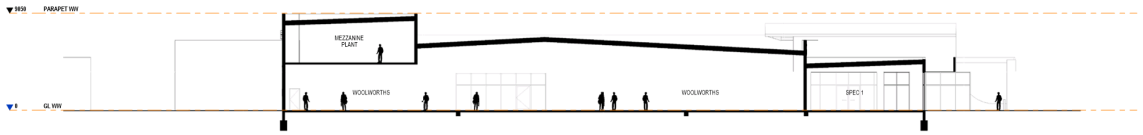
Section 03
Drawings:
Sections

BROLA
FALCONER



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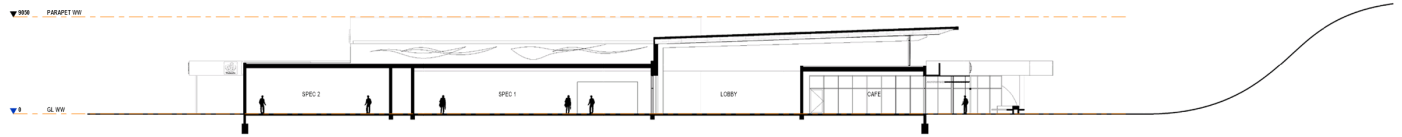

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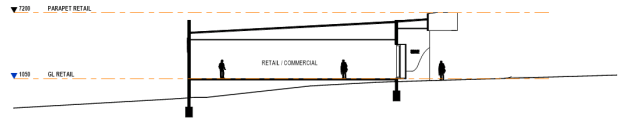

SECTION C
1 : 200

Section 03
Drawings:
View from North East Corner

BROLA
FALCONER

Section 03
Drawings:
View of Cafe

BROLA
FALCONER

21

Section 03
Drawings:
View of East Entry

BROLA
FALCONER

22

Section 03
Drawings:
View of Corner Retail/Commercial

BROLA
FALCONER

Section 03
Drawings:
View from North

BROLA
FALCONER

24

Section 03
Drawings:
View from North

BROLA
FALCONER

25

Section 03
Drawings:
View from North East

BROLA
FALCONER

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Government of **Western Australia**
Development Assessment Panels

Meeting No. 157
9 March 2022

Metro Outer Joint Development Assessment Panel Minutes

Meeting Date and Time: Wednesday, 9 March 2022; 10:30am
Meeting Number: MOJDAP/157
Meeting Venue: Via Zoom

This DAP meeting was conducted by electronic means (Zoom) open to the public rather than requiring attendance in person

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2. Apologies 3
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4. Noting of Minutes 3
5. Declaration of Due Consideration 3
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8. Form 1 – Responsible Authority Reports – DAP Applications 4
8.1 Lot 9702 (No.10) Enterprise Avenue, Two Rocks 4
9. Form 2 – Responsible Authority Reports – DAP Amendment or Cancellation of Approval 8
Nil 8
10. State Administrative Tribunal Applications and Supreme Court Appeals 8
11. General Business 9
12. Meeting Closure 9

Mr Ian Birch
Presiding Member, Metro Outer JDAP

Government of **Western Australia**
Development Assessment Panels

Meeting No. 157
9 March 2022

Attendance

DAP Members

Mr Ian Birch (Presiding Member)
Ms Sheryl Chafer (Deputy Presiding Member)
Mr Jason Hick (Third Specialist Member)
Cr Vinh Nguyen (Local Government Member, City of Wanneroo)
Cr Frank Cvitan (Local Government Member, City of Wanneroo)

Officers in attendance

Mr Adam Wood (City of Wanneroo)
Mr Nick Vecchis (City of Wanneroo)
Mr Greg Bowering (City of Wanneroo)

Minute Secretary

Ms Zoe Hendry (DAP Secretariat)
Ms Adele McMahon (DAP Secretariat)

Applicants and Submitters

Ms Megan Gammon (Urbis)
Mr Kris Nolan (Urbis)
Mr Matthew Filov (Urbis)
Mr Stephen Kelly (Woolworths)
Ms Alicia Jones (Woolworths)
Mr Michael Jorgensen (Brown Falconer)
Mr Scott Lambie (Cardno)
Mr Bruce Nicholl
Mr Warren Shafer
Ms Aline Benkendorf
Ms Anne-Maria Colman

Members of the Public / Media

There were 16 members of the public in attendance.

Ms Anita McInnes from Yanchep News Online and Ms Tyler Brown from Perth Now were in attendance.

Mr Ian Birch
Presiding Member, Metro Outer JDAP

Government of **Western Australia**
Development Assessment Panels

Meeting No. 157
9 March 2022

1. Opening of Meeting, Welcome and Acknowledgement

The Presiding Member declared the meeting open at 10:38am on 9 March 2022 and acknowledged the traditional owners and paid respect to Elders past and present of the land on which the meeting was being held.

The Presiding Member announced the meeting would be run in accordance with the DAP Standing Orders 2020 under the *Planning and Development (Development Assessment Panels) Regulations 2011.*

1.1 Announcements by Presiding Member

The Presiding Member advised that in accordance with Section 5.16 of the DAP Standing Orders 2020 which states *'A person must not use any electronic, visual or audio recording device or instrument to record the proceedings of the DAP meeting unless the Presiding Member has given permission to do so.',* the meeting would not be recorded.

This meeting was convened via electronic means (Zoom). Members were reminded to announce their name and title prior to speaking.

2. Apologies

Nil

3. Members on Leave of Absence

Nil

4. Noting of Minutes

DAP members noted that signed minutes of previous meetings are available on the DAP website.

5. Declaration of Due Consideration

All members declared that they had duly considered the documents.

Mr Ian Birch left the panel at 10:42am.
Mr Ian Birch re-joined the panel at 10:45am.

6. Disclosure of Interests

Nil

Mr Ian Birch
Presiding Member, Metro Outer JDAP

7. Deputations and Presentations

7.1 Mr Warren Schafer addressed the DAP against the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.2 Mr Bruce Nicholl addressed the DAP against the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.3 Ms Aline Benkendorf addressed the DAP against the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.4 Ms Anne-Maria Colman addressed the DAP against the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.5 Ms Megan Gammon (Urbis) addressed the DAP in support of the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.6 Mr Michael Jorgensen (Brown Falconer) addressed the DAP in support of the recommendation for the application at Item 8.1 and responded to questions from the panel.

7.7 Ms Alicia Jones (Woolworths) responded to questions addressed the DAP in relation to the application at Item 8.1 and responded to questions from the panel

7.8 Mr Greg Bowering (City of Wanneroo) addressed the DAP in relation to the application at Item 8.1 and responded to questions from the panel.

8. Form 1 – Responsible Authority Reports – DAP Applications

8.1 Lot 9702 (No.10) Enterprise Avenue, Two Rocks

Development Description:	Application for Retail Development (Supermarket, Speciality Retail, Liquor and Cafe
Applicant:	Woolworths c/o Urbis
Owner:	Fini Group Pty Ltd
Responsible Authority:	City of Wanneroo
DAP File No:	DAP/21/20117

REPORT RECOMMENDATION

Moved by: NIL **Seconded by:** NIL

1. **Approve** DAP Application reference DAP/21/02117 and accompanying plans (3353-02 Rev Y, 3353-03 Rev H and 3353-04 Rev F) and supporting technical documents in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the City of Wanneroo District Planning Scheme No. 2, and the Metropolitan Region Scheme, subject to the following conditions as follows:

Conditions

1. Pursuant to clause 26 of the Metropolitan Region Scheme, this approval is deemed to be an approval under clause 24(1) of the Metropolitan Region Scheme.

2. The use of the premises is to be **'Shop'**, **'Liquor Store', 'Restaurant'** and **'Office'** as defined by the City of Wanneroo's District Planning Scheme No. 2 as follows:

   Shop: *means a premises where goods are kept exposed or offered for sale by retail. This interpretation excludes restricted premises, but may include a bakery.*

   Liquor Store: *means any land or buildings the subject of a liquor store licence granted under the provisions of the Liquor Licensing Act 1988.*

   Restaurant: *means any premises where the predominant use is the preparation of food for sale and consumption within the building or portion thereof. The expression may include the sale of food for consumption off the premises, where Council is of the opinion that it is incidental to the business. The term may include an outdoor eating area which shall be treated as being within the building of the Restaurant. The expression excludes Drive-Through Food Outlets.*

   Office: *means any premises used for the administration of clerical, technical, professional or other like business activities but does not include administration facilities which are required in association with a predominant use on site, and does not include consulting rooms or medical centres.*

   A change of use from that outlined above may require further development approval from the City.

3. The development is to be implemented in accordance with the Bushfire Management Plan dated 6 October 2021 prepared by Bushfire Prone Planning.

4. The development is to comply at all times with the Herring Storer Acoustics Environmental Noise Assessment dated September 2021.

5. Detailed landscaping and reticulation plans for the subject site and adjacent road verges shall be lodged for approval by the City of Wanneroo prior to the commencement of works. Planting and installation shall be in accordance with the approved landscaping and reticulation plans prior to the occupation of the development, and thereafter maintained by the landowner to the City's satisfaction.

6. Detailed civil engineering drawings and specifications for works within the public road reserve (earthworks, parking, footpath, roads and drainage) shall be lodged for approval by the City of Wanneroo prior to commencement of construction works. Construction works are to be undertaken in accordance with the approved development application, engineering drawings and specifications and Construction Management Plan to the satisfaction of the City of Wanneroo.

Mr Ian Birch
Presiding Member, Metro Outer JDAP

7. The applicant is to collaborate with the City of Wanneroo with respect to the implementation of heritage items as identified within the proposal including colours and material finishes of the building. Such items are to be implemented prior to occupation and thereafter maintained to the satisfaction of the City of Wanneroo.

8. A schedule of colours and materials is to be submitted to the City of Wanneroo for consideration prior to a building permit being lodged, and thereafter maintained to the satisfaction of the City of Wanneroo.

9. The applicant/owner shall ensure that all illuminated signage shall have any boxing or casing in which it is enclosed constructed of incombustible materials, shall not comprise of flashing, pulsating, chasing or running lights and shall not have such intensity as to cause annoyance to the public or illuminate beyond the extent of the lot boundaries.

10. Lighting shall be installed to pathways and car parking areas, be designed in accordance with the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting (AS4282) and shall be internally directed to prevent overspill into nearby lots.

11. Parking areas, driveways and points of ingress and egress shall be designed in accordance with the Australian Standard for off-street car parking (AS2890) and shall be drained, sealed, marked and thereafter maintained to the satisfaction of the City of Wanneroo.

12. The proposed crossovers shall be designed and constructed in concrete in accordance with the commercial specifications of the City's Engineering Development Standards TS07-11 and WD11 to the satisfaction of the City of Wanneroo.

13. The parking areas and associated access depicted on the approved plans shall not be used for the purpose of storage or obstructed in any way at any time.

14. Stormwater and any other water run-off from buildings or paved areas shall be collected and retained on site. An onsite stormwater drainage system, sufficient to contain a 1:100 year storm event (over 24 hours) must be provided.

15. All piped and wired services, mechanical plant, equipment and service and storage areas are to be screened from public view to the satisfaction of the City of Wanneroo.

16. All refuse shall be stored within the designated bin enclosures and shall be collected from the site at the cost of the landowner between 7am and 7pm, Monday to Saturday.

17. Any graffiti applied to the external surfaces of the building shall be removed within seven (7) days of it being applied, to the satisfaction of the City of Wanneroo.

Mr Ian Birch
Presiding Member, Metro Outer JDAP

18. A Construction Management Plan shall be provided to the City of Wanneroo detailing how the construction of the development will be managed in order to limit the impact on the users of the surrounding area. The plan will need to ensure that:

    a) Adequate space is provided within the development site for the parking of construction vehicles and for the storage of building materials so as to minimise the need to utilise the surrounding road network;
    b) Adequate provision is made for the parking of workers' vehicles;
    c) Pedestrian and vehicular access around the site is maintained;
    d) Undertake adequate measures during construction to minimise any adverse impacts caused by sand drift and dust from the site;
    e) The delivery of goods and materials does not adversely impact on the amenity of the surrounding properties; and
    f) The hours of construction are limited to ensure that there is no adverse impact on the amenity of the surrounding properties.

    The Construction Management Plan is to be submitted to and approved by the City of Wanneroo prior to the commencement of any development.

Advice Notes

1. This decision constitutes planning approval only and is valid for a period of four (4) years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

2. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

3. With regard to Condition 6, the engineering plans should also consider the requirement for the design and upgrading of the Lisford Avenue shoulder to allow for driver vehicle swept path movements. This may also include the requirement to modify the existing pedestrian footpath adjoining this location.

4. In regards to managing dust and sand drift in accordance with the Construction Management Plan condition, adequate measures to minimise any impacts of dust and sand drift from the site include all requirements as stipulated within the Department of Water and 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'.

5. Where an approval has so lapsed, no development shall be carried out without further approval having first been sought and obtained, unless the applicant has applied and obtained Development Assessment Panel approval to extend the approval term under regulation 17(1)(a) of the *Planning and Development (Development Assessment Panels) Regulations 2011.*

The Report Recommendation was not moved as the Procedural Motion below was moved and carried prior to this being tabled.

Mr Ian Birch
Presiding Member, Metro Outer JDAP

PROCEDURAL MOTION

Moved by: Cr Frank Cvitan **Seconded by:** Cr Vinh Nguyen

That the consideration of DAP Application DAP/21/20117 be deferred until on or before 4 May 2022, in accordance with section 5.10.1a of the DAP Standing Orders 2020, for the following reason:

- For the City to seek clarification from the relevant government authorities in relation to heritage matters raised concerning various state and local heritage listings in the Two Rocks precinct recorded as; to be assessed.

The Procedural Motion was put and CARRIED (3/2).

For: Cr Frank Cvitan
Cr Vinh Nguyen
Ms Sheryl Chaffer

Against: Mr Ian Birch
Mr Jason Hick

REASON: The majority of panel members were not satisfied that the heritage matters associated with the locality and their significance to development there were fully explained.

9. Form 2 – Responsible Authority Reports – DAP Amendment or Cancellation of Approval

Nil

10. State Administrative Tribunal Applications and Supreme Court Appeals

Current SAT Applications				
File No. & SAT DR No.	**LG Name**	**Property Location**	**Application Description**	**Date Lodged**
DAP.21/02016 DR207/2021	City of Joondalup	Centre Lot 667 (73) Kingsley Drive & Kit 666 (22) Woodford Wells Way, Kingsley	Child care Centre	28/09/2021
DAP/21/2047 DR257/2021	City of Swan	Lots 136 (26) & 3235 (34) Asturian Drive and Lots 137 (238) & 138 (230) Henley Street, Henley Brook	Proposed education facility	03/12/2021

Mr Ian Birch
Presiding Member, Metro Outer JDAP

11. General Business

The Presiding Member announced that in accordance with Section 7.3 of the DAP Standing Orders 2020 only the Presiding Member may publicly comment on the operations or determinations of a DAP and other DAP members should not be approached to make comment.

12. Meeting Closure

There being no further business, the Presiding Member declared the meeting closed at 12:54pm.

Mr Ian Birch
Presiding Member, Metro Outer JDAP

4.5 Consideration of Amendment No. 201 to DPS 2 to Introduce an Addtional Use of Car Park at Lot 2 (44) Delich Road, Carabooda

File Ref: 43849 – 22/114688
Responsible Officer: Director Planning and Sustainability
Attachments: 5

Issue

To consider modifications to Amendment No. 201 to District Planning Scheme No. 2 (DPS 2) to address concerns raised by the Environmental Protection Authority (EPA).

Applicant	Rowe Group
Owner	Mr Mark Bonomelli, Ms Deborah Bonomelli, Mr Stephen Michell and Ms Terri Michell
Location	Lot 2 (44) Delich Road, Carabooda
Site Area	25.76 hectares
MRS Zoning	Rural
DPS 2 Zoning	Rural Resource and Landscape Enhancement

Background

On 14 September 2021, Rowe Group lodged Amendment No. 201 to DPS 2 to introduce an Additional Use of 'Car Park' on the subject site. Car Park is a 'Not Permitted' (X) use in both the Rural Resource and Landscape Enhancement zones, which are the applicable DPS 2 zones that apply to the site. The purpose of the additional use scheme amendment is to facilitate the storage of recreational vehicles, in particular caravans, on the subject site.

A Location Plan is included as **Attachment 1**.

Amendment No. 201 was presented to Council at its meeting on 16 November 2021, where it was resolved as follows (refer Item PS09-11/21):

That Council:-

1. *Pursuant to Section 75 of the Planning and Development Act 2005 ADOPTS Amendment No. 201 to District Planning Scheme No. 2 to allow the Additional Use of Car Park at Lot 2 (44) Delich Road, Carabooda by including the following within Schedule 2 – Section 1 (Clause 3.20) – Additional Uses:*

No		*Street/Locality*	*Particulars of Land*	*Additional Use and Conditions (where applicable)*
A46	*1-46*	*44 Delich Road, Carabooda*	*Lot 2 on Deposited Plan 48357*	*Car Park (D)*

2. *Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, RESOLVES that Amendment No. 201 to District Planning Scheme No. 2 is a 'Complex Amendment' for the following reason:*
   An amendment that is not addressed by any local planning strategy.
3. *Pursuant to Regulation 37(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, SUBMITS two (2) copies of the Amendment No. 201 to District Planning Scheme No. 2 documentation to the Western Australian Planning Commission.*

4. *Pursuant to Section 81 of the Planning and Development Act 2005 REFERS Amendment No. 201 to District Planning Scheme No. 2 to the Environmental Protection Authority.*
5. *Subject to approval from the Environmental Protection Authority and the Western Australian Planning Commission, ADVERTISES Amendment No. 201 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.*

In accordance with the *Planning and Development Act 2005* and Item 4 of Council's resolution, Amendment No. 201 was referred to the EPA to satisfy section 48(c)(1)(a) of the *Environmental Protection Act 1986* (EP Act).

EPA officers undertook a review of the proposal and advised Administration that the amendment does not allow the EPA to comply with its obligations under section 48 of the EP Act. The site contains potentially significant environmental values given the existence of the Tuart Woodland Threatened Ecological Community (TEC) and Carnaby's Black Cockatoo habitat. Therefore, additional environmental reporting and assessment would be required. This will be discussed further in the 'Comment' section below.

Detail

The modified proposal remains largely the same as the original proposal that was adopted by Council on 16 November 2021. The only modifications are as follows:

- Modifying the amendment map to reduce the extent of the 'additional use' of Car Park to a cleared area of land in the south-western portion of the subject site, approximately 21,405m^2 in area, as illustrated in **Attachment 2**; and
- Introducing 'Condition 1' to reflect the above.

Therefore, the modified proposal seeks to amend DPS 2 by:

1. Introducing Car Park as an Additional Use on Lot 2 (44) Delich Road, Carabooda and amending Schedule 2 – Section 1 (Clause 3.20) – Additional Uses as follows:

No		Street/Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A46	1-46	Lot 2 (44) Delich Road, Carabooda	Lot 2 on Deposited Plan 48357	Car Park (D) 1. The extent of Additional Use A46 shall only apply to a portion of Lot 2 as delineated on the City of Wanneroo Scheme Map 10 of 24.

2. Amending the scheme map accordingly (refer **Attachment 2**).

The planning considerations relevant to this proposal were outlined in detail in Administration's previous report to Council on 16 November 2021 (refer Item PS09-11/21) and have subsequently already been considered by Council.

Consultation

In accordance with Council's original decision on 16 November 2021, the amendment was referred to the Environmental Protection Authority (EPA) and Western Australian Planning Commission (WAPC).

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 the WAPC are required to examine the amendment and determine whether it is suitable for advertising.

On 21 February 2022, the WAPC advised the City that the amendment was suitable for advertising.

As noted above and discussed further below, EPA officers advised that the amendment as originally adopted does not allow the EPA to satisfy its obligations under section 48 of the EP Act. It is for this reason that the modified amendment is being presented to Council for consideration.

To reduce delays associated with this advice from the EPA officers Administration has discussed re-referral with officers from both the EPA and WAPC, who have advised the following:

- The EPA has agreed to prioritise re-referral of the proposal and has provided in-principle support for the modified amendment; and
- Whilst two copies of the amendment will require referral to the WAPC in accordance with the Regulations, a Senior Officer at DPLH (on behalf of the WAPC) has advised that email correspondence will be sufficient to confirm the proposal is suitable for advertising.

Following confirmation from the EPA and WAPC, the amendment must be advertised for public comment for a period of 60 days, plus an additional seven days to account for the Easter Holiday period. This is in accordance with the Regulations. Advertising will be undertaken by way of the following:

- Advertisement in the local newspaper;
- Displaying a notice in Council offices;
- Displaying information related to the proposal on the City's website; and
- Referral in writing to persons/agencies that may have an interest in the proposal.

Following consultation, the proposal will be presented back to Council for a decision to either support the amendment with or without modifications, or not support the amendment in accordance with the Regulations.

Comment

Referral to the EPA

On 23 November 2021, Amendment No. 201 as originally adopted by Council was referred to the EPA in accordance with section 81 of the *Planning and Development Act 2005*. Following a review of the proposal EPA officers raised concerns with the City regarding the application of the additional use to the entirety of the subject site.

EPA officers subsequently wrote to the City on 13 December 2021 and advised that insufficient information had been provided to enable the EPA to comply with section 48A of the EP Act. Therefore, the referral was not considered 'valid'. The EPA's correspondence is included as **Attachment 3** and included the following recommendation:

> *The Department of Water and Environmental Regulation (DWER) requests that you provide information regarding scheme measures for the protection of environmental values such as flora, vegetation and fauna habitat on Lot 2. This may include consideration of modifying Amendment No. 201 to apply the Additional Use of Car Park to only the south-western portion of Lot 2, as opposed to the whole lot.*

It is noted that the environmental values that are present on the subject site were discussed in Administration's previous report to Council. Whilst the additional use area was applied to the subject site in its entirety, through a future development application Administration would have been unlikely to support the clearing of any endemic or protected vegetation. However, as a range of uses can already be undertaken on the entire subject site in accordance with the applicable 'General Rural' and 'Landscape Enhancement' zonings, Administration did not

consider it necessary to limit the scope of the amendment area. It is also noted that a concept plan prepared by the applicant in support of the amendment indicates that the proposal will be limited to an existing cleared area of land on the subject site, as illustrated in **Attachment 4**.

To address the concerns raised by the EPA officers it was agreed between Administration and the applicant that the proposal would be modified to only apply to the cleared area of land in the south-western portion of the subject site. Administration wrote to the EPA advising that a modification to the amendment would be recommended following advertising, which is included as **Attachment 5**. This approach has been accepted previously by the EPA, most recently in July 2021 as part of their consideration of Amendment No. 186 to DPS 2. This was also suggested by the EPA in their initial correspondence (refer **Attachment 3**).

Notwithstanding this, the EPA officers ultimately advised the City that the amendment must be considered by the EPA as initiated by Council, and modification to the proposal following advertising is not able to be considered as 'referred' to the EPA for formal assessment.

It remains unclear to Administration why the EPA will not support modification of the amendment post advertising, given this approach has been previously supported and was recommended as an option by the EPA officers in previous correspondence. Senior Administration officers met with Senior EPA officers and Senior DPLH officers on 11 March 2022 to request that the EPA officers reconsider their position, given their previous decision making and advice, as well the cost and time implications this was having on the proponent. However, on 25 March 2022 the EPA confirmed that they would only consider the amendment as initiated by Council. If the amendment was to be considered as initially adopted this would require the preparation of expensive and timely environmental reports, which is unnecessary as the landowner has no intention to clear any protected vegetation on the site to accommodate the proposed Car Park land use.

Whilst Administration disagrees with the position of the EPA officers, for pragmatic reasons and to avoid further unnecessary delays the amendment has been modified to enable the EPA to satisfy their obligations under section 48 of the EP Act. The modifications are outlined in the 'Detail' section above.

To avoid delays for similar matters in the future, Administration is liaising with DPLH to identify potential modifications to the process or wording of Council Resolutions to provide more flexibility in the scheme amendment process to facilitate EPA advice. It should be noted that this issue has never arisen in the past and appears to be a change in position by the EPA in how it deals with scheme amendment referrals.

Conclusion

The proposal effectively remains the same as previously considered by Council on 16 November 2021, the only difference being to add words in the recommendation that the proposed additional use only relates to a small area in the south-western corner of Lot 2, which has already been cleared of vegetation and was always the intent of the applicant and Council as clearly articulated in Administration's previous report. As such, the modified amendment remains a compatible form of development that satisfies the relevant planning legislation and framework. Importantly, the modifications will enable the EPA to satisfy their obligations under section 48 of the EP Act, which will subsequently allow the amendment to progress to advertising.

Therefore, it is recommended that the modified Amendment No. 201 is adopted for the purpose of advertising, for the reasons outlined in this report.

Statutory Compliance

The scheme amendment will follow the statutory processes outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Strategic Implications

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

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

3.2 - Attract and support new and existing business

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

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

Policy Implications

This proposal was previously assessed in accordance with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, *State Planning Policy 3.7: Planning in Bushfire Prone Areas, State Planning Policy 2.5: Rural Planning and State Planning Policy 2.4: Basic Raw Materials*.

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **Pursuant to Section 75 of the *Planning and Development Act 2005* ADOPTS Amendment No. 201 (as modified) to District Planning Scheme No. 2 to allow the Additional Use of Car Park at Lot 2 (44) Delich Road, Carabooda by including the following within Schedule 2 – Section 1 (Clause 3.20) – Additional Uses:**

No		Street/Locality	Particulars of Land	Additional Use and Conditions (where applicable)
A46	1-46	Lot 2 (44) Delich Road, Carabooda	Lot 2 on Deposited Plan 48357	Car Park (D) 1. The extent of Additional Use A46 shall only apply to a portion of Lot 2 as delineated on the City of Wanneroo Scheme Map 10 of 24.

2. **Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 201 to District Planning Scheme No. 2 is a 'Complex Amendment' for the following reason:**

   An amendment that is not addressed by any local planning strategy.

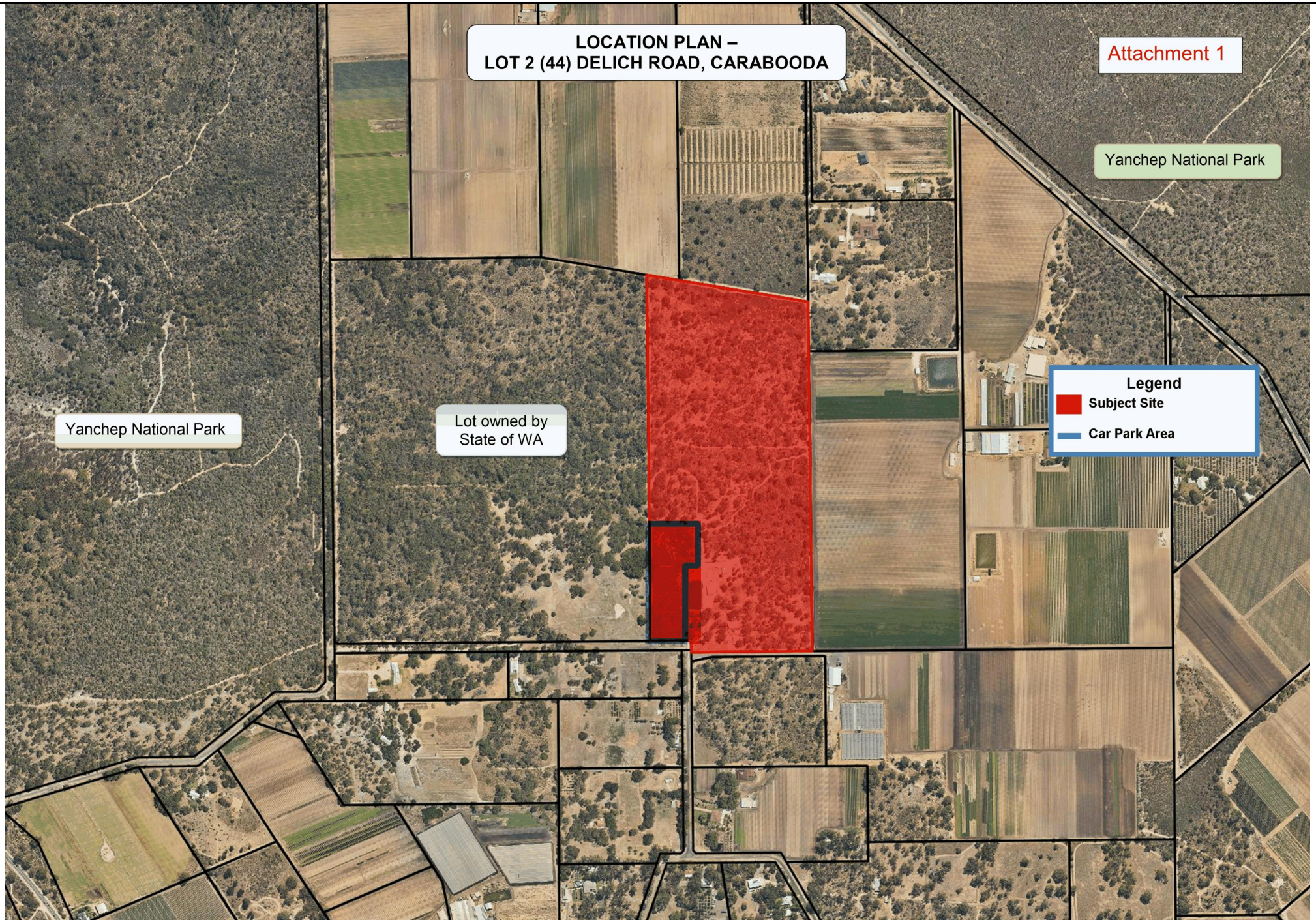
3. **Pursuant to Regulation 37(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, SUBMITS two (2) copies of the Amendment No. 201 to District Planning Scheme No. 2 documentation to the Western Australian Planning Commission.**

4. **Pursuant to Section 81 of the *Planning and Development Act 2005* REFERS Amendment No. 201 to District Planning Scheme No. 2 to the Environmental Protection Authority.**

5. **Subject to approval from the Environmental Protection Authority and the Western Australian Planning Commission along with any minor changes required by either agency, ADVERTISES Amendment No. 201 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*.**

Attachments:

1⇩.	*Attachment 1 - Location Plan*	*21/445332*
2⇩.	*Attachment 2 - Amendment Map*	*22/116528*
3⇩.	*Attachment 3 - Initial Advice From EPA*	*22/115842*
4⇩.	*Attachment 4 - Concept Plan*	*22/115983*
5⇩.	*Attachment 5 - Letter to EPA Outlining Proposed Modifications to Amendment No. 201*	*22/115995*

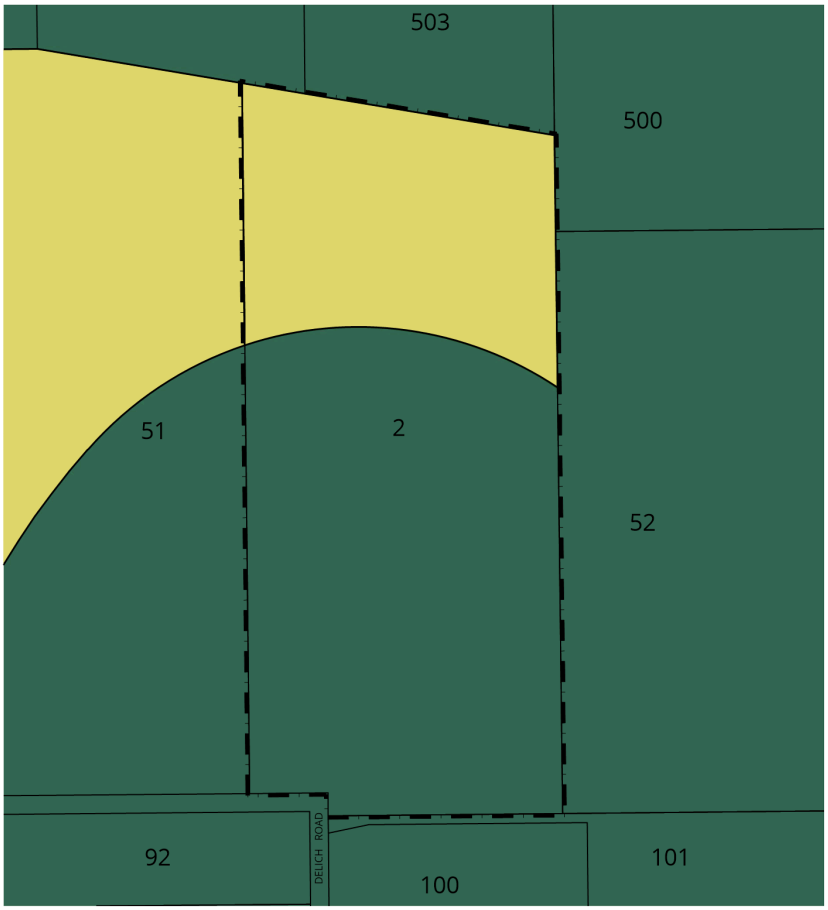

LOCATION PLAN –
LOT 2 (44) DELICH ROAD, CARABOODA
Attachment 1
Yanchep National Park
Yanchep National Park
Lot owned by
State of WA
Legend
Subject Site
Car Park Area

INDICATIVE SITE PLAN
44 DELICH ROAD, CARABOODA

Created by Belinda Bonomelli (Beanbo Design & Photography)
Monday 28th March 2022 at 18.50pm. Indicative site plan only.

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

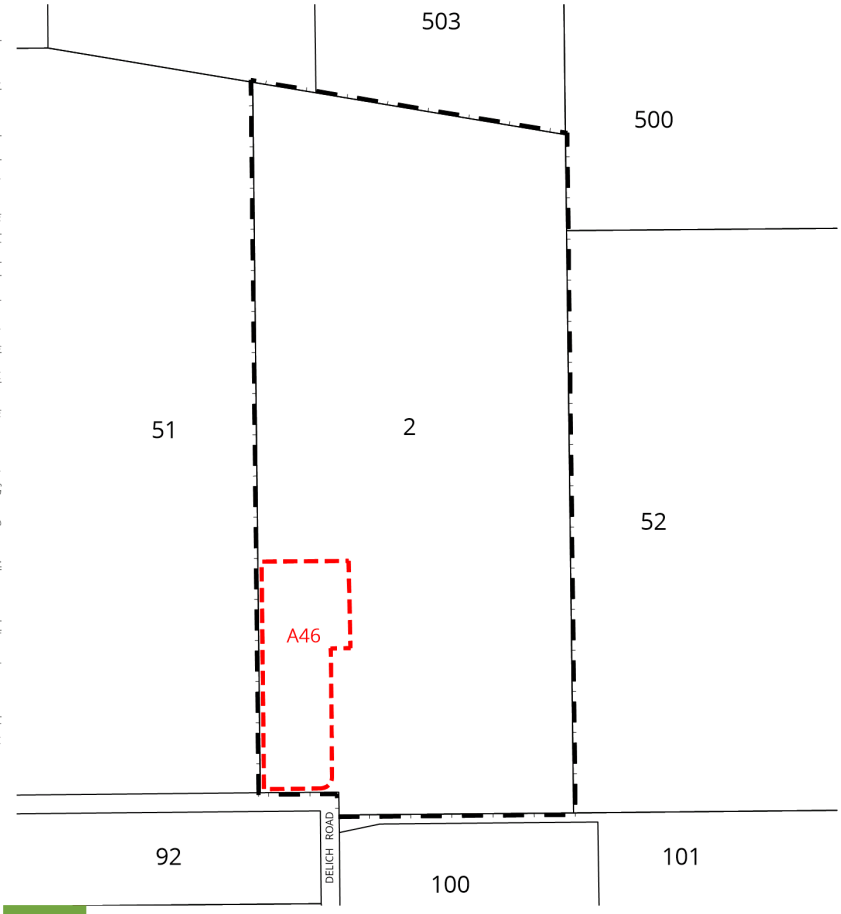
Attachment 2



EXISTING ZONING

LOCAL SCHEME ZONES
- RURAL RESOURCE
- LANDSCAPE ENHANCEMENT

OTHERS
- SUBJECT SITE



PROPOSED ZONING

PROPOSED ZONING

OTHERS
- A46 ADDITIONAL USES
- SUBJECT SITE

0 25m

SCALE @ A4: 1:7500

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N:\TOWN PLANNING\9000-9999\9444\DRAFTING\A-CAD - VEDH.RAMKHALAWON - 2022.03.28

9444_FIG06C_20220328_Carabooda (Scheme Amendment) · DRAWN:**V.R.** · DATE CREATED: **2022.03.28** · PROJECTION: **MGA50** GDA94 · CADASTRE: LANDGATE · MAP DATA: DPLH

FIGURE 6

PROPOSED SCHEME AMENDMENT PLAN

Attachment 3

Government of Western Australia
Department of Water and Environmental Regulation

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

Our Ref: *CMS18109; DWERVT9064*
Enquiries: *Angela Coletti, 6364 6430*
Email: *angela.coletti@dwer.wa.gov.au*

ATTENTION: Alex Jarvis

Dear Mr Simms

SCHEME AMENDMENT: CITY OF WANNEROO DISTRICT PLANNING SCHEME NO.2 AMENDMENT NO. 201
LOCATION: LOT 2 (44) DELICH ROAD, CARABOODA

Thank you for your correspondence dated 22 November 2021 in relation to the above proposed District Planning Scheme amendment.

Unfortunately, the information you have provided for the proposed scheme amendment is insufficient to enable the Environmental Protection Authority (EPA) to comply with section 48A of the *Environmental Protection Act 1986* (EP Act) in relation to the proposed scheme amendment and consequently does not constitute a valid referral under section 38 of the *Planning and Development Act 2005* (PD Act).

To enable the EPA to comply with section 48A of the EP Act, the following further information is requested from the City of Wanneroo.

Amendment 201 proposes to allow the Additional Use of Car Park at Lot 2 (44) Delich Road, Carabooda. Although documentation provided indicates that the proponent is seeking to facilitate the development of a Caravan and Boat storage facility on the south-western portion of the subject land it is noted that the Additional Use of Car Park may be applied to any location on Lot 2.

The Department of Water and Environmental Regulation (DWER) requests that you provide information regarding scheme measures for the protection of environmental values such as flora, vegetation and fauna habitat on Lot 2. This may include consideration of modifying Amendment 201 to apply the Additional Use of Car Park to only the south-western portion of Lot 2, as opposed to the whole lot.

Please forward the requested information by email to registrar@dwer.wa.gov.au addressed to the DWER Executive Director EPA Services and marked for the attention of Angela Coletti; or by post to EPA Services, DWER, Locked Bag 10, Joondalup DC, Western Australia 6919. Please quote the reference 'CMS18109' on any correspondence.

EPA Services requests your provide advice on this matter by 10 January 2022. Please advise if you are not able to provide the information by this date.

Prime House, 8 Davidson Terrace Joondalup Western Australia 6027
Locked Bag 10 Joondalup DC WA 6919
Telephone: 08 6364 7000 Facsimile: 08 6364 7001
www.dwer.wa.gov.au

Please note that the EPA may require additional information from the City of Wanneroo and other relevant agencies after it has reviewed the requested information.

Upon receipt of sufficient information, as required by section 81 of the *Planning and Development Act 2005,* the EPA will comply with section 48A of the EP Act and advise the City of Wanneroo accordingly.

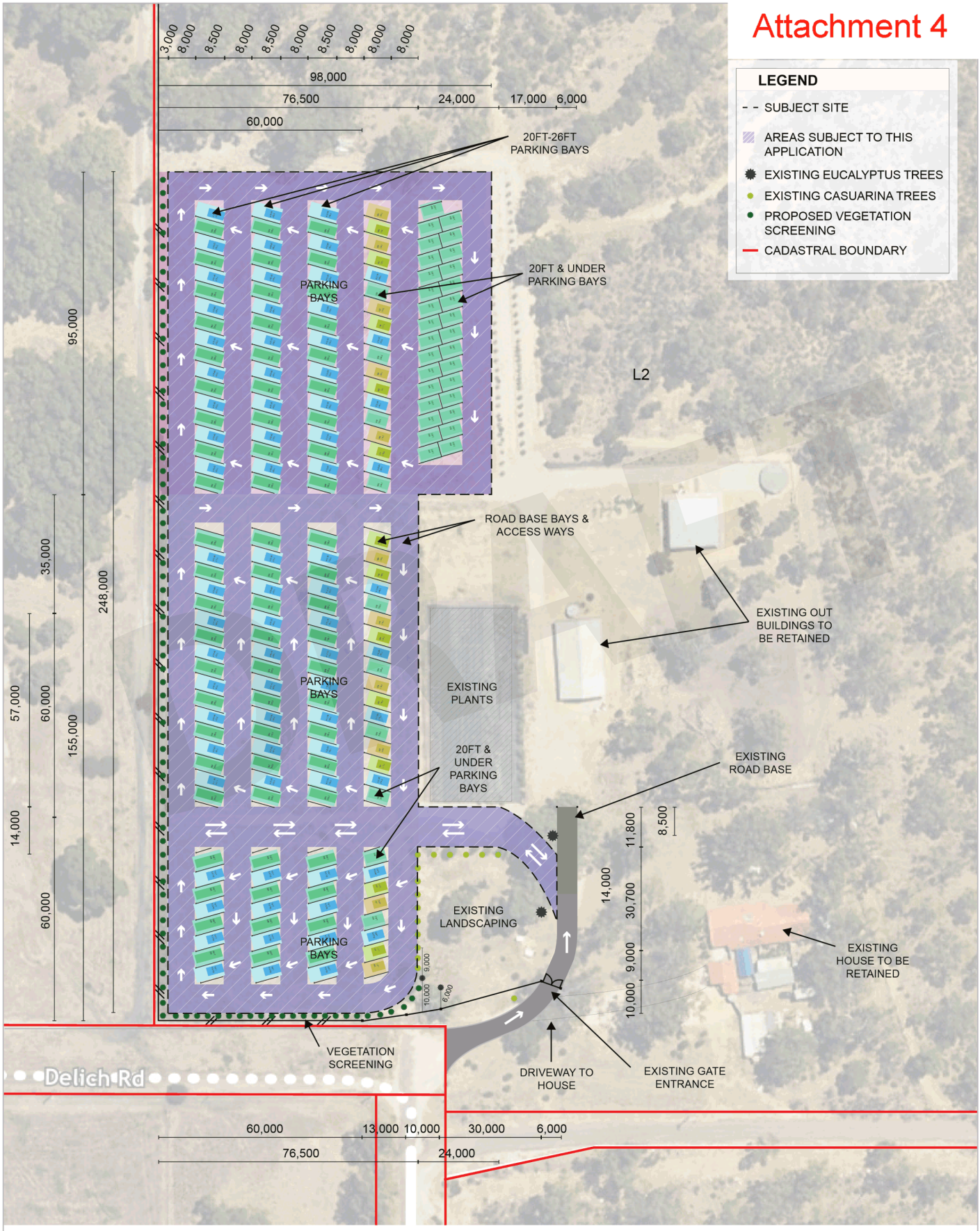
If you have any questions or would like to meet in relation to this letter, please contact Angela Coletti on 6364 6430.

Yours sincerely

Dehlia Goundrey
Director
EPA SERVICES

8 December 2021

Attachment 4



INDICATIVE SITE PLAN
44 DELICH ROAD, CARABOODA

Created by Belinda Bonomelli (Beanbo Design & Photography)
Thursday 17th August 2021 at 07.45pm. Indicative site plan only.

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SCALE @ A3: 1:1000

Attachment 5

City of Wanneroo

File Ref: 43849
Your Ref: Scheme Amendment No. 201
Enquiries: Alex Jarvis – (08) 9405 5476

25 January 2022

Department of Water and Environmental Regulation
Prime House
8 Davidson Terrace, JOONDALUP WA 6027
Locked Bag 10, JOONDALUP DC WA 6919

Dear Teresa Bryant – Manager EIA Planning Branch, EPA Services

DISTRICT PLANNING SCHEME NO. 2: AMENDMENT NO. 201 – LOT 2 (44) DELICH ROAD, CARABOODA

The City writes in regards to the Department of Water and Environmental Regulation EPA Services' (EPA Services) correspondence dated 13 December 2021 and 21 December 2021. This correspondence relates to the proposed scheme amendment to introduce an additional use of 'Car Park' on the abovementioned property.

It is understood from your correspondence that upon review of the Amendment No. 201 documentation it was concluded by EPA Services that the amendment poses a potential impact to a Threatened Ecological Community (TEC) present on the site, which has not been supported by any environmental information.

It is also understood that the EPA services is seeking written confirmation from the City that Amendment No. 201 will include mechanisms to avoid, mitigate or manage the environmental values on the site.

The City advises that in accordance with r.53(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* it is proposed to include the comments from EPA services in its administrative reporting to Council. Further, the City will recommend that the amendment documentation be modified to limit the extent of the 'additional use' to the cleared area of land in the south-western portion of the subject site, as illustrated in **Attachment 1**. The recommended modification will ensure the additional use of Car Park will only apply to an area of cleared land, mitigating any potential impacts to the TEC's present on the site.

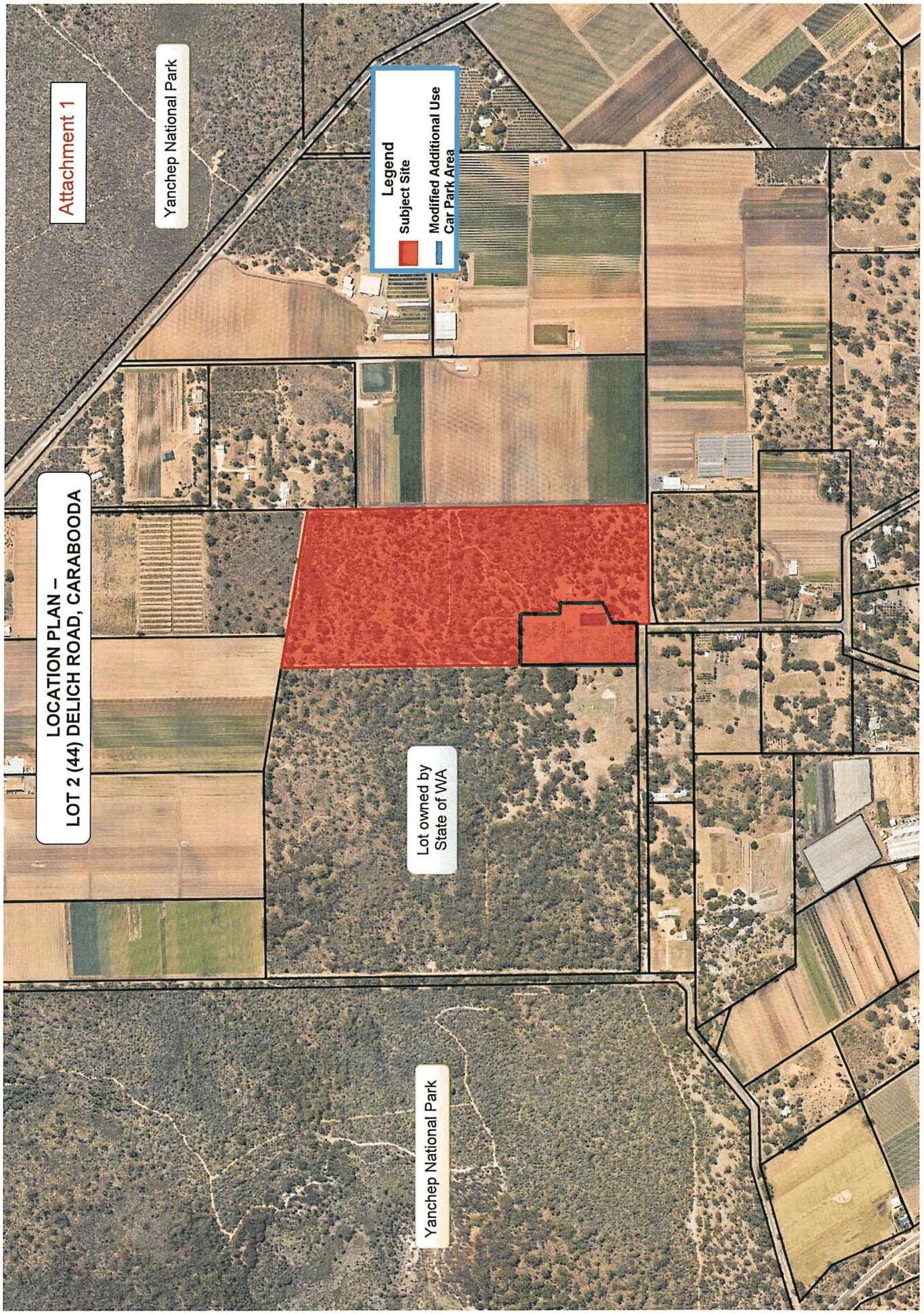
Progression of Amendment No. 201 following the public consultation process requires Council to make a formal recommendation to the WAPC with the final decision being made by the Minister for Planning.

In light of the above confirmation, it is kindly requested that the EPA Services now progress the City's referral in accordance with s.48A of the *Environmental Protection Act 1986.*

Yours sincerely

Greg Bowering
MANAGER APPROVAL SERVICES

23 Dundebar Road, Wanneroo WA 6065 Locked Bag 1 Wanneroo WA 6946
T (08) 9405 5000 F (08) 9405 5499 E enquiries@wanneroo.wa.gov.au wanneroo.wa.gov.au


Attachment 1
Yanchep National Park
Legend
Subject Site
Modified Additional Use
Car Park Area
LOCATION PLAN –
LOT 2 (44) DELICH ROAD, CARABOODA
Lot owned by
State of WA
Yanchep National Park

Assets

Community & Place

Community Development

4.6 Constable Care Sponsorship Agreement - 2022/23 to 2024/2025

File Ref:	38122 – 22/341
Responsible Officer:	Director Community and Place
Attachments:	Nil
Previous Items:	CP03-09/19 - Constable Care Child Safety Foundation - Sponsorship Agreement (2019/20 - 2021/22) - Ordinary Council - 24 Sep 2019 7.00pm

Issue

To consider the continuation of the City of Wanneroo's (the City's) Sponsorship Agreement with Constable Care Foundation (CCF) for a further three years (2022/23 – 2024/25).

Background

The City has had a long standing arrangement of sponsoring the CCF from 2010 until this year.

CCF is a registered Harm Prevention Charity influencing long term positive social change in the community through childhood and youth empowerment programs. Best known for widely-respected primary school puppet and theatre shows, over the past six years CCF has expanded into secondary schools and released innovative technology-based safety initiatives and programs. Safety services are also offered to the wider community at major public and community events.

The Foundation's new name and the dropping of the words 'child safety' reflect the expansion into youth and family safety services. Their experiential learning approach engages children and young people aged four to 17 years in behaviour change strategies, focusing on personal safety and protective behaviours, crime prevention including risk-related decision-making as well as mental health.

As a recognised leader in safety education for children and young people throughout Western Australia, CCF continues to develop innovative and evidence based models of interactive performances with various topics. These include discrimination, racism, bullying, cyberbullying and cyber safety as well as crime prevention, conflict resolution, relationship violence, alcohol and drug use and mental health.

While CCF predominantly delivers its offerings through school based programs, CCF collaborates with the City to deliver a suite of programs and initiatives in community based settings, including at libraries and community centres. CCF currently partners with 15 other metropolitan Local Governments to deliver these programs at a community level.

A formal sponsorship with CCF facilitates a collaborative approach and strengthens the City's relationship with children and young people, other childhood and youth support services as well as local stakeholders including schools, parents and families.

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Detail

2019 – 2021 Engagement summary

Between 2019 and 2021 calendar years, CCF delivered 276 performances to 32,947 children and young people aged between four and 17 years across pre-primary, primary and secondary schools and other community venues within the City of Wanneroo.

These numbers reflect slightly lower than anticipated outputs due to the impact of the COVID-19 pandemic in 2020 and 2021.

Program details

CCF offers a diverse range of programs tailored to the needs of each target group. Programs can be delivered based on pre-determined focus topics or, developed in collaboration with children, young people and supporting adults for specific areas of interest.

The Sponsorship Agreement focuses on three CCF programs:

- Theatre-in-Education Program now called Constable Care (for Primary School) and Youth Choices (for Secondary School)

The Theatre-in-Education program uses puppet theatre and live interactive performances to address a range of personal and community safety themes to engage, challenge and educate children and young people aged four to 17 years old. The program offers performances based on identified need by a school or youth organisation and engages up to 100 children and young people at any one time. Topics include protective behaviours, bullying and respectful friendships, road safety and internet safety. This program can be delivered in upper primary and secondary school settings, as well as libraries and youth program settings.

- Rapid Response Program

The Rapid Response Program is a facilitated discussion around an issue nominated by a young person or school. CCF devises a scene on the spot in collaboration with young people who participate in a Forum Theatre style replay and discussion. Engaging between 20 and 60 young people at any one time it can be delivered in schools, youth centres or an outreach program and focuses on young people aged 12 and older. The program is also available as a professional development workshop for those supporting children and young people.

- Youth Choices Intensive Program

Youth Choices is an action-oriented education program designed and created from issues facing participants. It fosters resilience and encourages young people to confidently enter into conversations about issues intrinsic to their health and wellbeing. The program is designed around the needs of young people aged 12 to 17 years and takes place within a secondary school (or an alternative education campus) over a 10-week term culminating in a community performance in the final week. This is an interactive performance addressing key issues and showcases different outcomes from decisions made. Commonly engaging 15 to 20 young people, this intensive program empowers young people to creatively explore relevant social concerns and identify strategies for resolving them with their wider community. Although the initial reach of this program is smaller, due to the intense nature this program creates a ripple effect by creating conversation about issues in the community.

Current situation

Throughout previous agreements, Administration has regularly reviewed the deliverable activities. This ensures that the agreement continues to meet the City's objectives by being

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cost effective, aligning with the key priorities identified through the City's Strategic Community Plan and addressing local community need.

The current Sponsorship Agreement 2019/20 to 2021/22 includes the following deliverables per annum:

- Unlimited Theatre-in-Education programs;
- Four Rapid Response Programs;
- One Intensive Program;
- One Mascot Performance; and
- One Safety School Visit.

The value of the current sponsorship agreement is $29,351 (excluding GST) per annum.

In response to community need, evaluation feedback and informal stakeholder consultation, Administration has created a package to broaden the reach of the program within the community under a negotiated rate with CCF. In exchange for the annual sponsorship fee, the sponsorship agreement for 2022/23 to 2024/25 proposes that CCF deliver the following benefits each year:

- Actively promote and deliver as many Constable Care and Youth Choices performances as requested for all pre-primary, primary and secondary schools, and libraries within the City.
- Work with the City's Childhood and Youth Services team to deliver two intensive 10 week programs in two secondary schools addressing a key school, community or social issue.
- Provide the City with up to eight two-hour Rapid Response Theatre workshops for audiences 12 and older to be delivered in settings identified by the City addressing local emerging social issues.
- Provide continuous online access to real-time data on CCF activity within the City identifying at a minimum: (i) the number of performances delivered; (ii) the names of each school/ group and venue visited; (iii) the number of children and young people in attendance; and (iv) performance themes.
- Provide a final report to the City at the conclusion of each financial year summarising the activity undertaken and providing a summary of all performance evaluations.
- Display the co-branded City and CCF banner at all performances within the City.
- Mention the City in at least two articles in CCF e-newsletters, Facebook, Twitter or Instagram posts directly relating to the activities within the City.
- Invite the City's Mayor and Council Members to key performances within the City and other relevant occasions such as Intensive Program Showcases and New Program Launches.

Consultation

Administration has consulted with CCF to gather feedback on the proposed 2022/23 – 2024/25 Sponsorship Agreement. CCF are supportive of the deliverables identified above and have confirmed staff resourcing and capacity to deliver on the activities specified.

Informal consultation has been undertaken with local schools to gather feedback on the current and proposed agreement activities. Feedback has been positive and supportive.

Comment

The Sponsorship Agreement with CCF supports the City's strategic intent to foster safe and resilient communities, as well as supporting the City's preferred approach to work proactively and in partnership with stakeholders to enhance community safety and wellbeing.

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Pending Council approval, Administration will develop a suite of marketing collateral to maximise the impact of the relationship by raising awareness and engagement in the community.

Approval is being sought to commence a new Sponsorship Agreement with CCF for a period of three years allowing effective utilisation of resources to ensure timely delivery of the ongoing program.

The continuation of the Sponsorship Agreement would be subject to the CCF program not significantly changing its delivery or expected outcomes and continuing to align with the City's strategic priorities.

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

5.5 - People feel safe in public places

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.5 Learning and discovery choices"

6 ~ A future focused City that advocates, engages and partners to progress the priorities of the community

6.3 Build local partnerships and work together with others"

7 ~ A well-governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.4 Promote offerings, opportunities and initiatives"

Risk Management Considerations

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

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

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

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

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Policy Implications

The proposed Sponsorship Agreement with CCF is supported under the City's Sponsorship Policy and is being presented to Council for consideration as the proposed total sponsorship amount exceeds $50,001.

Financial Implications

The recommendation for the 2022/23 – 2024/25 CCF Sponsorship Agreement requires a total contribution of $105,801.50 plus goods and services tax (GST). This reflects an annual payment of $34,400 plus GST, plus 2.5% consumer price index (CPI) for years two and three of the agreement. A cost breakdown of the three year Sponsorship Agreement is outlined below:

- Year 1 – $34,400.00 (excluding GST)
- Year 2 – $35,260.00 inclusive of 2.5% CPI (excluding GST)
- Year 3 – $36,141.50 inclusive of 2.5% CPI (excluding GST)

It is intended that funding of $34,400 will be included in the 2022/23 budget for consideration. If the recommended three year Sponsorship Agreement is approved, the funding for this sponsorship for future years will be included in annual budget processes.

The total value of the proposed activities is $297,348.34 during the three-year Sponsorship Agreement term. WA Police subsidise the theatre-in-education performances for primary and secondary schools which reduces the overall cost of the CCF Sponsorship Agreement with the City.

Voting Requirements

Simple Majority

Recommendation

That Council APPROVES entering into a Sponsorship Agreement with the Constable Care Foundation for 2022/23 to 2024/25 for a sum of $34,400 per annum (exc. GST) with the addition of a Consumer Price Index increase in years two and three of the Agreement.

Attachments: Nil

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Corporate Strategy & Performance

Business & Finance

4.7 Financial Activity Statement for the Period Ended 28 February 2022

File Ref: 42309V03 – 22/84271
Responsible Officer: Director, Corporate Strategy & Performance
Attachments: 5

Issue

To consider the Financial Activity Statement for the period ended 28 February 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 February 2022 shows an overall unfavourable variance from Operations (before Non-Operating Revenue and Expenses) of $4.2m.

The unfavourable variance is mainly due to lower income from Rates of $317k, lower Fees and Chargers Income of $281k, higher Material & Contract expenses of $4.8m and higher Insurance Expenses of $11k, partially offset by higher Operating Grants, Subsidies & Contributions income of $76k, higher Interest earnings of $31k, lower Employee Costs of $451k, lower depreciation expenses of $487k and lower Utility Chargers of $124k.

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Description	Current Month - February 2022					
	Actual $m	Original Budget $m	Variance $m	Variance %		Comments
Operating Revenue	2.8	3.3	(0.5)	(15.2)	R	Overall unfavourable variance is mainly due to lower revenue from Rates, Fees & Charges, and Other Revenue partially offset by higher revenue from Operating Grants and Interest Earnings. Please refer to Notes 1, 2, 3 and 4.
Operating Expense	(21.7)	(18.0)	(3.7)	(20.6)	A	The unfavourable variance is mainly due to higher higher Material & Contract and Insurance Expenses partially offset by lower Employee Cost, Utility Charges and Depreciation. Please refer to notes 5, 6, 7, 8 and 9 for further details.
Result from Operations	**(18.9)**	**(14.7)**	**(4.2)**	**(28.6)**		

Capital Program

During February 2022, $5.4m was spent on various capital projects of which $2.6m was spent on IT Equipment & Software, and Roads.

Description	Month Actual $m	Month Revised Budget $m	% Complete of Month Revised Budget
Expenditure	5.4	4.2	128.6%

Overall Comments on Year to Date (YTD) Figures

Results from Operations

The Financial Activity Statement report for the year to date 28 February 2022 shows an overall favourable variance from Operations (before Non-Operating Revenue and Expenses) of $8.4m.

The YTD favourable variance is mainly due to higher Interest Earnings of $286k, lower expenses from Materials & Contracts of $5.2m, lower Depreciation expenses of $3.4m, lower Utility Charges of $834k and lower Employee Costs of $204, partially offset by Rates income lower than budget of $608k, lower Fees & Charges of $745k, lower Operating Grants, Subsidies & Contributions of $77k and higher than budget Insurance Expenses of $101k.

Description	Year-To-Date February 2022					
	Actual $m	Original Budget $m	Variance $m	Variance %		Comments
Operating Revenue	190.3	191.4	(1.1)	(0.6)	A	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	(128.9)	(138.4)	9.5	6.9	G	The favourable variance is mainly due to underspends in Material & Contracts, Utility Charges and Depriciation and Employee Costs partially, offset by higher Insurance Expenses. Please refer to notes 5, 6, 7, 8 and 9 for further details.
Result from Operations	**61.4**	**53.0**	**8.4**	**15.8**		

Capital Program

At the end of February 2022, $28.5m was expended on various capital projects of which $5.5m was spent on Sports Facilities, $4.5m on Roads, $4.2m on Fleet Management, $3.6m on IT Equipment & Software, 3.5m on Park Furniture, $1.1m on Pathways and Trails and a further $1.3m on Waste Management (Refer **Attachment 3** for Top Capital Projects 2021/22).

Description	YTD Actual $m	YTD Revised Budget $m	% Complete of YTD Revised Budget	Annual Revised Budget $m	% Complete of Annual Revised Budget
Expenditure	28.5	44.8	63.6%	85.1	33.5%

Investment Portfolio Performance

Portfolio Value $m	Monthly Weighted Return	Comments
462.5	0.47%	Portfolio balance has decreased by $12K from January 2022. The monthly weighted return is 0.47% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.43%. (Refer to **Attachment 4** 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.

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CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

FOR THE PERIOD ENDED 28 FEBRUARY 2022

Attachment 1

Description	Current Month						Year to Date					Annual				
	Actual	Original Budget	Variance			Notes	Actual	Original Budget	Variance			Original Budget	Revised Budget	Variance		Notes
	$	$	$	%			$	$	$	%		$	$	$	%	
Revenues																
Rates	82,879	400,000	(317,121)	(79.3)	R	1	139,159,248	139,767,680	(608,432)	(0.4)	A	141,191,680	141,191,680	0	0	1
Operating Grants, Subsidies & Contributions	1,183,912	1,108,180	75,732	6.8	G	2	5,346,568	5,423,256	(76,688)	(1.4)	A	8,015,370	8,067,170	51,800	1	2
Fees & Charges	1,303,169	1,583,777	(280,608)	(17.7)	R	3	43,312,084	44,057,174	(745,090)	(1.7)	A	50,296,054	50,296,054	(0)	(0)	3
Interest Earnings	184,504	153,827	30,677	19.9	G	4	1,974,187	1,688,267	285,920	16.9	G	2,283,458	2,283,458	0	0	4
Other Revenue	53,112	62,905	(9,793)	(15.6)	R		540,646	468,429	72,217	15.4	G	725,295	725,295	0	0	
Total Operating Revenue	**2,807,576**	**3,308,689**	**(501,113)**	**(15.1)**			**190,332,733**	**191,404,806**	**(1,072,073)**	**(0.6)**		**202,511,857**	**202,563,657**	**51,800**	**0**	
Expenses																
Employee Costs	(6,262,201)	(6,713,475)	451,274	6.7	G	5	(50,397,180)	(50,601,225)	204,045	0.4	G	(77,092,475)	(77,144,625)	(52,150)	(0)	5
Materials & Contracts	(11,093,653)	(6,301,643)	(4,792,010)	(76.0)	R	6	(42,971,684)	(48,166,906)	5,195,222	10.8	G	(73,738,173)	(73,738,223)	(50)	(0)	6
Utility Charges	(708,006)	(831,574)	123,568	14.9	G	7	(5,610,440)	(6,444,255)	833,815	12.9	G	(9,755,555)	(9,755,555)	(0)	(0)	7
Depreciation	(3,213,626)	(3,700,952)	487,326	13.2	G	8	(26,223,420)	(29,607,616)	3,384,196	11.4	G	(44,411,424)	(44,411,424)	0	0	8
Interest Expenses	(358,702)	(342,751)	(15,951)	(4.7)	A		(2,766,376)	(2,743,530)	(22,846)	(0.8)	A	(4,115,430)	(4,115,430)	0	0	
Insurance	(110,537)	(98,629)	(11,908)	(12.1)	R	9	(892,698)	(791,532)	(101,166)	(12.8)	R	(1,285,633)	(1,285,633)	0	0	9
Total Operating Expenditure	**(21,746,725)**	**(17,989,024)**	**(3,757,701)**	**(20.9)**			**(128,861,798)**	**(138,355,064)**	**9,493,266**	**6.9**		**(210,398,690)**	**(210,450,891)**	**(52,201)**	**(0)**	
RESULT FROM OPERATIONS	**(18,939,149)**	**(14,680,335)**	**(4,258,814)**	**(29.0)**			**61,470,935**	**53,049,742**	**8,421,193**	**15.9**		**(7,886,833)**	**(7,887,234)**	**(401)**	**0**	
Non Operating Revenue & Expenses																
Non Operating Grants, Subsidies & Contributions	1,300,241	1,508,921	(208,680)	(13.8)	R	10	8,097,378	12,600,668	(4,503,290)	(35.7)	R	19,076,024	18,829,291	(246,733)	(1)	10
Contributed Physical Assets	1,369,478	0	1,369,478	0.0	G	11	5,477,920	3,735,000	1,742,920	46.7	G	12,180,000	12,180,000	0	0	11
Non Operating Contract Expenses	0	0	0	0.0	G	12	(14,168,717)	0	(14,168,717)	0.0	R	(15,000,000)	(15,000,000)	0	0	12
Profit on Asset Disposals	109,419	139,167	(29,748)	(21.4)	R	13	1,334,864	3,375,098	(2,040,234)	(60.4)	R	4,945,035	4,945,035	0	0	13
Loss on Assets Disposals	0	0	0	0.0	G	13	0	0	0	0.0	G	(1,013,273)	(1,013,273)	0	0	13
TPS* & DCP** Revenues	1,081,793	1,264,799	(183,006)	(14.5)	R	14	5,735,175	5,403,392	331,783	6.1	G	25,630,638	25,630,638	0	0	14
TPS* & DCP** Expenses	(56,812)	(25,983)	(30,829)	(118.7)	R	15	(1,269,453)	(14,263,179)	12,993,726	91.1	G	(19,907,771)	(19,907,371)	400	(0)	15
Total Non Operating Revenue and Expenses	**3,804,119**	**2,886,904**	**917,215**	**31.8**			**5,207,166**	**10,850,979**	**(5,643,813)**	**(52.0)**		**25,910,653**	**25,664,320**	**(246,333)**	**(1)**	
NET RESULT (OPERATING & NON OPERATING)	**(15,135,030)**	**(11,793,431)**	**(3,341,599)**	**(28.3)**			**66,678,101**	**63,900,721**	**2,777,381**	**(4.3)**		**18,023,820**	**17,777,086**	**(246,734)**	**(1)**	
Other Comprehensive Income	**0**	**0**	**0**	**0.0**			**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0**	
TOTAL COMPREHENSIVE INCOME	**(15,135,030)**	**(11,793,431)**	**(3,341,599)**	**(28.3)**			**66,678,101**	**63,900,721**	**2,777,381**	**4.3**		**18,023,820**	**17,777,086**	**(246,734)**	**(1)**	

*TPS=Town Planning Schemes
**DCP=Developers Contribution Plans

Key	
>0%	G - Green
-0% to -10%	A - Amber
<-10%	R - Red

Revenues

Note 1 Rates

Month to Date - (Actual $83k, Adopted Budget $400k)

The variance is unfavourable by $317k mainly due to timing differences of Interim Rates.

Year to Date - (Actual $139.2m, Adopted Budget $139.8m)

The unfavourable variance of $608k mainly due to timing differences of Interim Rates.

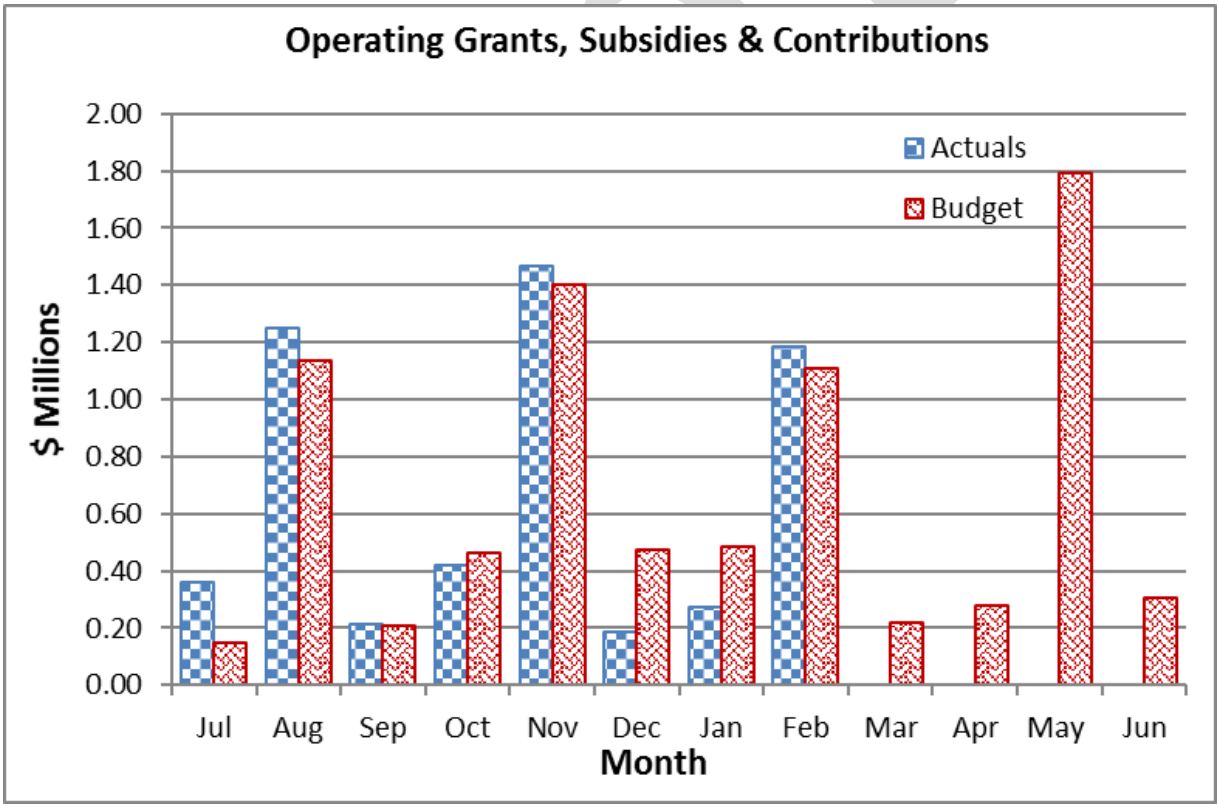
Note 2 Operating Grants, Subsidies & Contributions

Month to Date - (Actual $1.2m, Adopted Budget $1.1m)

The favourable variance of $76k relates to higher Cash Contributions from various activities.

Year to Date - (Actual $5.3m, Adopted Budget $5.4m)

The variance is unfavourable by of $77k is mainly due to lower Operating Grant Income of $60k and lower Cash Donation Income of $36k partially offset by higher contribution income from various activities.



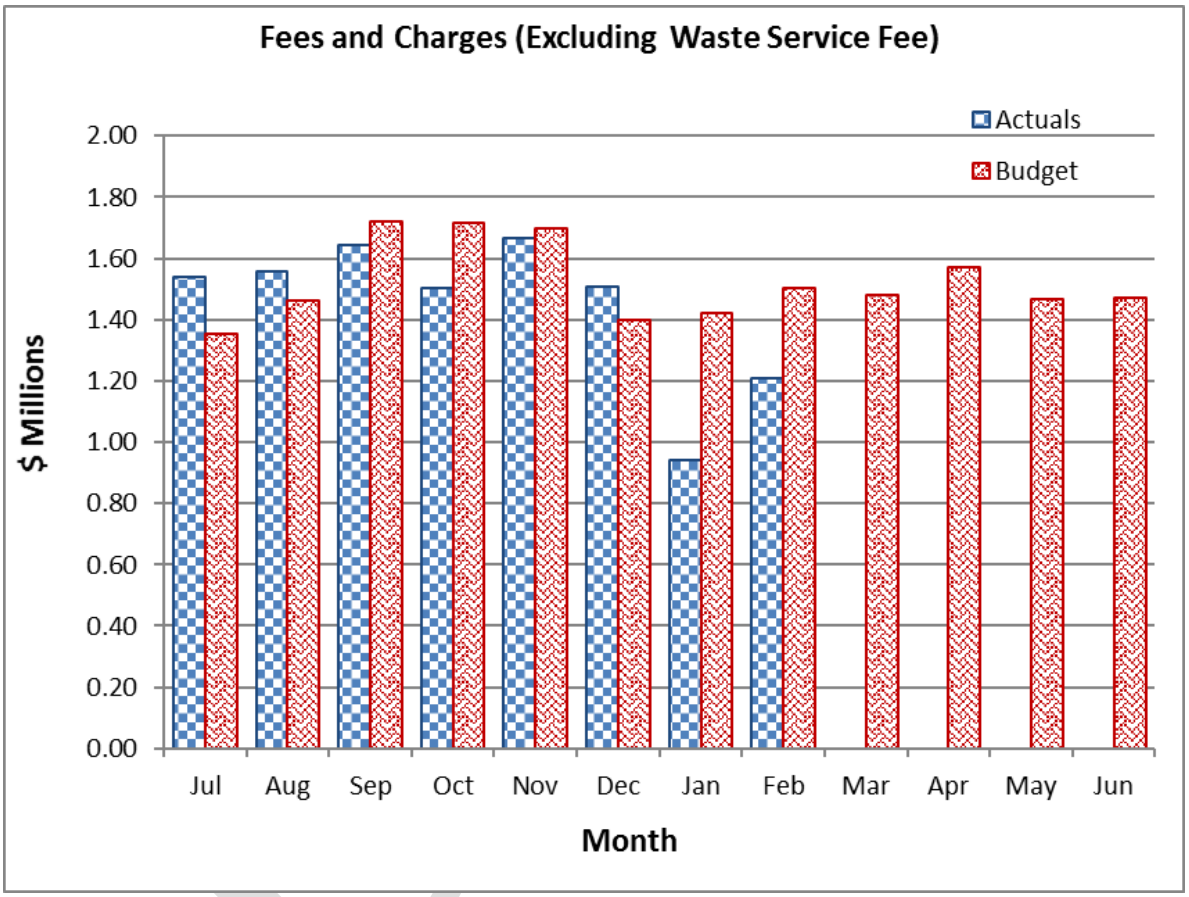
Note 3 Fees and Charges

Month to Date - (Actual $1.3m, Adopted Budget $1.6m)

The unfavourable variance of $281k for the month of February is mainly due to lower Facility Booking Fee income of $137k, lower Rubbish Removal Fee income of $81k and lower Inspection Fee income of $46k.

Year to Date - (Actual $43.3m, Adopted Budget $44.1m)

The variance is unfavourable by $745k and is mainly due to the lower Facility Booking Fees of $771k.



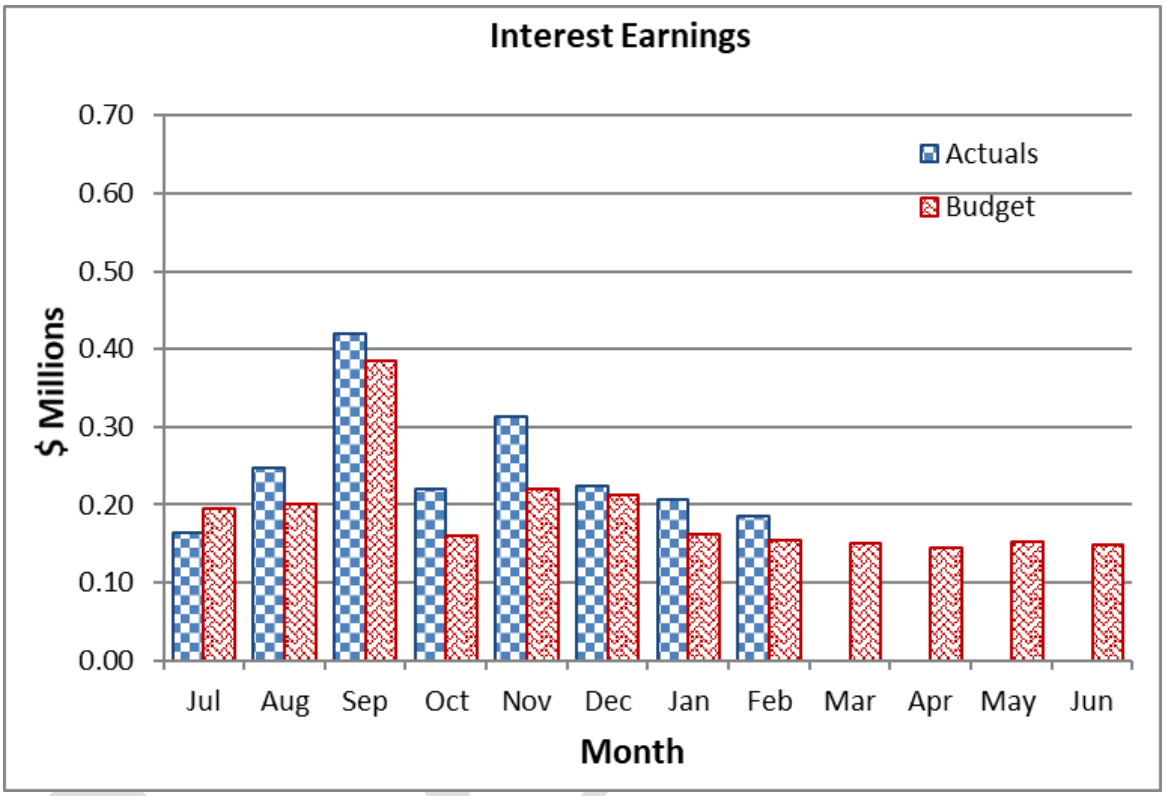
Note 4 Interest Earnings

Month to Date - (Actual $185k, Adopted Budget $154k)

The favourable variance of $31k for the month is mainly due to the higher Interest Income from reserve funds.

Year to Date - (Actual $2.0m, Adopted Budget $1.7m)

The variance is favourable by $286k due to higher Interest Income from reserve funds and various municipal activities.



Expenses

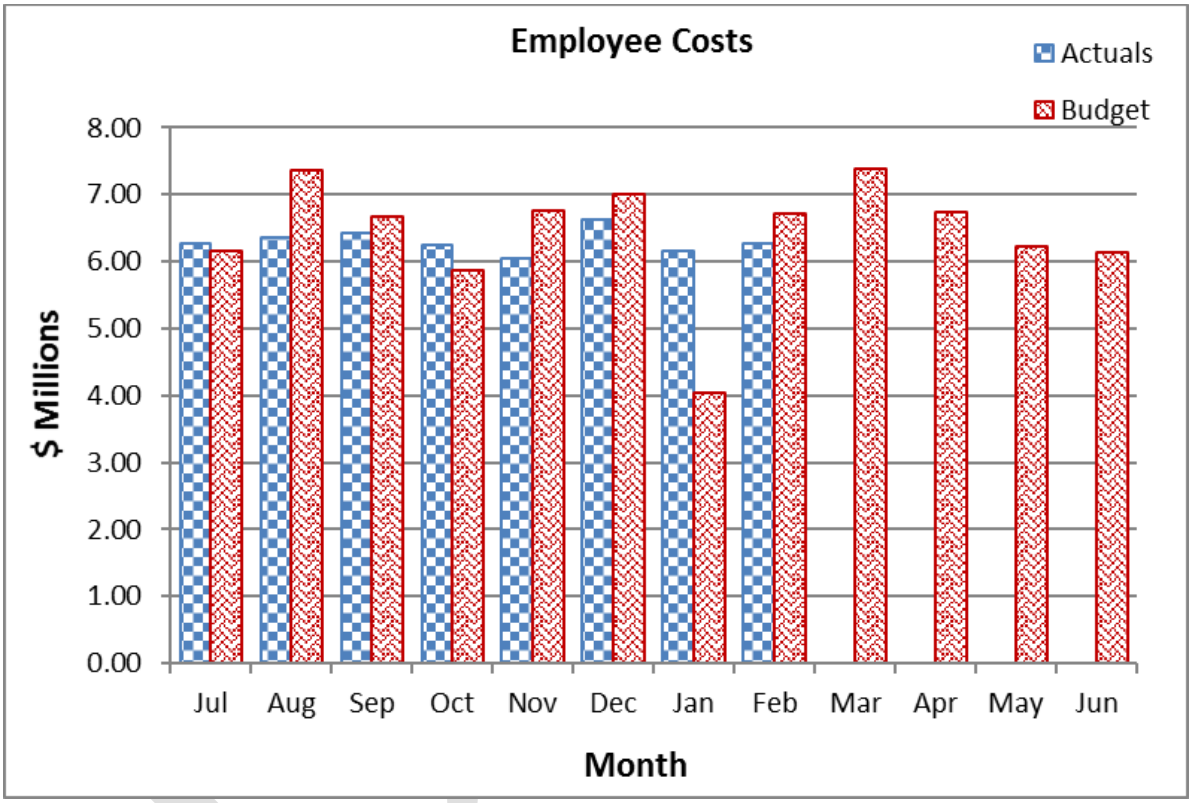
Note 5 Employee Costs

Month to Date - (Actual $6.3m, Adopted Budget $6.7m)

The favourable variance of $451k is mainly is mainly arising from deferment in backfilling certain vacant roles due to current market conditions.

Year to Date - (Actual $50.4m, Adopted Budget $50.6m)

The variance is favourable by $204k mainly due to deferment in backfilling certain vacant roles due to current market conditions.



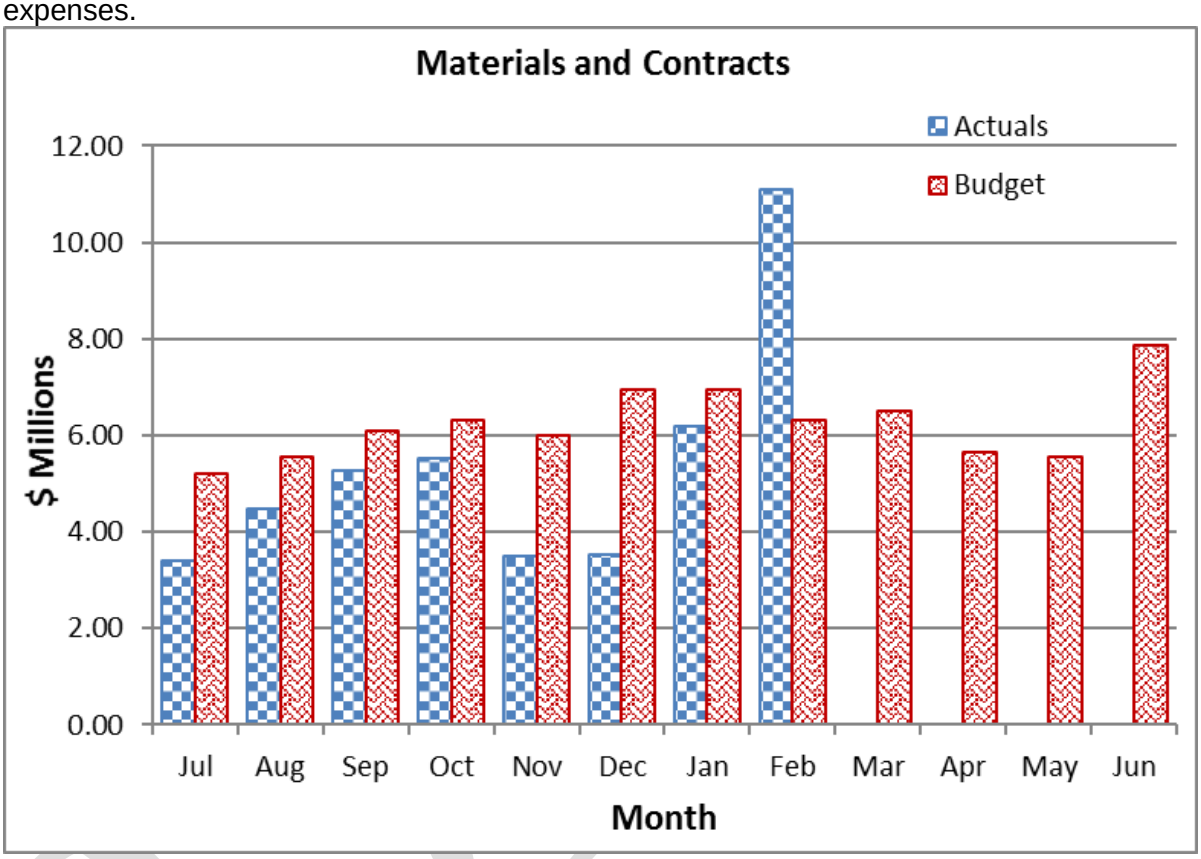
Note 6 <u>Materials & Contracts</u>

Month to Date - (Actual $11,1m, Adopted Budget $6.3m)

The unfavourable variance of $4.8m is mainly due to processing of overdue General Material Expenses payments. Delays were caused by issues related to change of finance system.

Year to Date - (Actual $43.0m, Adopted Budget $48.1m)

The variance is favourable by $5.2m mainly due to deferment of various maintenance contract expenses.



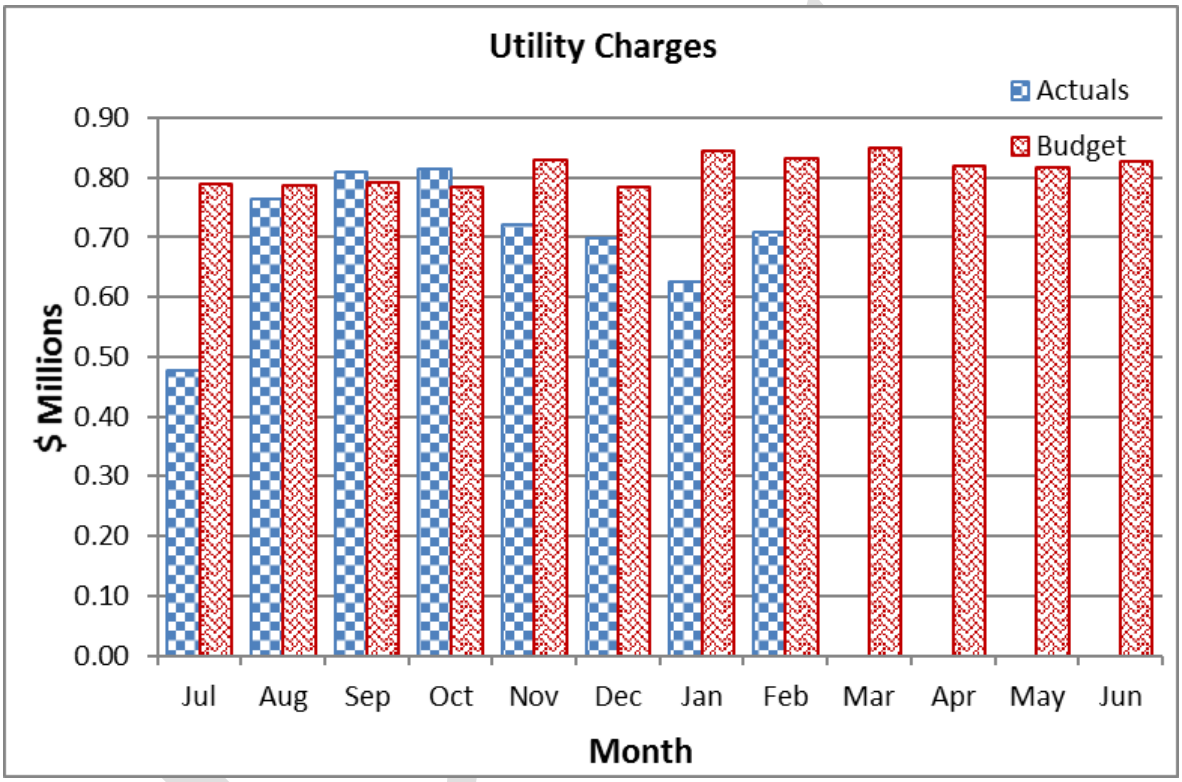
Note 7 Utility Charges

Month to Date - (Actual $708k, Adopted Budget $832k)

The favourable variance of $124k is mainly due to lower electricity expenses of $112k, lower Gas of $6k, and lower telephone expenses of $7k.

Year to Date - (Actual $5.6m, Adopted Budget $6.4m)

The favourable variance of $834k is mainly due to lower electricity expenses of $604k, lower water consumption expenses of $192k, lower gas expenses of $33k and lower telephone expenses of $5k.



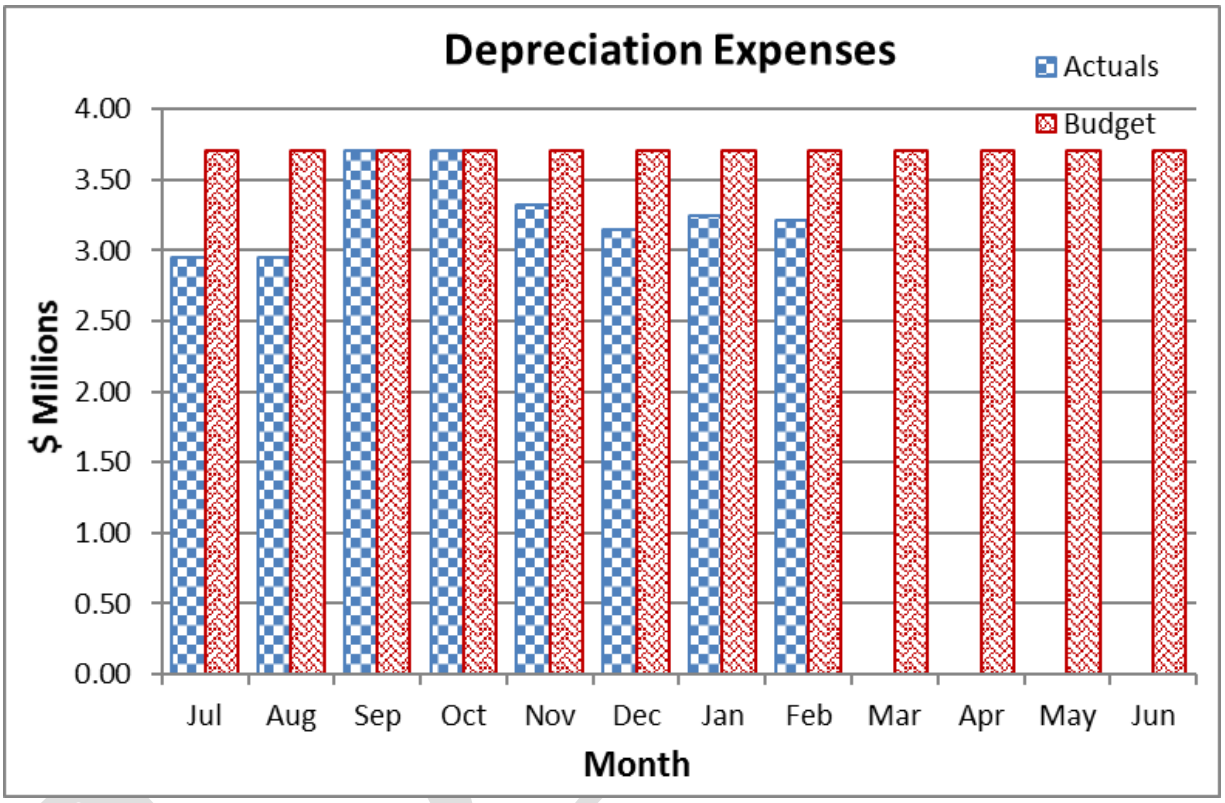
Note 8 Depreciation

Month to Date - (Actual $3.2m, Adopted Budget $3.7m)

The favourable variance of $487k is due to lower Depreciation related to various buildings, pavements and IT software.

Year to Date - (Actual $26.2m, Adopted Budget $29.6m)

The favourable variance of $3.4m is due to lower Depreciation related to various buildings, pavements and IT software.



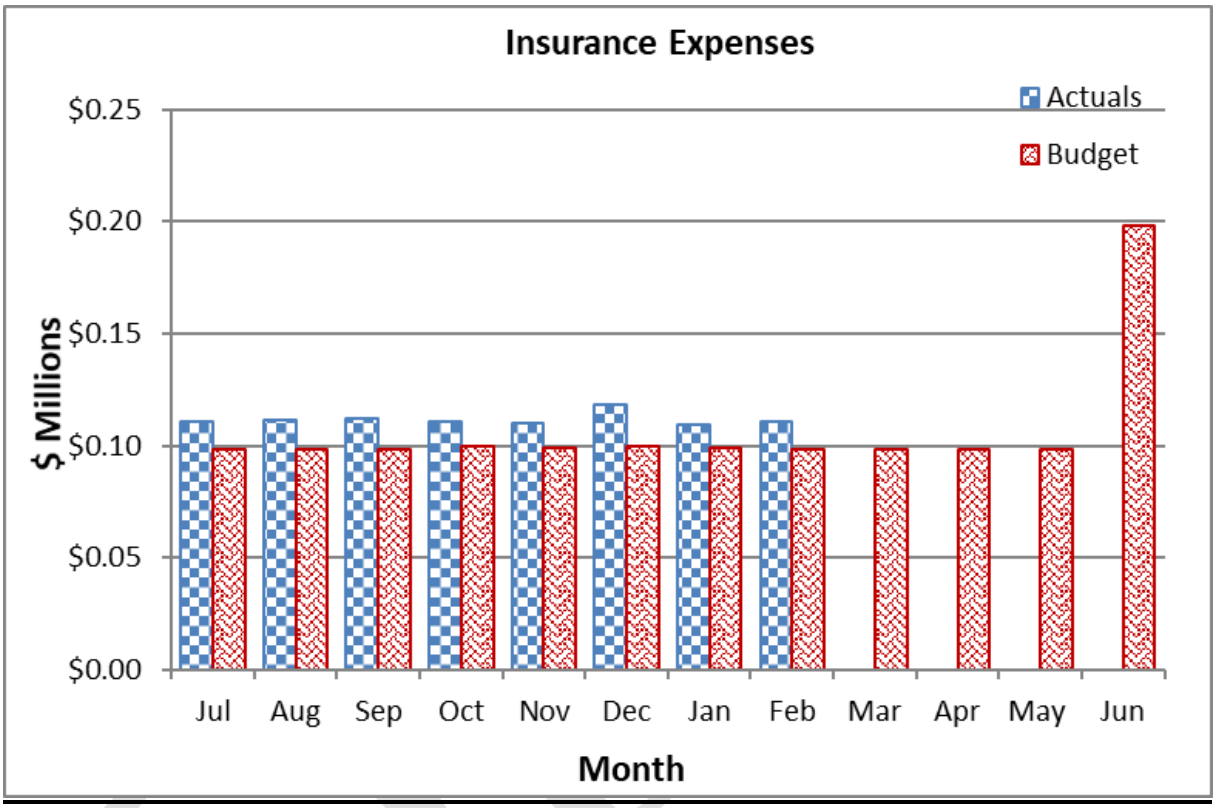
Note 9 Insurance Expenses

Month to Date - (Actual $111k, Adopted Budget $99k)

The unfavourable variance of $12k is due to higher insurance premium costs than budget.

Year to Date - (Actual $893k, Adopted Budget $792k)

The unfavourable variance of $101k is due to higher than anticipated insurance premium costs.



Non Operating Revenue & Expenses

Note 10 Non Operating Grants, Subsidies & Contributions

Month to Date – (Actual $1.3m, Adopted Budget $1.5m)

The unfavourable variance of $209k is attributed to Capital Grants 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 $8.1m, Adopted Budget $12.6m)

The unfavourable variance of $4.5m is mainly due to higher income from Cash Capital Contribution of $2.2m partially offset by Capital Grants received from Commonwealth Government of $5.9m and State Government of $796k, however relevant performance obligations have not been met as per the AASB 1058 explained above.

Note 11 Contributed Physical Assets

Month to Date – (Actual $1.4m, Adopted Budget $0.0)

The favourable variance of $1.4m is due to contribution of various Roads, Foot Paths, Drainages and Kerbs from Residential Land developers.

Year to Date – (Actual $5.5m, Adopted Budget $3.7m)

Favourable variance of $1.7m due to various physicals assets contributed by residential land developers.

Note 12 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 13 Profit / Loss on Asset Disposals

Month to Date – (Combined Actual $109k, Combined Adopted Budget $139k)

The unfavourable variance of $30k is due to delay in disposal of residential land.

Year to Date – (Combined Actual $1.3m, Combined Adopted Budget $3.4m)

The variance is unfavourable by $2.0m mainly attributed to delay in disposal of the land.

Note 14 TPS & DCP Revenues

Month to Date – (Actual $1.1m, Adopted Budget $1.3m)

The unfavourable variance of $183k is due to lower Cash Capital Contributions from cells.

Year to Date – (Actual $5.7m, Adopted Budget $5.4m)

The favourable variance of $332k is due to higher Cash Capital Contribution Income.

Note 15 TPS & DCP Expenses

Month to Date – (Actual $56.8k, Adopted Budget $26.0k)

The unfavourable variance of 31k is due to legal expenses incurred earlier than budget.

Year to Date – (Actual $1.3m, Adopted Budget $14.3m)

The favourable variance of $13.0m is due to lower Contract Expenses.

Draft

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO

STATEMENT OF FINANCIAL POSITION

AS AT 28 FEBRUARY 2022

Description	30 June 2021 Actual $	28 February 2022 Actual $	Movement $	Movement %	Notes
Current Assets	430,809,781	502,629,831	71,820,050	16.7	
Current Liabilities	(89,865,838)	(96,772,848)	(6,907,010)	(7.7)	
NET CURRENT ASSETS	**340,943,943**	**405,856,983**	**64,913,040**	**19.0**	**1**
Non Current Assets	2,338,323,308	2,340,003,817	1,680,509	0.1	**2**
Non Current Liabilities	(161,585,978)	(161,501,426)	84,552	0.1	**3**
NET ASSETS	**2,517,681,273**	**2,584,359,374**	**66,678,101**	**2.6**	
TOTAL EQUITY	**(2,517,681,273)**	**(2,584,359,374)**	**66,678,101**	**2.6**	

Note 1 - Net Current Assets

Compared to the opening position as at 30 June 2021, Net Current Assets have increased by $65m, 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 $20.6m and a net increase of Investments and Cash of $51.2m, partially offset by increase of Payables by $6.9m.

Note 2 - Non-Current Assets

Non-Current Assets as at 28 February 2022 have increased $1.7m, from 30 June 2021, due to increase in Infrastructure Assets.

Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 28 February 2022 have decreased by $85k 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).

Draft

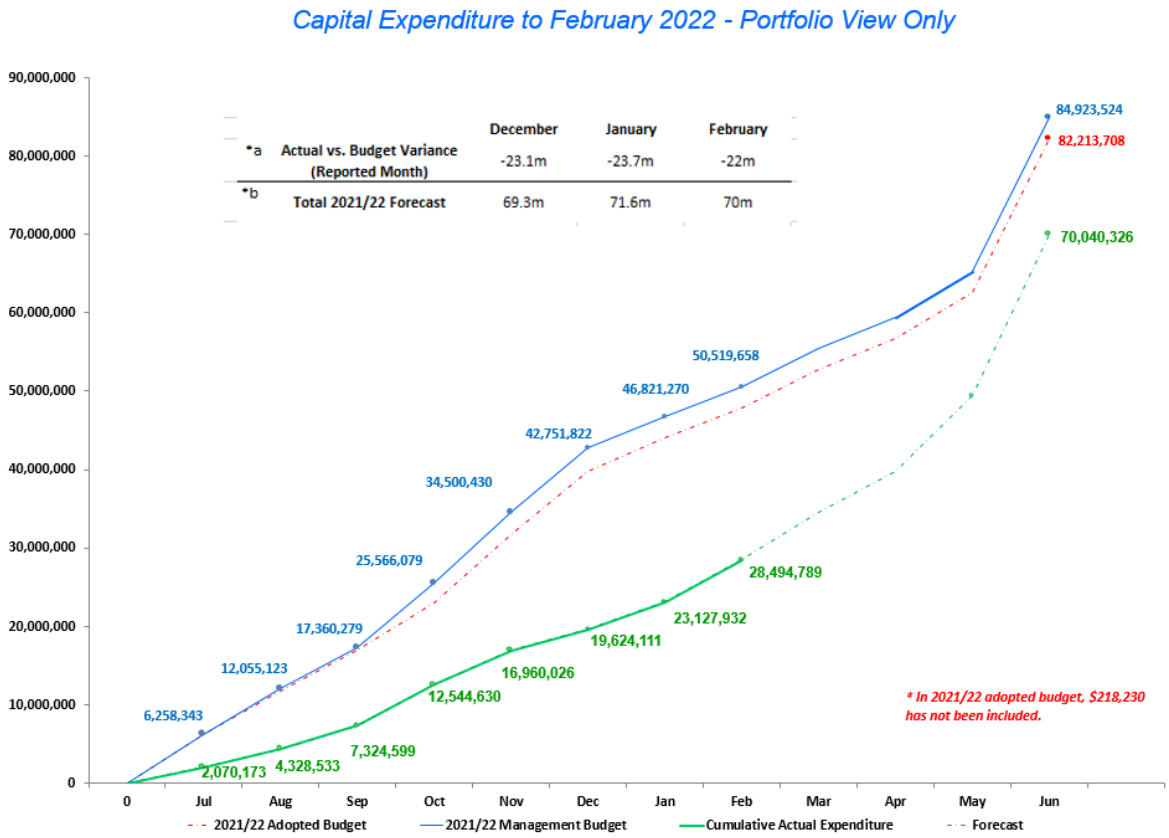
Details	DLGSCI Minimum Standard	As at 28/02/2021	As at 28/02/2022	For the month - Minimum Standard Met
Current Ratio The ability to meet short term financial obligations from unrestricted current assets. Current Assets - Restricted Current Assets (RCA) Current Liabilities (CL) - CL Associated with RCA	=>1.00:1	**2.28:1**	**1.88:1**	YES
Debt Service Cover Ratio The ability to produce enough cash to cover debt payments. Operating Surplus before Interest & Depreciation Principle & Interest Repayments	=>2.00:1	**38.51:1**	**28.14:1**	YES
Own Source Revenue Coverage Ratio The ability to cover costs through own revenue efforts. Own Source Operating Revenue Operating Expense	=>0.40:1	**1.45:1**	**1.48:1**	YES
Operating Surplus Ratio The ability to cover operational costs and have revenues available for capital funding or other purposes. Operating Revenue - Operating Expense Own Source Operating Revenue	=>0.01:1	**0.37:1**	**0.34:1**	YES

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	24	331,948	802,969	4,629,774	17%
Community Safety	9	13,855	490,713	2,373,186	21%
Conservation Reserves	4	16,009	129,025	482,000	27%
Corporate Buildings	5	90,374	673,883	1,017,467	66%
Environmental Offset	4	11,925	140,301	454,575	31%
Fleet Management - Corporate	6	218,363	4,221,374	12,918,254	33%
Foreshore Management	9	42,853	180,210	3,524,108	5%
Golf Courses	3	19,397	48,437	649,404	7%
Investment Projects	12	62,226	556,996	2,819,833	20%
IT Equipment and Software	19	1,198,223	3,550,606	10,553,788	34%
Parks Furniture	14	562,958	3,531,468	4,650,545	76%
Parks Rehabilitation	1	184,392	779,827	1,486,800	52%
Passive Park Development	13	101,013	549,872	1,074,219	51%
Pathways and Trails	9	374,024	1,051,558	3,510,249	30%
Roads	23	435,050	4,517,799	8,114,237	56%
Sports Facilities	58	1,433,756	5,471,759	21,078,228	26%
Stormwater Drainage	5	35,356	138,894	570,000	24%
Street Landscaping	8	27,933	86,672	324,675	27%
Traffic Treatments	18	135,663	311,938	2,697,521	12%
Waste Management	3	71,539	1,260,489	2,204,661	57%
Grand Total	**247**	**5,366,857**	**28,494,789**	**85,133,524**	**33.5%**

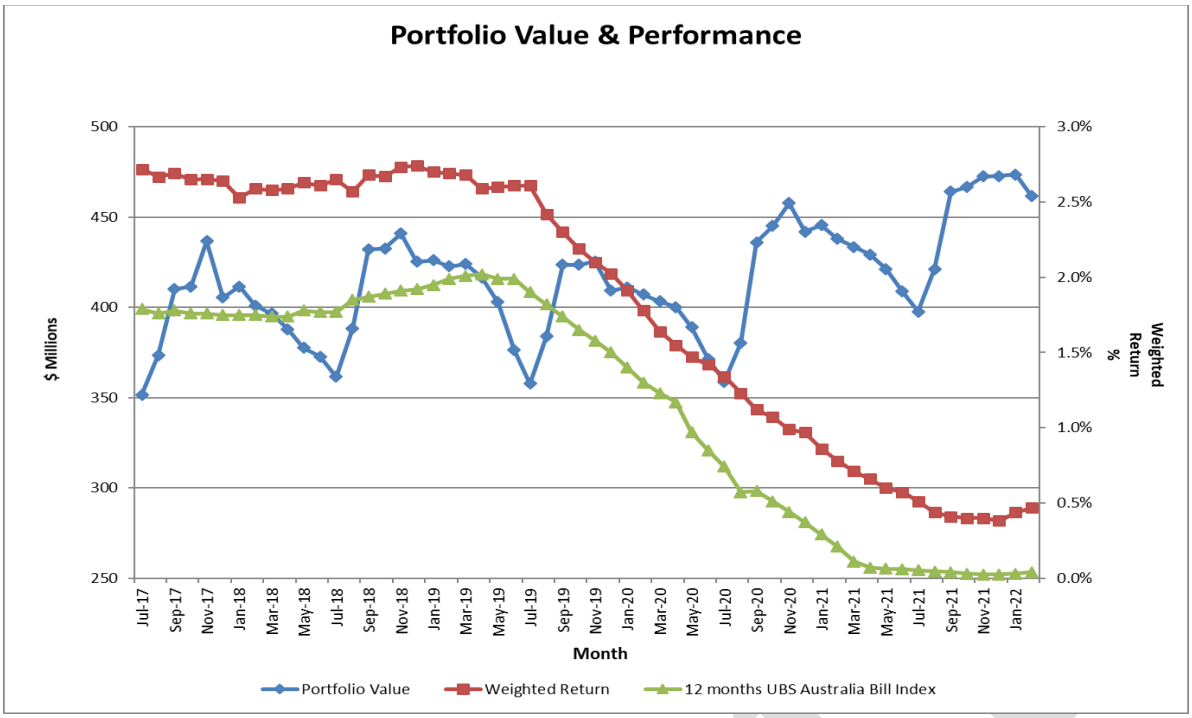
During February 2022, $5.4m was spent. Up to 28 February 2022, the City has spent $28.5m, which represents 33.5% of the $85.1m Capital Works Revised Budget; of which $218k is yet to be uploaded to City's finance system.



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 February 2022, the City held an investment portfolio (cash & cash equivalents) of $461.8 (Face Value), equating to $462.5m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.43% pa (0.47% pa vs. 0.04% pa), which is same as Interest Earnings 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 now expected to be increasing gradually based on the current economic predictions. Record low interest rates has affected the City's ability to attract higher interest rates from ADI's, which is expected to change over the coming periods.

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 CURRENT ASSETS SURPLUS/(DEFICIT) CARRIED FORWARD

AS AT 28 FEBRUARY 2022

Description	30 June 2021 Actual $	28 February 2022 Actual $	30 June 2022 Adopted Budget $
Current Assets			
Cash & Cash Equivalents - Unrestricted	66,255,665	135,384,000	5,098,612
Cash & Cash Equivalents - Restricted	348,357,434	330,457,859	344,199,497
Receivables	15,892,600	36,418,838	16,539,300
Inventory	304,083	369,133	326,400
TOTAL CURRENT ASSETS	**430,809,781**	**502,629,831**	**366,163,809**
Current Liabilities			
Payables*	(68,221,797)	(75,059,798)	(29,724,590)
Provisions	(21,644,041)	(21,713,050)	(21,687,259)
TOTAL CURRENT LIABILITIES	**(89,865,838)**	**(96,772,848)**	**(51,411,849)**
Net Current Assets	**340,943,943**	**405,856,983**	**314,751,960**
Adjustments for Restrictions			
Cash & Cash Equivalents - Restricted	(348,357,434)	(330,457,859)	(344,199,497)
Provision for leave liability (Cash Backed)	13,280,492	13,625,611	12,631,569
Contract Liabilities*	26,552,348	28,270,766	14,435,412
TPS Receivables	(648,800)	(648,800)	-
TPS Payables	1,228,244	2,615,109	-
TOTAL RESTRICTED ASSETS	**(307,945,150)**	**(286,595,172)**	**(317,132,516)**
Surplus/(Deficit) Carried Forward	**32,998,793**	**119,261,811**	**(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*

Draft

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

<Insert futher Strategic Implications if required…>

Risk Management Considerations

Risk Title	**Risk Rating**
Accountability	**Action Planning Option**
	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.

"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 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

Simple Majority

Draft

Recommendation

That Council RECEIVES the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 28 February 2022 consisting of:

a) February 2022 year to date Financial Activity Statement;

b) February 2022 year to date Net Current Assets Position; and

c) February 2022 year to date Material Financial Variance Notes.

Attachments:

1⇩.	*Attachment 1 - Statement of Comprehensive Income February 2022*	*22/106955*
2⇩.	*Attachment 2 - Statement of Financial Position February 2022*	*22/106959*
3⇩.	*Attachment 3 - Top Projects 2021-22 - February 2022*	*22/106960*
4⇩.	*Attachment 4 - Investment Report February 2022*	*22/106963*
5⇩.	*Attachment 5 - Rate Setting Statement February 2022*	*22/106967*

Draft

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

FOR THE PERIOD ENDED 28 FEBRUARY 2022

Attachment 1

Description	Current Month					Year to Date					Annual				
	Actual	Original Budget	Variance		Notes	Actual	Original Budget	Variance		Notes	Original Budget	Revised Budget	Variance		Notes
	$	$	$	%		$	$	$	%		$	$	$	%	
Revenues															
Rates	82,879	400,000	(317,121)	(79.3)	R 1	139,159,248	139,767,680	(608,432)	(0.4)	A	141,191,680	141,191,680	0	0	1
Operating Grants, Subsidies & Contributions	1,183,912	1,108,180	75,732	6.8	G 2	5,346,568	5,423,256	(76,688)	(1.4)	A	8,015,370	8,067,170	51,800	1	2
Fees & Charges	1,303,169	1,583,777	(280,608)	(17.7)	R 3	43,312,084	44,057,174	(745,090)	(1.7)	A	50,296,054	50,296,054	(0)	(0)	3
Interest Earnings	184,504	153,827	30,677	19.9	G 4	1,974,187	1,688,267	285,920	16.9	G	2,283,458	2,283,458	0	0	4
Other Revenue	53,112	62,905	(9,793)	(15.6)	R	540,646	468,429	72,217	15.4	G	725,295	725,295	0	0	
Total Operating Revenue	**2,807,576**	**3,308,689**	**(501,113)**	**(15.1)**		**190,332,733**	**191,404,806**	**(1,072,073)**	**(0.6)**		**202,511,857**	**202,563,657**	**51,800**	**0**	
Expenses															
Employee Costs	(6,262,201)	(6,713,475)	451,274	6.7	G 5	(50,397,180)	(50,601,225)	204,045	0.4	G	(77,092,475)	(77,144,625)	(52,150)	(0)	5
Materials & Contracts	(11,093,653)	(6,301,643)	(4,792,010)	(76.0)	R 6	(42,971,684)	(48,166,906)	5,195,222	10.8	G	(73,738,173)	(73,738,223)	(50)	(0)	6
Utility Charges	(708,006)	(831,574)	123,568	14.9	G 7	(5,610,440)	(6,444,255)	833,815	12.9	G	(9,755,555)	(9,755,555)	(0)	(0)	7
Depreciation	(3,213,626)	(3,700,952)	487,326	13.2	G 8	(26,223,420)	(29,607,616)	3,384,196	11.4	G	(44,411,424)	(44,411,424)	0	0	8
Interest Expenses	(358,702)	(342,751)	(15,951)	(4.7)	A	(2,766,376)	(2,743,530)	(22,846)	(0.8)	A	(4,115,430)	(4,115,430)	0	0	
Insurance	(110,537)	(98,629)	(11,908)	(12.1)	R 9	(892,698)	(791,532)	(101,166)	(12.8)	R	(1,285,633)	(1,285,633)	0	0	9
Total Operating Expenditure	**(21,746,725)**	**(17,989,024)**	**(3,757,701)**	**(20.9)**		**(128,861,798)**	**(138,355,064)**	**9,493,266**	**6.9**		**(210,398,690)**	**(210,450,891)**	**(52,201)**	**(0)**	
RESULT FROM OPERATIONS	**(18,939,149)**	**(14,680,335)**	**(4,258,814)**	**(29.0)**		**61,470,935**	**53,049,742**	**8,421,193**	**15.9**		**(7,886,833)**	**(7,887,234)**	**(401)**	**0**	
Non Operating Revenue & Expenses															
Non Operating Grants, Subsidies & Contributions	1,300,241	1,508,921	(208,680)	(13.8)	R 10	8,097,378	12,600,668	(4,503,290)	(35.7)	R	19,076,024	18,829,291	(246,733)	(1)	10
Contributed Physical Assets	1,369,478	0	1,369,478	0.0	G 11	5,477,920	3,735,000	1,742,920	46.7	G	12,180,000	12,180,000	0	0	11
Non Operating Contract Expenses	0	0	0	0.0	G 12	(14,168,717)	0	(14,168,717)	0.0	R	(15,000,000)	(15,000,000)	0	0	12
Profit on Asset Disposals	109,419	139,167	(29,748)	(21.4)	R 13	1,334,864	3,375,098	(2,040,234)	(60.4)	R	4,945,035	4,945,035	0	0	13
Loss on Assets Disposals	0	0	0	0.0	G 13	0	0	0	0.0	G	(1,013,273)	(1,013,273)	0	0	13
TPS* & DCP** Revenues	1,081,793	1,264,799	(183,006)	(14.5)	R 14	5,735,175	5,403,392	331,783	6.1	G	25,630,638	25,630,638	0	0	14
TPS* & DCP** Expenses	(56,812)	(25,983)	(30,829)	(118.7)	R 15	(1,269,453)	(14,263,179)	12,993,726	91.1	G	(19,907,771)	(19,907,371)	400	(0)	15
Total Non Operating Revenue and Expenses	**3,804,119**	**2,886,904**	**917,215**	**31.8**		**5,207,166**	**10,850,979**	**(5,643,813)**	**(52.0)**		**25,910,653**	**25,664,320**	**(246,333)**	**(1)**	
NET RESULT (OPERATING & NON OPERATING)	**(15,135,030)**	**(11,793,431)**	**(3,341,599)**	**(28.3)**		**66,678,101**	**63,900,721**	**2,777,381**	**(4.3)**		**18,023,820**	**17,777,086**	**(246,734)**	**(1)**	
Other Comprehensive Income	**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0.0**		**0**	**0**	**0**	**0**	
TOTAL COMPREHENSIVE INCOME	**(15,135,030)**	**(11,793,431)**	**(3,341,599)**	**(28.3)**		**66,678,101**	**63,900,721**	**2,777,381**	**4.3**		**18,023,820**	**17,777,086**	**(246,734)**	**(1)**	

*TPS=Town Planning Schemes
**DCP=Developers Contribution Plans

Key

> 0%	G - Green
-0% to -10%	A - Amber
<-10%	R - Red

Attachment 2

CITY OF WANNEROO

STATEMENT OF FINANCIAL POSITION

AS AT 28 FEBRUARY 2022

Description	30/06/2021 Actual $	28/02/2022 Actual $
Current Assets		
Cash at Bank	3,222,672	121,453,165
Investments	411,390,427	344,388,695
Receivables	15,892,600	36,418,838
Inventories	304,083	369,133
	430,809,781	**502,629,831**
Current Liabilities		
Payables	(68,221,797)	(75,059,798)
Provisions	(21,644,041)	(21,713,050)
	(89,865,838)	**(96,772,848)**
NET CURRENT ASSETS	**340,943,943**	**405,856,983**
Non Current Assets		
Receivables	4,098,119	3,855,957
Investments	13,175,888	13,441,225
Inventories	21,764,680	21,764,680
Land	121,763,000	121,784,855
Buildings	206,236,901	203,651,820
Plant	15,828,617	22,001,337
Equipment	5,836,164	12,487
Furniture & Fittings	8,889,467	6,983,547
Infrastructure	1,886,953,505	1,920,581,379
Work in Progress	53,776,967	25,926,531
	2,338,323,308	**2,340,003,817**
Non Current Liabilities		
Interest Bearing Liabilities	(74,334,488)	(74,334,488)
Provisions & Payables	(87,251,490)	(87,166,938)
	(161,585,978)	**(161,501,426)**
NET ASSETS	**2,517,681,273**	**2,584,359,374**
Equity		
Retained Surplus	(1,208,806,571)	(1,279,031,636)
Reserves - Cash/Investment Backed	(244,930,312)	(241,383,386)
Reserves - Asset Revaluation	(1,063,944,390)	(1,063,944,352)
TOTAL EQUITY	**(2,517,681,273)**	**(2,584,359,374)**

Top Capital Projects 2021/22 - February 2022

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Council Comments
PMO16052	002616	23740	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	1,531,973	90,610	1,441,363	0	3,985,000	5,429,943	(1,444,943)					84	S4. Design	Internal sign-off of civil drawings complete. Line marking drawing approved by MRWA. Completion of Western Power street lighting review anticipated 30 March 2022. 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	894,827	191,637	5,150,000	21,124,937	21,124,937	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 anticipated August 2022 pending significant change in construction costs, market competitiveness, or overarching project decisions. Grant agreement extended to 31 December 2023. Rebudget $5.15m to 2022/23 at MYR due to delay in construction.
PMO16175	002664	25883	Landsdale Library and Youth Innovation Hub, New Building	1,793,991	107,389	186,601	1,500,001	10,451,250	10,451,249	1					47	S4. Design	Following January 2022 Council Forum further design concepts changes have been considered and proposed in option C, which has presented to the Project Board. Canford Hospitality report (update) and business case modelling to be prepared for concept options A, B & C. Option C issued to Quantity Surveyor for consideration of cost estimate, and updating costs for options A and B; Council report anticipated April 2022. Rebudget $1.5m to 2022/23 at MYR due to delays in the constructions schedule. Council Forum feedback on Aboriginal naming to be incorporated into final naming of facility for Council endorsement.
PMO18063	004088	30136	Neerabup Industrial Area, Neerabup, New Development	1,766,982	356,758	1,051,772	358,452	15,855,004	16,054,753	(199,749)					30	S5. Delivery	Lot 9100 Industrial subdivision engineering design ongoing, completion anticipated June 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.

Top Capital Projects 2021/22 - February 2022

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Council Comments
PMO19001	002792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,592,780	853,546	640,584	98,650	2,263,306	2,263,305	1					94	S5. Delivery	Building construction certification underway. Car park laid, line marking and bollards in progress. Saving identified, return $50k MYR.
PMO19071	004180	37143	Alexander Drive, Landsdale, New Shared Pathway from Gnangara Rd to Hepburn Ave	1,544,234	9,993	250,000	1,284,241	3,200,000	3,200,000	(0)					27	S5. Delivery	Obtaining a quote from Western Power (WP) continues to cause a project delay. WP advised a six month lead time for the delivery of transformers resulting in a six month delay to construction start and the project completion date. Rebudget $1,298k to 2022/23 due to Western Power on forward work utility adjustments.
PMO19098	004219	37618	Quinns Road, Quinns Rocks, Upgrade Traffic Treatments Tapping Way Roundabout to Marmion Ave	1,105,424	114,422	990,863	139	1,207,638	1,205,985	1,653					76	S5. Delivery	Western Power works anticipated for 31 March 2022. ATCO gas permit extension approved by MRWA for work by others. MRWA have ownership of Quinns Rd 15 m from Marmion Avenue; works ongoing.
PMO20004	004238	38839	Three Bin Kerbside Collection New System	1,737,769	1,153,684	283,000	301,085	6,794,858	6,493,773	301,085					97	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 ~100 are still pending. Project savings identified.
PMO20049	004271	40569	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	2,274,690	67,383	527,000	1,680,307	2,397,100	4,737,600	(2,340,500)					62	S4. Design	Tender evaluation completed. Report to Council March 2022 requesting additional funding of $1,230,500 to award tender to the recommended supplier. The adjustment covers post construction efforts until 2024/25 which includes rehabilitation and revegetation efforts incorporated into the schedule. Red indicators due to changes to schedule and change to the estimate at completion timelines and cost. Rebudget $595k due to timing of constructions works.
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)					21	S4. Design	Project on track. Community engagement closed and report to be Council March 2022.

Top Capital Projects 2021/22 - February 2022

PMO Project Registration				Financial Summary (Annual Funding)				Total Project Budget			Project Indicators				Project Progress		
PMO Code	Finance Code	Container	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance Under /(Over)	Total Project Budget	Estimate at Completion	Total Budget Variance Under /(Over)	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Council Comments
PMO21060	004347	42656	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	464,397	304,751	309,646	(150,000)	22,750,000	22,750,000	0					31	S3. Delivery Planning	Cossill & Webley design consultant to cover duplication of Flynn Drive from Wanneroo to Old Yanchep Road. Comments provided to consultant on draft detailed design. 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. Bring forward grant funds of $150k at MYR for services relocation. Amber risk due to high probability and impact of overall project cost considerations due to market conditions.
				23,498,156	4,028,973	9,249,308	10,219,875	130,029,093	133,714,546	(3,685,453)							

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

INVESTMENT SUMMARY - As At 28 February 2022

Face Value $	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value $	YTD Accrued Interest $		Accrued Interest
Current Account Investment Group										
31,782,000.00	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	31,782,000.00			
31,782,000.00	**0.01%**						**31,782,000.00**			
Term Investment Group										
5,000,000.00	0.35	National Australia Bank	A1	14-July-2022	5,000,000.00	13-July-2021	5,011,027.40	11,027.40		11,027.40
5,000,000.00	0.33	Westpac Banking Corporation	A1	18-August-2022	5,000,000.00	18-August-2021	5,000,452.05	8,769.86		452.05
15,000,000.00	0.32	Westpac Banking Corporation	A1	24-August-2022	15,000,000.00	24-August-2021	15,000,526.03	24,723.29		526.03
15,000,000.00	0.50	Commonwealth Bank of Australia Perth	A1	09-March-2022	15,000,000.00	09-March-2021	15,073,150.68	49,931.51		73,150.68
30,000,000.00	0.46	Commonwealth Bank of Australia Perth	A1	29-March-2022	30,000,000.00	08-April-2021	30,123,254.79	91,873.97		123,254.79
20,000,000.00	0.37	Westpac Banking Corporation	A1	10-May-2022	20,000,000.00	10-May-2021	20,022,301.37	49,265.75		22,301.37
10,000,000.00	0.40	Westpac Banking Corporation	A1	19-May-2022	10,000,000.00	19-May-2021	10,011,068.50	26,630.14		11,068.50
15,000,000.00	0.43	Bankwest	A1	10-June-2022	15,000,000.00	10-June-2021	15,046,475.34	42,941.10		46,475.34
5,000,000.00	0.35	Westpac Banking Corporation	A1	20-June-2022	5,000,000.00	18-June-2021	5,003,356.17	11,650.68		3,356.17
15,000,000.00	0.35	Australia & New Zealand Bank	A1	19-April-2022	15,000,000.00	23-June-2021	15,035,958.90	34,952.05		35,958.90
5,000,000.00	0.35	Westpac Banking Corporation	A1	28-July-2022	5,000,000.00	28-July-2021	5,010,308.22	10,308.22		10,308.22
15,000,000.00	0.35	National Australia Bank	A1	29-July-2022	15,000,000.00	29-July-2021	15,030,780.82	30,780.82		30,780.82
10,000,000.00	0.34	National Australia Bank	A1	05-August-2022	10,000,000.00	06-August-2021	10,019,189.04	19,189.04		19,189.04
10,000,000.00	0.35	National Australia Bank	A1	12-August-2022	10,000,000.00	11-August-2021	10,019,273.97	19,273.97		19,273.97
15,000,000.00	0.33	Westpac Banking Corporation	A1	12-August-2022	15,000,000.00	12-August-2021	15,001,898.63	27,123.29		1,898.63
10,000,000.00	0.25	Australia & New Zealand Bank	A1	11-April-2022	10,000,000.00	24-August-2021	10,012,876.71	12,876.71		12,876.71
20,000,000.00	0.34	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,030,739.73	30,739.73		30,739.73
20,000,000.00	0.33	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,029,835.62	29,835.62		29,835.62
15,000,000.00	0.35	Suncorp	A1	08-September-2022	15,000,000.00	22-September-2021	15,022,869.86	22,869.86		22,869.86
10,000,000.00	0.35	Suncorp	A1	22-September-2022	10,000,000.00	22-September-2021	10,015,246.58	15,246.58		15,246.58
15,000,000.00	0.35	Suncorp	A1	28-September-2022	15,000,000.00	28-September-2021	15,022,006.85	22,006.85		22,006.85
10,000,000.00	0.35	Westpac Banking Corporation	A1	10-October-2022	10,000,000.00	08-October-2021	10,013,712.33	13,712.33		13,712.33
5,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	24-October-2022	5,000,000.00	22-October-2021	5,004,926.02	10,956.16		4,926.02
15,000,000.00	0.60	Australia & New Zealand Bank	A1	28-October-2022	15,000,000.00	29-October-2021	15,030,082.19	30,082.19		30,082.19
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	09-November-2022	10,000,000.00	09-November-2021	10,021,287.67	21,287.67		21,287.67
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	29-November-2022	10,000,000.00	29-November-2021	10,017,452.05	17,452.05		17,452.05
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	14-December-2022	10,000,000.00	14-December-2021	10,014,575.34	14,575.34		14,575.34
25,000,000.00	0.75	Westpac Banking Corporation	A1	18-January-2023	25,000,000.00	18-January-2022	25,021,061.64	21,061.64		21,061.64
25,000,000.00	0.80	Westpac Banking Corporation	A1	20-January-2023	25,000,000.00	20-January-2022	25,021,369.86	21,369.86		21,369.86
10,000,000.00	0.89	Australia & New Zealand Bank	A1	30-January-2023	10,000,000.00	28-January-2022	10,007,558.90	7,558.90		7,558.90
10,000,000.00	0.87	Members Equity Bank Melbourne	A2	06-February-2023	10,000,000.00	04-February-2022	10,005,720.55	5,720.55		5,720.55
20,000,000.00	1.00	Australia & New Zealand Bank	A1	23-February-2023	20,000,000.00	23-February-2022	20,002,739.73	2,739.73		2,739.73
430,000,000.00	**0.50%**						**430,703,083.56**	**758,532.88**		**703,083.56**
	Weighted Return									
461,782,000.00	**0.47%**	**Totals**					**462,485,083.56**	**758,532.88**		**703,083.56**

0.04% 12 month UBS Australia Bank Bill Index for 28 February 2022

0.43% Differential between Council's Weighted Return and UBS Australia Bank Bill Index

Notes: Face Value - refers to the principal amount invested.
Interest Rate - refers to the annual interest rate applicable to the investment.
Borrower - refers to the insitution through which the City's monies are invested.
Rating - refers to the Standard & Poor Short Term Rating of the Borrower which, per Council Policy, must be a minimum of A2.
Current Value - refers to the accumulated value of the investment including accrued interest from time invested to current period.

RATE SETTING STATEMENT
(FINANCIAL ACTIVITY STATEMENT)
FOR THE PERIOD ENDED 28 FEBRUARY 2022

Attachment 5

Description	Year To Date				Annual			
	Actual	Adopted Budget	Variance		Adopted Budget	Revised Budget	Variance	
	$	$	$	%	$	$	$	%
Opening Surplus/(Deficit)	**35,089,094**	**1,373,000**	**33,716,094**	**0**	**1,373,000**	**1,373,000**	**0**	**0**
OPERATING ACTIVITIES								
Revenues								
Operating Grants, Subsidies & Contributions	5,346,568	5,423,256	(76,688)	(1)	8,015,370	8,067,170	51,800	1
Fees & Charges	43,312,084	44,057,174	(745,090)	(2)	50,296,054	50,296,054	(0)	(0)
Interest Earnings	1,974,187	1,688,267	285,920	17	2,283,458	2,283,458	0	0
Other Revenue	540,646	468,429	72,217	15	725,295	725,295	0	0
	51,173,485	**51,637,126**	**(463,641)**	**(1)**	**61,320,177**	**61,371,977**	**51,800**	**0**
Expenses								
Employee Costs	(50,397,180)	(50,601,225)	204,045	0	(77,092,475)	(77,144,625)	(52,150)	(0)
Materials & Contracts	(42,971,684)	(48,166,906)	5,195,222	11	(73,738,173)	(73,738,223)	(50)	(0)
Utility Charges	(5,610,440)	(6,444,255)	833,815	13	(9,755,555)	(9,755,555)	(0)	(0)
Depreciation	(26,223,420)	(29,607,616)	3,384,196	11	(44,411,424)	(44,411,424)	0	0
Interest Expenses	(2,766,376)	(2,743,530)	(22,846)	(1)	(4,115,430)	(4,115,430)	0	0
Insurance	(892,698)	(791,532)	(101,166)	(13)	(1,285,633)	(1,285,633)	0	0
	(128,861,798)	**(138,355,064)**	**9,493,266**	**7**	**(210,398,690)**	**(210,450,891)**	**(52,201)**	**(0)**
Non-Cash Amounts Excluded								
Depreciation	26,223,420	29,607,616	(3,384,196)	(11)	44,411,424	44,411,424	0	**0**
	(51,464,893)	**(57,110,322)**	**5,645,430**	**10**	**(104,667,089)**	**(104,667,490)**	**(401)**	**(0)**
INVESTING ACTIVITIES								
Non Operating Grants, Subsidies & Contributions	8,097,378	12,600,668	(4,503,290)	(36)	19,076,024	18,829,291	(246,733)	(1)
Contributed Physical Assets	5,477,920	3,735,000	1,742,920	0	12,180,000	12,180,000	0	0
Non Operating Contract Expenses	(14,168,717)	0	(14,168,717)		(15,000,000)	(15,000,000)		
Profit on Asset Disposals	1,334,864	3,375,098	(2,040,234)	(60)	4,945,035	4,945,035	0	0
Loss on Assets Disposals	0	0	0	0	(1,013,273)	(1,013,273)	0	0
TPS & DCP Revenues	5,735,175	5,403,392	331,783	6	25,630,638	25,630,638	0	0
TPS & DCP Expenses	(1,269,453)	(14,263,179)	12,993,726	91	(19,907,771)	(19,907,371)	400	0
Capital Expenditure	(20,986,716)	(44,800,000)	23,813,284	53	(82,213,708)	(85,133,524)	(2,919,816)	(3)
Proceeds From Disposal Of Assets	(899,333)	5,760,000	(6,659,333)	(116)	8,640,000	8,640,000	0	0
	(16,678,883)	**(28,189,021)**	**11,510,138**	**41**	**(47,663,055)**	**(50,829,204)**	**(3,166,149)**	**(6)**
Non-Cash Amounts Excluded								
Contributed Physical Assets	(5,477,920)	(3,735,000)	(1,742,920)	0	(12,180,000)	(12,180,000)	0	0
Profit on Asset Disposals	(1,334,864)	(3,375,098)	2,040,234	0	(4,945,035)	(4,945,035)	0	0
Loss on Assets Disposals	0	0	0	0	1,013,273	1,013,273	0	0
Movement in Non Current Lease Liability	0	0	0	0	0			
Movement in Non- Current Deferred Pensioner Rates	242,162	0	242,162	0	0			
Movement in Non- Current Leave Liability Provision	(84,552)	0	(84,552)	0	0			
	(6,920,511)	**(7,110,098)**	**189,587**	**(3)**	**(16,111,762)**	**(16,111,762)**	**0**	**0**
	(23,599,394)	**(35,299,119)**	**11,699,725**	**33**	**(63,774,817)**	**(66,940,966)**	**(3,166,149)**	**(5)**
FINANCING ACTIVITIES								
Contributions from New Loans	0	0	0	0	15,000,000	15,000,000	0	0
Transfers from Restricted Grants, Contributions & Loans	15,038,500	1,139,623	13,898,878	1,220	1,709,434	1,709,434	0	0
Transfers to Restricted Grants, Contributions & Loans	0	0	0	0	0	0	0	0
Transfers from Reserves	4,234,985	28,944,979	(24,709,994)	(85)	43,417,469	43,417,469	0	0
Transfers to Reserves		(26,066,208)	26,066,208	100	(39,099,312)	(39,099,312)	0	0
Cash Backed Employee Provisions Transfers	345,119	0	345,119	0	0	0	0	0
Transfers from Trust Fund- Cash Paid in Lieu of POS	0	1,646,053	(1,646,053)	0	2,469,079	2,469,079	0	0
Transfers from Schemes	(389,352)	14,607,615	(14,996,967)	(103)	21,911,423	21,911,423	0	0
Transfers to Schemes	848,503	(14,607,615)	15,456,119	106	(21,911,423)	(21,911,423)	0	0
	20,077,756	**5,664,447**	**14,413,310**	**254**	**23,496,670**	**23,496,670**	**0**	**0**
(DEFICIT)/SURPLUS	**(19,897,437)**	**(85,371,995)**	**65,474,558**	**(77)**		**(146,738,786)**	**(3,166,550)**	**(2)**
Amount To Be Raised From Rates	**139,159,248**	**139,767,680**	**(608,432)**	**(0)**	**141,191,680**	**141,191,680**	**0**	**0**
Closing Surplus/(Deficit)	**119,261,811**	**54,395,685**	**64,866,126**	**119**	**(2,380,556)**	**(5,547,106)**	**(3,166,550)**	**0**

Transactional Finance

4.8 Warrant of Payments for the Period to 28 February 2022

File Ref: 1859V02 – 22/110619
Responsible Officer: Director, Corporate Strategy & Performance
Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of February 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.

Detail

The following is the Summary of Accounts paid in February

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – February 2022		
Cheque Numbers	122672 - 122802	$459,998.24
EFT Document Numbers	1194 – 2364	$18,506,446.10
Credit Cards	1 - 2	$156,644.30
TOTAL ACCOUNTS PAID		**$19,123,088.64**
Less Cancelled Cheques		($36,751.00)
Manual Journals		$3,421.00
Town Planning Scheme		($6,197.75)
RECOUP FROM MUNICIPAL FUND		**$19,083,560.89**
Municipal Fund – Bank A/C		
Accounts Paid – February 2022		
Recoup to Director Corporate Services Advance A/C		$19,083,560.89
Direct Payments		$0.00
Payroll – Direct Debits		**$**3,774,153.37
TOTAL ACCOUNTS PAID		**$22,857,714.26**
Town Planning Scheme		
Accounts Paid – February 2022		
Cell 1		$420.00
Cell 2		$420.00
Cell 3		$350.00
Cell 4		$2,907.75
Cell 5		$350.00
Cell 6		$420.00
Cell 7		$420.00
Cell 8		$420.00

Draft

Cell 9		$420.00
TOTAL ACCOUNTS PAID		**$6,127.75**

Warrant of Payments February 2022

Number	Date	Supplier / Description	Amount
122672	08/02/2022	Li Yang	$66.00
		Refund - Holiday Program - Cancelled	
122673	08/02/2022	Jimmyrum Western Front	$295.00
		Refund - Development Application Fees - Withdrawn	
122674	08/02/2022	Jake Woodward	$98.00
		Refund - Copies Of Plans - Not Available	
122675	08/02/2022	Michael Boase	$1,000.00
		Refund - Street & Verge Bond	
122676	08/02/2022	Rates Refund	$608.81
122677	08/02/2022	Kathleen Dobson	$22.00
		Refund - Copies Of Plans - Not Available	
122678	08/02/2022	City Of Wanneroo	$117.85
		Petty Cash - Assets	
122679	08/02/2022	City Of Wanneroo	$122.10
		Clarkson Library Petty Cash	
122680	08/02/2022	City Of Wanneroo	$441.25
		Petty Cash - Financial Accounting	
122681	08/02/2022	City Of Wanneroo	$77.75
		Petty Cash - Youth Projects	
122682	08/02/2022	Indianic Group Pty Ltd	$11,550.00
		Mindarie Jetty Maintenance	
122683	08/02/2022	On Road Auto Electrics	$770.00
		Tablet Mounted And Connected Up At Quinns Rocks Fire Brigade	
122684	08/02/2022	Everybody Saving Energy Pty Ltd	$51,075.62
		Insulation Works - Depot Main Workshop	
122685	08/02/2022	(A) Pod Pty Ltd	$22,687.50
		Consultancy Services - Concept Plans - Alkimos Aquatic Centre - Facilities	
122686	08/02/2022	Green Workz Pty Ltd	$10,989.00
		Supply Propel Wetting Agent To The Ashby Depot	
122687	08/02/2022	Elven Construction Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
122688	08/02/2022	Wildfire Social Marketing	$1,650.00
		Workshop - Linkedin Demystified To Future Proof Your Business	
122689	08/02/2022	The Trustee For Aquatic Recreation Group Western Australia Trust	$1,260.00
		Training - Lifeguard - Aquamotion	
122690	08/02/2022	Jobfit Health Group Pty Ltd	$7,513.00
		Medical Fees For The City	

122691	08/02/2022	Satterley Property Group	$169.85
		Partial Refund Of Fees Not Expended Processing Amendment 25 To The Butler Ridgewood Structure Plan No27	
122692	08/02/2022	Telstra	$38,276.44
		Wireless Data Charges	
122693	08/02/2022	Carroll & Richardson Flagworld Pty Ltd	$1,584.00
		Australian National Flag Paper Handwaver	
122694	08/02/2022	Reece's Event Hire	$303.93
		Equipment Hire - Table	
122695	08/02/2022	Western Irrigation Pty Ltd	$816.20
		Irrigation Supplies	
122696	08/02/2022	Western Irrigation Pty Ltd	$4,798.75
		Signal Irrigation Controller And Associated Parts For Installation At Mitchell Park	
122697	08/02/2022	Pulse Design	$100.00
		Website Infographics	
122698	08/02/2022	Yanchep Two Rocks Community Recreation Association	$6,750.00
		Flagship Funding - Australia Day Event	
122699	08/02/2022	MSC Safe Company	$213.80
		Service Till Drawer - Clarkson Library	
122700	08/02/2022	Sports Circuit Linemarking	$374.00
		Baseball & Tee-Ball Linemarking - Kingsbridge Park	
122701	08/02/2022	Spare Parts Puppet Theatre Inc	$2,002.00
		Puppet Workshops	
122702	08/02/2022	Kleen West Distributors	$490.82
		Odorant Pellets	
122703	08/02/2022	Rates Refund	$5,243.24
122704	08/02/2022	Safa Auto Parts Pty Ltd	$935.00
		Vehicle Repairs	
122705	08/02/2022	Jaypee Constructions	$2,000.00
		Refund - Street & Verge Bond	
122706	08/02/2022	Girrawheen Senior High School	$750.00
		Donation - Dance Department - New Costumes	
122707	14/02/2022	Rates Refund	$176.56
122708	14/02/2022	Rates Refund	$872.54
122709	14/02/2022	Rates Refund	$690.77
122710	14/02/2022	Rates Refund	$605.93
122711	14/02/2022	Rates Refund	$31.73
122712	14/02/2022	Rates Refund	$688.90
122713	14/02/2022	Rates Refund	$579.59
122714	14/02/2022	Rates Refund	$80.33
122715	14/02/2022	103 Residential Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
122716	14/02/2022	The Trustee For UDLA Unit Trust	$2,200.00

		Architectural Consultancy - BMX Club To Edgar Griffiths Park	
122717	14/02/2022	Cancelled	$0.00
122718	14/02/2022	RM Surveys	$35,436.50
		Topographic & UAM Survey - Dundebar Road	
122719	14/02/2022	Rooforce Facility Services Pty Ltd	$550.00
		Security - Community Event - Celebrating Girrawheen	
122720	14/02/2022	Cr Xuan Vinh Nguyen	$2,690.46
		Monthly Allowance	
122721	14/02/2022	Merisa Bickerstaff	$320.00
		Hothula By The Beach 4 Session	
122722	14/02/2022	V Lambda Lighting Design	$5,500.00
		Lighting Design Services - WLCC	
122723	14/02/2022	Global Unmanned Systems Pty Ltd	$23,162.50
		Drone Light Show - Wanneroo Festival	
122724	14/02/2022	Telstra	$58,143.33
		Phone Charges For The City	
122725	14/02/2022	Western Irrigation Pty Ltd	$10,263.17
		Irrigation Works - Quinns / Mindarie Surf Life	
122726	14/02/2022	Neverfail Springwater Limited	$26.55
		15ltr Springwater Bottle	
122727	14/02/2022	Cr Frank Cvitan	$2,690.46
		Monthly Allowance	
122728	14/02/2022	Wise Workplace	$2,475.00
		Training - Administrative Tasks & Report Writing	
122729	14/02/2022	Djoona	$2,500.00
		Consultancy - Reconciliation Action Plan	
122730	14/02/2022	Rebecca Shearman	$51.00
		Refund - Microchip Fees	
122731	14/02/2022	Sharmila Gopal	$240.00
		Refund - Group Fitness Membership - Cancelled	
122732	14/02/2022	Rates Refund	$300.01
122733	14/02/2022	Rates Refund	$302.97
122734	14/02/2022	Rates Refund	$618.06
122735	14/02/2022	Tumaini Compton	$66.00
		Refund - School Holiday Program - Cancelled	
122736	14/02/2022	Tania Scutti	$10.50
		Refund - School Holiday Program - Cancelled	
122737	14/02/2022	Rates Refund	$595.70
122738	14/02/2022	Rates Refund	$697.85
122739	14/02/2022	Rates Refund	$872.54
122740	14/02/2022	Rates Refund	$751.36
122741	14/02/2022	Rates Refund	$363.56
122742	21/02/2022	Rates Refund	$724.10
122743	21/02/2022	Rates Refund	$872.54
122744	21/02/2022	Rates Refund	$633.35

122745	21/02/2022	Rates Refund	$799.84
122746	21/02/2022	Rates Refund	$239.70
122747	21/02/2022	Rates Refund	$654.41
122748	21/02/2022	Rates Refund	$727.12
122749	21/02/2022	Rates Refund	$597.72
122750	21/02/2022	Rates Refund	$442.33
122751	21/02/2022	Rates Refund	$164.47
122752	21/02/2022	Rates Refund	$555.56
122753	21/02/2022	Rates Refund	$80.34
122754	21/02/2022	City Of Wanneroo	$102.55
		Petty Cash - Girrawheen Library	
122755	21/02/2022	City Of Wanneroo	$240.65
		Petty Cash - Kingsway Stadium	
122756	21/02/2022	104 Residential Pty Ltd	$1,485.50
		Refund - Development Application - Withdrawn	
122757	21/02/2022	Bucci Holdings Pty Ltd	$959.20
		Lid Multi With Straight Pole	
122758	21/02/2022	Marshall Beattie Automation Pty Ltd	$4,433.00
		Final Claim - Aquamotion	
122759	21/02/2022	Western Irrigation Pty Ltd	$7,158.10
		Irrigation Supplies	
122760	21/02/2022	Western Irrigation Pty Ltd	$23,971.06
		Irrigation Supplies	
122761	21/02/2022	Neverfail Springwater Limited	$44.25
		Bottled Water - Print Room	
122762	21/02/2022	Endeavour Fabrications	$4,620.00
		Recycling Yard Weigh Bridge Platforms	
122763	21/02/2022	Atidaishe Gohwa	$380.00
		Singing Performance	
122764	21/02/2022	Rates Refund	$585.63
122765	21/02/2022	Rates Refund	$287.78
122766	21/02/2022	Rates Refund	$543.00
122767	21/02/2022	Rates Refund	$546.34
122768	21/02/2022	Rates Refund	$591.67
122769	21/02/2022	Rates Refund	$587.65
122770	21/02/2022	Rates Refund	$727.12
122771	21/02/2022	Rates Refund	$595.70
122772	21/02/2022	Rates Refund	$113.44
122773	21/02/2022	Rates Refund	$591.67
122774	21/02/2022	Rates Refund	$600.01
122775	21/02/2022	Rates Refund	$907.14
122776	21/02/2022	Rates Refund	$830.67
122777	21/02/2022	Rates Refund	$678.65
122778	21/02/2022	Rates Refund	$971.61
122779	25/02/2022	Rex Popham	$1,000.00
		Refund - Street And Verge Bond	
122780	25/02/2022	Access Projects & Construction Pty Ltd	$3,769.91

		Refund - Application Done For Incorrect Shire	
122781	25/02/2022	Rates Refund	$27,666.01
122782	25/02/2022	Manishaben Joshi	$77.00
		Refund - Holiday Camp - Cancelled	
122783	25/02/2022	Fiore Caloiero	$128.50
		Refund - Copies Of Plans - Not Available	
122784	25/02/2022	Nick Nesbitt	$11.60
		Refund - Copy Of Plans - Not Available	
122785	25/02/2022	John Wheeldon	$65.60
		Refund - Copy Of Plans - Not Available	
122786	25/02/2022	City Of Wanneroo	$64.55
		Petty Cash - Yanchep / Two Rocks Library	
122787	25/02/2022	Butler College	$1,306.00
		Bond Refund - Community Transport	
122788	25/02/2022	Heavy Automatics Pty Ltd	$1,518.00
		Training - Deliver Allison Product X 2	
122789	25/02/2022	Jason Sign Makers	$161.37
		Station Name Magnets	
122790	25/02/2022	Homestart	$2,000.00
		Refund - Street & Verge Bond	
122791	25/02/2022	Dry Cleaning Laundry Hub	$1,282.00
		Dry Cleaning Service	
122792	25/02/2022	Kerri D's Kitchen	$420.00
		Catering Services	
122793	25/02/2022	North Coastal Childrens Community Choir Incorporated	$800.00
		Musical Scores & Choir Dresses	
122794	25/02/2022	Woollahra Group	$1,509.20
		Cleaning Products	
122795	25/02/2022	Jobfit Health Group Pty Ltd	$917.40
		Medical Fees	
122796	25/02/2022	Blue Healer Trading	$2,365.00
		250 Navy Towels - Aquamotion	
122797	25/02/2022	Joondalup Coachline	$660.00
		Bus Hire - Gold Program - Royal Perth Hospital Museum	
122798	25/02/2022	Telstra	$13,280.65
		Phone Charges For The City	
122799	25/02/2022	DDLS Australia Pty Ltd	$4,994.00
		Training - Fast Start In Business Analysis - Strategic & Business Planning	
122800	25/02/2022	Landmark Products Limited	$1,383.80
		Install Handrails	
122801	25/02/2022	Derek Joseph Nannup	$300.00
		Yanchep Entry Sign Language Consultation Meeting	
122802	25/02/2022	Ryda Pty Ltd	$1,568.00
		8 Tactical Torches	

		Total Cheque Payments	**$459,998.24**
		Electronic Funds Transfer	
1194	02/02/2022	Aarco Environmental Solutions Pty Ltd	$1,875.50
		Asbestos Removal	
1195	02/02/2022	Accenture Australia Pty Ltd	$31,416.00
		Data Migration Consulting	
1196	02/02/2022	Active Discovery	$6,248.65
		Remaining Cash Security Release For Contract 20040 - Park Assets Renewal Program 2020 / 2021	
1197	02/02/2022	Alinta Gas	$44.80
		Gas Supplies For The City	
1198	02/02/2022	Alkimos Football Club Inc	$5,000.00
		Community Grant - Sandytoes Sandcastle Competition Event	
1199	02/02/2022	Australian Manufacturing Workers Union	$347.20
		Payroll Deductions	
1200	02/02/2022	Australian Services Union	$518.00
		Payroll Deductions	
1201	02/02/2022	Australian Taxation Office	$9,019.00
		Payroll Deductions	
1202	02/02/2022	Av Truck Service Pty Ltd	$596.68
		Vehicle Spare Parts	
1203	02/02/2022	Aveling Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1204	02/02/2022	Back Beach Co Pty Ltd	$4,698.10
		Towels And Robes - Aquamotion	
1205	02/02/2022	Ball & Doggett Pty Ltd	$368.24
		Copy Paper	
1206	02/02/2022	Blueprint Homes (WA) Pty Ltd	$884.00
		Refund - Development Application - Overpaid	
1207	02/02/2022	Bucher Municipal Pty Ltd	$1,039.40
		Vehicle Spare Parts	
1208	02/02/2022	CDM Australia Pty Ltd	$20,625.00
		Professional Services	
1209	02/02/2022	Cherry's Catering	$1,360.40
		Council Catering	
1210	02/02/2022	Child Support Agency	$1,684.47
		Payroll Deductions	
1211	02/02/2022	City Of Wanneroo	$10,735.00
		Payroll Deductions	
1212	02/02/2022	City Of Wanneroo	$592.00
		Payroll Deductions	
1213	02/02/2022	Coca Cola Amatil Pty Ltd	$358.56
		Beverages - Kingsway	
1214	02/02/2022	Commissioner Of Police	$66.80
		National Police Checks - Volunteers	

1215	02/02/2022	Contra-Flow Pty Ltd	$742.09
		Traffic Management	
1216	02/02/2022	Cooldrive Distribution	$664.95
		Vehicle Spare Parts	
1217	02/02/2022	Corsign (WA) Pty Ltd	$810.41
		Jindalee Foreshore Sign Installation	
1218	02/02/2022	Coyle Editing Service	$3,619.00
		Editorial Services - Annual Report	
1219	02/02/2022	Cr Paul Miles	$1,285.49
		Travel Expense Claim - July 2021	
1220	02/02/2022	Curtin University Of Technology	$792.00
		Advertising Services	
1221	02/02/2022	Data #3 Limited	$289.04
		Software Licenses	
1222	02/02/2022	Double G (WA) Pty Ltd	$1,663.23
		Irrigation Works	
1223	02/02/2022	E & MJ Rosher	$1,091.80
		Vehicle Spare Parts	
1224	02/02/2022	Ecoscape Australia Pty Ltd	$41,388.60
		Revegetation Hardcastle Park - Monitoring Report And Maps	
1225	02/02/2022	Elisabeth Ruijter	$10.00
		Cat Registration Refund - Overpayment	
1226	02/02/2022	ELM Estate Landscape Maintenance	$64,860.48
		Landscape Maintenance	
1227	02/02/2022	Environmental Industries Pty Ltd	$144,326.74
		Landscape Maintenance	
1228	02/02/2022	Equifax Australasia Credit Rating Pty Ltd	$921.80
		Financial Assessments	
1229	02/02/2022	Fleet Network	$1,996.50
		Payroll Deductions	
1230	02/02/2022	Freedom Fairies Pty Ltd	$913.00
		2 X Face Painters - Hinckley Park	
1231	02/02/2022	Geared Construction Pty Ltd	$108,214.45
		Wanneroo Changing Place Facility & Acrod Parking Bay	
1232	02/02/2022	Geoff's Tree Service Pty Ltd	$93,267.69
		Tree Pruning Services For The City	
1233	02/02/2022	Geoff's Tree Service Pty Ltd	$53,380.64
		Tree Pruning Services For The City	
1234	02/02/2022	GPC Asia Pacific Pty Ltd	$238.24
		Vehicle Spare Parts	
1235	02/02/2022	GPC Asia Pacific Pty Ltd	$36.47
		Vehicle Spare Parts	
1236	02/02/2022	Grand Toyota	$66,565.91
		New Vehicle Purchase - Hiace Commuter Bus	
1237	02/02/2022	Hang Art Pty Ltd	$225.50
		Transport Artwork - Art Gallery to Fiona Gaviano Studio	

1238	02/02/2022	HBF Health Limited	$1,375.12
		Payroll Deductions	
1239	02/02/2022	Heavy Automatics Pty Ltd	$1,011.07
		Vehicle Repairs	
1240	02/02/2022	Hidrive Group	$1,504.72
		Vehicle Service	
1241	02/02/2022	Home Group WA Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1242	02/02/2022	Hydroquip Pumps	$5,593.50
		Reticulation Pump Works	
1243	02/02/2022	Hydroquip Pumps	$181.50
		Reticulation Pump Works	
1244	02/02/2022	Imagesource Digital Solutions	$305.80
		A2 Corflute Signs	
1245	02/02/2022	Imagesource Digital Solutions	$704.00
		Banners - Aquamotion	
1246	02/02/2022	Integrity Industrial Pty Ltd	$3,557.61
		Casual Labour	
1247	02/02/2022	Integrity Industrial Pty Ltd	$4,697.01
		General Hand - Welding Spotter	
1248	02/02/2022	J Blackwood & Son Ltd	$296.74
		PPE Issues	
1249	02/02/2022	Kleenheat Gas Pty Ltd	$8.45
		Gas Supplies For The City	
1250	02/02/2022	Kleenheat Gas Pty Ltd	$2.30
		Gas Supplies For The City	
1251	02/02/2022	Kompan Playscape Pty Ltd	$2,009.50
		50% Bond Release For Contract 21012Kom Park Assets Renewal Program 2021 / 2022	
1252	02/02/2022	Landcare Weed Control	$3,818.10
		Landscape Maintenance	
1253	02/02/2022	Landscape Elements	$1,309.43
		Irrigation Parts - September 2021	
1254	02/02/2022	Laundry Express	$783.94
		Hospitality Laundry Services	
1255	02/02/2022	LD Total	$762.08
		Maintenance Work	
1256	02/02/2022	Let's All Party	$3,300.00
		Amusements - Splendid Day Out Event	
1257	02/02/2022	LGRCEU	$1,588.76
		Payroll Deductions	
1258	02/02/2022	Linkedin Singapore Pte Ltd	$45,538.90
		Employment Services - 13.12.2021 - 12.12.2022	
1259	02/02/2022	Marketforce Pty Ltd	$811.80
		GAPP Projects Map	
1260	02/02/2022	Maxxia Pty Ltd	$7,622.59
		Payroll Deductions	
1261	02/02/2022	Mayor Tracey Roberts	$17.23

		Fuel Usage	
1262	02/02/2022	Mindarie Regional Council	$373,625.40
		Refuse Disposal	
1263	02/02/2022	Miracle Recreation Equipment Pty Ltd	$2,239.60
		Playground Equipment Repairs	
1264	02/02/2022	Rates Refund	$1,183.80
1265	02/02/2022	Natural Area Holdings Pty Ltd	$3,718.26
		Seed & Plant Propagation	
1266	02/02/2022	Officeworks Superstores Pty Ltd	$475.76
		Stationery Items	
1267	02/02/2022	On Tap Plumbing & Gas Pty Ltd	$267.30
		Houghton Park Drink Fountain	
1268	02/02/2022	On Tap Plumbing & Gas Pty Ltd	$615.89
		Plumbing Maintenance	
1269	02/02/2022	Paperbark Technologies Pty Ltd	$330.00
		QTR Report - Hainsworth	
1270	02/02/2022	Paywise Pty Ltd	$1,106.62
		Payroll Deductions	
1271	02/02/2022	Playmaster Pty Ltd	$48,544.75
		50% Bond Release For Contract 21012Pla Park Assets Renewal Program 2021/2022	
1272	02/02/2022	Prestige Alarms	$1,346.40
		CCTV / Alarm Service	
1273	02/02/2022	Prime Eglinton Pty Ltd	$387,656.50
		Bond Return - East Of The Beach Stage 4 Eglinton WAPC155700	
1274	02/02/2022	Principle Oceania Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1275	02/02/2022	Pure Homes Pty Ltd Trading As B1 Homes	$1,390.35
		Refund - Street & Verge Bond	
1276	02/02/2022	Reliable Fencing Since 1974	$1,293.05
		Fencing Works	
1277	02/02/2022	Reliable Fencing WA Pty Ltd	$479.50
		Fencing Works	
1278	02/02/2022	Resolve Group Pty Ltd	$171.65
		Refund - Building Application - Not Required	
1279	02/02/2022	Russell & Krystyna Bell	$360.00
		Vehicle Crossing Subsidy	
1280	02/02/2022	Safety World	$53.90
		PPE Issues	
1281	02/02/2022	Simsai Construction Group Pty Ltd	$438.00
		Refund - Street & Verge Bond	
1282	02/02/2022	SJ Mckee Maintenance Pty Ltd	$1,015.00
		Repair Guttering & Downpipes - Beethoven Street	
1283	02/02/2022	Skyline Landscape Services (WA)	$2,458.00
		Landscape Maintenance	
1284	02/02/2022	Smartsalary	$4,958.46
		Payroll Deductions	

1285	02/02/2022	Softfallguys National	$627.00
		Softfall Works	
1286	02/02/2022	St John Ambulance Western Australia Ltd	$390.74
		First Aid Supplies	
1287	02/02/2022	Statewide Pump Services	$1,243.00
		Pumps - John Maloney Clubrooms Building	
1288	02/02/2022	Stratagreen	$130.05
		Arbortab Tree Tablets - Native	
1289	02/02/2022	Strike Training And Consulting	$1,870.00
		Difficult/Aggressive Customer Training - People & Culture	
1290	02/02/2022	Suez Recycling & Recovery Pty Ltd	$58.85
		Emptying Of Confidential Shredding Bin	
1291	02/02/2022	Synergy	$571,409.19
		Power Supplies	
1292	02/02/2022	Tanks For Hire	$693.00
		Hire Of Hydration Trailers	
1293	02/02/2022	The Social Room WA	$2,904.00
		Manage Social Media Platforms	
1294	02/02/2022	The Trustee For Joondalup Avit No. 2Trust	$1,278.00
		Hisense Fridge & Whirlpool Dryer	
1295	02/02/2022	The Trustee For New Dealership Trust	$58,804.21
		New Vehicle Purchase - Ford Ranger WN 34615	
1296	02/02/2022	The Trustee For The Wairau Family Trust	$1,610.00
		Equipment Hire - Hinckley Park - Events	
1297	02/02/2022	TJ Depiazzi & Sons	$26,413.86
		Mulch Deliveries	
1298	02/02/2022	Toll Transport Pty Ltd	$519.50
		Courier Services - Print Room	
1299	02/02/2022	Total Landscape Redevelopment Service Pty Ltd	$14,784.00
		Landscaping - Donnelly Park	
1300	02/02/2022	Trailer Parts Pty Ltd	$77.57
		Vehicle Spare Parts	
1301	02/02/2022	Triton Electrical Contractors Pty Ltd	$1,199.00
		Power Loss Caused Analog Input Range Fault - Reset And Running	
1302	02/02/2022	Trophy Choice	$76.00
		Engraving Services	
1303	02/02/2022	Truck Centre WA Pty Ltd	$270.45
		Vehicle Spare Parts	
1304	02/02/2022	Turf Care WA Pty Ltd	$3,173.28
		Turfing Works	
1305	02/02/2022	Viva Energy Australia Pty Ltd	$46,809.98
		Fuel Issues - December 2021	
1306	02/02/2022	WA Hino Sales & Service	$1,970.76
		Vehicle Spare Parts	
1307	02/02/2022	Wanneroo Electric	$574.44
		Electrical Maintenance	
1308	02/02/2022	Wanneroo Electric	$369.18

		Electrical Maintenance	
1309	02/02/2022	Water Corporation	$2,916.70
		Water Supplies	
1310	02/02/2022	West Coast Turf	$4,598.00
		Turfing Works	
1311	02/02/2022	Western Australian Treasury Corporation	$931,770.87
		WATC Loan Interest Payment	
1312	02/02/2022	Western Tree Recyclers	$213.18
		Removal Of Greenwaste	
1313	02/02/2022	Western Tree Recyclers	$15,145.87
		Removal Of Greenwaste	
1314	02/02/2022	Workpower Incorporated	$5,728.80
		Weed Control Services	
1315	07/02/2022	ABM Landscaping	$1,009.80
		Landscaping Works	
1316	07/02/2022	Accenture Australia Pty Ltd	$339,350.00
		40% Partial Payment - FMIS Project	
1317	07/02/2022	Acclaimed Catering	$25,993.00
		Catering For Staff Christmas Party 17.12.2021	
1318	07/02/2022	Advanteering - Civil Engineers	$268,524.91
		Progress Claim 1 - Studmaster Park Boardwalks Renewal - November 2021	
1319	07/02/2022	Alexander House Of Flowers	$115.00
		Flowers - Mayors Office	
1320	07/02/2022	Alinta Gas	$887.50
		Gas Supplies For The City	
1321	07/02/2022	Altus Planning	$220.00
		Refund - Development Application - Overpayment	
1322	07/02/2022	APC Constructions	$2,000.00
		Refund - Street & Verge Bond	
1323	07/02/2022	Archival Survival Pty Ltd	$1,073.93
		Stationery - Cultural Services	
1324	07/02/2022	Av Truck Service Pty Ltd	$3,962.98
		Vehicle Spare Parts	
1325	07/02/2022	Banhams WA Pty Ltd	$819.50
		Fire Hydrant Repairs	
1326	07/02/2022	Bartco Traffic Equipment Pty Ltd	$3,561.80
		Attend Fault - Fire Sign - Gnangara Road	
1327	07/02/2022	Biobag World Australia Pty Ltd	$9,702.00
		Dog Waste Bags	
1328	07/02/2022	Bioscience Pty Ltd	$1,936.00
		8 X 25 Bioprime Trace	
1329	07/02/2022	Blue Sky GPS (Growth & Profit Solutions)	$935.00
		Business Sales Workshop Delivery	
1330	07/02/2022	BOC Limited	$61.76
		Gas Bottles	
1331	07/02/2022	Boral Construction Materials Group Ltd	$528.66
		Concrete Supply	

1332	07/02/2022	Boral Construction Materials Group Ltd	$259.38
		Concrete Supply	
1333	07/02/2022	Bridgestone Australia Limited	$17,213.85
		Tyre Fitting Services	
1334	07/02/2022	Brodie Hart	$360.00
		Vehicle Crossing Subsidy	
1335	07/02/2022	Brownes Foods Operations Pty Limited	$1,056.97
		Milk Deliveries For The City	
1336	07/02/2022	Bucher Municipal Pty Ltd	$164.22
		Vehicle Spare Parts	
1337	07/02/2022	Building & Construction Industry Training Board	$37,441.96
		Collection Agency Fee - 01.08.2021 - 31.08.2021	
1338	07/02/2022	CDM Australia Pty Ltd	$61,287.06
		Computer Purchases	
1339	07/02/2022	CFMEU	$204.00
		Payroll Deductions	
1340	07/02/2022	Chubb Fire & Security Pty Ltd	$2,706.11
		Extinguishers Annual Service	
1341	07/02/2022	Coca Cola Amatil Pty Ltd	$395.60
		Beverages - Kingsway	
1342	07/02/2022	Cooldrive Distribution	$951.93
		Vehicle Spare Parts	
1343	07/02/2022	Corsign (WA) Pty Ltd	$41.80
		Pool Safety Sign	
1344	07/02/2022	Cossill & Webley Consulting Engineers	$6,263.40
		2021 / 2022 Linemarking Program - Assets	
1345	07/02/2022	Creative Spaces	$3,991.74
		Supply Of U-Turn Unit	
1346	07/02/2022	Critical Fire Protection & Training Pty Ltd	$4,807.86
		Fire Detection Equipment Service	
1347	07/02/2022	Critical Fire Protection & Training Pty Ltd	$3,028.62
		Fire Detection Equipment Service	
1348	07/02/2022	CS Legal	$2,228.63
		Court Fees	
1349	07/02/2022	Dale Alcock Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1350	07/02/2022	Data #3 Limited	$1,206.73
		Software Licenses	
1351	07/02/2022	David Paul Petale	$700.00
		Workshop - On The Right Track	
1352	07/02/2022	Deans Auto Glass	$990.00
		Supply And Fit Windscreen To Iveco Truck	
1353	07/02/2022	Delos Delta Pty Ltd	$11,275.00
		Final Data Management Framework	
1354	07/02/2022	Delta Echo Pty Ltd	$16,434.00
		Social Advocacy Agenda - 50% Of Total Project Fee Upon Delivery Of Draft Report	
1355	07/02/2022	Denise Jose Cockill	$990.00

		Technical Help - X 5 Workshops YTRAC	
1356	07/02/2022	Diamond Lock & Security	$7,700.00
		Locking Services	
1357	07/02/2022	Dowsing Group Pty Ltd	$138,726.67
		Kerbing Aprons Glenrothes Crescent Yanchep	
1358	07/02/2022	Drainflow Services Pty Ltd	$2,213.75
		Works Carried Out In Carabooda 27 Jan 2022	
1359	07/02/2022	Eat Live Well	$440.00
		Workshop - Health My Way - Nutrition For Tweens / Teens	
1360	07/02/2022	Economic Development Australia Limited	$2,200.00
		2022 Corporate Membership To Economic Development Australia	
1361	07/02/2022	Edge People Management	$577.50
		Case Management & Job Analysis	
1362	07/02/2022	Environmental Industries Pty Ltd	$109,512.95
		Progress Claim - Abbeville Park Oval	
1363	07/02/2022	EPC Technologies Pty Ltd	$4,840.00
		Solar Stage 1 - Neerabup	
1364	07/02/2022	Evolve Curriculum Development & Training Pty Ltd	$2,928.20
		Graffiti Education Resources	
1365	07/02/2022	Fleetspec Hire	$559.56
		Vehicle Rental Agreement	
1366	07/02/2022	Focus Consulting WA Pty Ltd	$3,850.00
		Electrical Consulting Services Warradale Park Sports Lighting	
1367	07/02/2022	Forpark Australia Pty Ltd	$1,540.00
		Remove And Dispose Existing Timber Structure - Yanchep Community Centre	
1368	07/02/2022	Frederick Aurelie & Marie Aurelie	$360.00
		Crossing Subsidy	
1369	07/02/2022	Fusion Applications Pty Ltd	$11,440.00
		Oracle Integration Cloud Developer	
1370	07/02/2022	Geoff's Tree Service Pty Ltd	$22,056.53
		Pruning For The City	
1371	07/02/2022	Geoff's Tree Service Pty Ltd	$73,242.44
		Pruning - Various Locations - Parks	
1372	07/02/2022	Gortankaku Community Association Of WA Inc	$268.85
		Hire Fee Refund	
1373	07/02/2022	GPC Asia Pacific Pty Ltd	$1,081.08
		Vehicle Spare Parts	
1374	07/02/2022	Green Options Pty Ltd	$6,176.85
		Rotary Mowing Active Parks - 17/01/22	
1375	07/02/2022	Guilherme Oliveira	$100.00
		Dog Registration Refund	
1376	07/02/2022	Heatley Sales Pty Ltd	$2,246.02
		Vehicle Spare Parts	
1377	07/02/2022	Heatley Sales Pty Ltd	$7.15

		Vehicle Spare Parts	
1378	07/02/2022	Hickey Constructions Pty Ltd	$7,070.80
		Wilton Park - Butler	
1379	07/02/2022	High Voltage Performers Boutique	$5,170.00
		Christmas Celebrations In Butler 11.12.2021	
1380	07/02/2022	Home Group WA Pty Ltd	$4,000.00
		Refund - Street & Verge Bond	
1381	07/02/2022	Hose Right	$233.01
		New Grease Line At Workshop	
1382	07/02/2022	Hydroquip Pumps	$3,366.00
		Reinstate Bore Casing - Hamstead Park	
1383	07/02/2022	IMCO Australasia Pty Ltd	$7,070.80
		Asphalt & Concrete Repair	
1384	07/02/2022	Independent Valuers Of Western Australia	$3,044.80
		Valuation - 2570 Marmion Avenue Alkimos	
1385	07/02/2022	Indoor Gardens Pty Ltd	$1,188.00
		Hire Of Live Plants - November 2021	
1386	07/02/2022	Instant Toilets & Showers Pty Ltd	$1,219.57
		Hire Of Five Star Event Chemical Toilets	
1387	07/02/2022	Instant Toilets & Showers Pty Ltd	$1,339.25
		Hire Of Five Star Event Chemical Toilets	
1388	07/02/2022	Integrity Industrial Pty Ltd	$22,004.79
		Casual Labour	
1389	07/02/2022	Integrity Industrial Pty Ltd	$5,520.89
		Casual Labour	
1390	07/02/2022	J Blackwood & Son Ltd	$429.56
		PPE Issues	
1391	07/02/2022	Jessica Hall	$2,000.00
		Refund - Street & Verge Bond	
1392	07/02/2022	Rates Refund	$175.55
1393	07/02/2022	Kerb Direct Kerbing	$36,876.45
		Kerbing Works & Traffic Control - Civic Drive	
1394	07/02/2022	Landcare Weed Control	$5,363.33
		Handweeding - Ashbrook	
1395	07/02/2022	Landgate	$6,192.41
		Gross Rental Values - Rates	
1396	07/02/2022	Laurence Shaw	$30.00
		Refund - Freedom Of Information - Not Required	
1397	07/02/2022	LD Total	$42,300.39
		Additional Maintenance - Darch, Madeley & Landsdale Parks	
1398	07/02/2022	LG Professionals Australia	$5,885.00
		Registration - Management Challenge For 2022	
1399	07/02/2022	LJM Memorial Hospice Ltd	$570.00
		Community Funding - Kickstarter Funding	
1400	07/02/2022	Lobel Events	$2,354.00
		Butler Sunset Sounds	
1401	07/02/2022	Major Motors	$2,221.25

		Vehicle Spare Parts	
1402	07/02/2022	Major Motors	$2,470.45
		Vehicle Spare Parts	
1403	07/02/2022	Rates Refund	$566.68
1404	07/02/2022	Marindust Sales & Ace Flagpoles	$7,012.50
		AFL Goals - Fragola Park	
1405	07/02/2022	Marketforce Pty Ltd	$2,684.00
		Alkimos Aquatic And Recreation Centre	
1406	07/02/2022	Mercer Consulting (Australia) Pty Ltd	$3,960.00
		Workshop - Job Evaluation	
1407	07/02/2022	Mindarie Regional Council	$549,143.79
		Disposal Of Waste	
1408	07/02/2022	Miracle Recreation Equipment Pty Ltd	$971.30
		Playground Equipment Repairs	
1409	07/02/2022	Rates Refund	$952.63
1410	07/02/2022	Rates Refund	$765.00
1411	07/02/2022	Natural Area Holdings Pty Ltd	$3,995.75
		Landscape Maintenance	
1412	07/02/2022	Ngarlark Katitjin	$300.00
		Consultancy - Entry Signage - Yanchep	
1413	07/02/2022	Nutrien Ag Solutions Limited	$2,995.28
		Soil Wetter and Tools	
1414	07/02/2022	On Tap Plumbing & Gas Pty Ltd	$2,444.07
		Plumbing Maintenance	
1415	07/02/2022	On Tap Plumbing & Gas Pty Ltd	$8,052.29
		Plumbing Maintenance	
1416	07/02/2022	Play Check	$660.00
		Verdana Park And Litchfield Park	
1417	07/02/2022	Porter Consulting Engineers	$547.71
		Progress Claim 7 - Western Power Application Fee	
1418	07/02/2022	Powerhouse Batteries Pty Ltd	$276.91
		Vehicle Batteries	
1419	07/02/2022	Prestige Alarms	$7,393.98
		Alarm Services	
1420	07/02/2022	Pront Tow Towing	$231.00
		Towing Services	
1421	07/02/2022	Pure Homes Pty Ltd Trading As B1 Homes	$8,000.00
		Refund - Street & Verge Bond	
1422	07/02/2022	Quinns Rock Bush Fire Brigade	$2,524.50
		Reimbursement - Tic And Charger	
1423	07/02/2022	Rain Bird (Australia) Pty Ltd	$11,661.10
		Global Service Plan - Brighton Central	
1424	07/02/2022	Redink Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1425	07/02/2022	Reliable Fencing WA Pty Ltd	$285.87
		Fencing Works	
1426	07/02/2022	Reliable Fencing WA Pty Ltd	$599.50
		Fencing Works	

1427	07/02/2022	Rem Consulting	$6,037.96
		Casual Labour	
1428	07/02/2022	Rexel Electrical Supplies Pty Ltd	$15.84
		Vehicle Spare Parts	
1429	07/02/2022	Roads 2000	$252,501.39
		Variation For Static Compaction - Lisford Avenue	
1430	07/02/2022	RW Quantity Surveyors	$2,145.00
		Surveying Services	
1431	07/02/2022	Sanax Medical And First Aid Supplies	$1,176.70
		Medical Supplies	
1432	07/02/2022	Sifting Sands	$4,959.98
		Monthly Sand Cleanse - December 2021	
1433	07/02/2022	Sifting Sands	$5,430.21
		Rotary Park And Scenic Park Sand Top-Up	
1434	07/02/2022	Site Architecture Studio	$1,265.00
		Professional Services - Dennis Cooley Pavilion Upgrade & Extension	
1435	07/02/2022	SJ McKee Maintenance Pty Ltd	$1,116.00
		Repair Works	
1436	07/02/2022	Skyline Landscape Services (WA)	$83,091.06
		Landscape Maintenance	
1437	07/02/2022	Skyline Landscape Services (WA)	$8,592.39
		Landscape Maintenance	
1438	07/02/2022	Softfallguys National	$423.50
		Softfall Maintenance	
1439	07/02/2022	St John Ambulance Western Australia Ltd	$200.61
		First Aid Supplies	
1440	07/02/2022	St John Ambulance Western Australia Ltd	$36.75
		CPR Refresher Course	
1441	07/02/2022	Statewide Pump Services	$1,804.00
		Sewerage Pump - Yanchep Surf Life Saving Club	
1442	07/02/2022	Stiles Electrical & Communication Services Pty Ltd	$157,399.89
		Progress Claim 3 - Ferrara & Belhaven Park Sports Floodlighting Upgrade	
1443	07/02/2022	Synergy	$528.43
		Power Supplies	
1444	07/02/2022	Synergy	$4,507.60
		Power Supplies	
1445	07/02/2022	Taylor Burrell Barnett	$2,527.80
		Consultancy Services - Neerabup Management Plan And Subdivision Application	
1446	07/02/2022	Teknacool Marketing	$3,018.00
		Reflective Kerbing Numbers - Various Location	
1447	07/02/2022	Terravac Vacuum Excavations Pty Ltd	$2,501.40
		Location Of Services	
1448	07/02/2022	The Basketball Man	$308.00

		Supply And Install Chain Nets - Forecastle	
1449	07/02/2022	The Kenyan Community Of Western Australia Incorporated	$5,000.00
		Community Funding - Kenyan Community Cultural Day - 18.12.2021	
1450	07/02/2022	The Trustee For Hayto Trust	$1,952.50
		Photography Services	
1451	07/02/2022	TJ Depiazzi & Sons	$26,870.58
		Bushland Mulch Delivery	
1452	07/02/2022	Triton Electrical Contractors Pty Ltd	$10,489.60
		Reticulation Electrical Works	
1453	07/02/2022	Turf Care WA Pty Ltd	$153,611.52
		Turfing Works	
1454	07/02/2022	UES (Int'L) Pty Ltd	$77.93
		Lockable Drawer	
1455	07/02/2022	Ventura Home Group Pty Ltd	$4,000.00
		Refund - Street & Verge Bond	
1456	07/02/2022	Vision Idz	$530.75
		Pre Printed Cards - Kingsway	
1457	07/02/2022	WA Hino Sales & Service	$1,320.19
		Vehicle Spare Parts	
1458	07/02/2022	WA Limestone Company	$3,609.63
		Limestone Supplies	
1459	07/02/2022	Wanneroo Electric	$10,460.46
		Electrical Works	
1460	07/02/2022	Wanneroo Electric	$1,760.78
		Electrical Works	
1461	07/02/2022	Wanneroo Fire Support Brigade	$197.26
		Reimbursement - Covid Cleaning Supplies From Bunnings	
1462	07/02/2022	Water Corporation	$8,554.04
		Water Supplies	
1463	07/02/2022	West Coast Turf	$17,545.00
		Turfing Works	
1464	07/02/2022	West-Sure Group Pty Ltd	$179.58
		Cash Collection Services	
1465	07/02/2022	West-Sure Group Pty Ltd	$143.66
		Cash Collection Services	
1466	07/02/2022	Western Australia Vietnam Business Council Incorporated	$692.55
		Hire Fee And Bond Refund	
1467	07/02/2022	Western Tree Recyclers	$4,966.28
		Waste Collection	
1468	07/02/2022	Western Tree Recyclers	$123,711.50
		Waste Collection	
1469	07/02/2022	Wex Australia Pty Ltd	$2,735.36
		Fuel - January 2022 - Fleet Assets	
1470	07/02/2022	William Buck Consulting (WA) Pty Ltd	$343.75
		Audit And Risk Committee	

1471	07/02/2022	Wilsons Sign Solutions	$704.00
		Update Name Plates And Supply 4 X New Ones	
1472	07/02/2022	Woodhamm Pty Ltd	$1,650.00
		Consulting Services	
1508	08/02/2022	Katie Jane Russell	$1,350.00
		Reimbursement Of Study Expenses	
1509	14/02/2022	Iconic Property Services Pty Ltd	$238,298.04
		Cleaning Services	
1510	14/02/2022	Iconic Property Services Pty Ltd	$83,997.57
		Cleaning Services	
1511	14/02/2022	Mastec Australia Pty Ltd	$27,849.36
		360 Litre Mastec Bins - Wanneroo Recycling	
1512	10/02/2022	AAC ID Solutions	$1,551.39
		Wristbands - Aquamotion	
1513	10/02/2022	ABM Landscaping	$7,401.02
		Brick Paving - Colwyn Loop	
1514	10/02/2022	Accenture Australia Pty Ltd	$16,896.00
		Data Migration - ICT	
1515	10/02/2022	Advanced Traffic Management	$1,328.73
		Traffic Management	
1516	10/02/2022	Advanteering - Civil Engineers	$209,631.66
		Progress Claim 3 - Studmaster Park	
1517	10/02/2022	Air Liquide Australia	$380.16
		Gas Bottle Rentals	
1518	10/02/2022	Allstamps	$66.15
		Name Stamps - Fleet	
1519	10/02/2022	Alphazeta	$3,300.00
		Roof Drainage Inspection	
1520	10/02/2022	Amgrow Australia Pty Ltd	$710.60
		Urea - Parks	
1521	10/02/2022	Annie Hack	$171.65
		Refund - Application Cancelled	
1522	10/02/2022	Anstat Pty Ltd	$3,325.30
		Subscription - Lawlex Legislative Alerts & Premium Research - 27.02.2022 / 26.02.2023	
1523	10/02/2022	Ashmy Pty Ltd	$2,000.00
		Payroll Deductions	
1524	10/02/2022	Aslab Pty Ltd	$1,155.00
		Core Sampling - Menolas Way - Assets	
1525	10/02/2022	Asphaltech Pty Ltd	$228.00
		Asphalt - Engineering	
1526	10/02/2022	Assetic Australia Proprietary Limited	$22,770.00
		Drainage - Design & Migration	
1527	10/02/2022	Atlas Dry Cleaners	$1,639.22
		Dry Cleaning - Fleet	
1528	10/02/2022	Aussie Natural Spring Water	$165.75
		Commercial 15L Water Bottles	
1529	10/02/2022	Australian Airconditioning Services Pty Ltd	$99.99

		Airconditioning Services	
1530	10/02/2022	Australian Manufacturing Workers Union	$116.80
		Payroll Deductions	
1531	10/02/2022	Australian Services Union	$518.00
		Payroll Deductions	
1532	10/02/2022	Australian Taxation Office	$583,630.00
		Payroll Deductions	
1533	10/02/2022	Avantgarde Technologies Pty Ltd	$46,115.16
		Perimeter Defence Plan	
1534	10/02/2022	Aveling Homes Pty Ltd	$4,000.00
		Refund - Street & Verge Bond	
1535	10/02/2022	Benara Nurseries	$540.06
		Plants	
1536	10/02/2022	Boral Construction Materials Group Ltd	$759.66
		Concrete Supply	
1537	10/02/2022	Boral Construction Materials Group Ltd	$241.56
		Concrete Supply	
1538	10/02/2022	Bridgestone Australia Limited	$13,477.70
		Tyre Fitting Services	
1539	10/02/2022	Bucher Municipal Pty Ltd	$5,821.83
		Vehicle Spare Parts	
1540	10/02/2022	Castledine Gregory	$41,465.74
		Legal Fees For The City	
1541	10/02/2022	Celebration Homes Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1542	10/02/2022	CFMEU	$204.00
		Payroll Deductions	
1543	10/02/2022	Challenge Brass Band	$300.00
		Performance Fees	
1544	10/02/2022	Chemistry Centre WA	$838.26
		Water Samples	
1545	10/02/2022	Child Support Agency	$1,713.54
		Payroll Deduction - Period Ending 04.02.2022	
1546	10/02/2022	Chris Kershaw Photography	$1,237.50
		Photography - Australia Day Citizenship Ceremony	
1547	10/02/2022	Chris Kershaw Photography	$550.00
		Photography - Freedom Of Entry	
1548	10/02/2022	City Of Wanneroo	$425.00
		Rates Deduction - Monthly Allowance	
1549	10/02/2022	City Of Wanneroo	$5,346.00
		Payroll Deductions	
1550	10/02/2022	City Of Wanneroo	$576.00
		Payroll Deductions	
1551	10/02/2022	Civica Pty Ltd	$13,038.78
		Additional Training - ICT	
1552	10/02/2022	Coastal Navigation Solutions	$693.00
		Remove Panels - Peridot Park	
1553	10/02/2022	Contra-Flow Pty Ltd	$4,887.85

		Traffic Control - Joseph Banks Boulevard	
1554	10/02/2022	Coolican Civil Engineering Pty Ltd	$1,353.00
		Supply & Install New P5 Communication Pits Over Existing Live Network	
1555	10/02/2022	Corsign (WA) Pty Ltd	$3,171.24
		Signs - Wonambi Park Wanneroo	
1556	10/02/2022	Corsign (WA) Pty Ltd	$1,900.95
		Street Name Plate	
1557	10/02/2022	Cr Brett Treby	$4,596.15
		Monthly Allowance	
1558	10/02/2022	Cr Christopher Baker	$2,690.46
		Monthly Allowance	
1559	10/02/2022	Cr Glynis Parker	$2,690.46
		Monthly Allowance	
1560	10/02/2022	Cr Helen Berry	$2,690.46
		Monthly Allowance	
1561	10/02/2022	Cr Jacqueline Huntley	$2,465.46
		Monthly Allowance	
1562	10/02/2022	Cr James Rowe	$2,690.46
		Monthly Allowance	
1563	10/02/2022	Cr Jordan Wright	$2,773.76
		Monthly Allowance	
1564	10/02/2022	Cr Linda Aitken	$2,690.46
		Monthly Allowance	
1565	10/02/2022	Cr Natalie Herridge	$2,690.46
		Monthly Allowance	
1566	10/02/2022	Cr Natalie Sangalli	$2,690.46
		Monthly Allowance	
1567	10/02/2022	Cr Paul Miles	$2,490.46
		Monthly Allowance	
1568	10/02/2022	Cr Sonet Coetzee	$2,690.46
		Monthly Allowance	
1569	10/02/2022	Critical Fire Protection & Training Pty Ltd	$2,274.81
		Fire Detection Equipment Service	
1570	10/02/2022	Critical Fire Protection & Training Pty Ltd	$6,642.66
		Fire Detection Equipment Service	
1571	10/02/2022	Datavoice Communications Pty Ltd	$66.00
		Programming Change - ICT Service Script	
1572	10/02/2022	DC Golf	$49,976.40
		Marangaroo Golf Course Fees Collected For November	
1573	10/02/2022	Direct Communications	$455.40
		De & Reinstall Radio WN 34513	
1574	10/02/2022	Double G (WA) Pty Ltd	$2,615.88
		Irrigation Works	
1575	10/02/2022	Dowsing Group Pty Ltd	$6,019.29
		Concrete Works	
1576	10/02/2022	Drainflow Services Pty Ltd	$15,205.52
		Drain Cleaning And Sweeping Services	

1577	10/02/2022	Drainflow Services Pty Ltd	$12,769.35
		Drain Cleaning And Sweeping Services	
1578	10/02/2022	Elliotts Irrigation Pty Ltd	$313.50
		Irrigation Works	
1579	10/02/2022	ELM Estate Landscape Maintenance	$220.00
		Landscape Maintenance	
1580	10/02/2022	Emerge Associates	$6,600.00
		Balance - Splendid Park Cycling Facility	
1581	10/02/2022	Entire IT	$2,372.00
		Computer Maintenance And Adobe Subscription	
1582	10/02/2022	Eric Scott	$724.17
		Refund - Membership - Aquamotion	
1583	10/02/2022	Essential First Choice Homes Pty Ltd	$403.73
		Refund - Street & Verge Bond	
1584	10/02/2022	Essential First Choice Homes Pty Ltd	$771.50
		Refund - Street & Verge Bond	
1585	10/02/2022	External Works	$2,915.00
		Hedging Works - Santorina Prom, Alkimos	
1586	10/02/2022	First Homebuilders Pty Ltd	$625.00
		Refund - Street & Verge Bond	
1587	10/02/2022	Fleet Network	$2,528.89
		Payroll Deductions	
1588	10/02/2022	Forpark Australia Pty Ltd	$154,422.40
		Playground Equipment - Avondale Park	
1589	10/02/2022	Fusion Applications Pty Ltd	$12,952.50
		OICS Architecture Integration	
1590	10/02/2022	Geoff's Tree Service Pty Ltd	$91,439.43
		Pruning Services	
1591	10/02/2022	Geoff's Tree Service Pty Ltd	$1,446.99
		Pruning Services	
1592	10/02/2022	Gillmore Electrical Services	$25,753.20
		Progress Claim - Jindinga Park	
1593	10/02/2022	Gortankaku Community Association Of WA Inc	$210.60
		Hire Fee Refund	
1594	10/02/2022	Graeme Smith	$1,000.00
		Refund - Street & Verge Bond	
1595	10/02/2022	Grasstrees Australia	$979.00
		Grasstree Watering	
1596	10/02/2022	Greenlite Electrical Contractors Pty Ltd	$21,813.09
		Feature & Contour Survey - Sheffield Park	
1597	10/02/2022	Guardian Doors	$2,318.80
		Door Service - Two Rocks Volunteer Fire Station	
1598	10/02/2022	Hays Personnel Services	$15,358.58
		Casual Labour	
1599	10/02/2022	HBF Health Limited	$687.56
		Payroll Deductions	
1600	10/02/2022	Heatley Sales Pty Ltd	$3,433.94
		Vehicle Spare Parts	

1601	10/02/2022	Heatley Sales Pty Ltd	$1,628.00
		Ratchet Tie Down Straps	
1602	10/02/2022	Helen Sellwood	$171.65
		Refund - Building Application - Not Required	
1603	10/02/2022	Hidrive Group	$1,735.23
		Vehicle Spare Parts	
1604	10/02/2022	Hodge Collard Preston Unit Trust	$41,783.50
		Detailed Design & Documentation - Clarkson Youth Centre	
1605	10/02/2022	Home Group WA Pty Ltd	$20,000.00
		Refund - Street & Verge Bond	
1606	10/02/2022	Homebuyers Centre	$8,000.00
		Refund - Street & Verge Bond	
1607	10/02/2022	Hopgoodganim	$976.80
		Legal Fees	
1608	10/02/2022	Hopgoodganim	$8,736.00
		Legal Fees	
1609	10/02/2022	Horizon West Landscape Constructions	$11,250.25
		Landscape Works	
1610	10/02/2022	Hydroquip Pumps	$41,726.30
		Reticulation Pump Works	
1611	10/02/2022	Imagesource Digital Solutions	$1,828.20
		Aquamotion Day - Banner And Selfie Frame	
1612	10/02/2022	Integrity Industrial Pty Ltd	$18,381.53
		Casual Labour	
1613	10/02/2022	Integrity Industrial Pty Ltd	$19,211.68
		Casual Labour	
1614	10/02/2022	Integrity Staffing	$1,715.71
		Casual Labour	
1615	10/02/2022	International Food & Multiculture Incorporated	$500.00
		Dancing And Musical Instrument Performance	
1616	10/02/2022	Isentia Pty Ltd	$10,103.50
		Media Analysis Report	
1617	10/02/2022	Ixom Operations Pty Ltd	$212.78
		Pool Chemicals	
1618	10/02/2022	J Blackwood & Son Ltd	$448.80
		PPE Issues	
1619	10/02/2022	Jackson McDonald	$13,614.70
		Goods And Services Contract Review	
1620	10/02/2022	Rates Refund	$97.25
1621	10/02/2022	Johannes Mans	$2,000.00
		Refund - Street & Verge Bond	
1622	10/02/2022	Judith Birchall	$1,000.00
		Language Consultancy - Wanneroo Festival	
1623	10/02/2022	Jurovich Surveying Pty Ltd	$12,749.00
		Feature Survey	
1624	10/02/2022	Kerb Direct Kerbing	$2,054.87
		Install Kerbing - Lisford Avenue	

1625	10/02/2022	Kleenit	$15,958.54
		Graffiti Removal	
1626	10/02/2022	Kleenit	$7,451.18
		Monthly Building Pressure Washing & Graffiti Removal	
1627	10/02/2022	Kyocera Document Solutions	$3,273.61
		Copier Charges	
1628	10/02/2022	Landcare Weed Control	$10,376.64
		Landscape Maintenance	
1629	10/02/2022	Landscape Elements	$30,329.58
		Landscape Maintenance	
1630	10/02/2022	Laundry Express	$761.12
		Cleaning Of Linen - Council & Corporate Support	
1631	10/02/2022	LD Total	$12,792.11
		Landscape Maintenance	
1632	10/02/2022	Les Mills Asia Pacific	$976.78
		License Fees - Exercise Classes	
1633	10/02/2022	Lexis Nexis	$11,851.57
		Lexis Nexis Products	
1634	10/02/2022	LGRCEU	$1,588.76
		Payroll Deductions	
1635	10/02/2022	Lions Club Of Girradoola	$5,000.00
		Community Flagship Funding For Australia Day Event	
1636	10/02/2022	Lobel Events	$4,600.20
		Twilight Market - Hinckley Park	
1637	10/02/2022	Marindust Sales & Ace Flagpoles	$2,409.00
		Flagpole And Flag	
1638	10/02/2022	Marketforce Pty Ltd	$7,698.95
		Advertising Services	
1639	10/02/2022	Mastec Australia Pty Ltd	$30,893.15
		884 240 Litre Green Bins - Waste	
1640	10/02/2022	Maxxia Pty Ltd	$7,972.82
		Payroll Deductions	
1641	10/02/2022	Mayor Tracey Roberts	$11,248.47
		Monthly Allowance	
1642	10/02/2022	Mindarie Regional Council	$3,045.92
		Disposal Of Waste	
1643	10/02/2022	Mini-Tankers Australia Pty Ltd	$6,202.09
		Fuel Issues - December 2021	
1644	10/02/2022	Miracle Recreation Equipment Pty Ltd	$26,257.00
		Playground Equipment Repairs	
1645	10/02/2022	Mr Andrew De Roo	$2,000.00
		Refund - Street & Verge Bond	
1646	10/02/2022	Mr Daniel Foppoli	$2,000.00
		Refund - Street & Verge Bond	
1647	10/02/2022	Rates Refund	$822.88
1648	10/02/2022	Rates Refund	$959.24

1649	10/02/2022	Mr Raymond Maisey	$1,000.00
		Refund - Street & Verge Bond	
1650	10/02/2022	Mr Simon Flower	$2,000.00
		Refund - Street & Verge Bond	
1651	10/02/2022	Ms Jenna Ferraro	$1,000.00
		Refund - Street & Verge Bond	
1652	10/02/2022	Ms Kathryn Turner	$2,000.00
		Refund - Street & Verge Bond	
1653	10/02/2022	Nastech (WA) Pty Ltd	$2,959.00
		Warradale Park Surveyor	
1654	10/02/2022	Nastech (WA) Pty Ltd	$599.50
		Warradale Park - Licensed Survey For Drafting, Fieldwork & Office Processing	
1655	10/02/2022	Noeleen Bailey	$171.65
		Refund - Building Application - Duplicate	
1656	10/02/2022	Noma Pty Ltd	$660.00
		Design Review Panel	
1657	10/02/2022	Northern Corridor Developments Ltd	$678,100.00
		Bond Refund - North Atelier Stage 2 Trinity Alkimos WAPC 158221	
1658	10/02/2022	Northern Lawnmower & Chainsaw Specialists	$693.00
		Mowing Head	
1659	10/02/2022	Rates Refund	$1,616.64
1660	10/02/2022	Nutrien Ag Solutions Limited	$1,033.82
		Vigilant Herbicide	
1661	10/02/2022	Office Of The Auditor General	$86,240.00
		Audit Of Financial Statements - 30 June 2021	
1662	10/02/2022	Officeworks Superstores Pty Ltd	$231.25
		Paper Supplies	
1663	10/02/2022	On Tap Plumbing & Gas Pty Ltd	$756.93
		Plumbing Maintenance	
1664	10/02/2022	On Tap Plumbing & Gas Pty Ltd	$7,244.82
		Plumbing Maintenance	
1665	10/02/2022	Paperbark Technologies Pty Ltd	$415.00
		Arboricultural Services - Wanneroo Districts Cricket Club Grounds	
1666	10/02/2022	Pases Aqua Pty Ltd	$2,863.00
		Biostim Pellets And Liquid	
1667	10/02/2022	Paywise Pty Ltd	$1,106.60
		Payroll Deductions	
1668	10/02/2022	Play Check	$330.00
		Comprehensive Playground Audit - Brightlands Park	
1669	10/02/2022	Playmaster Pty Ltd	$6,275.00
		Bond Release For Contract 20040Pla Park Assets Renewal Program	
1670	10/02/2022	Playmaster Pty Ltd	$9,268.60
		Install / Repair Softfall	
1671	10/02/2022	Power Vac Pty Ltd	$818.60

		Tennant Battery Scrubbers	
1672	10/02/2022	Powerhouse Batteries Pty Ltd	$194.70
		Vehicle Batteries	
1673	10/02/2022	Prestige Alarms	$4,726.70
		CCTV / Alarm Services	
1674	10/02/2022	Print Smart Online Pty Ltd	$299.52
		Printing - Aquamotion Direct Debit Request Book	
1675	10/02/2022	Rates Refund	$1,703.48
1676	10/02/2022	Public Transport Authority	$55,536.46
		Re-Upgrade Hardstand & Contribution Toward New Bus Shelters - Assets	
1677	10/02/2022	Pure Homes Pty Ltd Trading As B1 Homes	$2,625.00
		Refund - Street & Verge Bond	
1678	10/02/2022	Rates Refund	$34,958.67
1679	10/02/2022	Rachel Wells	$1,650.00
		Entertainment - Australia Day	
1680	10/02/2022	Redink Homes Pty Ltd	$860.07
		Refund - Street & Verge Bond	
1681	10/02/2022	Reliable Fencing WA Pty Ltd	$26,244.00
		Install Fencing - Marangaroo Golf Course	
1682	10/02/2022	Rem Consulting	$19,303.09
		Casual Labour	
1683	10/02/2022	Road & Traffic Services	$4,898.41
		Linemarking Services	
1684	10/02/2022	Safety Tactile Pave	$8,312.00
		Belgrade Road Paver Installation	
1685	10/02/2022	Sifting Sands	$2,139.50
		Sand Sifting	
1686	10/02/2022	SJ McKee Maintenance Pty Ltd	$270.00
		Repair Works - Waste	
1687	10/02/2022	Skyline Landscape Services (WA)	$10,333.63
		Slash Unkept Residential Verges - Clarkson	
1688	10/02/2022	Smartsalary	$4,958.61
		Payroll Deductions	
1689	10/02/2022	Softfallguys National	$423.50
		Park Softfall Works	
1690	10/02/2022	Solution 4 Building Pty Ltd	$54,212.08
		Progress Claim 1 - Aquamotion Changerooms	
1691	10/02/2022	Sports World Of WA	$2,054.25
		Sports Equipment - Aqaumotion	
1692	10/02/2022	SSB Pty Ltd	$5,297.21
		Refund - Street & Verge Bond	
1693	10/02/2022	Stantec Australia Pty Ltd	$1,870.00
		Transport & Access - Yanchep Lagoon	
1694	10/02/2022	Statewide Pump Services	$3,850.00
		Pump Monitoring - Cox Street	
1695	10/02/2022	Statewide Pump Services	$1,452.00
		Pump Removal - Koondoola Community Centre	

1696	10/02/2022	Stratagreen	$93.50
		Tree Diameter Tape	
1697	10/02/2022	Strike Training And Consulting	$2,805.00
		Conflict Management Training - Youth Team & Aquamotion	
1698	10/02/2022	Suez Recycling & Recovery Pty Ltd	$58.85
		Security Disposal	
1699	10/02/2022	Supreme Shades Pty Ltd	$10,934.00
		Tandara Park, Tapping - 4 New Shade Sales To Existing Posts	
1700	10/02/2022	Synergy	$12,447.73
		Power Supplies	
1701	10/02/2022	Synergy	$7,561.38
		Power Supplies	
1702	10/02/2022	Taylor Burrell Barnett	$6,047.80
		Consultancy Services - Neerabup Management Plan	
1703	10/02/2022	Technology One Limited	$4,312.00
		Spatial Consultancy Service	
1704	10/02/2022	Terravac Vacuum Excavations Pty Ltd	$5,090.72
		Emergency Fire Access Track	
1705	10/02/2022	The Factory (Australia) Pty Ltd	$45,567.70
		Install / Remove Christmas Decorations	
1706	10/02/2022	The Factory (Australia) Pty Ltd	$42,821.71
		Install / Remove Christmas Decorations	
1707	10/02/2022	The Rigging Shed	$770.00
		Inspect & Certify Tools	
1708	10/02/2022	The Salvation Army	$4,134.90
		Community Funding - Carols At Merriwa	
1709	10/02/2022	The Trustee For Barra Civil And Fencing Trust	$75,157.39
		Fencing Works	
1710	10/02/2022	Think Promotional	$1,784.75
		Promotional Items - Aquamotion	
1711	10/02/2022	TJ Depiazzi & Sons	$5,055.93
		Mulch Deliveries	
1712	10/02/2022	Toll Transport Pty Ltd	$52.53
		Courier Services	
1713	10/02/2022	Toll Transport Pty Ltd	$27.69
		Courier Services	
1714	10/02/2022	Tony Pankiw	$40,150.00
		Public Art Commission - Gumblossom Community Centre	
1715	10/02/2022	Total Landscape Redevelopment Service Pty Ltd	$19,195.00
		Landscape Maintenance	
1716	10/02/2022	Triton Electrical Contractors Pty Ltd	$27,209.60
		Reticulation Pump Works	
1717	10/02/2022	Truck Centre WA Pty Ltd	$151.34
		Vehicle Spare Parts	
1718	10/02/2022	Turf Care WA Pty Ltd	$29,257.36

		Turfing Works	
1719	10/02/2022	Two Rocks Volunteer Bush Fire Brigade	$800.05
		Reimbursement - Operational Items	
1720	10/02/2022	Cancelled	$0.00
1721	10/02/2022	WA Electoral Commission	$546,374.95
		2021 Local Government Ordinary Elections	
1722	10/02/2022	WA Hino Sales & Service	$1,382.12
		Vehicle Spare Parts	
1723	10/02/2022	Wanneroo Business Association Incorporated	$880.00
		Business Workshop Delivery	
1724	10/02/2022	Wanneroo Electric	$3,613.11
		Electrical Maintenance	
1725	10/02/2022	Wanneroo Electric	$1,664.13
		Electrical Maintenance	
1726	10/02/2022	Water Corporation	$1,476.87
		Water Supplies	
1727	10/02/2022	Water Corporation	$906.52
		Water Supplies	
1728	10/02/2022	West Coast Turf	$2,090.00
		Turfing Works	
1729	10/02/2022	Western Tree Recyclers	$20,349.45
		Collect Debris - 4 Locations - Parks	
1730	10/02/2022	Wilson Security	$760.55
		Security Services	
1731	10/02/2022	Workpower Incorporated	$21,993.08
		Landscape Maintenance	
1732	10/02/2022	Wrenoil	$16.50
		Oil Waste Disposal	
1733	10/02/2022	Wrong Fuel Rescue Pty Ltd	$584.15
		Wrong Fuel Drain And Disposal	
1734	10/02/2022	WSP Australia Pty Ltd	$6,655.00
		Consultancy - Autogate & CCTV	
1735	10/02/2022	Zetta Pty Ltd	$9,880.19
		Network Managed Services	
1736	10/02/2022	Zipform Pty Ltd	$3,641.65
		Printing & Issue Rates 3r1793d Instalment Reminder Notices	
1772	16/02/2022	Aarco Environmental Solutions Pty Ltd	$1,170.13
		Remove & Dispose Asbestos Sheets	
1773	16/02/2022	ABM Landscaping	$1,100.00
		Landscape Maintenance	
1774	16/02/2022	Accenture Australia Pty Ltd	$29,150.00
		Managed Cloud Services	
1775	16/02/2022	Acurix Networks Pty Ltd	$7,326.00
		Monitoring, Licensing, Support - Wanneroo Library February 2022	
1776	16/02/2022	Rates Refund	$739.24
1777	16/02/2022	Alinta Gas	$155.25
		Gas Supplies	

1778	16/02/2022	Allaboutxpert Australia Pty Ltd	$39,549.41
		Oracle Financials - Project Manager	
1779	16/02/2022	Aquatic Services WA Pty Ltd	$1,089.00
		Service Outdoor Pool	
1780	16/02/2022	Armaguard	$642.41
		Cash Collections	
1781	16/02/2022	Artists Chronicle	$940.00
		Advertising - Community Arts Awards	
1782	16/02/2022	Ascon Survey And Drafting Pty Ltd	$286.00
		Site Survey - Ottawa Way	
1783	16/02/2022	Aslab Pty Ltd	$5,280.00
		Asphalt - Beach Road	
1784	16/02/2022	Atom Supply	$929.81
		Stock - Stores Issues	
1785	16/02/2022	Audi Centre Perth	$762.45
		Vehicle Service	
1786	16/02/2022	Australian Airconditioning Services Pty Ltd	$44,361.98
		Airconditioning Maintenance	
1787	16/02/2022	Automotive Data Services Pty Ltd	$1,265.00
		Annual Subscription - Redbook - 01.01.2022 - 31.12.2022	
1788	16/02/2022	Av Truck Service Pty Ltd	$88.88
		Vehicle Spare Parts	
1789	16/02/2022	Ball & Doggett Pty Ltd	$594.34
		Paper Supplies	
1790	16/02/2022	BBC Entertainment	$2,090.00
		MC - Australia Day Citizenship Ceremony	
1791	16/02/2022	Beacon Equipment	$202.10
		Vehicle Spare Parts	
1792	16/02/2022	Better Pets And Gardens Wangara	$63.87
		Animal Care Centre Supplies	
1793	16/02/2022	Bioscience Pty Ltd	$1,650.00
		Bioprime	
1794	16/02/2022	Black Lava Coffee	$292.00
		Refund - Trading Licence Fee	
1795	16/02/2022	Bladon WA Pty Ltd	$1,321.51
		Corporate Uniforms	
1796	16/02/2022	Blueprint Homes (WA) Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
1797	16/02/2022	Boating Camping Fishing	$949.00
		10 Leatherman Multitools	
1798	16/02/2022	Bollig Design Group Ltd	$2,420.00
		Professional Services - Aquamotion	
1799	16/02/2022	Boral Construction Materials Group Ltd	$4,018.97
		Concrete Mix	
1800	16/02/2022	Boss Bollards	$1,061.50
		Install Bollards - Blackmore	
1801	16/02/2022	BP Australia Ltd	$105,471.91

		Fuel Issues	
1802	16/02/2022	Bridgestone Australia Limited	$11,190.09
		Tyre Fitting Services	
1803	16/02/2022	Brownes Foods Operations Pty Limited	$503.88
		Milk Deliveries	
1804	16/02/2022	Bucher Municipal Pty Ltd	$6,550.92
		Vehicle Spare Parts	
1805	16/02/2022	Budo Group Pty Ltd	$3,289.00
		Handrail Installation Yanchep Surf Life Saving Club	
1806	16/02/2022	Cabcharge	$337.74
		Cabcharge Services	
1807	16/02/2022	Car Care Motor Company Pty Ltd	$3,979.80
		Vehicle Service / Repairs	
1808	16/02/2022	Castledine Gregory	$33,794.31
		Legal Fees	
1809	16/02/2022	Chadson Engineering Pty Ltd	$327.80
		Dilution / Sample Tube 100mm Round Acrylic	
1810	16/02/2022	Coates Hire Operations Pty Ltd	$4,114.00
		Equipment Hire Services	
1811	16/02/2022	Commissioner Of Police	$33.40
		Volunteer Police Checks	
1812	16/02/2022	Contra-Flow Pty Ltd	$389.40
		Traffic Management	
1813	16/02/2022	Contra-Flow Pty Ltd	$565.40
		Traffic Management	
1814	16/02/2022	Cooldrive Distribution	$458.00
		Vehicle Spare Parts	
1815	16/02/2022	Corsign (WA) Pty Ltd	$275.00
		Corflute Sticker	
1816	16/02/2022	Corsign (WA) Pty Ltd	$746.28
		Custom Signs And Installation	
1817	16/02/2022	Critical Fire Protection & Training Pty Ltd	$154.00
		Diesel Pump Repair	
1818	16/02/2022	Critical Fire Protection & Training Pty Ltd	$529.38
		Investigate Fire Panel Fault - Aquamotion	
1819	16/02/2022	CS Legal	$27,543.55
		Court Fees	
1820	16/02/2022	Cummins South Pacific Pty Ltd	$828.03
		Vehicle Spare Parts	
1821	16/02/2022	Daimler Trucks Perth	$50.37
		Vehicle Spare Parts	
1822	16/02/2022	Data #3 Limited	$56,139.79
		Software Licenses	
1823	16/02/2022	Data Signs Pty Ltd	$28,172.00
		Led Display Trailer	
1824	16/02/2022	DC Golf	$56,230.30
		Carramar Fees Collected For January	
1825	16/02/2022	Deans Auto Glass	$484.00

		Supply & Fit Windscreen	
1826	16/02/2022	Department Of Fire & Emergency Services	$5,348.00
		False Fire Alarm Attendance	
1827	16/02/2022	Department Of Mines, Industry Regulation & Safety	$90,418.84
		Collection Agency Fee Payments - December 2021	
1828	16/02/2022	Department Of Planning, Lands And Heritage	$5,701.00
		Payment Of DAP Application Fee - DA2022/53	
1829	16/02/2022	Department Of Transport	$848.70
		Vehicle Search Fees	
1830	16/02/2022	Double G (WA) Pty Ltd	$1,249.27
		Install Irrigation - Addison Park	
1831	16/02/2022	Dowsing Group Pty Ltd	$60,633.16
		Traffic Management Plan & Concrete Works	
1832	16/02/2022	Drainflow Services Pty Ltd	$141,264.97
		Drain Cleaning And Sweeping Services	
1833	16/02/2022	Drainflow Services Pty Ltd	$1,136.52
		Bulk Sweeping In Pearsall - December 2021	
1834	16/02/2022	Elliotts Irrigation Pty Ltd	$5,792.53
		Irrigation Parts	
1835	16/02/2022	ELM Estate Landscape Maintenance	$5,500.00
		Urgent Irrigation Repairs	
1836	16/02/2022	Environmental Industries Pty Ltd	$136,500.85
		Landscape Maintenance	
1837	16/02/2022	Equifax Australasia Credit Rating Pty Ltd	$7,310.60
		Financial & Performance Assessment	
1838	16/02/2022	Ergolink	$835.92
		2 Gregory High Back Office Chairs	
1839	16/02/2022	Fleet Network	$59.87
		Input Tax Credits For Salary Packaging For 07.01.2022	
1840	16/02/2022	Forpark Australia Pty Ltd	$45,641.20
		Install Play Equipment - John Moloney Park	
1841	16/02/2022	Freedom Fairies Pty Ltd	$3,146.00
		2 Face Painters & 1 Bubbleoligist - Celebrate Girrawheen	
1842	16/02/2022	Frontline Fire & Rescue Equipment	$170.50
		Vehicle Repairs	
1843	16/02/2022	Fusion Applications Pty Ltd	$122,498.75
		Oracle Specialist Services	
1844	16/02/2022	Gartner Australasia Pty Ltd	$27,720.00
		HR Leadership Council For Midsize Companies	
1845	16/02/2022	Gary Cunningham	$30.00
		Dog Registration Refund - Deceased	
1846	16/02/2022	Geoff's Tree Service Pty Ltd	$397.10
		Pruning Works	
1847	16/02/2022	GHD Pty Ltd	$129,585.58

		Professional Services - Neerabup District Planning	
1848	16/02/2022	Gissa International Pty Ltd	$3,730.10
		A-Spec Contribution 2021 / 2022 - Assets Planning	
1849	16/02/2022	GPS Linemarking	$770.00
		Linemarking Services	
1850	16/02/2022	Guardian Doors	$149.60
		Service Roller Shutters - Yanchep Surf Life Saving Club	
1851	16/02/2022	Hang Art Pty Ltd	$165.00
		Transport Art Work	
1852	16/02/2022	Hays Personnel Services	$11,686.07
		Casual Labour	
1853	16/02/2022	Hickey Constructions Pty Ltd	$3,148.20
		Install Tie-Downs - Animal Care Centre	
1854	16/02/2022	Homebuyers Centre	$10,000.00
		Refund - Street & Verge Bond	
1855	16/02/2022	Hopgoodganim	$3,366.50
		Legal Fees	
1856	16/02/2022	Horizon West Landscape Constructions	$64,300.50
		Quinns Mindarie Community Centre Contract Construction Claim - December	
1857	16/02/2022	Hose Right	$3,046.82
		Vehicle Hoses	
1858	16/02/2022	Hydroquip Pumps	$3,784.00
		Investigate Pump Control System Fault - Carramar Golf Course	
1859	16/02/2022	Identity Perth	$5,442.25
		50% Of Cost - CoW Annual Report September 2021	
1860	16/02/2022	Instant Windscreens	$475.00
		Nissan Pulsar Windscreen	
1861	16/02/2022	Integrity Industrial Pty Ltd	$46,708.08
		Casual Labour	
1862	16/02/2022	Integrity Industrial Pty Ltd	$40,636.86
		Casual Labour	
1863	16/02/2022	Ixom Operations Pty Ltd	$207.33
		Pool Chemicals	
1864	16/02/2022	J Blackwood & Son Ltd	$1,393.92
		PPE Issues	
1865	16/02/2022	Rates Refund	$1,247.41
1866	16/02/2022	Jodi Duncan	$2,000.00
		Refund - Street & Verge Bond	
1867	16/02/2022	Kleenheat Gas Pty Ltd	$1.60
		Gas Supplies	
1868	16/02/2022	Kleenit	$7,444.20
		Graffiti Removal	
1869	16/02/2022	Komatsu Australia Pty Ltd	$269.29
		Vehicle Spare Parts	

1870	16/02/2022	Koori Kids Pty Ltd	$450.00
		Donation - Printing & Distribution Of 2022 Naidoc Week School Initiatives	
1871	16/02/2022	Kyocera Document Solutions	$6,349.03
		Photocopier Meter Reading	
1872	16/02/2022	Kyocera Document Solutions	$1,064.20
		Printer Charges	
1873	16/02/2022	Landcare Weed Control	$40,049.95
		Landscape Maintenance	
1874	16/02/2022	LD Total	$79,398.15
		Landscape Maintenance	
1875	16/02/2022	Ligna Construction	$550.00
		Works To Wetland Area At Ridgewood Lake	
1876	16/02/2022	Lions Cancer Institute Incorporated	$5,000.00
		Donation - Purchase Of Custom Plates For New Vehicle To Transport Yanchep & Two Rocks Residents With Cancer To Their Appointments	
1877	16/02/2022	Logo Appointments	$1,626.08
		Casual Labour	
1878	16/02/2022	Manheim Pty Ltd	$270.53
		Towing Services	
1879	16/02/2022	Manheim Pty Ltd	$822.58
		Towing Services	
1880	16/02/2022	Marketforce Pty Ltd	$3,044.87
		Advertising Services	
1881	16/02/2022	Mathew Diver	$2,000.00
		Refund - Street & Verge Bond	
1882	16/02/2022	Maxie Pty Ltd	$2,232.36
		Input Tax Credits - December 2021	
1883	16/02/2022	Mayday Earthmoving	$679.25
		Heavy Equipment Hire	
1884	16/02/2022	McLeods	$4,557.03
		Legal Fees	
1885	16/02/2022	Messages On Hold	$809.73
		Provision Of Audio Productions	
1886	16/02/2022	Metrocount	$1,287.00
		Refund - Street & Verge Bond	
1887	16/02/2022	Mia Skye Modelling	$138.00
		Hire Fees	
1888	16/02/2022	Rates Refund	$426.59
1889	16/02/2022	Michael Page International (Australia)Pty Ltd	$9,046.51
		Casual Labour	
1890	16/02/2022	Miracle Recreation Equipment Pty Ltd	$869.00
		Repair Playground Equipment	
1891	16/02/2022	Moore Australia (WA) Pty Ltd As Agent	$5,324.00
		2022 Financial Reporting Review	
1892	16/02/2022	Mr Lindsay Melrose	$2,100.00
		Refund - Street & Verge Bond	
1893	16/02/2022	Rates Refund	$1,130.35

1894	16/02/2022	Natural Area Holdings Pty Ltd	$7,062.00
		Supply Wetland Plants - Ridgewood Lake	
1895	16/02/2022	Navman Wireless Australia Pty Ltd	$929.50
		Removal / Re-Fit HALO / Cube	
1896	16/02/2022	Northern Lawnmower & Chainsaw Specialists	$1,544.93
		Whipper Snipper Starter Assembly & Backplate	
1897	16/02/2022	Nutrien Ag Solutions Limited	$150.90
		Horticultural Chemicals	
1898	16/02/2022	O'Brien Harrop Access	$1,320.00
		Disability Access Consultancy Services	
1899	16/02/2022	OCP Sales - Omnific Enterprises P/L	$1,416.60
		Waterproof Portable Transceiver	
1900	16/02/2022	Office Of The Auditor General	$2,200.00
		Audit Fee - For Year End Audit 30.06.2021	
1901	16/02/2022	On Tap Plumbing & Gas Pty Ltd	$7,812.04
		Plumbing Maintenance	
1902	16/02/2022	On Tap Plumbing & Gas Pty Ltd	$57,981.89
		Plumbing Maintenance	
1903	16/02/2022	Parker Black & Forrest	$653.40
		Locking Services	
1904	16/02/2022	Paywise Pty Ltd	$391.21
		Input Tax Credits - November & December 2021, January 2022	
1905	16/02/2022	Perth Heavy Tow	$594.00
		Towing Services	
1906	16/02/2022	Perth Materials Blowing Pty Ltd	$2,986.28
		Mulch Spraying - Tree Wells - Ormiston Park	
1907	16/02/2022	Platinum Window Tinting & Glass Repair	$1,030.00
		Install Security Film Plant Number 96399	
1908	16/02/2022	Play Check	$495.00
		Comprehensive Audit Of Fitness Equip And Rubber Surface At John Maloney Park	
1909	16/02/2022	Powerhouse Batteries Pty Ltd	$274.34
		Vehicle Batteries	
1910	16/02/2022	Prestige Alarms	$16,656.04
		CCTV / Alarm Services	
1911	16/02/2022	Professional Search Group Pty Ltd	$9,047.19
		Casual Labour	
1912	16/02/2022	Promolab	$5,139.75
		Pouches & Dog Leads	
1913	16/02/2022	Pront Tow Towing	$297.00
		Towing Services	
1914	16/02/2022	Quinns Rock Bush Fire Brigade	$116.98
		Reimbursement - Tyre Deflators	
1915	16/02/2022	RAC Motoring & Services Pty Ltd	$99.00
		Call Out - Tyre Change	
1916	16/02/2022	Rebecca Lorenzo	$198.10
		Hire Fees Refund	
1917	16/02/2022	Redink Homes Pty Ltd	$1,312.50

		Refund - Street & Verge Bond	
1918	16/02/2022	Reliable Fencing WA Pty Ltd	$10,537.51
		Replace Bollard - Paloma Park	
1919	16/02/2022	Reliable Fencing WA Pty Ltd	$275.00
		Fencing Works	
1920	16/02/2022	Returned & Services League Yanchep-Two Rocks Sub-Branch	$10,000.00
		Community Funding - Remembrance Day And Anzac Day Events	
1921	16/02/2022	Rexel Electrical Supplies Pty Ltd	$84.99
		Electrical Supplies	
1922	16/02/2022	Ricoh Australia Pty Ltd	$1,698.81
		Copier Charges - Print Room	
1923	16/02/2022	Road & Traffic Services	$4,709.10
		Spotting & Traffic Management	
1924	16/02/2022	Roads 2000	$13,941.33
		Asphalt Works	
1925	16/02/2022	Robert Walters Pty Ltd	$8,001.65
		Casual Labour	
1926	16/02/2022	Safety And Rescue Equipment	$610.50
		Fix Anchor Points - Fishermans Hollow Beach Toilet	
1927	16/02/2022	Safety And Rescue Equipment	$9,445.70
		Works On Safety Access Points	
1928	16/02/2022	Safety Tactile Pave	$23,139.10
		Works On Tactile Paving - Various Location	
1929	16/02/2022	Safety World	$152.90
		PPE Issues	
1930	16/02/2022	Sage Consulting Engineers	$1,556.50
		Belhaven Park Sports Lighting	
1931	16/02/2022	Schindler Lifts Australia Pty Ltd	$341.00
		Lift Repairs - Wanneroo Library	
1932	16/02/2022	Scott Print	$2,511.01
		Printing - A6 Postcards	
1933	16/02/2022	Seabreeze Landscape Supplies	$24.00
		Garden Mix	
1934	16/02/2022	Seabreeze Landscape Supplies	$420.50
		Blue Metal	
1935	16/02/2022	Sebel Pty Ltd	$20,196.00
		270 Postura Chairs	
1936	16/02/2022	Sifting Sands	$627.00
		Sand Clean - Marangaroo Park	
1937	16/02/2022	Simranpreet Singh	$28.65
		Refund - Direct Debit - Aquamotion	
1938	16/02/2022	Slim Jim Enterprises	$655.00
		Ant & Ness Duo - Wanneroo Sports & Social Club	
1939	16/02/2022	Smartbuilt Perth Pty Ltd	$66.00
		Spider Treatment Library	

1940	16/02/2022	Smartsalary	$7,222.21
		Input Tax Credits - December 2021 & January 2022	
1941	16/02/2022	Sports World Of WA	$4,017.20
		Goggles, Kickboards & Silicone Caps - Aquamotion	
1942	16/02/2022	St John Ambulance Western Australia Ltd	$120.00
		First Aid Training	
1943	16/02/2022	Stantec Australia Pty Ltd	$1,870.00
		Transport & Access - Yanchep Lagoon	
1944	16/02/2022	Statewide Bearings	$359.74
		Vehicle Spare Parts	
1945	16/02/2022	Statewide Pump Services	$715.00
		Sewerage Pumps Building - Koondoola Community Centre	
1946	16/02/2022	Suez Recycling & Recovery Pty Ltd	$185,120.08
		Bulk Tip Fees	
1947	16/02/2022	Supreme Shades Pty Ltd	$2,332.00
		Repair Shade Sail - Splendid Park	
1948	16/02/2022	Switched Onto Safety	$3,025.00
		Annual Chemwatch License Fee	
1949	16/02/2022	Synergy	$32,410.94
		Power Supplies	
1950	16/02/2022	Synergy	$14,927.80
		Power Supplies	
1951	16/02/2022	Tamala Park Regional Council	$71,852.74
		GST Payable - December 2021 & January 2021	
1952	16/02/2022	Technology One Limited	$5,929.00
		Upgrade Showcase - ICT	
1953	16/02/2022	Tenco Engineers Pty Ltd	$3,850.00
		Structural Assessment Of Boardwalk - Fleming Park	
1954	16/02/2022	Terravac Vacuum Excavations Pty Ltd	$37,642.12
		Location Of Services	
1955	16/02/2022	The Distributors Perth	$203.70
		Catering Items	
1956	16/02/2022	The Factory (Australia) Pty Ltd	$577.50
		Traffic Management	
1957	16/02/2022	The Royal Life Saving Society Australia	$616.00
		Yellow Wristbands - Aquamotion	
1958	16/02/2022	The Trustee For Joondalup Avit No. 2Trust	$775.01
		Electric Cooker - Hainsworth Community Centre	
1959	16/02/2022	The Trustee For New Dealership Trust	$360.89
		Vehicle Spare Parts	
1960	16/02/2022	The Trustee For Wilbro Unit Trust	$6,600.00
		Bare Brick Graffiti Remover	
1961	16/02/2022	Thirty4 Pty Ltd	$211.20
		QNAV - Monthly Subscription - January 2022	
1962	16/02/2022	TJ Depiazzi & Sons	$36,604.37

		Mulch Delivery	
1963	16/02/2022	TJ Depiazzi & Sons	$13,482.48
		Mulch Delivery	
1964	16/02/2022	Toll Transport Pty Ltd	$290.29
		Courier Services	
1965	16/02/2022	Toll Transport Pty Ltd	$243.25
		Courier Services	
1966	16/02/2022	Toro Australia Group Sales Pty Ltd	$6,806.23
		Vehicle Spare Parts	
1967	16/02/2022	Total Landscape Redevelopment Service Pty Ltd	$59,345.00
		Landscape Maintenance	
1968	16/02/2022	Totally Workwear Joondalup	$707.40
		PPE Issues	
1969	16/02/2022	Tree Planting & Watering	$18,029.00
		Tree Watering Services	
1970	16/02/2022	Triton Electrical Contractors Pty Ltd	$2,271.50
		Reticulation Electrical Works	
1971	16/02/2022	Trophy Shop Australia	$13.70
		Name Badge - Youth Services	
1972	16/02/2022	Truck Centre WA Pty Ltd	$7,052.13
		Vehicle Spare Parts	
1973	16/02/2022	Turf Care WA Pty Ltd	$69,683.03
		Turfing Works	
1974	16/02/2022	Unirack WA Pty Ltd	$4,924.00
		Longspan Shelves	
1975	16/02/2022	United Fasteners WA Pty Ltd	$66.33
		Vehicle Spare Parts	
1976	16/02/2022	Vermeer (WA & NT)	$4,949.14
		Vehicle Spare Parts	
1977	16/02/2022	Viva Energy Australia Pty Ltd	$56,722.00
		Fuel Issues - January 2022	
1978	16/02/2022	WA Hino Sales & Service	$30,294.00
		New Vehicle Purchase - Trailer - Fleet Assets	
1979	16/02/2022	WA Limestone Company	$316.98
		75mm Limestone - Engineering	
1980	16/02/2022	Wanneroo Central Bushfire Brigade	$477.82
		Reimbursement - Cleaning Products And Fuel For Trucks	
1981	16/02/2022	Wanneroo Electric	$2,996.51
		Install Sensor Light - Compressor Shed Ashby Operations Centre	
1982	16/02/2022	Wanneroo Electric	$38,562.82
		Electrical Maintenance	
1983	16/02/2022	Water Corporation	$21,601.81
		Water Supplies	
1984	16/02/2022	West Coast Turf	$10,965.90
		Turfing Works	
1985	16/02/2022	Western Australian Local Government Association	$2,145.00

		Elected Member Training	
1986	16/02/2022	Western Tree Recyclers	$6,796.68
		Collect Greens Debris	
1987	16/02/2022	Western Tree Recyclers	$5,822.74
		Collect Greens Debris	
1988	16/02/2022	William Buck Consulting (WA) Pty Ltd	$20,020.00
		Final Fee For Probity Advisor Services Regarding Tender 21143	
1989	16/02/2022	Wilson Security	$11,737.62
		Security Services	
1990	16/02/2022	Wilsons Sign Solutions	$165.00
		Update Honour Boards	
1991	16/02/2022	Work Clobber	$1,088.10
		PPE Issues	
1992	16/02/2022	Workpower Incorporated	$25,181.76
		Landscape Maintenance	
1993	16/02/2022	WSP Australia Pty Ltd	$6,765.00
		Wangara CCTV	
1994	16/02/2022	Zetta Pty Ltd	$119,448.43
		Network Managed Services	
1995	18/02/2022	Drainflow Services Pty Ltd	$17,831.66
		Bulk Sweeping	
1996	18/02/2022	Drainflow Services Pty Ltd	$96,549.09
		Bulk Sweeping	
2034	21/02/2022	Geared Construction Pty Ltd	$36,670.60
		Wanneroo Changing Place Facility & Acrod Parking Bay	
2035	21/02/2022	Perth Symphony Orchestra	$43,780.00
		Symphony Under The Stars 26.02.2022	
2036	22/02/2022	Emerg Solutions Pty Ltd	$4,050.00
		Bart Subscription Region - 270 Licenses	
2037	22/02/2022	Turf Care WA Pty Ltd	$3,439.70
		Turfing Works	
2038	22/02/2022	Turf Care WA Pty Ltd	$5,929.00
		Turfing Works	
2039	22/02/2022	Turf Care WA Pty Ltd	$363.00
		Turfing Works	
2040	22/02/2022	Turf Care WA Pty Ltd	$60,067.91
		Turfing Works	
2041	22/02/2022	Turf Care WA Pty Ltd	$57,957.46
		Turfing Works	
2042	22/02/2022	Turf Care WA Pty Ltd	$7,139.88
		Turfing Works	
2043	22/02/2022	Turf Care WA Pty Ltd	$2,730.42
		Turfing Works	
2044	22/02/2022	Turf Care WA Pty Ltd	$4,799.59
		Turfing Works	
2045	22/02/2022	Turf Care WA Pty Ltd	$3,173.28
		Turfing Works	

2046	22/02/2022	Turf Care WA Pty Ltd	$6,067.60
		Turfing Works	
2047	22/02/2022	Turf Care WA Pty Ltd	$1,784.09
		Turfing Works	
2048	22/02/2022	Turf Care WA Pty Ltd	$2,336.03
		Turfing Works	
2049	22/02/2022	Landcare Weed Control	$4,582.74
		Landscape Maintenance	
2050	22/02/2022	Intelife Group	$18,257.16
		BBQ Cleaning / Maintenance	
2051	22/02/2022	Intelife Group	$18,257.16
		BBQ Cleaning / Maintenance	
2052	22/02/2022	LD Total	$81,022.48
		Landscape Maintenance	
2053	22/02/2022	LD Total	$81,022.48
		Landscape Maintenance	
2054	22/02/2022	ELM Estate Landscape Maintenance	$181.50
		Landscape Maintenance	
2055	22/02/2022	Accenture Australia Pty Ltd	$133,937.21
		70% Partial Payment Of Milestone	
2056	22/02/2022	Adelphi Apparel	$220.00
		Uniforms - Community Safety	
2057	22/02/2022	Allused Pty Ltd	$2,887.50
		Hire - Rake Bucket - Parks	
2058	22/02/2022	Armaguard	$395.64
		Cash Collections	
2059	22/02/2022	Ascon Survey And Drafting Pty Ltd	$2,909.50
		Site Survey / Drafting - Yellagonga Regional Park	
2060	22/02/2022	Australia Post	$4,371.57
		Billpay Transaction Fees	
2061	22/02/2022	BCA Consultants (WA) Pty Ltd	$7,480.00
		Alkimos Aquatic & Recreation Centre - Electrical And Hydraulic Services Advice	
2062	22/02/2022	Beacon Equipment	$669.45
		Vehicle Spare Parts	
2063	22/02/2022	Bladon WA Pty Ltd	$3,466.12
		Uniform Issue	
2064	22/02/2022	Boral Construction Materials Group Ltd	$296.34
		Concrete Mix	
2065	22/02/2022	Bridgestone Australia Limited	$3,453.36
		Tyre Fitting Services	
2066	22/02/2022	Bucher Municipal Pty Ltd	$822.49
		Vehicle Service	
2067	22/02/2022	Bunzl Limited	$2,489.23
		Stores Stock	
2068	22/02/2022	Cabcharge	$449.98
		Cabcharge Services	
2069	22/02/2022	Car Care Motor Company Pty Ltd	$517.65

		Vehicle Service	
2070	22/02/2022	Carramar Resources Industries	$1,547.04
		Disposal Of Rubble	
2071	22/02/2022	Cathara Consulting Pty Ltd	$15,500.78
		Casual Labour	
2072	22/02/2022	Chris Kershaw Photography	$846.50
		Photography - Pioneers Lunch	
2073	22/02/2022	City Of Wanneroo	$5,236.00
		Payroll Deductions	
2074	22/02/2022	Clark Equipment Sales Pty Ltd	$40.49
		Vehicle Spare Parts	
2075	22/02/2022	Cleartech Waste Management Pty Ltd	$2,901.25
		Removal Of Waste Oil	
2076	22/02/2022	Clinipath Pathology	$1,852.40
		Medical Fees For The City	
2077	22/02/2022	Code Group Pty Ltd	$27,610.00
		Accessibility Audits Of Council Parks	
2078	22/02/2022	Commercial Aquatics Australia	$4,156.16
		Preventative Maintenance Aquamotion	
2079	22/02/2022	Corsign (WA) Pty Ltd	$138.60
		Signs - Parking	
2080	22/02/2022	Cr Glynis Parker	$278.92
		Travel Expense Claim - November 2021	
2081	22/02/2022	Cr Sonet Coetzee	$1,784.31
		Corporate Apparel Claim, Travel Expenses October - December 2021	
2082	22/02/2022	CW Brands Pty Ltd	$116.00
		Stock - Stores Issues	
2083	22/02/2022	Department Of Fire & Emergency Services	$1,337.00
		False Fire Alarm Attendance 30.12.2021	
2084	22/02/2022	Direct Communications	$3,547.72
		Two Way Radio Installations	
2085	22/02/2022	Dnx Energy Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
2086	22/02/2022	Dowsing Group Pty Ltd	$31,482.06
		Concrete Mix	
2087	22/02/2022	Drainflow Services Pty Ltd	$10,340.00
		Drain Cleaning / Road Sweeping	
2088	22/02/2022	Drainflow Services Pty Ltd	$61,481.42
		Drain Cleaning / Road Sweeping	
2089	22/02/2022	Eat Up Australia Ltd	$2,200.00
		Eat Up x City of Wanneroo	
2090	22/02/2022	Ecoblue International	$4,437.50
		Ecoblue Bulk Adblue	
2091	22/02/2022	Emma Perkins	$15.00
		Dog Registration Refund - Sterilisation	
2092	22/02/2022	Encore Automation	$176.00
		Calibration Of Portable Gas Detector	

2093	22/02/2022	Environmental Industries Pty Ltd	$183,877.94
		Landscape Maintenance	
2094	22/02/2022	Evolve Curriculum Development & Training Pty Ltd	$5,857.50
		Graffiti Education Resources	
2095	22/02/2022	Fenella Dexheimer	$15.00
		Dog Registration Refund - Sterilisation	
2096	22/02/2022	Frontline Fire & Rescue Equipment	$41.80
		Vehicle Repairs	
2097	22/02/2022	Grasstrees Australia	$2,365.00
		Watering Grasstrees	
2098	22/02/2022	Heatley Sales Pty Ltd	$527.89
		Vehicle Spare Parts	
2099	22/02/2022	Hendry Group Pty Ltd	$4,488.00
		Inspection & Report	
2100	22/02/2022	Hickey Constructions Pty Ltd	$1,793.00
		Limestone Repairs	
2101	22/02/2022	Iconic Property Services Pty Ltd	$1,718.85
		Cleaning Services	
2102	22/02/2022	Imagesource Digital Solutions	$1,963.50
		Elite Flags	
2103	22/02/2022	Infused Crossfit Occupational Therapy	$2,200.00
		Three Vs Three Showdown Funding	
2104	22/02/2022	Integrity Industrial Pty Ltd	$6,533.18
		Casual Labour	
2105	22/02/2022	Integrity Industrial Pty Ltd	$2,569.15
		Casual Labour	
2106	22/02/2022	Ixom Operations Pty Ltd	$5,345.27
		Pool Chemicals	
2107	22/02/2022	J Blackwood & Son Ltd	$168.93
		PPE Issues	
2108	22/02/2022	J Blackwood & Son Ltd	$325.09
		PPE Issues	
2109	22/02/2022	Kleenheat Gas Pty Ltd	$7,497.16
		Gas Supplies	
2110	22/02/2022	Kleenheat Gas Pty Ltd	$2,135.85
		Gas Supplies	
2111	22/02/2022	Landcare Weed Control	$69,459.79
		Landscape Maintenance	
2112	22/02/2022	Landscape Elements	$5,321.25
		Landscape Maintenance	
2113	22/02/2022	LD Total	$9,576.76
		Landscape Maintenance	
2114	22/02/2022	Leda Security Products Pty Ltd	$1,627.60
		Bike Repair Station With Footpump	
2115	22/02/2022	Les Mills Asia Pacific	$917.10
		Fitness Class License	
2116	22/02/2022	Marketforce Pty Ltd	$6,614.81
		Advertising Services	

2117	22/02/2022	Marketforce Pty Ltd	$436.96
		Advertising Services	
2118	22/02/2022	Mayday Earthmoving	$14,833.50
		Heavy Equipment Hire	
2119	22/02/2022	Merchandising Libraries Pty Ltd	$489.50
		Library Shelf Dividers	
2120	22/02/2022	Mindarie Regional Council	$430,883.51
		Refuse Disposal	
2121	22/02/2022	Mowmaster Turf Equipment	$5,498.90
		New Mower - Fleet Assets	
2122	22/02/2022	Rates Refund	$172.26
2123	22/02/2022	Natural Area Holdings Pty Ltd	$9,389.73
		Seed & Plant Propagation	
2124	22/02/2022	Navman Wireless Australia Pty Ltd	$18.15
		Solar Tracker 05.01.2022 - 04.02.22	
2125	22/02/2022	Noma Pty Ltd	$440.00
		Design Review Panel Meeting	
2126	22/02/2022	Officeworks Superstores Pty Ltd	$649.00
		IPhone SE 64gb Red	
2127	22/02/2022	On Tap Plumbing & Gas Pty Ltd	$6,437.17
		Plumbing Maintenance	
2128	22/02/2022	On Tap Plumbing & Gas Pty Ltd	$8,353.29
		Plumbing Maintenance	
2129	22/02/2022	Optus	$1,169.74
		Phone Charges	
2130	22/02/2022	Paperbark Technologies Pty Ltd	$16,569.20
		Aboricultural Reports	
2131	22/02/2022	Parins	$1,000.00
		Vehicle Service / Repairs	
2132	22/02/2022	Parker Black & Forrest	$412.50
		Locking Services	
2133	22/02/2022	Perth Detailing Centre	$393.00
		Decontamination - Light Clay & Chemical - Cut And Polish SUV	
2134	22/02/2022	Perth Heavy Tow	$330.00
		Towing Services	
2135	22/02/2022	Play Check	$330.00
		Comprehensive Playground Audit - Quinns Mindarie Community Centre	
2136	22/02/2022	Pool Robotics Perth	$347.25
		Dolphin Pool Cleaner Repairs	
2137	22/02/2022	Poolshop Online Pty Ltd	$390.50
		Aquapearl Plus	
2138	22/02/2022	Prestige Alarms	$231.00
		Alarm Services	
2139	22/02/2022	Productive Plastics	$401.50
		Clear Acrylic Barriers	
2140	22/02/2022	Reliable Fencing WA Pty Ltd	$1,266.54
		Fencing Repairs	

2141	22/02/2022	Richards Mining Services Pty Ltd	$1,680.00
		Staff Training	
2142	22/02/2022	Road & Traffic Services	$1,463.00
		Pavement Marking	
2143	22/02/2022	RS Components Pty Ltd	$32.42
		Vehicle Spare Parts	
2144	22/02/2022	RW Quantity Surveyors	$5,500.00
		Quantity Surveying Services	
2145	22/02/2022	Safety Tactile Pave	$1,132.03
		Install Paving	
2146	22/02/2022	Scott Print	$184.80
		4 Corflute Posters - Rotary Park Upgrade	
2147	22/02/2022	Sifting Sands	$6,049.38
		Sandpit Sand Replacement	
2148	22/02/2022	Sigma Chemicals	$1,234.20
		Pool Maintenance Aquamotion	
2149	22/02/2022	Site Architecture Studio	$4,356.00
		Professional Services - Adult Accessible Changing Place Facility	
2150	22/02/2022	Solo Resource Recovery	$158,464.78
		Refuse Disposal	
2151	22/02/2022	St John Ambulance Western Australia Ltd	$121.44
		First Aid Supplies	
2152	22/02/2022	Statewide Pump Services	$1,441.00
		Pumping Services	
2153	22/02/2022	Strike Training And Consulting	$935.00
		Conflict Management Training	
2154	22/02/2022	Supreme Shades Pty Ltd	$33,186.23
		Reinstall Shade Sales - Various Locations	
2155	22/02/2022	Synergy	$6,581.65
		Power Supplies	
2156	22/02/2022	Synergy	$11,809.29
		Power Supplies	
2157	22/02/2022	Technology One Limited	$4,312.00
		Spatial Consulting - ICT	
2158	22/02/2022	Terravac Vacuum Excavations Pty Ltd	$1,542.42
		Footpath Installation - Wilkie Park Yanchep	
2159	22/02/2022	The Trustee For Barra Civil And Fencing trust	$6,504.36
		Fencing Works - Showgrounds	
2160	22/02/2022	The Trustee For New Dealership Trust	$78.34
		Vehicle Spare Parts	
2161	22/02/2022	Total Landscape Redevelopment Service Pty Ltd	$17,154.50
		Landscape Maintenance	
2162	22/02/2022	Triton Electrical Contractors Pty Ltd	$728.20
		Reticulation Electrical Repairs	
2163	22/02/2022	Trophy Shop Australia	$41.10
		2 Employee Name Badges	
2164	22/02/2022	Truck Centre WA Pty Ltd	$8,781.52

		Vehicle Spare Parts	
2165	22/02/2022	Turf Care WA Pty Ltd	$17,761.25
		Turfing Works	
2166	22/02/2022	University Of Western Australia	$7,177.50
		Digital Literacy Project	
2167	22/02/2022	Urban Development Institute Of Australia WA Division Incorporated	$1,800.00
		Registration - Economic Insights And Future Firecast	
2168	22/02/2022	Vintage Photo Booths WA	$1,550.00
		Equipment Hire 01.12.2021	
2169	22/02/2022	WA Hino Sales & Service	$128,796.08
		Vehicle Spare Parts	
2170	22/02/2022	WA Limestone Company	$76.38
		Limestone Supplies	
2171	22/02/2022	Wade Mathew Robson	$360.00
		Vehicle Crossing Subsidy	
2172	22/02/2022	Wanneroo Electric	$20,498.37
		Electrical Maintenance	
2173	22/02/2022	Wanneroo Electric	$15,148.26
		Electrical Maintenance	
2174	22/02/2022	Water Corporation	$3,565.51
		Water Supplies	
2175	22/02/2022	West Coast Turf	$36,801.60
		Turfing Works	
2176	22/02/2022	Western Australian Local Government Association	$2,145.00
		Training Services	
2177	22/02/2022	Western Resource Recovery Pty Ltd	$4,901.38
		Waste Oil - Fleet Workshop	
2178	22/02/2022	Wilson Security	$769.68
		Security Services For The City	
2179	22/02/2022	Workpower Incorporated	$12,168.88
		Landscape Maintenance	
2180	22/02/2022	Yanchep Beach Joint Venture	$8,920.51
		Rental & Outgoings January 2022	
2181	22/02/2022	Perth Energy Pty Ltd	$135,737.73
		Power Supplies	
2184	24/02/2022	Aarco Environmental Solutions Pty Ltd	$2,641.38
		Removal Of Asbestos	
2185	24/02/2022	Accenture Australia Pty Ltd	$28,600.00
		Managed Cloud Services	
2186	24/02/2022	Adelphi Apparel	$220.00
		Uniforms - Community Safety	
2187	24/02/2022	Alinta Gas	$50.25
		Gas Supplies	
2188	24/02/2022	Allaboutxpert Australia Pty Ltd	$9,900.00
		T1 Payroll Integration Assistance	
2189	24/02/2022	Ambrosini Global Resources Pty Ltd	$3,918.93

		Casual Labour	
2190	24/02/2022	Amgrow Australia Pty Ltd	$451.00
		Aqua Dye Blue	
2191	24/02/2022	Rates Refund	$1,690.74
2192	24/02/2022	Applied Security Force	$632.80
		Security Personnel - Quinns Carnival	
2193	24/02/2022	Atlas Dry Cleaners	$1,095.49
		Fleet Workshops Dry Cleaning	
2194	24/02/2022	Aussie Natural Spring Water	$22.50
		Water Supplies - Yanchep Y-Hub	
2195	24/02/2022	Australian Airconditioning Services Pty Ltd	$1,780.97
		Airconditioning Services	
2196	24/02/2022	Australian Airconditioning Services Pty Ltd	$20,614.38
		Airconditioning Services	
2197	24/02/2022	Australian Manufacturing Workers Union	$116.80
		Payroll Deductions	
2198	24/02/2022	Australian Services Union	$492.10
		Payroll Deductions	
2199	24/02/2022	Australian Taxation Office	$34,569.00
		Payroll Deductions	
2200	24/02/2022	Autosmart North Metro Perth	$435.60
		Floorsmart	
2201	24/02/2022	Banksia Grove Development Nominees PL	$629,219.80
		Refund - Bond Release - Banksia Grove Stage Coda 3 Pos WAPC 158339	
2202	24/02/2022	Bentley Systems International Limited	$14,186.48
		Select Subscription 01.03.2022 - 28.02.2023	
2203	24/02/2022	Benx World Trade	$825.00
		Bags Of Rags	
2204	24/02/2022	Boc Limited	$236.80
		Gas Bottle Rentals	
2205	24/02/2022	Boral Construction Materials Group Ltd	$1,007.38
		Concrete Mix	
2206	24/02/2022	Boya Equipment	$529.98
		Solo Backpack Sprayer Piston	
2207	24/02/2022	Bradbury Sewell Pty Ltd	$2,002.00
		Dilapidation Surveys - Hudson Avenue	
2208	24/02/2022	Bradbury Sewell Pty Ltd	$2,068.00
		Pre-Construction Surveys - Church Street	
2209	24/02/2022	Bridgestone Australia Limited	$36,194.87
		Tyre Fitting Services	
2210	24/02/2022	Bring Couriers	$1,341.43
		Courier Services	
2211	24/02/2022	Brownes Foods Operations Pty Limited	$213.09
		Milk Deliveries	
2212	24/02/2022	Car Care Motor Company Pty Ltd	$1,472.90
		Vehicle Services	
2213	24/02/2022	Carramar Resources Industries	$81.84

		Disposal Of Rubble	
2214	24/02/2022	Cat Welfare Society Incorporated	$6,627.50
		Impound Fees - Community Safety	
2215	24/02/2022	Cathara Consulting Pty Ltd	$8,546.76
		Casual Labour	
2216	24/02/2022	CCS Strategic	$18,494.30
		Girrawheen Community Hub Master Plan	
2217	24/02/2022	CFMEU	$204.00
		Payroll Deductions	
2218	24/02/2022	Cherry's Catering	$1,407.95
		Catering Services	
2219	24/02/2022	Child Support Agency	$1,765.85
		Payroll Deductions	
2220	24/02/2022	Children's Book Council Of Australia WA Branch Incorporated	$75.00
		Book Stock	
2221	24/02/2022	City Of Wanneroo	$5,376.00
		Payroll Deductions	
2222	24/02/2022	City Of Wanneroo	$5,436.00
		Rates From Monthly Allowance	
2223	24/02/2022	City Of Wanneroo	$564.00
		Payroll Deductions	
2224	24/02/2022	CK Maloney Surveying	$12,828.20
		Survey - Rotary Park	
2225	24/02/2022	Claire Davenhall	$150.00
		Consultancy Meeting - Grandis Primary School	
2226	24/02/2022	Cleanaway Equipment Services Pty Ltd	$414.77
		Parts Washer Rental	
2227	24/02/2022	Coastal Navigation Solutions	$255.42
		Install 6 Plagues - Alkimos And Quinns	
2228	24/02/2022	Coates Hire Operations Pty Ltd	$5,324.00
		Equipment Hire	
2229	24/02/2022	Contra-Flow Pty Ltd	$389.40
		Traffic Control Services	
2230	24/02/2022	Corsign (WA) Pty Ltd	$10,307.00
		Various Signs	
2231	24/02/2022	Corsign (WA) Pty Ltd	$1,495.66
		Various Signs	
2232	24/02/2022	Cr Brett Treby	$1,430.09
		Travel Allowance	
2233	24/02/2022	Cr Linda Aitken	$1,383.27
		Travel Allowance	
2234	24/02/2022	Critical Fire Protection & Training Pty Ltd	$154.00
		Call Out - False Alarm On FIP	
2235	24/02/2022	Deans Auto Glass	$154.00
		Stone Chip Repair	
2236	24/02/2022	Department Of Mines, Industry Regulation & Safety	$159,066.05

		Collection Agency Fee Payments 01.08.2021 - 31.08.2021	
2237	24/02/2022	Direct Communications	$74.80
		Cable Shielded 8 Core	
2238	24/02/2022	Direct Communications	$780.12
		Suction Cup Mount With Magnetic Cradle	
2239	24/02/2022	Double G (WA) Pty Ltd	$8,877.60
		Irrigation Repairs	
2240	24/02/2022	Douglas Partners Pty Ltd	$8,228.00
		Coastal Limestone Hazard Assessment - Waterland Point	
2241	24/02/2022	Drainflow Services Pty Ltd	$435.05
		Bulk Sweeping / Drain Cleaning	
2242	24/02/2022	Drainflow Services Pty Ltd	$9,636.33
		Bulk Sweeping / Drain Cleaning	
2243	24/02/2022	Drovers Vet Hospital Pty Ltd	$30.00
		Mircochip - Dog / Cat	
2244	24/02/2022	Edge People Management	$1,587.90
		OH&S Case Management	
2245	24/02/2022	Edith Cowan University	$1,000.00
		Contribution Towards City Of Wanneroo New Product Development	
2246	24/02/2022	ELM Estate Landscape Maintenance	$6,380.00
		Irrigation Maintenance	
2247	24/02/2022	Emerge Associates	$352.00
		Cycling Facility - Splendid Park	
2248	24/02/2022	Fleet Network	$1,530.64
		Payroll Deductions	
2249	24/02/2022	Fleetspec Hire	$199.09
		Vehicle Hire	
2250	24/02/2022	Flick Anticimex Pty Ltd	$65.32
		Sanitary Services	
2251	24/02/2022	Focus Consulting WA Pty Ltd	$3,850.00
		Electrical Services	
2252	24/02/2022	Freedom Fairies Pty Ltd	$990.00
		Entertainment - Face Painting	
2253	24/02/2022	Frontline Fire & Rescue Equipment	$185.37
		Vehicle Spare Parts	
2254	24/02/2022	Fusion Applications Pty Ltd	$4,950.00
		Consulting Fees For OICS Architecture Integration	
2255	24/02/2022	Gemmill Homes Pty Ltd	$10,000.00
		Refund - Street & Verge Bond	
2256	24/02/2022	Geoff's Tree Service Pty Ltd	$72,311.00
		Pruning Services	
2257	24/02/2022	Geoff's Tree Service Pty Ltd	$4,042.51
		Pruning Services	
2258	24/02/2022	GPC Asia Pacific Pty Ltd	$847.00
		Vehicle Spare Parts	

2259	24/02/2022	GPS Linemarking	$770.00
		Re-Set Senior Soccer	
2260	24/02/2022	Grasstrees Australia	$2,420.00
		Grasstree Watering	
2261	24/02/2022	Greenway Turf Solutions Pty Ltd	$600.60
		Turfing Works	
2262	24/02/2022	HBF Health Limited	$687.56
		Payroll Deductions	
2263	24/02/2022	Hodge Collard Preston Unit Trust	$2,607.00
		Aquamotion Family Change Room	
2264	24/02/2022	Home Group WA Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
2265	24/02/2022	Homebuyers Centre	$6,000.00
		Refund - Street & Verge Bond	
2266	24/02/2022	Hudson Global Resources (Aust) Pty Ltd	$1,609.61
		Drainage Materials	
2267	24/02/2022	Iconic Property Services Pty Ltd	$67,820.58
		Cleaning Services	
2268	24/02/2022	IKB Engineering	$1,595.00
		Oldham Park Pavilion Inspection	
2269	24/02/2022	Imagesource Digital Solutions	$1,414.60
		4 Corflute Signs - Yanchep Kiosk Turf Watering Works	
2270	24/02/2022	Integrity Industrial Pty Ltd	$10,761.69
		Casual Labour	
2271	24/02/2022	Integrity Staffing	$1,715.71
		Casual Labour	
2272	24/02/2022	Interfire Agencies Pty Ltd	$2,761.62
		Vehicle Spare Parts	
2273	24/02/2022	J Blackwood & Son Ltd	$3,211.58
		PPE Issues	
2274	24/02/2022	James Bennett Pty Ltd	$84.06
		Library Bookstock	
2275	24/02/2022	Judith Birchall	$330.00
		Yanchep Sign Language Consultation	
2276	24/02/2022	Jurovich Surveying Pty Ltd	$9,064.00
		Survey - Riverlinks Park	
2277	24/02/2022	Koi Society Of WA Inc	$140.40
		Hire Fee Refund	
2278	24/02/2022	Kyocera Document Solutions	$4,300.69
		Photocopier Meter Reading	
2279	24/02/2022	Landcare Weed Control	$1,545.31
		Landscape Maintenance	
2280	24/02/2022	LD Total	$4,049.93
		Landscape Maintenance	
2281	24/02/2022	Les Mills Asia Pacific	$728.68
		Licence Fees - Aquamotion	
2282	24/02/2022	Lessen With Peg – Rethink Waste	$300.00
		Wonderful World Of Worms 01.12.2021	

2283	24/02/2022	LGRCEU	$1,547.76
		Payroll Deductions	
2284	24/02/2022	Lions Club Of Girradoola	$850.00
		Bond Refund - Australia Day Breakfast Public Event	
2285	24/02/2022	Local Government Professionals Australia WA	$725.00
		Training - Grant Writing & Business Case Workshop - 24.02.2022	
2286	24/02/2022	Margaret O'Brien	$75.00
		Dog Registration Refund	
2287	24/02/2022	Marketforce Pty Ltd	$3,954.26
		Advertising Services	
2288	24/02/2022	Maxxia Pty Ltd	$7,972.82
		Payroll Deductions	
2289	24/02/2022	Metropolitan Cash Register Co	$60.50
		Thermal Paper Rolls	
2290	24/02/2022	Millennium Cleaning (WA) Pty Ltd	$603.26
		Cleaning Services	
2291	24/02/2022	Mindarie Regional Council	$236,500.75
		Refuse Disposal	
2292	24/02/2022	Minuteman Press - Wanneroo	$180.00
		A1 Posters Printed	
2293	24/02/2022	Miracle Recreation Equipment Pty Ltd	$1,761.10
		Playground Equipment Repairs	
2294	24/02/2022	Modern Motor Trimmers	$4,678.74
		Vehicle Repairs	
2295	24/02/2022	Mr Warren Endres	$2,000.00
		Refund - Street & Verge Bond	
2296	24/02/2022	Rates Refund	$690.08
2297	24/02/2022	Ms Jennifer Hay	$2,000.00
		Refund - Street & Verge Bond	
2298	24/02/2022	Natural Area Holdings Pty Ltd	$3,602.50
		Landscape Maintenance	
2299	24/02/2022	Navman Wireless Australia Pty Ltd	$18.15
		Solar Tracker	
2300	24/02/2022	Netsight Pty Ltd	$1,780.90
		Myosh Subscription Fee / Online Learning Module	
2301	24/02/2022	Nollamara RSL Club Inc	$294.80
		Hire Fee Refund	
2302	24/02/2022	Northern Lawnmower & Chainsaw Specialists	$839.25
		Vehicle Spare Parts	
2303	24/02/2022	Northern Suburbs Women's Friendship Group	$2,669.00
		Community Funding Grant Program - International Womens Day Event	
2304	24/02/2022	Nu-Trac Rural Contracting	$8,740.05
		Beach Cleaning And Waste Removal	
2305	24/02/2022	OCP Sales - Omnific Enterprises P/L	$516.01
		Service & Repair For Portable Radio	

2306	24/02/2022	On Tap Plumbing & Gas Pty Ltd	$21,856.09
		Plumbing Maintenance	
2307	24/02/2022	On Tap Plumbing & Gas Pty Ltd	$7,390.82
		Plumbing Maintenance	
2308	24/02/2022	Paperbark Technologies Pty Ltd	$6,696.25
		Landscape Maintenance	
2309	24/02/2022	Paul William Rowe	$550.00
		Performance - Old School New Rules - Buckingham House	
2310	24/02/2022	Paywise Pty Ltd	$1,106.60
		Payroll Deductions	
2311	24/02/2022	Perth Patio Magic Pty Ltd	$1,271.65
		Refund - Building Application - Double Up	
2312	24/02/2022	Perth Racing Security	$2,963.40
		Security 25.01.2022	
2313	24/02/2022	Platinum Window Tinting & Glass Repair	$330.00
		Install Safety/Security Film To Bobcat	
2314	24/02/2022	Plunkett Homes	$724.57
		Refund - Development Application - Withdrawn	
2315	24/02/2022	Powerhouse Batteries Pty Ltd	$390.79
		Power-Sonic SMF	
2316	24/02/2022	Prestige Alarms	$2,830.30
		CCTV / Alarm Services	
2317	24/02/2022	Promolab	$590.70
		Embroidered Face Masks	
2318	24/02/2022	Quinns Rock Bush Fire Brigade	$805.40
		Reimbursement - Airconditioner Repair	
2319	24/02/2022	Reliable Fencing WA Pty Ltd	$3,993.04
		Fencing Works	
2320	24/02/2022	Ricoh Australia Pty Ltd	$953.98
		Lease Charges - Civic Centre Printroom	
2321	24/02/2022	Roads 2000	$14,559.63
		Progress Claim 1 - Kingsway	
2322	24/02/2022	Robert Walters Pty Ltd	$7,356.97
		Casual Labour	
2323	24/02/2022	Rogers Axle & Spring Works Pty Ltd	$898.70
		Vehicle Spare Parts	
2324	24/02/2022	Safety World	$720.50
		PPE Issues	
2325	24/02/2022	Rates Refund	$435.00
2326	24/02/2022	Shaun Watson	$1,000.00
		Refund - Street & Verge Bond	
2327	24/02/2022	Sifting Sands	$3,431.63
		Sand Cleaning	
2328	24/02/2022	Skyline Landscape Services (WA)	$41,639.48
		Landscape Maintenance	
2329	24/02/2022	Smartbuilt Perth Pty Ltd	$506.00
		Pest Control Services	

2330	24/02/2022	Smartsalary	$4,958.47
		Payroll Deductions	
2331	24/02/2022	Smoke & Mirrors Audio Visual	$6,960.63
		Equipment / Staff - PSO Concert 50% Deposit	
2332	24/02/2022	Softfallguys National	$407.00
		Softfall Safety Surface System Repairs	
2333	24/02/2022	SSB Pty Ltd	$2,000.00
		Refund - Street & Verge Bond	
2334	24/02/2022	St Marks And St George Coptic Orthodox Church	$403.00
		Bond Refund & Bus Hire Refund - Community Transport Bus	
2335	24/02/2022	Stewart & Heaton Clothing Company Pty Ltd	$2,367.72
		PPE Issues	
2336	24/02/2022	Sunny Industrial Brushware	$1,233.32
		Stock - Stores Issues	
2337	24/02/2022	Synergy	$288.71
		Power Supplies	
2338	24/02/2022	Synergy	$10,067.39
		Power Supplies	
2339	24/02/2022	Synergy	$593,258.21
		Power Supplies	
2340	24/02/2022	Terravac Vacuum Excavations Pty Ltd	$805.20
		Location Of Services	
2341	24/02/2022	The Pavilion At Mindarie	$5,500.00
		Sponsorship - Marina Swim - 12.03.2022	
2342	24/02/2022	The Poster Girls	$572.00
		A3 Posters	
2343	24/02/2022	The Trustee For UDLA Unit Trust	$7,150.00
		Landscape Architectural Consultancy - Wanneroo BMX Club	
2344	24/02/2022	Think Promotional	$965.25
		Promotional Novelty Items	
2345	24/02/2022	TJ Depiazzi & Sons	$31,606.30
		Bushland Mulch	
2346	24/02/2022	TLS Productions Pty Ltd	$5,725.02
		Led Screen Hire	
2347	24/02/2022	Total Landscape Redevelopment Service Pty Ltd	$154,495.00
		Landscape Maintenance	
2348	24/02/2022	Totally Workwear Joondalup	$152.90
		PPE Issues	
2349	24/02/2022	Triton Electrical Contractors Pty Ltd	$385.00
		Irrigation Electrical Works	
2350	24/02/2022	Turf Care WA Pty Ltd	$30,469.33
		Turfing Works	
2351	24/02/2022	Ungerboeck Systems International Pty Ltd	$646.25
		Software Professional Users License	
2352	24/02/2022	Viva Energy Australia Pty Ltd	$56,722.00
		Fuel Issues	
2353	24/02/2022	WA Hino Sales & Service	$67.76

		Vehicle Spare Parts	
2354	24/02/2022	Wanneroo & Districts Historical Society	$225.00
		15 Copies - Times Of Wanneroo	
2355	24/02/2022	Wanneroo Districts Cricket Club Incorporated	$48,949.97
		Maintenance - Turf Wicket In Line With Item 4 Of The Deed Of Agreement 2021 / 2022	
2356	24/02/2022	Wanneroo Electric	$2,583.82
		Electrical Maintenance	
2357	24/02/2022	Water Corporation	$5,713.69
		Water Supplies	
2358	24/02/2022	Water Corporation	$12,743.66
		Water Supplies	
2359	24/02/2022	Western Australian Local Government Association	$1,072.50
		Training Services	
2360	24/02/2022	Western Power	$2,330.00
		Asset Works - Ferrara Way	
2361	24/02/2022	William Buck Consulting (WA) Pty Ltd	$11,000.00
		Internal Review Services North Coast Ball Club	
2362	24/02/2022	Wilson Security	$466.81
		Security Services	
2363	24/02/2022	Work Clobber	$798.75
		PPE Issues	
2364	24/02/2022	Workpower Incorporated	$11,941.71
		Beach Access Maintenance January 2022	
2365	24/02/2022	Wow Group (WA) Pty Ltd	$459.98
		Refund - Building Applications - Approved After Certified Time Frame	
		Total EFT Payments	**$18,506,446.10**
CREDIT CARD RECONCILIATIONS			
1	21/02/2022	CBA Corporate Card	$23,060.63
		Paid On Behalf Of The Below Listed Directors & Managers - Charges For Operational Requirements	
		Mark Dickson	
		Noelene Jennings	
		Daniel Simms	
		Harminder Singh	
		Natasha Smart	
		Deborah Terelinck	
		Mustafa Yildiz	
2	21/02/2022	NAB Corporate Card	$133,583.67
		Paid On Behalf Of The Below Listed Service Units - Charges For Operational Requirements	
		Assets	
		Assets Maintenance	

		Business Manager Aquamotion & Kingsway	
		Community & Place	
		Community Development	
		Community Safety & Emergency Management	
		Council & Corporate Support	
		Cultural Development	
		Customer & Information Services	
		Marketing, Communication & Events	
		People & Culture	
		Property Services	
		Traffic & Transport Services	
		Waste Management	
		Total Credit Card Payments	**$156,644.30**
		Total Credit Cards, Cheque & EFT Payments	**$19,123,088.64**
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
122448	23/11/2022	Hammond Woodhouse Advisory	-$3,135.00
122384	09/11/2022	Paul William Rowe	-$550.00
122507	29/11/2021	Because We Care Pty Ltd	-$33,066.00
		Total Cancelled Cheques	**-$36,751.00**
TOWN PLANNING SCHEME			
		Cell 1	
		William Buck Audit Invoice 4219	$420.00
		Cell 2	
		William Buck Audit Invoice 4219	$420.00
		Cell 3	
		William Buck Audit Invoice 4219	$350.00
		Cell 4	
		William Buck Audit Invoice 4219	$420.00
		Castledine Gregory Invoice 5189	$2,487.75
		Cell 5	
		William Buck Audit Invoice 4219	$350.00
		Cell 6	
		William Buck Audit Invoice 4219	$420.00
		Cell 7	
		William Buck Audit Invoice 4219	$420.00
		Cell 8	
		William Buck Audit Invoice 4219	$420.00
		Cell 9	
		William Buck Audit Invoice 4219	$490.00
		Total Town Planning	**$6,197.75**
MANUAL JOURNAL			

Draft

		FER Lodgement Fee 14.02.2022 27 Unpaid Infringements	$2,146.50
		Returned Creditor Reject Fee 15.02.2022	$2.50
		FER Lodgement Fee 25.02.2022 16 Unpaid Infringements	$1,272.00
		Total Journals	**$3,421.00**
GENERAL FUND BANK ACCOUNT			
		Payroll Payments - February 2022	
		08.02.2022	$17,368.23
		08.02.2022	$1,854,619.49
		22.02.2022	$52,940.56
		22.02.2022	$177.85
		22.02.2022	$1,831,690.40
		22.02.2022	$15,124.90
		24.02.2022	$2,231.94
		Total Payroll	**$3,774,153.37**
		Recoup to Director Corporate Services Advance A/C	**$19,083,560.89**
		Direct Payments Total (Includes Payroll, Advance Recoup, Credit Cards And Bank Fees)	**$23,014,358.56**

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of February 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

Draft

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 February 2022, as detailed in this report.

Attachments: Nil

Draft

Strategic & Business Planning

4.9 Quarter 2 2021/22 Corporate Performance Report

File Ref: 43466 – 22/91022
Responsible Officer: Director, Corporate Strategy & Performance
Attachments: 1

Issue

To adopt the 2021/22 Quarter 2 Corporate Performance Report.

Background

Section 5.56(1) and (2) of the *Local Government Act 1995* (the **Act**) requires that each local government is *"to plan for the future of the district"* by developing plans in accordance with the regulations. This is supported by the *Local Government (Administration) Regulations 1996* (the **Regulations**). In addition, the Integrated Planning and Reporting Framework and Guidelines recommend that Local Governments provide quarterly reporting on progress against the Corporate Business Plan (**CBP**).

Updates on the City's performance against CBP Initiatives, Key Performance Indicators (**KPIs**), Budgets and top capital projects are provided to the Audit and Risk Committee. The second (mid-year) report and fourth quarter (end of year) report are also submitted to the Council, in accordance with the reporting arrangements detailed in the CBP.

The attached 2021/22 Quarter 2 Corporate Performance Report (**Attachment 1**) provides a high-level and integrated overview and assessment of performance against the outcomes and strategies of the Strategic Community Plan 2021 - 2031, identified KPIs and the top capital projects as at 31 December 2021.

The report was received and recommended for adoption by the Audit and Risk Committee at its meeting held on 22 February 2022.

Detail

This report presents performance across the CBP initiatives, KPIs, budget and top capital projects. Some of the key highlights include:

- The CBP initiative performance status as at the end of the quarter is **89%** (68 of 76 initiatives have their status as on target, monitor or complete) compared to the performance status of 91% (75 of 82 actions) at the same time last year.
- The CBP performance status for KPIs able to be meaningfully measured on a six-monthly basis as at the end or the quarter is **100%** (all five KPIs have their status as on target or monitor).
- The draft results from operations reflected a surplus position of $94.3 million, being a $14.2 million favourable variance compared to the budget of $80.1 million.
- As at 31 December 2021, the City has spent $19.6 million on capital projects, which represents 23.1% of the Revised Budget of $85.1 million. At the same time last year, the City had spent $21.5 million (29.4%) of the prior year Revised Budget of $73.1 million.
- All 11 top capital projects were on target with their relevant schedules as at the end of the second quarter. Four (36%) of the top projects were on target with spending their current year budgets whilst five (45%) projects had a current year budget variance of more than 20%.

Detailed information on each of these areas is set out in Attachment 1.

Draft

Consultation

The Executive Leadership Team and Managers have been engaged in the preparation of this report by providing information on the status and progress made against the CBP initiatives, KPIs, budgets and top capital projects.

Comment

As part of the CBP mid-year review process, responsible officers had the opportunity to review the adopted initiatives and KPIs and make recommendations for changes. This review was conducted in conjunction with the legislated mid-year budget review to capture any financial implications to proposed changes. No recommendations for changes to adopted initiatives or KPIs were received.

Statutory Compliance

The City's CBP is governed by Section 5.56(1) and (2) of the Act which requires that each local government is 'to plan for the future of the district' by developing plans in accordance with the regulations. This is supported by the Regulations.

The Integrated Planning and Reporting Framework and Guidelines also recommend quarterly reporting on progress against the CBP.

The financial performance reporting complies with Section 6.4 of the Act and Regulations 33A and 34 of the *Local Government (Financial Management) Regulations 1996*.

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**
CSO-009 Integrated Planning and Reporting	Moderate
Accountability	**Action Planning Option**
Director Corporate Strategy & Performance	Manage

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

Policy Implications

Nil

Financial Implications

Nil

Draft

Voting Requirements

Simple Majority

Recommendation

That Council ACCEPTS the recommendation of the Audit and Risk Committee and RECEIVES the Quarter 2 2021/22 Corporate Performance Report as set out in Attachment 1.

Attachments:

1⇩. Attachment 1 - Quarter 2 Corporate Performance Report Consolidated 22/38855

Draft

CORPORATE PERFORMANCE REPORT

2021/22 Quarter 2 (OCT - DEC 2021)

2021/22 Quarter 2 Corporate Performance Report

Contents

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Highlights *3*
ORGANISATIONAL PERFORMANCE **4**
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FINANCIAL PERFORMANCE **13**
Operating *13*
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Annexures

1: Detailed CBP Initiative Performance Scorecard

2. Detailed CBP KPI Performance Scorecard

3: Top Capital Projects

Acknowledgement of Country

The City of Wanneroo acknowledges the Traditional Custodians of the land we are working on, the Whadjuk people.

We would like to pay respect to the Elders of the Noongar nation, past, present and future, 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.

Executive Summary

The Corporate Business Plan (**CBP**) is the four–year plan that operationalises the City's ten-year Strategic Community Plan (**SCP**). The Integrated Planning & Reporting Framework requires local government to annually review and report on progress against its CBP. The 2021/22 – 2024/25 CBP was developed with direction from Elected Members and adopted by Council in June 2021 along with the 2021/22 Annual Budget.

The purpose of this report is to provide an update on the City's performance against the CBP Initiatives, Annual Budget (Operating & Capital) and Top Capital Projects for 2021/22 for October – December 2021.

This report comprises summary reports of CBP, financial and top capital project performance as at 31 December 2021. Attached to this summary report are detailed reports on performance of before mentioned subjects.

As the City now has a newly adopted Strategic Community Plan, this quarterly report aligns with the goals and priorities of the new SCP, which comprises seven goals, and thirty-two priorities.

Highlights

- The CBP initiative performance status as at the end of the quarter is **89%** (68 of 76 initiatives have their status as on target, monitor or complete) compared to the performance status of 91% (75 of 82 actions) at the same time last year.
- The CBP performance status for KPIs able to be meaningfully measured on a six-monthly basis as at the end or the quarter is **100%** (all five KPIs have their status as on target or monitor).
- The draft results from operations reflected a surplus position of $94.3 million, being a $14.2 million favourable variance compared to the budget of $80.1 million.
- As at 31 December 2021, the City has spent $19.6 million on capital projects, which represents 23.1% of the Revised Budget of $85.1 million. At the same time last year, the City had spent $21.5 million (29.4%) of the prior year Revised Budget of $73.1 million.
- All 11 top capital projects were on target with their relevant schedules as at the end of the second quarter. Four (36%) of the top projects were on target with spending their relevant budgets whilst five (45%) projects had a current year budget variance of more than 20%.

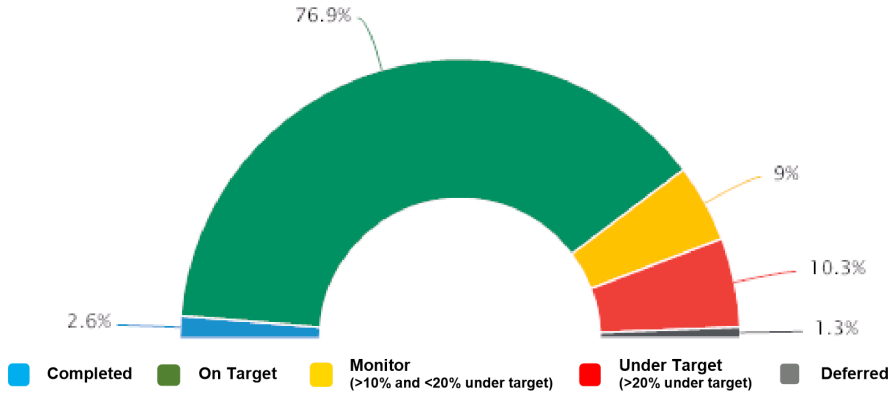
Organisational Performance

There are 76 initiatives listed for delivery in the first year of the 2021/22 – 2024/25 CBP.

Corporate Business Plan Initiative Overall Status

The CBP initiative performance status at 31 December is at **89%** (68 of the 76 initiatives), a decrease of 2% from the **91%** (75 of the 82 initiatives) result for 2020/21. The 89% result represents the initiatives with ***completed***, ***on target*** and ***monitor*** statuses.

The chart below illustrates the status of the initiatives as at 31 December 2021.



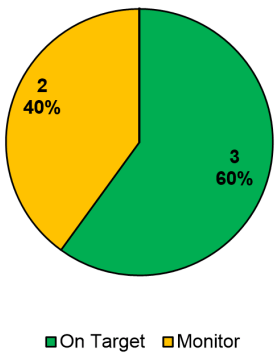
68 (89%) of this year's initiatives have been completed, are on target or being monitored. Seven initiatives (10%) are under target and one (1%) has been deferred.

For a more detailed overview of the progress on all actions, please refer to the attached CBP Initiative Performance Scorecard.

Key Performance Indicator Overall Status

The KPIs aligned to the CBP were examined and those that can be meaningfully measured on a six-monthly basis have been identified for reporting. The dashboard below illustrates the overall status as at 31 December 2021.

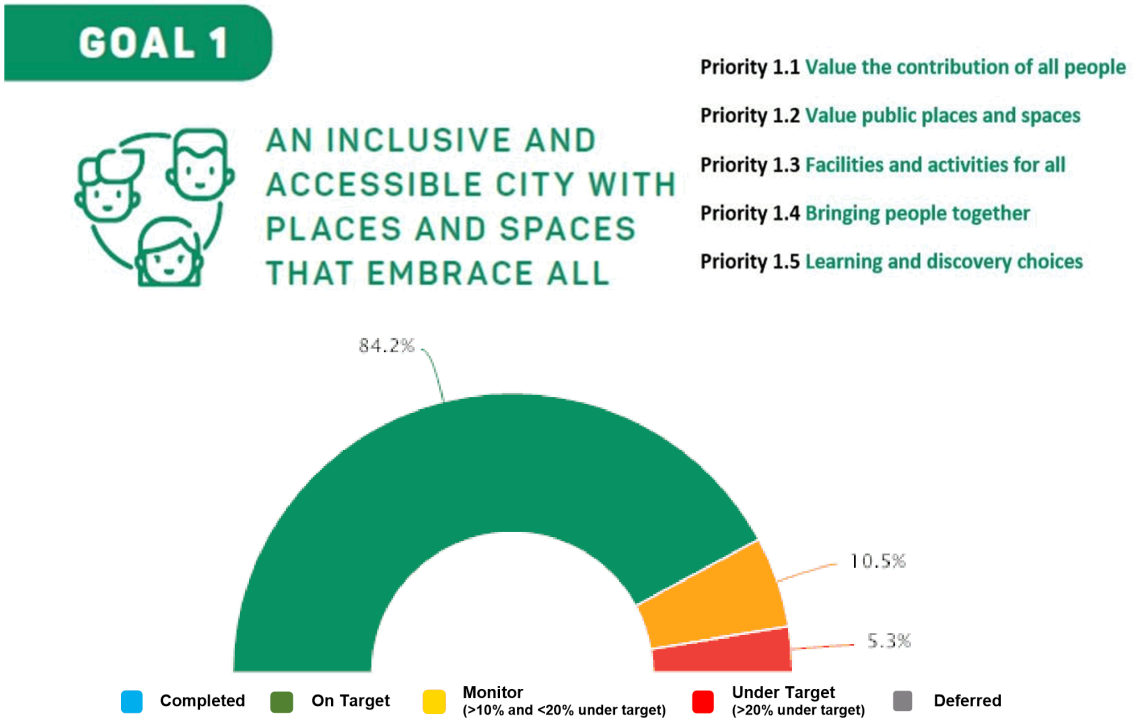
KPI Status as at 31 December 2021



Three out of five KPI are currently on target and two KPI are being monitored. For a more detailed overview of the KPIs and accompanying comments, please refer to annexure two.

Performance by SCP Goals

The sections below illustrate how the City has performed against the CBP initiatives aligned to each SCP goal.



The performance status for Goal 1 is 95% (18 of the initiatives are on target or being monitored).

The following initiative is under target (5%):

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
1.3 Facilities and activities for all	Deliver capital works sub-programs including major projects (Ref)	Manager Infrastructure Capital Works	50	20	Under Target	Term Contract dependent projects on track however procurement for major projects indicating major cost variations delaying project schedules and budget implications.	Nil

KPIs

There is one KPI relating to goal one and it is on target.

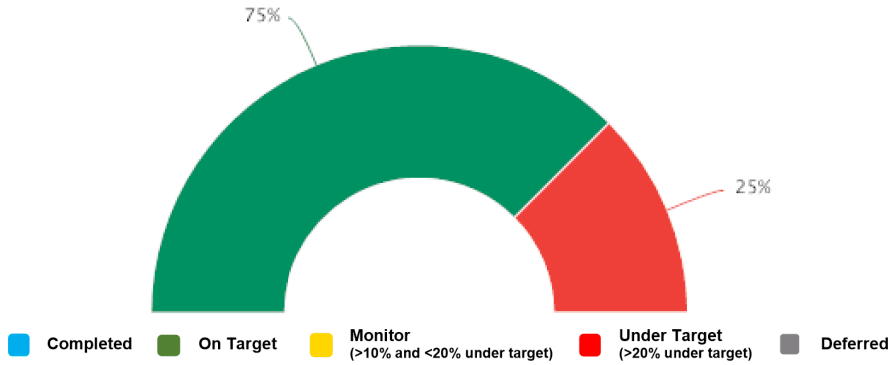
GOAL 2

A CITY THAT CELEBRATES RICH CULTURAL HISTORIES, WHERE PEOPLE CAN VISIT AND ENJOY UNIQUE EXPERIENCES

Priority 2.1 *Valuing cultures and history*

Priority 2.2 *Arts and local creativity*

Priority 2.3 *Tourism opportunities and visitor experiences*



The performance for Goal 2 is 75% (three initiatives on target).

The following initiative is under target (25%):

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
2.3 Tourism opportunities and visitor experiences	Quinns Rocks Caravan Park - Implement an expression of interest process, supported by reference group consultation and the advice of the Working Group and consultants	Manager Property	50	25	Under Target	The EOI process has been conducted and responses have been reviewed. An outcome from the evaluation will be submitted to the Councillor Working Group in early 2022, currently scheduled for late March. Based on the outcome from this meeting, the item may progress to Forum and Council before a decision is made on how to progress with the potential engagement of an operator to develop the site.	Nil

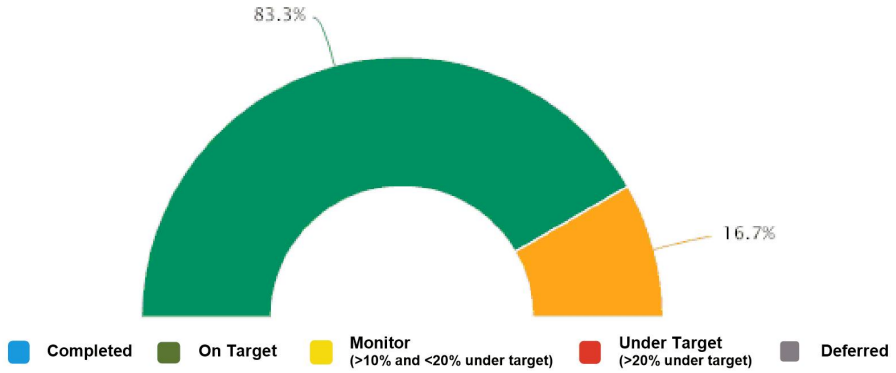
KPIs

There are no KPIs relating to goal two.

GOAL 3

A VIBRANT, INNOVATIVE CITY WITH LOCAL OPPORTUNITIES FOR WORK, BUSINESS AND INVESTMENT

Priority 3.1 Strong and diverse local economy
Priority 3.2 Attract and support new and existing business
Priority 3.3 Plan, develop and activate employment locations
Priority 3.4 Develop local jobs and skills
Priority 3.5 Opportunities for investment



The performance for Goal 3 is 100% (five of the initiatives on target and one is being monitored).

KPIs

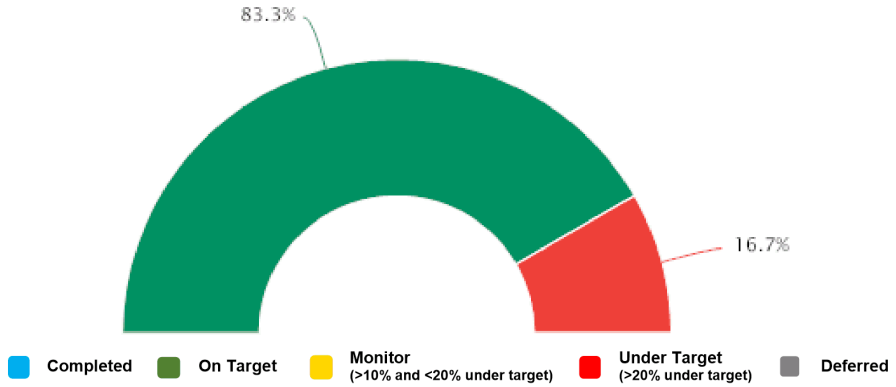
There are no KPIs relating to goal three.

A Splendid Day Out 2021

GOAL 4

A SUSTAINABLE CITY THAT BALANCES THE RELATIONSHIP BETWEEN URBAN GROWTH AND THE ENVIRONMENT

Priority 4.1 Plan for climate change
Priority 4.2 Manage and protect local Biodiversity
Priority 4.3 Manage natural assets and resources
Priority 4.4 Manage waste and its impacts



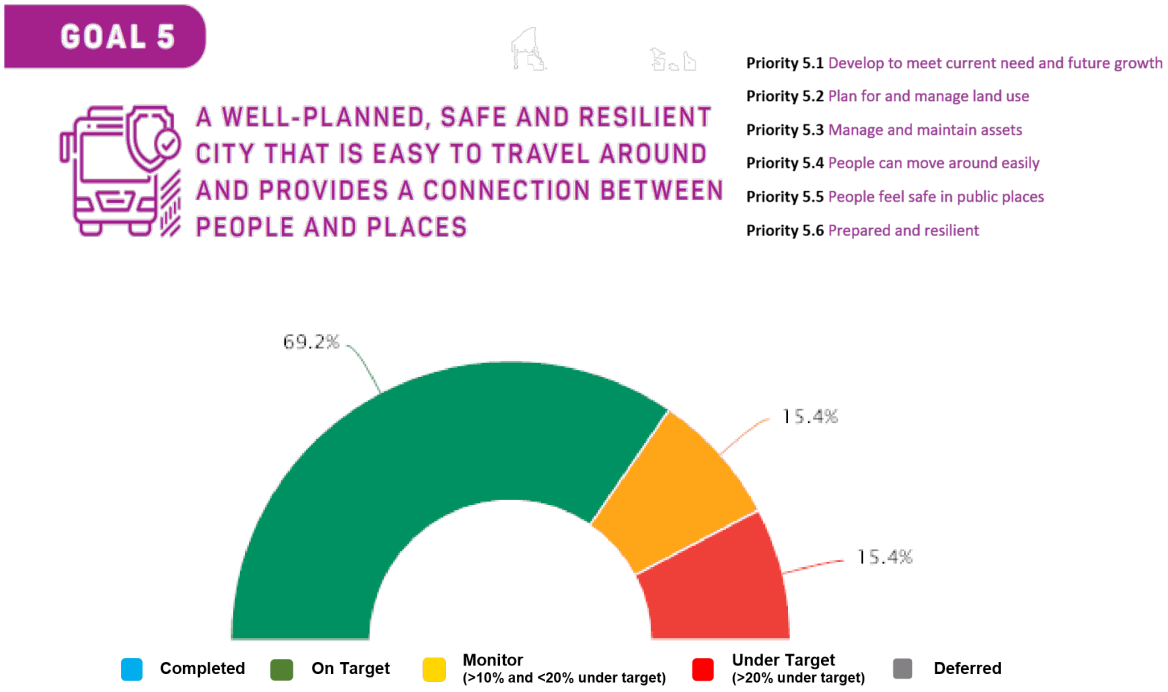
The performance for Goal 4 is 83% (10 initiatives are on target).

The following two initiatives are under target (17%):

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
4.3 Manage natural assets and resources	Energy Reduction Plan - Prepare a review of the Plan in line with the framework provided by the new CCAMS	Manager Strategic Land Use Planning & Environment	50	10	Under Target	Report submitted to ELM in December. As per ELM resolution another report on the City's achievements in this field are being prepared for an upcoming ELM meeting.	A report identifying the City's achievements up to date and advising what is achievable in the future will be presented to ELM in February 2022. this will inform the city's future approach to the Energy Reduction Plan.
4.4 Manage waste and its impacts	Service Delivery Review - Identify possible Community Drop off sites, and develop a site design template	Manager Waste Services	50	10	Under Target	Reviewing the bulk waste service which will tie in to community drop off sites. Currently speaking with several other Council to explore different bulk waste options. Finalizing recruitment for data analyst who will help with data and planning of the project.	Nil

KPIs

There are no KPIs relating to goal four.



The performance for Goal 5 is 85% (nine initiatives on target and two being monitored).

The following two initiatives are under target (15%):

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
5.4 People can move around easily	Transport Plan - Develop plan to deliver Transport Strategy	Principal Specialist Traffic Services	50	1	Under Target	Delivery of this action is subject to securing a specialist resource. To be reviewed during mid-year review.	Nil
5.4 People can move around easily	Wanneroo Cycle Plan- Complete review of plan	Principal Specialist Traffic Services	50	30	Under Target	Draft Plan prepared. To go to Council Forum / Meeting March 2022	Nil

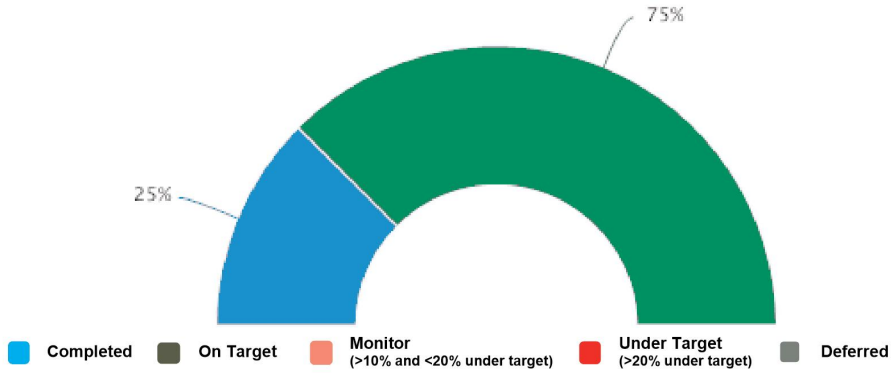
KPIs

There are three KPIs relating to goal five. Two of the KPIs are on target and one is being monitored.

GOAL 6

A FUTURE FOCUSED CITY THAT ADVOCATES, ENGAGES AND PARTNERS TO PROGRESS THE PRIORITIES OF THE COMMUNITY

Priority 6.1 Advocate in line with community priorities
Priority 6.2 Actively seek to engage
Priority 6.3 Build local partnerships and work together with others
Priority 6.4 Understand our stakeholders and their needs



The performance for Goal 6 is 100% (three initiatives on target and one is completed).

KPIs

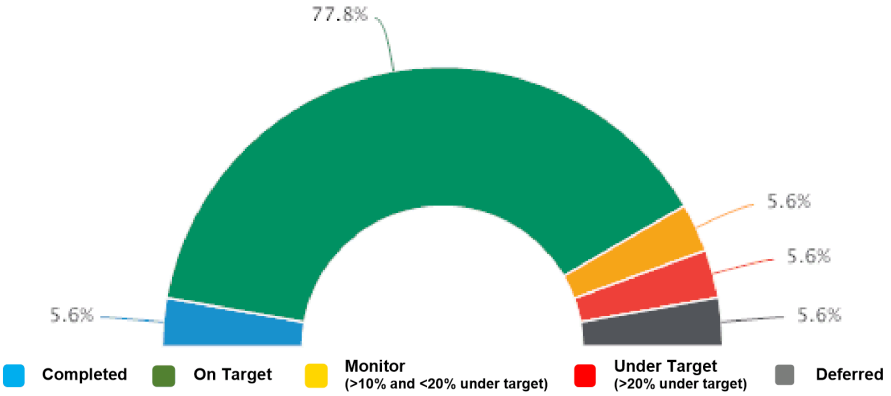
There are no KPIs relating to goal six.

New playground equipment at Wonambi Park Wanneroo

GOAL 7

A WELL-GOVERNED AND MANAGED CITY THAT MAKES INFORMED DECISIONS, PROVIDES STRONG COMMUNITY LEADERSHIP AND VALUED CUSTOMER FOCUSED SERVICES

Priority 7.1 Clear direction and decision making
Priority 7.2 Responsibly and ethically managed
Priority 7.3 Anticipate and adapt quickly to change
Priority 7.4 Promote offerings, opportunities and initiatives
Priority 7.5 Customer focused information and services



The performance for Goal 7 is 89% (14 initiatives are on target, one is completed and one is being monitored).

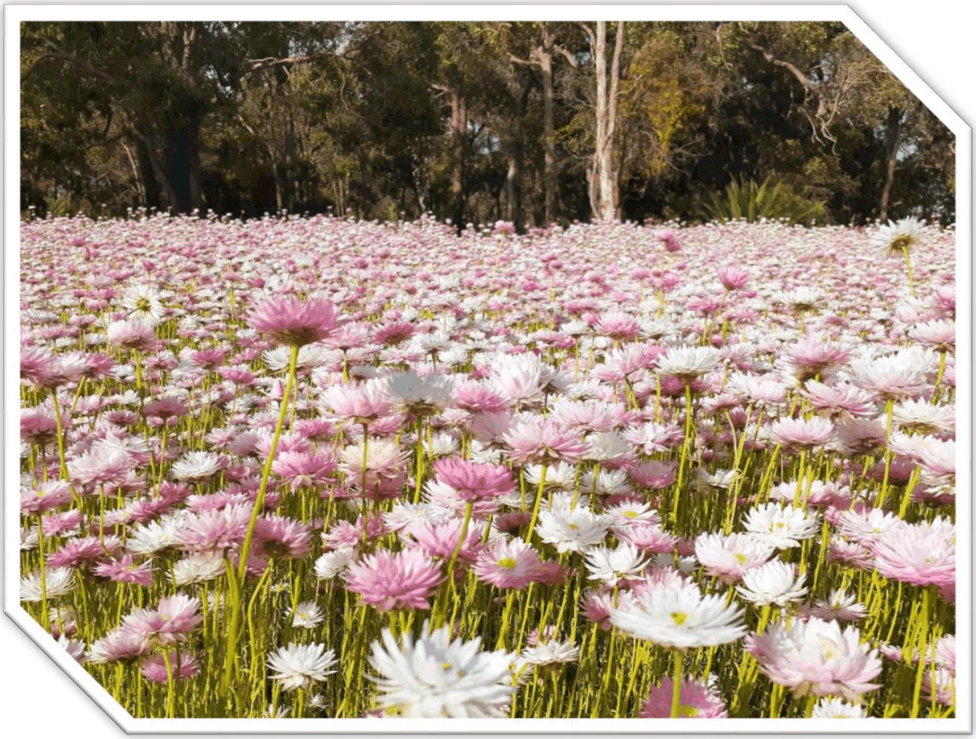
The following initiatives are under target / deferred (11%):

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
7.5 Customer focused information and services	Customer Relationship Management System - Vendor selection and detailed design of the new system	Manager Customer & Information Services	50	5	Deferred	The CRM procurement has concluded with no vendors being selected. The City is reevaluating the scope and options moving forward in light of the budget constraints and also the impacts of large enterprise system changes within the internal teams. There may be an opportunity to embark upon a business improvement project to support the business in getting 'ready' for a new system whilst making best use of the Civica Authority product for a 2-3 year period. Back end processes and data require a lot of work which is a pre requisite to any new system implementation.	Nil

Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
7.2 Responsibly and ethically managed	Strategic Procurement Roadmap - Full deployment, monitoring and review of 2020/21 action items including development of strategic sourcing capability; Review Strategic Roadmap plan and develop actions for 2022/23 and future years aligned to review of other informing plans	Manager Contracts & Procurement	50	30	Under Target	The initiative is tracking behind plan due to resourcing as a result of a focus through Q2 on implementation and deployment of the procurement and inventory modules associated with the MyFinance system. A detailed review and refreshment of the City's contracting templates is in progress. A formal review of the City's Purchasing Policy and refresh of the Strategic Procurement Road Map for future years is now likely to commence during Q4.	Nil

KPIs

There is one KPI relating to goal five and it is currently being monitored.



Wanneroo Calendar Competition

Financial Performance

A summary of financial performance (Operating & Capital) at an organisational level, as at 31 December 2021, is provided in the commentary below.

It is also noted that monthly financial results and year-to-date financial results are reported to Council throughout the year via a monthly Financial Activity Statement report, with the December 2021 Financial Activity Statement report being presented to the 15 February 2022 Ordinary Council Meeting.

Operating

Result from Operations

The Statement of Comprehensive Income as at 31 December 2021 shows an overall favourable variance from Operations (before Non-Operating Revenue and Expenses) of $14.2m.

Description	Year-To-Date December 2021				
	Actual $m	Original Budget $m	Variance $m	Variance %	Comments
Operating Revenue	185.7	185.7	0.0	0.0	
Operating Expense	(91.4)	(105.6)	14.2	13.4	The favourable variance is mainly due to underspends in Employee Costs, Material & Contracts, Utility Charges and Depriciation.
Result from Operations	**94.3**	**80.1**	**14.2**	**17.7**	

The year to date favourable variance is mainly due to lower Employee Costs, Materials & Contracts, Utility Charges, and Depreciation Expenses.

Statement of Comprehensive Income

Below is an extract of the Statement of Comprehensive Income by Nature or Type as at 31 December 2021, which provides further details of income and expense, broken down by category.

2021/22 Quarter 2 Corporate Performance Report

CITY OF WANNEROO

STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

FOR THE PERIOD ENDED 31 DECEMBER 2021

Description	Year to Date				Annual
	Actual	Original Budget	Variance		Original Budget
	$	$	$	%	$
Revenues					
Rates	138,836,832	139,067,680	(230,848)	(0.2)	141,191,680
Operating Grants, Subsidies & Contributions	3,889,776	3,829,631	60,145	1.6	8,015,370
Fees & Charges	40,770,232	41,053,581	(283,349)	(0.7)	50,296,054
Interest Earnings	1,824,325	1,372,322	452,003	32.9	2,283,458
Other Revenue	353,979	344,872	9,107	2.6	725,295
Total Operating Revenue	**185,675,144**	**185,668,086**	**7,058**	**0.0**	**202,511,857**
Expenses					
Employee Costs	(37,980,748)	(39,838,447)	1,857,699	4.7	(77,092,475)
Materials & Contracts	(26,510,331)	(36,143,321)	9,632,990	26.7	(73,738,173)
Utility Charges	(4,283,740)	(4,768,217)	484,477	10.2	(9,755,555)
Depreciation	(19,764,834)	(22,205,712)	2,440,878	11.0	(44,411,424)
Interest Expenses	(2,175,811)	(2,058,017)	(117,794)	(5.7)	(4,115,430)
Insurance	(672,623)	(593,774)	(78,849)	(13.3)	(1,285,633)
Total Operating Expenditure	**(91,388,087)**	**(105,607,488)**	**14,219,401**	**13.5**	**(210,398,690)**
RESULT FROM OPERATIONS	**94,287,056**	**80,060,598**	**14,226,458**	**17.8**	**(7,886,833)**
Non Operating Revenue & Expenses					
Non Operating Grants, Subsidies & Contributions	10,776,172	13,273,032	(2,496,860)	(18.8)	19,076,024
Contributed Physical Assets	0	0	0	0.0	12,180,000
Non Operating Contract Expenses	(14,168,717)	0	(14,168,717)	0.0	(15,000,000)
Profit on Asset Disposals	1,125,447	4,110,037	(2,984,590)	(72.6)	4,945,035
Loss on Assets Disposals	0	(1,013,273)	1,013,273	100.0	(1,013,273)
TPS* & DCP** Revenues	4,372,659	4,059,794	312,865	7.7	25,630,638
TPS* & DCP** Expenses	(1,119,775)	(14,199,513)	13,079,738	92.1	(19,907,771)
Total Non Operating Revenue and Expenses	**985,786**	**6,230,077**	**(5,244,291)**	**(84.2)**	**25,910,653**
NET RESULT (OPERATING & NON OPERATING)	**95,272,843**	**86,290,675**	**8,982,168**	**(10.4)**	**18,023,820**
Other Comprehensive Income	**0**	**0**	**0**	**0.0**	**0**
TOTAL COMPREHENSIVE INCOME	**95,272,843**	**86,290,675**	**8,982,168**	**10.4**	**18,023,820**

*TPS=Town Planning Schemes
**DCP=Developers Contribution Plans

In regard to the 2021/22 second quarter financial results, it is noted that a surplus result from operations is reflected of $94.3 million, being a $14.2 million favourable variance compared to the Budget of $80.1 million. The favourable variance is mostly due to lower Material & Contracts of $9.6 million, lower Depreciation of $2.4 million, lower Employment Costs of $1.9 million and higher revenue from Interest Earnings of $0.5 million.

Operating Income

Operating Income year to date reflects a marginally positive variance when comparing to original budget. The main contributors towards this variance are as follows:

- Rates - The variance is unfavourable by $231k as a result of the timing differences of Interim Rates.
- Operating Grants, Subsidies & Contributions - The favourable variance of $60k is mainly due to higher Reimbursements of $81k partially offset by lower State Government income of $24k.
- Fees & Charges - The variance is unfavourable by $283k is mainly due to the lower Facility Booking Fees of $622k, partially offset by higher Search Fees Income of $101k and higher Application License Permit Fees Income of $277k.
- Interest Earnings - The variance is favourable by $452k due to higher Interest Income from municipal and reserve funds.

Operating Expenses

Operating expenses resulted in a significantly favourable variance when comparing to original budget of $14.2 million. This outcome is a result of:

- Employee Costs - The variance is favourable by $1.9m mainly due to deferment in backfilling certain vacant roles due to current market conditions.
- Materials & Contracts - The variance is favourable by $9.6m mainly due to Lower Refuse Removal Expenses of $4.7m is due to delay in incurring expenses related to domestic recycled material than anticipated at the budget development stage. Remaining $4.9m favourable balance related to delay in incurring various contract expenses in relation to road reserve land maintenance, parks, buildings, sports grounds, road drainage structures, general material expenses, Carramar Golf Course, and special waste management projects.
- Utility Charges - The favourable variance of $484k is due to lower electricity, water, gas and telephone expenses of $517k, partially offset by higher mobile phone expenses of $32k.
- Depreciation - The favourable variance of $2.4m is due to lower Depreciation related to various buildings, pavements and IT software.

Capital

Overall Capital Expenditure

At the end of December 2021, $19.6m was expended on various capital projects, of which $3.7m was spent on Fleet Management, $3.8m on Sports Facilities, $3.3m on Roads, $2.0m on IT Equipment & Software, $2.1m on Park Furniture and a further $1.2m on Waste.

Description	YTD Actual $m	YTD Revised Budget $m	% Complete of YTD Revised Budget	Annual Revised Budget $m	% Complete of Annual Revised Budget
Expenditure	19.6	35.7	54.9%	85.1	23.0%

Capital Expenditure by Sub-Program

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

2021/22 Quarter 2 Corporate Performance Report

Sub-Program	No. of Projects	Current Month Actual $	YTD Actual $	Revised Budget $	% Spend
Community Buildings	24	32,939	336,846	4,629,774	7%
Community Safety	8	5,749	476,858	2,373,186	20%
Conservation Reserves	4	1,313	109,959	482,000	23%
Corporate Buildings	5	19,937	544,562	1,017,467	54%
Environmental Offset	6	9,563	110,332	454,575	24%
Fleet Management - Corpora	7	134,498	3,724,171	12,918,254	29%
Foreshore Management	11	10,240	107,572	3,524,108	3%
Golf Courses	3	304	29,040	649,404	4%
Investment Projects	15	12,423	403,897	2,819,833	14%
IT Equipment and Software	19	261,496	1,957,690	10,553,788	19%
Parks Furniture	19	1,020,585	2,139,994	4,650,545	46%
Parks Rehabilitation	1	131,519	489,375	1,486,800	33%
Passive Park Development	14	50,513	252,167	1,074,219	23%
Pathways and Trails	12	782	437,227	3,510,249	12%
Roads	24	451,556	3,282,133	8,114,237	40%
Sports Facilities	69	462,869	3,795,069	21,078,228	18%
Stormwater Drainage	6	41,710	73,549	570,000	13%
Street Landscaping	8	-	57,839	324,675	18%
Traffic Treatments	27	-	115,822	2,697,521	4%
Waste Management	5	21,432	1,180,010	2,204,661	54%
Grand Total	**287**	**2,669,427**	**19,624,111**	**85,133,524**	**23.1%**

Up to 31 December 2021, the City has spent $19.6m, which represents 23.1% of the $85.1m Capital Works Revised Budget. The City's updated Capital Expenditure Forecast Graph for the current financial year will be provided as part of the Mid-Year Review of Capital Budget documentation.

Top Capital Projects

The projects listed below have been identified by Council Members as significant and are specifically reported against on a monthly and quarterly basis to Council and the Audit & Risk Committee throughout the financial year.

The selection criterion for the projects included two factors, namely:

1. Community interest/significance;
2. Financial value.

PMO Code	Top Capital Projects	Quarter 2			
		Annual Budget	Year to Date Actual	Annual Budget Spent	Total Project Progress (TPP*)
		$	$		
PMO16052	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	1,531,973	34,599	2	84
PMO16061	Halesworth Park, Butler, New Sports Facilities	6,236,464	797,473	13	70
PMO16175	Landsdale Library and Youth Innovation Hub, New Building	1,793,991	64,348	4	45
PMO18063	Neerabup Industrial Area, Neerabup, New Development	1,766,982	297,217	17	28
PMO19001	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,592,780	570,958	36	92
PMO19071	Alexander Drive, Landsdale, New Shared Pathway from Gnangara Rd to Hepburn Ave	1,544,234	9,993	1	27
PMO19098	Quinns Road, Quinns Rocks, Upgrade Traffic Treatments Tapping Way Roundabout to Marmion Ave	1,105,424	5,421	0	58
PMO20004	Three Bin Kerbside Collection New System	1,737,769	1,126,607	65	97
PMO20049	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	2,274,690	56,383	2	64
PMO20057	Alkimos, New Alkimos Aquatic and Recreation Centre	3,449,452	74,610	2	31
PMO21060	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	464,397	114,720	25	28
	Total	23,498,156	3,152,329	15	

* Represents the total Project Life Cycle progress for multi-year projects.

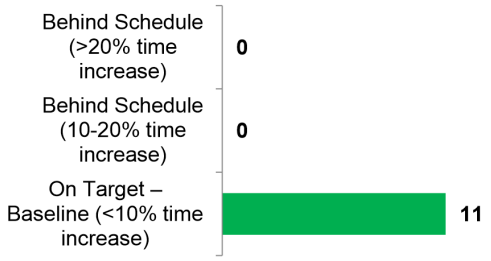
As at 31 December 2021, 15% of the relevant budgets were spent on these projects. The City maintains current project status pages for the top projects on its website, which include photos and status updates. Links to these pages are provided below:

- Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure
- Halesworth Park, Butler, New Sports Facilities
- Landsdale Library and Youth Innovation Hub, New Building
- Neerabup Industrial Area, Neerabup, New Development
- Dalvik Park, Merriwa, New Sports Amenities Building and Carpark
- Three Bin Kerbside Collection New System
- Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path
- Alkimos, New Alkimos Aquatic and Recreation Centre

2021/22 Quarter 2 Corporate Performance Report

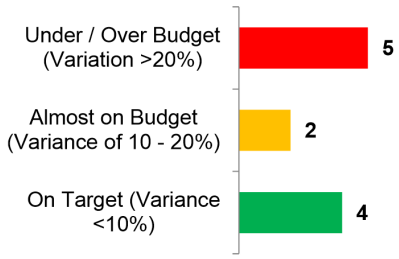
Performance

Schedule Status



All eleven of the top projects were on target with their relevant schedules.

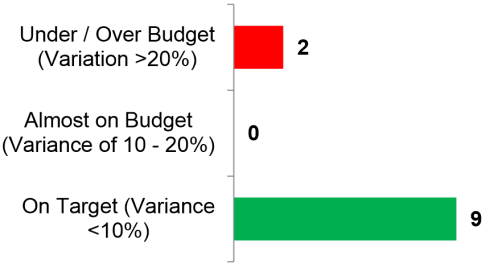
Current Year Budget Status



Four (36%) of the top projects were on target with spending their relevant budgets and five (45%) had a current year budget variance (underspend) of more than 20% as set out below:

- Landsdale Library and Youth Innovation Hub, New Building
- Halesworth Park, New Sports Facilities
- Neerabup Industrial Area, New Development
- Splendid Park Yanchep, Upgrade Park Cycling Path
- Flynn Drive Road Upgrade

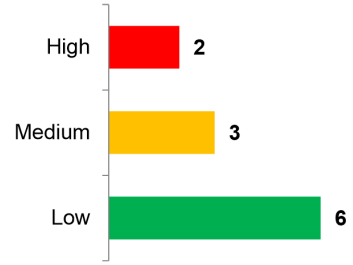
Project Lifecycle Budget Status



9 (82%) of the top projects were on target with spending their relevant budgets and two (18%) had a project lifecycle budget variance of more than 20%:

- Splendid Park Yanchep, Upgrade Park Cycling Path
- Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure

Risks and Issues



Six (55%) of the top projects had a low risk rating.

Three (27%) of the top projects had a medium risk rating:

- Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path
- Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road
- Neerabup Industrial Area, Upgrade Roads and Services Infrastructure

Two (18%) of the top projects had a high risk rating:

- Halesworth Park, Butler, New Sports Facilities
- Landsdale Library and Youth Innovation Hub, New Building

Additional details are on all top projects is provided in **Annexure 2**.

2020/21 - 2023/24 Corporate Business Plan

Overall Performance Quarter 2 2021/22

	Completed	On Target (< 10% under target)	Monitor (>10% and <20% under target)	Under Target (> 20% under target)	Deferred	Total # Initiatives
SCP Goal	# Initiatives	# Initiatives	# Initiatives	# Initiatives	# Initiatives	
1. An inclusive and accessible City with places and spaces that embrace all		16	2	1		19
2. A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences		3		1		4
3. A vibrant, innovative City with local opportunities for work, business and investment		5	1			6
4. A sustainable City that balances the relationship between urban growth and the environment		10		2		12
5. A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places		9	2	2		13
6. A future focused City that advocates, engages and partners to progress the priorities of the community	1	3				4
7. A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services	1	14	1	1	1	18
	2	**60**	**6**	**7**	**1**	**76**

Detailed Performance Scorecard

	Initiative Details			Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
1. An inclusive and accessible City with places and spaces that embrace all							
1.3 Facilities and activities for all	Acquisition of Regional Active Open Space and Facility Provision - Develop an advocacy approach for funding of facilities identified in the Northern Coastal Growth Corridor Community Facilities Plan	Manager Community Facilities	50	50	On Target	Advice has been received that the land for the Alkimos Regional Open Space has been acquired by the WA Planning Commission however is under lease until 30 June 2025. After this time the land is able to be transferred to the City under a Management Order. Development of an advocacy approach for funding of the facilities has commenced.	Nil
1.2 Valued public places and spaces	Activate Yanchep Two Rocks Access Centre (YTRAC) as a community hub - Review, update and implement activation plan for YTRAC	Manager Place Management	50	50	On Target	Report presented to the City's Executive in December to consider preferred options for YTRAC relocation. Feasibility of transportable office on Community Centre site to be presented in February. CRC presence at YTRAC confirmed by ELM until end of lease. Activation initiatives undertaken to date include youth mental health sessions, business support training, community tech support sessions, and emergency management firebreak advice. Currently engaging with internal service units to deliver services and operate from YTRAC in 2022.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
1.1 Value the contribution of all people	Community Development Social Plans - Review City's existing social plans, such as Age Friendly and Youth Plans, to explore consolidation opportunities	Coordinator Childhood & Youth Services	50	75	On Target	The Community Development Plan is in a final draft stage. At the 7 December Ordinary Council Meeting Council endorsed the draft plan to go out for a 4 week public comment period. Public consultation period on the draft Community Development Plan is open between 9 December 2021 and 5 January 2022. The final draft Community Development Plan is scheduled for adoption at the February 2022 Council meeting.	Nil
1.4 Bringing people together	Community Events - Review, update and implement community events calendar to address local place priorities	Manager Place Management	50	50	On Target	The Community Event season has commenced with Celebrate Girrawheen, Splendid Day Out, Butler Sunset Sounds, the Hocking Markets, a Charity Golf Day and Pioneer Lunch delivered to date. Planning for the Carramar Summer Sideshow and Australia Day Citizenship Ceremony is currently underway, with some adjustments required due to recent State Government health regulations relating to Covid19 and events management. There is a possibility some events may need to be postponed or cancelled depending on the type and level of Covid restrictions which come into effect.	Nil
1.2 Valued public places and spaces	Community Led Initiatives - Review, update and implement approach to supporting community led initiatives	Manager Place Management	50	50	On Target	The City's Executive has considered the review of the draft C.L.I.C procedure. Roles and responsibilities in terms of implementation will be aligned to the place activation approach as part of the Place Strategy.	Nil
1.3 Facilities and activities for all	Deliver capital works sub-programs including major projects (Ref)	Manager Infrastructure Capital Works	50	20	Under Target	Term Contract dependent projects on track however procurement for major projects indicating major cost variations delaying project schedules and budget implications.	Nil
1.3 Facilities and activities for all	Develop building maintenance management plans	Manager Asset Maintenance	50	50	On Target	Maintenance manual for Building maintenance in progress	Nil
1.3 Facilities and activities for all	Facility Strategic Plans (as detailed in the Community Facility Provision Framework) - Develop individual plans for facility categories.	Manager Community Facilities	50	40	Monitor	Internal consultation complete. Reporting structure established. Reporting commenced.	Nil
1.3 Facilities and activities for all	Golf Courses Strategic Plan - Complete an expression of interest process for procurement of future operating structure for the City's golf courses	Manager Property	50	50	On Target	Advertising of the EOI was completed during Q2, with the advertising period running between August and November 2021. Submissions have been received and are under review. It is anticipated that a report will be provided to the Working Group and Council in early 2022.	Nil
1.3 Facilities and activities for all	Implement Master Plan for Sport related Cycling Facilities at Splendid Park Yanchep - Finalise construction of Splendid Park cycling facility, subject to funding availability	Manager Community Facilities	50	50	On Target	Construction Tender advertised in December 2021, concluding January 25 2022.	Nil
1.4 Bringing people together	Library and community hub services - Deliver the new service delivery models for libraries and community hubs	Manager Cultural Development	50	50	On Target	Centralising of processing services to the Wanneroo Library continues. The number and diversity of activities and programs in the libraries continues to grow with STEAM activities in each library, Lego Clubs, training in digital skills and the use of technology, as well a the regular children and adult programs. There is ongoing progress with the development of digital literacy programs particularly for adults. There is also work meeting with community groups and organisations to engage them in the the use of the library spaces to run programs and activities. Libraries are continuing to encourage different groups to use the library space therefore creating a more community hub feel. Recently the group of home schoolers who regularly use the library to meet won the Innovation Robot design competition run by Lego. Many hours were spent in the library perfecting their technique for this award. There are others who meet to play Mahjong and to knit all adding to the community in the library.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
1.4 Bringing people together	Library Services Plan - Deliver the library services plan and commence review	Manager Cultural Development	50	50	On Target	The Library Services Plan actions continue to be delivered including Digital Access training, school holiday programs, a Lego program and STEAM programs introduced and being offered in all libraries. Planning for the review of the Library Services Plan has commenced, with a Community Engagement Plan being developed. There will be a mix of a surveys and focus groups to seek feedback from the community and it is anticipated that the survey will go out in November 2021. The community engagement for the development of the new library services and cultural services plans began in November 2021 with a survey distributed through the library newsletter group as well as iPads in the libraries and other venues seeking feedback on what customers want to occur across the libraries for the next four years. The survey closes at the end of January 2022 and work will then begin on the development of a Cultural Development Plan which will cover both libraries and cultural services. As at 31 December 2021 over 1,100 responses had been received. The current plan continues to be delivered with a range of different programs being delivered including an emphasis on assisting people with their digital needs including My Gov and My Health access, G2G passes, printing, running workshops about fake news and cyber safety. A program specifically designed to assist people to download vaccination certificates will begin in early January 2022. Children's programming continues with over 100 people regularly attending at Clarkson library and growing numbers at Two Rocks Library as the community there is growing =.	Nil
1.2 Valued public places and spaces	Local Area Plans (LAP) - Develop and confirm approach to developing more Local Area Plans	Manager Place Management	50	50	On Target	Local place planning approach has been workshopped with the City's Executive, in advance of a presentation to Council Members on key outcomes of the Place Framework Review in March.	Nil
1.3 Facilities and activities for all	Long-term library facilities plan - Implement the long term library facilities plan	Manager Cultural Development	50	50	On Target	Planning is progressing for the upgrade of lighting, and installation of new carpet and new shelving in Wanneroo Library. Planning is also progressing for new carpets and shelving in the Girrawheen and Clarkson Libraries. The installation of automatic return shelves is a new technology that will be introduced into libraries over the next two financial years. Planning for the new carpets, shelving, and lighting continues with an anticipated start in April 2022.	Nil
1.2 Valued public places and spaces	Place Framework - Finalise review of Place Framework and update associated documentation	Manager Place Management	50	50	On Target	Substantial engagement undertaken with Manager working group. Engagement with the Project Board is ongoing, and the Board will consider the topics of the Place Communications Approach and Governance/Measurement/Evaluation in February. Draft Place Strategy being developed. Comms and Brand engaged to complete graphic design. Planning is underway for engaging with Council through finalisation of the Place Strategy.	Nil
1.3 Facilities and activities for all	Provision of the Alkimos Aquatic and Recreation Centre - Finalise location, facility concept plan, complete pre-planning documentation	Manager Community Facilities	50	50	On Target	Concept 5 adopted by Council in November 2021 and released for community engagement on 6th December 2021. Advocacy Plan adopted by Council in November 2021 and initiated alongside engagement from 6th December 2021	Nil
1.3 Facilities and activities for all	Southern Suburbs Community and Youth Innovation Hub - Complete detailed design	Manager Cultural Development	50	40	Monitor	The development of the concept design for the Southern Suburbs Library and Youth Innovation Hub continues. A rough order of magnitude of costs for the concept has been requested to inform the design and alignment to the available funding. Work has also been undertaken on the Aboriginal naming of the facility. The concept design and naming is expected to be presented to Council Members for consideration in early 2022. Due to the rise in construction costs across the state the order of magnitude have returned $3million over budget. A secondary design has been prepared with a magnitude of costs completed which brings the project close to budget. Both designs will be presented at Forum in January 2022 for discussion, seeking a way forward. Work continues to progress on the proposed aboriginal naming of the building with a plan to go to Forum in January 2022.	The project has lost some time having to redesign due to the rising costs of construction. This will be further reviewed when the design goes to Forum in January 2022.
1.3 Facilities and activities for all	Wanneroo Raceway Masterplan - Finalisation of Masterplan deferred due to resource constraints	Manager Community Facilities	50	50	On Target	Seeking further feedback from DLGSCI and other departments before finalising report to Council	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
1.2 Valued public places and spaces	Yanchep Lagoon Master Plan - Finalise initial phase of planning studies and develop business case for preferred development scenarios within Yanchep Lagoon Precinct	Manager Place Management	50	60	On Target	Outcomes of the feasibility investigations for the Yanchep Lagoon Master Plan were presented to Council members in November. Elected Members were supportive of proceeding with preparation of a Foreshore Management Plan and determining project staging of service upgrades. Project Mandate completed for quick win initiatives in 2021/22. Communication of project updates to the community not provided in quarter two. This will be addressed in quarter 3. Yanchep Lagoon eNews launched in February 2021, the second issue was published in July 2021.	Nil
2. A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences							
2.1 Valuing cultures and history	Cultural Plan - Implement and commence review	Manager Cultural Development	50	50	On Target	Actions from the current Cultural Services Plan continue to be delivered. There were 7,319 visitors to the Play School exhibition, new programs introduced into the Museum, Buckingham House and Cockman House, the Ken Colbung archive was acquired and is currently undergoing processing, two pieces of Public Art were installed, Tips n Tools workshops held upskilling artists and the installation of the new Collection Management System is progressing. Planning for the review of the Cultural Plan has commenced, with a Community Engagement Plan being developed. There will be a mix of a surveys and focus groups to seek feedback from the community and it is anticipated that the survey will go out in November 2021. Cultural Services continues to deliver a range of programs in both the gallery and museum. There is a current art exhibition which has engaged many craft specialists with the Indian Ocean Craft Triennial including a group of aboriginal women who came together to create a Welcome to Country which is up in the entrance to the gallery. Programs were also run in the heritage houses encouraging people to make damper an engage in old crafts. The Heritage Education team had a fully booked calendar during 2022 with 83 schools. aged care facilities and early learning centers booking the Museum in a Box bags where people can handle objects that tell a story. This equates to approximately 5,000 people seeing some historical items. The schools program had 4,412 children attend either Buckingham House, Cockman House or the Museum to learn about Wanneroo's history. The exhibition celebrating 50 years of Play School attracted over 7,000 visitors and the current exhibition celebrating craft in the Indian Ocean Craft Triennial is attracting many people wanting to experience a wide variety of different crafts.	Nil
2.1 Valuing cultures and history	Local Heritage - Local Heritage Survey	Manager Strategic Land Use Planning & Environment	0	1	On Target	As heritage officer is now appointed item will need to be undertaken by Cultural Development.	Nil
2.3 Tourism opportunities and visitor experiences	Quinns Rocks Caravan Park - Implement an expression of interest process, supported by reference group consultation and the advice of the Working Group and consultants	Manager Property	50	25	Under Target	The EOI process has been conducted and responses have been reviewed. An outcome from the evaluation will be submitted to the Councillor Working Group in early 2022, currently scheduled for late March. Based on the outcome from this meeting, the item may progress to Forum and Council before a decision is made on how to progress with the potential engagement of an operator to develop the site.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
2.3 Tourism opportunities and visitor experiences	Tourism Plan - Implement priority actions contained in the Plan	Manager Advocacy & Economic Development	50	50	On Target	Business development & governance-In collaboration with Destination Perth, the A&ED Team hosted a group of key tourism stakeholders and social media influencers on a familiarization tour of Wanneroo during the period. The objective of the day was to highlight new experiences and venues, share some hidden gems and promote a cross section of attractions and businesses within the City Destination marketing, promotion & events (including Sunset Coast regional collaboration)-In alignment with the Familiarisation tour with key tourism stakeholders and influencers, the City commenced implementation of the Discover Wanneroo social media strategy with Instagram and Facebook accounts providing information on current events, highlight things to do, sharing of local stories, promotion of local businesses and some hidden gems. Identify opportunities /projects with DBCA (as contained in the Yanchep/Neerabup Recreation Master Plan)-The City met with representatives from DBCA during the period and discussed the implementation of the Yanchep & Neerabup National Parks Recreation Masterplan. The next steps from DBCA is to develop an EOI seeking operators to establish in the Park. Administration will continue to advocate for additional activation of the Park as soon as possible. Product Development and planning review.-The Geoparks workshop to was held at the City during the period and the next step is to present the concept along with resourcing requirements for implementation to a Business and Tourism Advisory Group meeting in early 2022. The Discover Wanneroo website was updated to include social media and the City received some excellent press coverage from the Familiarisation tour in the West Australian on 2 December.	Nil
3. A vibrant, innovative City with local opportunities for work, business and investment							
3.1 Strong and diverse local economy	COVID-19 Economic Recovery Plan - Implement the priority actions contained in the COVID-19 Economic Recovery Plan and incorporate into the review of the Economic Development Strategy	Manager Advocacy & Economic Development	50	50	On Target	The Economic Development Fund implementation has been completed. Economic Development Fund initiative was communicated and progressed through the Economic Development E-News as well as through the WBA. Business Grants were implemented during the period. Local procurement opportunities were supported during the period where appropriate. The Economic Development Fund was substantially completed during the period with Curtin Ignition, WA Leaders and WAITOC applications being approved. The Business Grants have also been implemented and successful applicants informed.	Nil
3.1 Strong and diverse local economy	Economic Development Strategy - Review Economic Development Strategy (EDS)	Manager Advocacy & Economic Development	50	50	On Target	The CEO has approved the approach and scope for the EDS review. The review of the EDS has commenced and is tracking well. A presentation to the Business and Tourism Advisory Group is scheduled for February 2022.	Nil
3.1 Strong and diverse local economy	Energy Opportunities - Actively work with industry to explore clean energy opportunities in the Neerabup Industrial Area.	Manager Advocacy & Economic Development	50	50	On Target	The consultant provided an update to the Neerabup Industrial Area working group on 17 November. The tender documentation is now being prepared.	Nil
3.5 Opportunities for investment	Investment Attraction - Implement local investment attraction and strategic marketing package to promote the City, key employment locations and specialist precincts including Wangara Industrial Area	Manager Advocacy & Economic Development	50	50	On Target	The Business Wanneroo website has been substantially progressed and is likely to be launched next quarter. The self assessment tool needs to be completed by Business Systems.	Nil
3.3 Plan, develop and activate employment locations	Neerabup Industrial Area (NIA) Development - Continue implementation of Neerabup project plan and work with the NIA Development Working Group to continuously ensure alignment with the City's priorities	Manager Advocacy & Economic Development	50	50	On Target	The City continued to engage with Development WA and other stakeholders to ensure that the AARP opportunities are maximized. The City approved the development of the common user facility during the period. The planning of Lot 9100 is progressing with Sub-division plan approved by WAPC during the period.	Nil
3.2 Attract and support new and existing business	Small Business Friendly Approvals Project - Implement the Small Business Friendly Approvals Project Implementation Plan	Manager Advocacy & Economic Development	50	40	Monitor	The goals as per the plan have been completed for the period. There are some delays with some business system requirements due to capacity restraints with the rollout of the new finance system.	Nil
4. A sustainable City that balances the relationship between urban growth and the environment							
4.1 Plan for climate change	Climate Change Adaptation and Mitigation Strategy - Implement Strategy's short-term actions to address climate change adaption and mitigation, focussing on the City's current, ongoing initiatives	Manager Strategic Land Use Planning & Environment	50	50	On Target	Relevant actions are being implemented.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
4.3 Manage natural assets and resources	Coastal Assets - Monitor and maintain in consultation with relevant stakeholders	Manager Asset Maintenance	50	50	On Target	Post storm monitoring identified maintenance requirements for Mindarie Breakwater & Quinn's Beach reactive works completed. Formal monitoring completed for October & scheduled for April 2022 as per coastal monitoring program. Reactive beach nourishment completed for October at Yanchep Lagoon & Quinns Beach, preventative re-nourishment scheduled for March/April 2022.	Nil
4.3 Manage natural assets and resources	Coastal Hazard Risk Management Adaptation Plan - Commence implementation of actions R1, R2, R4, R5 and R6	Manager Strategic Land Use Planning & Environment	50	50	On Target	Continuing implementation of actions R1, R2, R4, and R5 - short term actions	Nil
4.3 Manage natural assets and resources	Coastal Management Plan - Finalise review of the Plan to guide planning and development within the City's coastal foreshore	Manager Strategic Land Use Planning & Environment	50	80	On Target	Public consultation currently being undertaken as per December Council resolution.	Nil
4.3 Manage natural assets and resources	Energy Reduction Plan - Prepare a review of the Plan in line with the framework provided by the new CCAMS	Manager Strategic Land Use Planning & Environment	50	10	Under Target	Report submitted to ELM in December. As per ELM resolution another report on the City's achievements in this field are being prepared for an upcoming ELM meeting.	A report identifying the City's achievements up to date and advising what is achievable in the future will be presented to ELM in February 2022. this will inform the city's future approach to the Energy Reduction Plan.
4.2 Manage and protect local Biodiversity	Environmental Management System - Integration of the EMS into the City's corporate systems	Manager Strategic Land Use Planning & Environment	50	50	On Target	Updating, expanding and finalising legal and aspects registers of EMS and updating promapps accordingly.	Nil
4.2 Manage and protect local Biodiversity	Local Biodiversity Plan - Implement	Manager Strategic Land Use Planning & Environment	50	50	On Target	Relevant actions are being implemented.	Nil
4.1 Plan for climate change	Local Environmental Strategy - Continue implementation of the Strategy through the implementation of the City's environmental strategies, plans and initiatives	Manager Strategic Land Use Planning & Environment	50	50	On Target	Strategies are being implemented through respective environmental strategies and plans.	Nil
4.4 Manage waste and its impacts	Service Delivery Review - Identify possible Community Drop off sites, and develop a site design template	Manager Waste Services	50	10	Under Target	Reviewing the bulk waste service which will tie in to community drop off sites. Currently speaking with several other Council to explore different bulk waste options. Finalizing recruitment for data analyst who will help with data and planning of the project.	Nil
4.3 Manage natural assets and resources	Urban Forest Strategy - Prepare strategy to protect, enhance and increase the City's urban forest	Manager Strategic Land Use Planning & Environment	50	85	On Target	Draft Urban Forest Plan currently being prepared which will be submitted to upcoming Council Forum.	Nil
4.4 Manage waste and its impacts	Waste Education Plan - Implement the reviewed Waste Education Plan to deliver source separation and waste reduction education in alignment with state government guidelines	Manager Waste Services	50	50	On Target	First draft of the education plan completed and with manager for review.	Nil
4.4 Manage waste and its impacts	Waste Strategy - Implement actions, as stated in the reviewed Strategy	Manager Waste Services	0	5	On Target	Expression of Interest (EOI) is out to explore options for Wangara Facility. Closing date is the 28th of January. Preliminary works have commenced for waste to energy facility options (e.g. working group established through the MRC and currently exploring impacts to individual Councils, site tours conducted in December 2021)	Nil
5. A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places							
5.6 Prepared and resilient	Bush Fire Risk Management Plan - Action planned mitigation strategies	Manager Community Safety & Emergency Management	50	40	Monitor	2021/22 prescribed burning program to reduce risk has been slightly delayed due to weather events and contractor availability. Remaining burns scheduled for autumn.	Nil
5.5 People feel safe in public places	Commence implementation of approved CCTV Migration Strategy in line with allocated budget.	Manager Community Safety & Emergency Management	50	70	On Target	Contract has been awarded and equipment is due to be installed in the near future. Contract has completion date of June 2022.	Nil
5.1 Develop to meet current need and future growth	Design and construction of road, path and drainage assets, including trails, street lighting and bus shelters - Deliver capital works sub-programs including major projects (Ref)	Manager Infrastructure Capital Works	50	40	Monitor	Projects progressing well as mostly dependent on term contracts.	Nil
5.6 Prepared and resilient	Emergency Management Model - Provide support to the City's Volunteer Bushfire Brigades on future models for emergency management	Manager Community Safety & Emergency Management	50	60	On Target	All brigades have written to the City and expressed a willingness to explore options going forward. CEO has been involved in conversations with DFES Commissioner.	Nil
5.1 Develop to meet current need and future growth	Local Planning Scheme No. 3 - Prepare the planning scheme, including consultation with key stakeholders	Manager Strategic Land Use Planning & Environment	50	50	On Target	Preparation of Model Schema Text (first draft of LPS 3) advertising currently underway. Currently awaiting advice from Department of Planning, Lands & Heritage.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
5.1 Develop to meet current need and future growth	Local Planning Strategy - Prepare the Strategy, including consultation with key stakeholders	Manager Strategic Land Use Planning & Environment	50	60	On Target	Relevant discussion papers to be presented to Council Forum in February and April 2022.	Nil
5.3 Manage and maintain assets	Manage the City's Infrastructure Assets - Develop Maintenance management plans for roads and transport	Manager Asset Maintenance	50	50	On Target	Maintenance manual management plans for Roads & Transport in progress	Nil
5.4 People can move around easily	Maximise integration of rail and road - Participate in State Government project reference groups	Manager Infrastructure Capital Works	50	50	On Target	Administration continues to participate and support Mitchel Freeway extension community reference group.	Nil
5.1 Develop to meet current need and future growth	Mixed use precincts policy - Develop framework for review of Structure Plans with Mixed Use Zones	Manager Approval Services	50	50	On Target	Administration has reviewed Mixed Use Zones Policy and Initiated an amendment to DPS2 to set a 300m2 minimum lot size for Mixed Use zone properties. Administration is progressively reviewing structure plans to normalise and rationalise provisions and is developing a program to review existing structure plans with mixed use zones as part of the ongoing Structure Plan normalisation process.	Nil
5.5 People feel safe in public places	New Animal Care Centre Facility - Finalise site selection and commence concept design	Manager Community Safety & Emergency Management	50	50	On Target	In final stages to present two options to ELM regarding the WACC. ELM to be scheduled by incoming manager.	Nil
5.4 People can move around easily	Transport Plan - Develop plan to deliver Transport Strategy	Principal Specialist Traffic Services	50	1	Under Target	Delivery of this action is subject to securing a specialist resource. To be reviewed during mid-year review.	Nil
5.6 Prepared and resilient	Volunteer Bush Fire Brigade facility requirements over the next 5-10 years - Site selection and approval	Manager Community Safety & Emergency Management	50	50	On Target	Preferred site selected and City is seeking to secure site.	Nil
5.4 People can move around easily	Wanneroo Cycle Plan- Complete review of plan	Principal Specialist Traffic Services	50	30	Under Target	Draft Plan prepared To go to Council Forum / Meeting March 2022	Nil
6. A future focused City that advocates, engages and partners to progress the priorities of the community							
6.1 Advocate in line with community priorities	Advocacy agenda for social needs - Develop an advocacy agenda for addressing social needs	Coordinator Childhood & Youth Services	50	50	On Target	The City has progressed Phase 1 of developing the City's Social Advocacy Agenda. This has included stakeholder engagement to understand trends and opportunities, as well as challenges associated with service provision within the community and service sector across the City of Wanneroo. Phase 1 will be completed in early February 2022. Phase 2, the development of the Social Advocacy document and key asks, will begin in February 2022.	Nil
6.1 Advocate in line with community priorities	Advocacy Plan - Implement the delivery of advocacy actions as prioritised in the Plan	Manager Advocacy & Economic Development	50	50	On Target	The advocacy campaign for the Federal Election was approved by Council at its November 2021 meeting and is now being implemented. The implementation of the advocacy campaign is now well under way.	Nil
6.2 Actively seek to engage	Improve and enhance the City's community engagement approach - Implement priority actions in the City's community engagement roadmap	Manager Place Management	50	60	On Target	The updated Community Engagement Policy was adopted by Council in October 2021. Community Engagement Roadmap actions are complete. The Community Directory has been created and launched.	Nil
6.4 Understand our stakeholders and their needs	Office of the CEO Stakeholder Management Framework - Review pilot outcomes and determine continuation	Executive Officer	50	100	Completed	Pilot project implementation complete. Software license renewed for one year for ongoing stakeholder management in the Office of the CEO.	Nil
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	Asset Management Information System - Deliver a contemporary system that supports strategic and operational management of City assets	Manager Customer & Information Services	50	40	Monitor	AMIS system delivery remains on track for a modular go live of mid to late 2022. Key activities are progressing well with support from subject matter experts across the business. Stormwater Drainage, Fleet, Plant & Equipment inventories successfully live in production as of the 13th Dec 2021. Some areas are behind due to staffing and quality of data but will not impact overall timeline due to descoping where required.	Nil
7.2 Responsibly and ethically managed	Asset Management Strategy - Deliver enhancements and improvements to asset management practises to meet short and long term asset management goals and objectives	Manager Asset Planning	50	50	On Target	Asset Management Plan improvement actions are progressing.	Nil
7.4 Promote offerings, opportunities and initiatives	Communication and Brand Strategies - Deliver high quality, planned internal and external communications including a brand awareness campaign	Manager Communications & Brand	50	50	On Target	The City's Corporate Brand refresh project is tracking to agreed timelines. The refreshed brand was launched in early November and administration is continuing to refresh branded assets across the City cost effectively and as efficiently as possible (eg: only replacing branded assets as they deplete or degrade). The Corporate Brand refresh brand book and writing style guide was launched and all staff were invited to Brand workshops to assist with organisational wide brand adoption. The next phase of the project will shortly commence which includes launching the Business Wanneroo sub-brand.	Nil
7.1 Clear direction and decision making	Corporate Performance Management Solution (CPMS) - Integrate business planning into the CPMS	Manager Strategic & Business Planning	50	50	On Target	CPMS currently being devolved to coordinators on an as-need basis and informing strategies and plans are being integrated into the system.	Nil

Initiative Details				Progress			
Priority Title	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
7.5 Customer focused information and services	Customer First Strategy - Launch the revised Customer First Strategy and associated action plans	Manager Customer & Information Services	50	100	Completed	The Strategy has been endorsed by ELM and will be tabled for a future Council meeting in the next reporting period.	Nil
7.5 Customer focused information and services	Customer Relationship Management System - Vendor selection and detailed design of the new system	Manager Customer & Information Services	50	5	Deferred	The CRM procurement has concluded with no vendors being selected. The City is reevaluating the scope and options moving forward in light of the budget constraints and also the impacts of large enterprise system changes within the internal teams. There may be an opportunity to embark upon a business improvement project to support the business in getting 'ready' for a new system whilst making best use of the Civica Authority product for a 2-3 year period. Back end processes and data require a lot of work which is a pre requisite to any new system implementation.	Nil
7.5 Customer focused information and services	Information Communication and Technology Strategy and Roadmap - Deliver a program of improvements and enabling technologies that support business needs and continuity of services	Manager Customer & Information Services	50	60	On Target	Enhanced security systems have been implemented for test with a plan to deploy in January 2022.	Nil
7.1 Clear direction and decision making	Integrated Planning Process - Review IPRF model and improve integration of informing elements	Manager Strategic & Business Planning	50	50	On Target	The 21/22 IPRF schedule has been published and communicated. Sixteen service planning workshops have been held with Managers and their teams, with the balance of service units to complete their first draft for input into the budget process in January 2022. Projects for inclusion in the 22/23 CBP identified.	Nil
7.2 Responsibly and ethically managed	Long Term Financial Plan - Review in line with prevailing economic conditions	Manager Finance	50	50	On Target	Workshop 1 and 2 have been completed and Council members have selected the preferred scenario. The Workshop 3 is scheduled on 22 March 2022.	Nil
7.2 Responsibly and ethically managed	New Financial Management System - Finalise the implementation of the core system and identify ongoing improvements	Manager Customer & Information Services	50	90	On Target	MyFinance ERP went live in December 2021 (on target) with EPM Budgeting to go live in March 2022 (behind). Identifying improvements and executing on those will be an ongoing exercise.	Nil
7.1 Clear direction and decision making	Organisational integrated management system aligned to International Standards (ISOs) - Develop the integrated use of ISO system standards to improve strategic alignment and corporate management of governance, compliance, and risk and environment	Corporate Planning & Reporting Officer	50	50	On Target	Foundation work and consultation being undertaken with stakeholders to ensure that priority areas are supported in line with audit and risk plans.	Nil
7.3 Anticipate and adapt quickly to change	People Plan 2018 - 2022 - Deploy plan actions, and review for 2022/23 to continue strengthening workforce capacity and capability, aligned to the review of other corporate informing Plans	Manager Strategic & Business Planning	50	50	On Target	The Strategic Workforce Plan is being combined with the People Plan to provide a single cohesive strategy and plan for the city's workforce which will enable it to deliver its strategic goals and priorities, and respond to significant changes in the external environment. Key strategies relate to new ways of working, building critical skills and competencies, a healthy workplace and effectively leading change.	Nil
7.5 Customer focused information and services	Smart Cities - Identify opportunities to innovate and enhance the operational delivery of services with the use of Smart solutions	Manager Customer & Information Services	50	60	On Target	Smart City Strategy is being presented to Exec in Jan/feb 2022 further to the final branding and design work being completed, the LORAWAN contract has not yet been finalised due to delays in seeking financial assurance from the vendor.	Nil
7.1 Clear direction and decision making	Strategic Community Plan - Align organisational direction to new SCP outcomes	Manager Strategic & Business Planning	50	50	On Target	CBP initiatives aligned to new SCP.	Nil
7.1 Clear direction and decision making	Strategic Land Policy - Implement Policy and supporting procedures and maintain reporting to Revenue Review Committee	Manager Property	50	50	On Target	Policy implementation is ongoing. Disposals have been completed in late 2021, with proceeds allocated to the Strategic Land Reserve. An internal Strategic Land Working Group meeting is scheduled for 25 January 2022.	Nil
7.2 Responsibly and ethically managed	Strategic Procurement Roadmap - Full deployment, monitoring and review of 2020/21 action items including development of strategic sourcing capability; Review Strategic Roadmap plan and develop actions for 2022/23 and future years aligned to review of other informing plans	Manager Contracts & Procurement	50	30	Under Target	The initiative is tracking behind plan due to resourcing as a result of a focus through Q2 on implementation and deployment of the procurement and inventory modules associated with the MyFinance system. A detailed review and refreshment of the City's contracting templates is in progress. A formal review of the City's Purchasing Policy and refresh of the Strategic Procurement Road Map for future years is now likely to commence during Q4.	Nil
7.3 Anticipate and adapt quickly to change	Strategic Workforce Plan (SWFP) - Review to align workforce capability and capacity programs with the SCP, CBP, and LTFP, and promote internally	Manager Strategic & Business Planning	50	50	On Target	The Strategic Workforce Plan is being combined with the People Plan to provide a single cohesive strategy and plan for the city's workforce which will enable it to deliver its strategic goals and priorities, and respond to significant changes in the external environment. Key strategies relate to new ways of working, building critical skills and competencies, a healthy workplace and effectively leading change.	Nil
7.1 Clear direction and decision making	Sustainable Performance - Develop and implement KPIs to manage sustainable performance	Manager Strategic & Business Planning	50	50	On Target	Work is currently underway to finalize the City's Performance Framework. Once finalized, KPIs for priority areas aligned to Livability Census results will be developed.	Nil

Annexure 2

2021/22 Key Performance Indicator Scorecard as at 31 December 2021

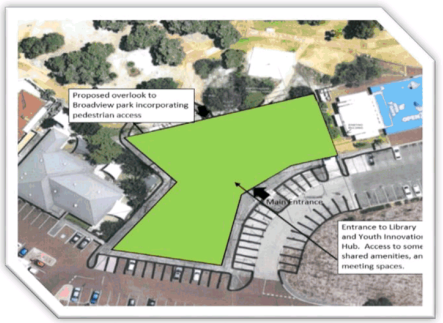
Goal	Priority	Key Performance Indicator	Unit of Measurement (UOM)	Service Unit	Reporting Frequency	2020/21 Jul - Dec Actual	2021/22 Target	2021/22 Jul - Dec Actual	Performance	Comment on Result
Goal 1: An inclusive and accessible city with places and spaces that embrace all	Priority 1.3 Facilities and activities for all	Sporting facility attendance (Aquamotion and Kingsway Indoor Stadium)	# of attendances	Community Facilities	Six Monthly	177577	Increase	187928	On Target	187,928 visitors to Aquamotion and Kingsway, an increase of 5.8% on the same period last financial year.
Goal 5: A well planned , safe and resilient city that is easy to travel arounc and provides a connection between people and places	Priority 5.5 People feel safe in public spaces	Community safety customer requests addressed within agreed timeframe	% of requests processed within agreed timeframes	Community Safety & Emergency management	Six Monthly	100%	100%	100%	On Target	
Goal 5: A well planned , safe and resilient city that is easy to travel arounc and provides a connection between people and places	Priority 5.1 Develop to meet current need and future growth	Development applications processed within 60 or 90 day timeframe	% development applications processed within the regulatory timeframes (60 and 90 days)	Approval Services	Six Monthly	96%	100%	94%	Monitor	94% of applications not requiring advertising were processed within the regulatory timeframe down from 96% in the same period in 2020/21. 71% applications requiring advertising were processed within the regulatory timeframe, this result is the same as this period in 2020/21.
Goal 5: A well planned , safe and resilient city that is easy to travel arounc and provides a connection between people and places	Priority 5.1 Develop to meet current need and future growth	Building permit applications processed within timeframe	% of building permit applications (certified and uncertified) processed within regulatory timeframes	Approval Services	Six Monthly	100%	100%	98%	On Target	98% of all applications were processed within the regulatory timeframes.
Goal 7: A well governed and managed city that makes informed decisions, provides strong community leadership and valued customer focused services	Priority 7.5 Customer focused information and services	Customer requests addressed within agreed service level timeframe	% of customer requests addressed within agreed service level timeframe	Customer & Information Services	Six Monthly	97%	95%	90%	Monitor	The decrease in the percentage on requests dealt with in the timeframes is due to that throughout the period there have been a high volume of payment arrangement requests. Additionally, approximately 40% of outstanding CRMs have been Elected Member related enquiries.

Annexure 3

Top Capital Projects

The status of the City's top capital projects are illustrated in the table below using the following colours. This table also summarises the progress on these projects as at the 31st of December 2021.

Schedule Status-Indicator	Current Year Budget Status	Total Budget Status	Risks and Issues
On Target-Baseline (<10%time increase)	On Target (Variance <10%)	On Target (Variance <10%)	Low
11	4	9	6
Behind Schedule (10 - 20%time increase)	Almost on Budget (Variance of 10 - 20%)	Almost on Budget (Variance of 10 - 20%)	Medium
0	2	0	3
Behind Schedule (>20%time increase)	Under / Over Budget (Variance > 20%)	Under / Over Budget (Variance > 20%)	High
0	**5**	2	**2**
11	11	11	11

PMO Project Registration		Financial Summary (Annual Funding)					Project Indicators				Project Progress			
PMO Code	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance	Total Project Budget	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments	Image
GOAL 1 An inclusive and accessible City with places that embrace all														
PMO16061	Halesworth Park, Butler, New Sports Facilities	6,236,464	797,473	538,991	4,900,000	20,824,937					70	S5. Delivery	All tenders for the construction of sports pavilions declined by Council in December 2021. Re-tendering on hold and deferred pending any significant change in construction prices or market competitiveness. Rebudget $4.9M to 2022/23 at MYR due to deferred schedule. High risk that construction industry price escalations in labour and materials may prevail and the revised schedule for delivery may be further delayed.	*Playground at Halesworth Park*
PMO16175	Landsdale Library and Youth Innovation Hub, New Building	1,793,991	64,348	329,643	1,400,000	10,451,250					45	S4. Design	Presenting two concept options 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. Recommendation to Council to proceed with Option B based on preferred operational and functional layout, and affordability. Rebudget $1.4m to 2022/23 at MYR due to revised schedule. Aboriginal naming options to be done in consultation with Moodjar Consultancy.	 Proposed location of the Landsdale Library and Youth Innovation Hub

PMO Project Registration		Financial Summary (Annual Funding)					Project Indicators				Project Progress			
PMO Code	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance	Total Project Budget	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments	Image
PMO18063	Neerabup Industrial Area, Neerabup, New Development	1,766,982	297,217	1,111,314	358,451	15,855,004					28	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.	No image available
PMO19001	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,592,780	570,958	923,172	98,650	2,263,306					92	S5. Delivery	Structure 99% complete. Tiling yet to finish. Carpark works underway. Landscaping and irrigation commencing. Savings $98k, return MYR.	No image available
PMO20049	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	2,274,690	56,383	538,000	1,680,307	2,397,100					64	S4. Design	Construction tender advertised and clearing permit approved by DWER in December 2021. Administration has 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.	No image available
PMO20057	Alkimos, New Alkimos Aquatic and Recreation Centre	3,449,452	74,610	3,376,842	(2,000)	40,000,000					31	S4. Design	Project to be considered by the public through community engagement. No MYR required.	No image available
GOAL 4 A sustainable City that balances the relationship between urban growth natural assets and the environment														
PMO20004	Three Bin Kerbside Collection New System	1,737,769	1,126,607	293,000	318,162	6,794,858					97	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.	No image available
GOAL 5 A well planned safe and resilient City that is easy to travel around and provides a connection between people and places														
PMO16052	Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	1,531,973	34,599	1,497,374	(0)	3,985,000					84	S4. Design	Detailed design 100% completed, sign off anticipated in January 2022. Line marking drawing approved by MRWA. Site works for drainage and road works scheduled for June 2022. Remainder of works anticipated first quarter 2022/23 subject to approval of additional of $1.37m required to complete works.	No image available
PMO19071	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					27	S5. Delivery	Western Power quote is causing a delay as works must be completed prior to lowering of minor services and civil works. Rebudget $250k to 2022/23 for asphalt paving works anticipated for July 2022.	No image available

PMO Project Registration		Financial Summary (Annual Funding)					Project Indicators				Project Progress			
PMO Code	Project Name	Project Budget Current Year	Actual Expenditure	Forecast to End of Year	Budget Variance	Total Project Budget	Schedule	Current Year Budget	Total Budget	Overall Risk Rating	Work % Complete	Stage	Comments	Image
PMO19098	Quinns Road, Quinns Rocks, Upgrade Traffic Treatments Tapping Way Roundabout to Marmion Ave	1,105,424	5,421	1,100,003	0	1,207,638					58	S5. Delivery	Construction commenced in December to January 2022 in the school term holidays to minimise construction impact. Completion scheduled for March, subject to Main Roads approval.	No image available
PMO21060	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	464,397	114,720	499,678	(150,001)	22,750,000					28	S3. Delivery Planning	Detailed concept design of Flynn Drive to Old Yanchep Road 30% complete, required service relocations are being determined and any land acquisition and approvals for land clearing vegetation. Require to bring forward funds of $150k at MYR to cover underground services.	No image available

Council & Corporate Support

4.10 Consideration of Minutes and Decisions of the Electors' Special Meeting held 16 March 2022.

File Ref: 5153 – 22/112204
Responsible Officer: Director, Corporate Strategy & Performance
Attachments: 1

Issue

To consider the Minutes and Decisions for the Electors' Special Meeting (**ESM**) held on 16 March 2022

Background

Section 5.33(1) of the *Local Government Act 1995* requires that all decisions made at an ESM 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 hosted an Electors' Special Meeting on 16 March 2022.

A Petition requesting an Electors' Special Meeting was received on Monday, 14 February 2022 and fulfilled the criteria for consideration under section 5.28 of the *Local Government Act 1995* (**Act**).

In accordance with section 5.28 of the Act, the electors of the City of Wanneroo may request that an Electors' Special Meeting be convened to consider a specific pre-determined matter. The City is required to accept the request if support for the request comprises of 100 electors or 5% of the total number of electors in the district, whichever is the lesser.

The Petition is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations. An Electors' Special Meeting is to be held on a day selected by the Mayor but not more than 35 days after the day on which they received the request. The CEO is to convene the Electors' Special Meeting.

Detail

On Monday, 14 February 2022, a Petition was received from Mr Ian Strover of Carramar, requesting that an Electors' Special Meeting be held to discuss the following matters:

1 The effect of mandatory vaccination on electors, ratepayers, residents and businesses in the district;
2 The effect of mandatory vaccinations on the local government's affairs and the performance of the local government's functions; and
3 Motions to be voted on for an advocacy position against mandatory vaccination for the Council to consider adopting to provide leadership and guidance to the community in the district.

The City of Wanneroo verified the signatories and confirmed that the Petition contained support of the required 100 electors.

The CEO convened the Electors' Special Meeting by giving local public notice of the date, time, place and purpose of the meeting. Notice of the meeting was given on Wednesday 02 March 2022 in accordance with the Act.

Draft

There were 105 members of the public and 1 member of the press in attendance. Verified electors who had registered their attendance were provided with a Voting Card in accordance with the Procedure of the Meeting. There were 88 registered verified electors at the meeting.

Due to the maximum capacity of the Council Chamber being reached, the Banksia Rooms were used as an overflow area for additional attendees. In total, there were 59 people located in the Council Chamber, and 69 people located in the Banksia Rooms. The Banksia Rooms were electronically linked to the Council Chamber to ensure that all verified electors could listen to the proceedings and have an opportunity to participate in the meeting.

Proposed motions to the ESM were required to be submitted using the City's online form by 12 noon on the day of the meeting.

The City received eight proposed Motions by this timeframe. A summary of the submissions received is as follows:

	Submitter	Brief Summary of Proposed Motion	Admin Ref.
1	O Ruston	Subsiding rates due to lack of equal access caused by vaccine passport requirements.	22/97717
2	T Dalby	Part 1 of the COVID-19 Vaccination Pro Choice Statement.	22/98488
3	I Strover	Part 2 of the COVID-19 Vaccination Pro Choice Statement.	22/97739
4	I Strover	Part 3 of the COVID-19 Vaccination Pro Choice Statement.	22/97751
5	T Kittelty	Part 4 of the COVID-19 Vaccination Pro Choice Statement.	22/97760
6	M Kwok	Call for related Ministers to provide scientific evidence to justify the current State of Emergency.	22/98878
7	M Kwok	Call for revocation of the current State of Emergency by the Minister for Health.	22/99025
8	I Strover	Enactment of the Wanneroo Emergency Committee.	22/99246

Due to the attendees being located in various locations in the building, the proposed motions received prior to the meeting were printed and distributed to all attendees for their convenience. In addition, all proposed motions were displayed on the public screen in the Council Chamber and were distributed in printed copy to all attendees, to ensure that everyone present at the ESM were clear about what they were voting on.

The Presiding Person, Mayor Roberts JP, requested a mover and a seconder from an elector present at the meeting, for each motion that was put to the meeting prior to discussion on the Motion.

The full details of the proceedings are detailed in the Minutes of the Electors Special Meeting (refer **Attachment 1**). These Minutes were published on the City of Wanneroo website on Wednesday 23 March 2022.

Decisions made at the Electors' Meeting

All proposed motions were put to the vote and all eight motions were successfully carried.

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 consider the decisions made at the ESM as detailed below.

Decision 1 - Carried

"That Council plan for retrospectively and into the future subsiding rate payers and ensuring equality for businesses or residents that do not have equal access to City of Wanneroo events or facilities or income due to medical segregation."

In summary, this Decision related to subsidising rate payers due to the impact of medical segregation. The Decision is detailed at Item 4.1 of Attachment 1.

The Rates fund covers a vast array of services and asset management provided by the City for residents, including beach, park and playground management and conservation, libraries, community transport, community safety and health programs, street lighting, maintaining roads, cycle and pathways, animal control services and emergency management services. The majority of the City's services and facilities can be accessed by ratepayers irrespective of vaccination status

Very few services or events have been affected by the recent health restrictions. Some are fee paying rather than rates funded, and some have been offered alternatives such as via online.

Whilst one event occurred early during the restrictions, and before online access was organised, a number of people who were not able to enter the designated event area still remained in the park to listen to the music. This event on average equalled to 30 cents of an annual rates invoice. Throughout the year there are many other events and services that occur which are unbudgeted, provide benefit to all ratepayers and which would certainly balance the amount of 30 cents.

Therefore it is recommended that no further action is required by the local government for the Decision made on Item 4.1.

Decision 2, Decision 3, Decision 4, and Decision 5 - Carried

"COVID-19 Vaccination Pro Choice Statement
We request that the Council adopt an advocacy position statement called the 'COVID-19 Vaccination Pro Choice Statement' with the content:

(Part 1) That no person shall or should be:
a) prevented from performing work or receiving income on the basis of vaccination status;
b) discriminated against on the basis of vaccination status;
c) coerced or manipulated into the need for vaccination for any reason;
d) deprived of any Statutory and Regulatory benefits on the basis of vaccination status;
e) restricted access to premises on the basis of vaccination status;
f) restricted in any form of community participation on the basis of vaccination status;
g) required to provide evidence for any reason of vaccination status; and/or,
h) subject to anything under written law that a person who differs in vaccination status is not.

Draft

(Part 2) That the Local Government shall:

a) Not restrict any function, property, or service of the Local Government based on vaccination status;
b) As far as practicable redeploy or reinstate employees of the Local Government that risk termination or have been terminated on the basis of vaccination status;
c) Honour all obligations under contract for all persons adversely impacted as a consequence of inferred mandatory requirement for vaccination; and
d) Establish means to compensate Local Government employees that have lost income as a consequence of termination on the basis of vaccination status.

(Part 3) That the Local Government actively advocate for:

a) The removal the COVID-19 mandatory vaccination policy and any associated directions made under the Public Health Act 2016 (WA); and
b) The repeal of any mandate or written law, or, anything done under any mandate or written law that conflicts with this position statement.

(Part 4) The Local Government in performing an advocacy role will seek the cooperation of:

a) Other Local Governments across the State;
b) Western Australian Local Government Association (WALGA);
c) Local Government Professionals WA; and,
d) Other professional bodies, associations, and business entities."

These four Decisions formed part of an overall submission requesting that the Council adopt an advocacy position statement called '*COVID-19 Vaccination Pro Choice Statement*'. Each part contained several sub components relating to vaccine mandates. Each of the four parts of the submission were considered separately at the SEM and all were carried. The four parts forming the four Decisions are detailed at Items 4.2, 4.3, 4.4 and 4.5 of Attachment 1.

The City is mandated under the *State Emergency Management Act 2005* to follow the declarations made under the *Public Health Act 2016*. It is both a legal requirement and in the best interests of public health and safety of our community, that local governments follow such directions. Any restrictions or actions put in place by the City have been done to align with the vaccination directions.

The City values all members of its community, including residents, ratepayers, business owners, employees and visitors. It works diligently to support and engage with all stakeholders, whilst continuing to meet its obligations under statute.

The four Decisions request the Council to advocate against the current health directives including vaccine mandates and any associated restrictions. Whilst the City acknowledges that some electors of the district have expressed disappointment with the impact of these circumstances, all local governments operate under the State Government framework and the City of Wanneroo abides with the State's directives for the collective health benefit to the community.

The Council has no authority to override or create laws or take any action that would conflict with State or Federal Government legislation or health orders.

The City has followed all relevant laws and agreements in relation to any employment issues.

Therefore it is recommended that no further action is required by the local government for the Decision made on Items 4.2, 4.3, 4.4 and 4.5

Decision 6 and Decision 7 - Carried

"That Council respectfully requests the Minister for Emergency Services, the Minister for Health, the Minister for Police, the Police Commissioner, the Chief Health officer and Premier

to provide the adequate scientific, medical and legal evidence for the justification for our state of emergency as this is the legal basis of the mandatory vaccination policy."

"That Council respectfully requests the Minister for Health to revoke the public health state of emergency declaration as outlined in Public Health Act 2016 section 171 as this is the legal basis of the mandatory vaccination policy."

In summary, these two decisions relate to requesting representatives of the State Government to provide information and justification on the state of emergency declaration, and seeks to have that declaration revoked. These two Decisions are detailed in Items 4.6 and 4.7 of Attachment 1.

Local governments do not have jurisdiction over the reasons for a declared state of emergency, nor revoking such a declaration. However the local government may consider writing to the named State Government representatives in Items 4.6 and 4.7 to:

1. Request that further public information be provided on the scientific, medical and legal evidence that may have contributed to the justification of the Western Australian current declared state of emergency; and
2. Advise that at the Electors' Special Meeting held 16 March 2022, that the majority of electors present resolved that the Minister for Health be requested to "*revoke the public health state of emergency declaration as outlined in Public Health Act 2016 section 171 as this is the legal basis of the mandatory vaccination policy.*"

Decision 8 – Carried

"That the City put into place the Wanneroo Emergency Committee as bound by the Emergency Management Act, in liaison with local business, the State Government and Local Government."

This Decision seeks to put into place the "*Wanneroo Emergency Committee*". The Decision is detailed at Item 4.8 of Attachment 1.

The Administration advises that the City of Wanneroo is a member of a joint Local Emergency Management Committee (**LEMC**) with the City of Joondalup which performs functions under the State Emergency Management Act 2005 and associated Regulations 2006.

The functions of the LEMC can be found under section 36 of the State Emergency Management Act and includes the requirement to "*manage recovery following an emergency affecting the community*".

The Chair of the LEMC alternates between the local governments every two years, in-line with Council elections.
The Wanneroo / Joondalup LEMC stakeholder membership includes representatives from:

- Council Members (Wanneroo and Joondalup)
- Local Government Service Unit Managers (Wanneroo and Joondalup)
- Local Government Emergency Management Officers (Wanneroo and Joondalup)
- Local Government Principal Environmental Health Officers
- Department of Fire and Emergency Services (appropriate regional officers)
- Western Australia Police (local officers in charge); and
- Other key stakeholders.

LEMC meetings occur quarterly. An agenda item currently includes COVID-19 updates to inform the stakeholder membership of what local governments can do, and are doing, to manage and continue to prepare for the current circumstances.

Draft

On the basis that the LEMC is currently active and continually responding to emergency situations, it is recommended that no further action is required by the local government for the Decision made on Item 4.8.

Consultation

Nil.

Comment

Council is requested to accept the minutes as detailed in **Attachment 1**, and consider the decisions from the ESM held on 16 March 2022.

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 Electors' Special Meeting held on 16 March 2022:

1. **ACCEPTS the Minutes of the Meeting as detailed in Attachment 1;**
2. **NOTES that eight Decisions were carried at the Meeting;**
3. **DECIDES that, in relation to the Decisions made on Items 4.6 and 4.7 of Attachment 1, that the Mayor on behalf of the local government, will write to the named State Government representatives for the purpose as detailed in this report; and**
4. **CONFIRMS that no further decision by the Local Government has been made on Decisions 4.1, 4.2, 4.3, 4.4, 4.5 or 4.8 of that Meeting as the Council has no authority to override or create laws or take any action that would conflict with State or Federal Government legislation or health orders.**

Attachments:

1⇩. Attachment 1 - Minutes of Special Electors Meeting - Wednesday, 16 March 2022 22/112217

Draft

COUNCIL MINUTES

Unconfirmed Minutes Electors' Special Meeting

6:00pm, 16 March, 2022
Council Chamber, Civic Centre 23 Dundebar Road, Wanneroo

wanneroo.wa.gov.au

INFORMATION AND PROCEDURE ON HOW THE ELECTORS' SPECIAL MEETING WILL BE CONDUCTED

Welcome to the City of Wanneroo Electors' Special Meeting.

Regulation 18 of the *Local Government (Administration) Regulations 1996* 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, or
- in the absence of the Mayor, the Deputy Mayor may preside at an electors' meeting; or
- in the absence of the Deputy Mayor, then the electors present are to choose one of the Councillors present to preside at the meeting but if there is no Councillor present, able and willing to preside, then the electors present are to choose one of themselves to preside.

The Person Presiding, Mayor Tracey Roberts JP, has determined the procedure to be followed (HPE 22/92725).

PROCEDURE FOR THE ELECTORS' SPECIAL MEETING 16 MARCH 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. not cause any disturbance or disrupt the meeting proceedings in any way; and
   d. comply with this Procedure and the direction of the Presiding Person at all times.
2. In accordance with the State Government Health Directives attendees are required to:
   a. wear a mask at all times, even whilst speaking, for people aged 8 years and over unless evidence of a valid medical exemption is provided; and
   b. maintain social distancing of 2sqm;
   c. register attendance using the SafeWA app or the manual contact register available.
3. Attendees who are verified electors of the City of Wanneroo will be provided first priority to access the Council Chamber and overflow areas (if required), subject to seating capacity.
4. 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 meeting, 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.
5. 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)

6. All participants at an Electors' Meeting must be verified electors of the City of Wanneroo.
7. 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 from the last ordinary Council election held; 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 confirmed ratepayer of the City of Wanneroo.
8. 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.
9. 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.
10. 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

11. 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.
12. 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

13. No other audio or visual recording is to be undertaken without the permission of the Presiding Person.

Part 4 – Order of Proceedings

14. The order of proceedings will firstly be reference to these procedures by the Presiding Person followed by Attendances, Apologies and Leave of Absence, and then General Business.
15. During General Business, Motions and 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

16. **Proposed motions to the meeting are required to be submitted using the City's online form by 12 noon on the day of the meeting**. The online form is available by navigating to the "Electors Meeting" section on the City's website at **Meeting dates, agendas and minutes - Council meeting dates, agendas and minutes - City of Wanneroo**
17. "Motions from the Floor" will only be accepted at the discretion of the Person Presiding.
18. 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.
19. Motions received that are considered by the Presiding Person to have the same substance, intent or purpose, will collectively be considered as one Motion to avoid repetition and to ensure that the meeting progresses effectively. In such cases, only the first Motion received will be presented to the meeting.
20. The Presiding Person will request a mover and a seconder for a motion. To clarify, proposed motions must be moved and seconded by a verified elector present at the meeting before the motion can be discussed or voted on at the meeting.
21. 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.
22. No motion or amendment is open to debate or vote until it has been moved and seconded by a verified elector present at the meeting.

23. 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.
24. Upon a motion being moved and seconded, the Presiding Person will then call for speakers to address the meeting.

Part 6 – Speakers at an Electors' Meeting

25. **Only verified electors may address an Electors' Meeting.**
26. 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.
27. 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.
28. The mover of a motion will be invited to speak first, and the seconder will be provided the opportunity to speak next. The Presiding Person will then call for other verified electors who wish to speak.
29. 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.
30. The right of reply is limited to a maximum of three minutes.
31. 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.
32. 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.
33. 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)*

34. The Presiding Person will ask for a vote on the motion.
35. Each verified elector is entitled to one vote on each matter to be decided at the meeting. An elector does not have to vote.
36. Voting is determined by raising the Voting Card either for or against a motion, at the time the Presiding Member calls for the vote.
37. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.
38. 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)*

39. The Presiding Person is to determine questions of order and procedure not stated above.
40. 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.
41. All decisions made at an Electors' Meeting are to be considered at the next Ordinary Council meeting.
42. The decisions of an Electors' Meeting are not binding on the Council, but as required by clause 5.33 of the *Local Government Act 1995*, the reasons for any Council decision on a decision at an Electors' meeting are to be recorded in the minutes of the Council meeting.

UNCONFIRMED MINUTES OF ELECTORS' SPECIAL MEETING

HELD ON WEDNESDAY 16 MARCH, 2022

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M I N U T E S

Item 1 Open Meeting

Mayor Roberts declared the meeting open at 6:00pm.

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:

The following announcements were made at the commencement of the Meeting:

Live Stream Announcement

Please note that the audio proceedings of tonight's meeting will be live broadcast online with the exception of matters discussed behind closed doors. That broadcast will remain available via the City of Wanneroo website following the conclusion of the meeting.

COVID-19 Pandemic Situation

The City of Wanneroo is committed to ensuring the safety of all attendees at public meetings. In accordance with the Western Australian State Government health directives, social distancing has been applied to this meeting room and the capacity of the Chamber is limited under these conditions. In addition, masks are required to be worn at all public indoor settings and therefore, all attendees at this meeting are required to please wear a mask at all times within this building, even whilst talking, unless evidence of a medical exemption has been provided. Thank you for your understanding of these conditions.

Procedure for Tonight's Meeting

The procedure for tonight's meeting has been published in the Agenda for the meeting and copies provided to all attendees.

Item 2 Attendance and Apologies

TRACEY ROBERTS, JP	Mayor

Councillors:

LINDA AITKEN, JP	North-East Ward
GLYNIS PARKER	North-East Ward
JACQUELINE HUNTLEY	Central-East Ward
PAUL MILES	Central-East Ward
HELEN BERRY	Central-West Ward
NATALIE SANGALLI	Central-West Ward
FRANK CVITAN, JP	Central Ward
JORDAN WRIGHT	Central Ward
NATALIE HERRIDGE	South-West Ward
VINH NGUYEN	South-West Ward
JAMES ROWE	South Ward
BRETT TREBY	South Ward

Officers:

DANIEL SIMMS	Chief Executive Officer
NOELENE JENNINGS	Director, Corporate Strategy and Performance
NATASHA SMART	Manager Council and Corporate Support
YVETTE HEATH	Council Support Officer
MADONNA ILIFFE	Council Support Officer
BASIA LAMB	Minute Officer

Registered Attendees:

There were 105 members of the public and 1 member of the press in attendance. Verified electors who had registered their attendance were provided with a Voting Card in accordance with the Procedure of the Meeting. There were 88 registered verified electors at the meeting.

Due to the maximum capacity of the Council Chamber being reached, the Banksia Rooms were used as an overflow area for additional attendees. In total, there were 59 people located in the Council Chamber, and 69 people located in the Banksia Rooms. The Banksia Rooms were electronically linked to the Council Chamber to ensure that all verified electors could listen to the proceedings and have an opportunity to participate in the meeting.

Apologies:

CHRIS BAKER	North Ward
SONET COETZEE	North Ward

Item 3 Purpose of the Meeting

3.1 Petition Request for a Electors' Special Meeting

File Ref:	5643 – 22/88928
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	Nil

Issue

A Petition requesting an Electors' Special Meeting was received on Monday, 14 February 2022 and fulfilled the criteria for consideration under section 5.28 of the *Local Government Act 1995* (**Act**).

Background

In accordance with section 5.28 of the Act, the electors of the City of Wanneroo may request that an Electors' Special Meeting be convened to consider a specific pre-determined matter. The City is required to accept the request if support for the request comprises of 100 electors or 5% of the total number of electors in the district, whichever is the lesser.

The Petition is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations. An Electors' Special Meeting is to be held on a day selected by the Mayor but not more than 35 days after the day on which they received the request. The CEO is to convene the Electors' Special Meeting.

Detail

On Monday, 14 February 2022, a Petition was received by Mr Ian Strover of Carramar, requesting that an Electors' Special Meeting be held to discuss the following matters:

1. The effect of mandatory vaccination on electors, ratepayers, residents and businesses in the district;
2. The effect of mandatory vaccinations on the local government's affairs and the performance of the local government's functions; and
3. Motions to be voted on for an advocacy position against mandatory vaccination for the Council to consider adopting to provide leadership and guidance to the community in the district.

The City of Wanneroo verified the signatories and confirmed that the Petition contained support of the required 100 electors.

The CEO convened the Electors' Special Meeting by giving local public notice of the date, time, place and purpose of the meeting. Notice of the meeting was given on Wednesday 02 March 2022 in accordance with the Act.

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

Action

The Person Presiding will conduct the management of the Electors' Special Meeting.

Attachments: Nil

Item 4 General Business

The following announcement was made at the commencement of General Business:

During General Business, Motions and Statements may only relate to matters that affect the local government and will be accepted at the discretion of the Presiding Person.

Proposed motions to the meeting were required to be submitted using the City's online form by 12 noon on the day of the meeting.

The City received eight proposed Motions by this timeframe.

Due to the attendees being located in various locations in the building, the proposed motions received prior to the meeting have been printed and distributed to all attendees for their convenience.

As per the procedure for this meeting, the key clauses of the Procedure relating to Motions, Speakers and Voting were read aloud for the benefit of all attendees.

Summary of Proposed Motions Received

Eight 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	O Ruston	Subsiding rates due to lack of equal access caused by vaccine passport requirements.	22/97717
2	T Dalby	Part 1 of the COVID-19 Vaccination Pro Choice Statement.	22/98488
3	I Strover	Part 2 of the COVID-19 Vaccination Pro Choice Statement.	22/97739
4	I Strover	Part 3 of the COVID-19 Vaccination Pro Choice Statement.	22/97751
5	T Kittelty	Part 4 of the COVID-19 Vaccination Pro Choice Statement.	22/97760
6	M Kwok	Call for related Ministers to provide scientific evidence to justify the current State of Emergency.	22/98878
7	M Kwok	Call for revocation of the current State of Emergency by the Minister for Health.	22/99025
8	I Strover	Enactment of the Wanneroo Emergency Committee.	22/99246

All proposed motions were displayed on the public screen in the Council Chamber and were distributed in printed copy to all attendees, to ensure that everyone present was clear about what they were voting on.

The Presiding Person requested a mover and a seconder from an elector present at the meeting, for each motion that was put to the meeting prior to discussion on the Motion.

4.1 Proposed Motion submitted by Mrs O Ruston, WANNEROO

Moved O Ruston, Seconded Ian Strover

That Council plan for retrospectively and into the future subsiding rate payers and ensuring equality for businesses or residents that do not have equal access to City of Wanneroo events or facilities or income due to medical segregation.

CARRIED

Votes For The Motion: 68
Votes Against The Motion: 0

4.2 Proposed Motion submitted by Mr Trevor Dalby, CLARKSON

Moved Trevor Dalby, Seconded Darren Ball

'COVID-19 Vaccination Pro Choice Statement Part 1'

We request that the Council adopt an advocacy position statement called the 'COVID-19 Vaccination Pro Choice Statement' with the content:

That no person shall or should be:

a) prevented from performing work or receiving income on the basis of vaccination status;

b) discriminated against on the basis of vaccination status;

c) coerced or manipulated into the need for vaccination for any reason;

d) deprived of any Statutory and Regulatory benefits on the basis of vaccination status;

e) restricted access to premises on the basis of vaccination status;

f) restricted in any form of community participation on the basis of vaccination status;

g) required to provide evidence for any reason of vaccination status; and/or,

h) subject to anything under written law that a person who differs in vaccination status is not.

CARRIED

Votes For The Motion: 84
Votes Against The Motion: 0

4.3 Proposed Motion submitted by Mr Ian Strover, MERRIWA

Moved Ian Strover, Seconded Trevor Dalby

'COVID-19 Vaccination Pro Choice Statement Part 2'

We request that the Council adopt an advocacy position statement called the 'COVID-19 Vaccination Pro Choice Statement' with the content:

Part 2. That the Local Government shall:

a) Not restrict any function, property, or service of the Local Government based on vaccination status;
b) As far as practicable redeploy or reinstate employees of the Local Government that risk termination or have been terminated on the basis of vaccination status;
c) Honour all obligations under contract for all persons adversely impacted as a consequence of inferred mandatory requirement for vaccination; and
d) Establish means to compensate Local Government employees that have lost income as a consequence of termination on the basis of vaccination status.

CARRIED

Votes For The Motion: 82
Votes Against The Motion: 0

4.4 Proposed Motion submitted by Mr Ian Strover, MERRIWA

Moved Ian Strover, Seconded Gurpreet Chodha

'COVID-19 Vaccination Pro Choice Statement Part 3'

We request that the Council adopt an advocacy position statement called the 'COVID-19 Vaccination Pro Choice Statement' with the content:

Part 3. That the Local Government actively advocate for:

a) The removal the COVID-19 mandatory vaccination policy and any associated directions made under the *Public Health Act 2016 (WA);* and
b) The repeal of any mandate or written law, or, anything done under any mandate or written law that conflicts with this position statement.

CARRIED

Votes For The Motion: 80
Votes Against The Motion: 0

4.5 Proposed Motion submitted by Mrs Tracy Kittelty, CLARKSON

Moved Tracey Kittelty, Seconded Amy Reynolds

'COVID-19 Vaccination Pro Choice Statement Part 4'

We request that the Council adopt an advocacy position statement called the 'COVID-19 Vaccination Pro Choice Statement' with the content:

Part 4. The Local Government in performing an advocacy role will seek the cooperation of:

a) Other Local Governments across the State;
b) Western Australian Local Government Association (WALGA);
c) Local Government Professionals WA; and,
d) Other professional bodies, associations, and business entities.

CARRIED

Votes For The Motion: 76
Votes Against The Motion: 0

4.6 Proposed Motion submitted by Mrs Michele Kwok, OCEAN REEF

Moved Michele Kwok, Seconded Darren Ball

That Council respectfully requests the Minister for Emergency Services, the Minister for Health, the Minister for Police, the Police Commissioner, the Chief Health officer and Premier to provide the adequate scientific, medical and legal evidence for the justification for our state of emergency as this is the legal basis of the mandatory vaccination policy.

CARRIED

Votes For The Motion: 77
Votes Against The Motion: 0

4.7 Proposed Motion submitted by Mrs Michele Kwok, OCEAN REEF

Moved Michele Kwok, Seconded Darren Ball

That Council respectfully requests the Minister for Health to revoke the public health state of emergency declaration as outlined in *Public Health Act 2016* section 171 as this is the legal basis of the mandatory vaccination policy.

CARRIED

Votes For The Motion: 78
Votes Against The Motion: 0

4.8 Proposed Motion submitted by Mr Ian Strover, MERRIWA

Moved Ian Strover, Seconded Darren Ball

That the City put into place the Wanneroo Emergency Committee as bound by the *Emergency Management Act,* in liaison with local business, the State Government and Local Government.

CARRIED

Votes For The Motion: 78
Votes Against The Motion: 0

Item 5 Close of Business

There being no further business, the Mayor closed the meeting at 9:00pm.

4.11 Appointment of Delegate to Heritage Services Advisory Group

File Ref: 14553V012 – 22/115308
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

This Report was referred back to Administration at the 15 March 2022 Ordinary Council Meeting for clarification on the Terms of Reference.

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:

Heritage Services Advisory Group – 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

Title:	***Heritage Services Advisory Group***

Purpose and Role

The purpose of this Group is:

- To recommend to Council on policy matters pertaining to the heritage of the City of Wanneroo.

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

1.1 Advise and make recommendations to Council on the strategic direction for the development and provision of heritage services 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. Membership:

2.1. The Heritage Services Advisory Group shall consist of the following representation:

- Three Council representatives appointed by Council;
- Director, Community & Place
- 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;

2.4. 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 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 an Elected Member of a neighbouring Council.

3. Chair and Deputy Chair:

3.1. Chairperson:

a) The members of Heritage Services Advisory Group 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.

4. Meeting Procedures:

4.1. 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.

f) All Agenda and Minute documentation to be generated through Council's InfoCouncil software reporting system.

g) A Group Recommendation does not have effect, unless it has been made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting.

h) All endorsed members of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail.

4.2. 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.

4.3. Administration:

4.3.1. Administrator Support:

Heritage Services Advisory Group Administrator for the Group will be provided by the City of Wanneroo. That support person will be the Community History Librarian.

4.3.2. Motions 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.

An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director.

5. Authority of Establishment

6. Delegated Authority:

4.1. The Heritage Services Advisory Group has no delegated power and has no authority to implement its recommendations without approval of Council.

4.2. 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.

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:	

Chief Executive Office

Office of the CEO Reports

4.12 Review of the Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy

File Ref: 2388V03 – 22/115418
Responsible Officer: Director, Corporate Strategy & Performance
Attachments: 4

Issue

To consider, as part of a review requested by Council Members, proposed amendments to the Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy (the **Policy**).

Background

On 10 August 2021 (CEO1-08/21) Council adopted the Policy to establish a process to deal with complaints under the City's Council Member, Committee Member and Candidate Code of Conduct (**Complaint/s**) (the **Code**).

Following the adoption of the Policy and the receipt and determination of a number of Complaints under the Code, Council Members raised various issues relating to Complaint management process.

At the 2 November 2021 Council Forum Meeting, Council Members considered several options for amendments along with a revised, marked-up Policy which was subsequently presented to Council for consideration at its Ordinary Council Meeting of 16 November 2021 (CE03-11/21).

At that meeting, Council resolved to defer the matter back to Administration for further consultation with Council Members.

After testing the Policy at various Special Council Meetings and in revisiting the intent of the Code, a more streamlined and simplified version of the Policy has been developed (at **Attachment 1**). The revised version incorporates the changes proposed and discussed at the Council Forum of 9 March 2022 (as reflected in **Attachment 2**) and includes amendments arising from workshopping that occurred at that meeting and via the Councillor Hub (**Attachment 3**).

Detail

The Code replicates the expectations Schedule 1 the *Local Government (Model Code of Conduct) Regulations 2021* (**Regulations**), and is a consistent set of principles which govern the local government industry. To the extent that the Code governs the conduct of councillors, committee members and candidates, Schedule 1 of the Regulations have a clearly set out hierarchy of behaviours and actions which might attract sanctions or other such reprimand.

To that end –

- Division 2 sets out general principles to broadly guide *expectations* regarding personal integrity, relationships with others and accountability;
- Division 3 sets expectations regarding the *behaviour*, and the mechanisms to respond to any breach of those expectations; and
- Division 4 set out the *rules* of conduct, and the mechanisms to respond to any breach of those.

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The level of weight which should be provided to such items and the severity of response of any breach is reflected in the chosen language of the Regulations. Whilst Division 3 governs expectations around behaviour, Division 4 governs actual rules. Accordingly, and as reflected in the *Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates 2021* (**Guidelines**), Division 3 Complaints are low-level behavioural grievance issues and should not be elevated, in process or response beyond that. As noted in the Guidelines, as extracted as follows –

> *Where the behaviour of a council member, committee member or candidate does not comply with the Code, it is intended that the local council address the behaviour through education and other remedial actions that the council considers appropriate, rather than formal sanctions.*
>
> *… [Division 3] also provides a principles-based process for responding to alleged breaches.* ***The emphasis is on education and development, rather than punitive sanctions, with the aim of establishing or restoring positive working relationships and avoiding further breaches****.* [Emphasis added].

It is for those reasons that the Department of Local Government, Sports and Cultural Industries considers it appropriate for Division 3 complaints to be considered internally and in a manner to be determined by an individual local government. It is also why there is such variation in the treatment of such matters across the industry. As noted by the Guidelines –

> *It is recommended that local governments develop further guidance on dealing with complaints through the introduction of a complementary policy or procedure on complaints management to the extent it is not provided for in the Regulations.*

The Policy is the City's determined approach to Division 3 complaints, developed to align with the Guidelines, and the approach of the Standards Panel and Ombudsman in terms of processing. The amendments to the Policy at **Attachment 1** seek to streamline and clarify issues, and ensure that the Policy is appropriate aligned within the grievance hierarchy (i.e. it does not go beyond that of the Standards Panel) and provides a clear and transparent pathway for dispute resolution.

In addition, and in accordance with the above treatment of Division 3 breaches, the Regulations provide no powers of compulsion or investigation to local governments in respect of complaints made.

<u>Mandatory Mediation</u>

The notion of implementing mandatory mediation was investigated. It was found that whilst the approach has merit in principle, it does present several issues in practice as follows –

- If a complainant is a member of the community, the City has no power to compel them to engage in mediation;
- Regardless of a power to compel, the fairness in forcing a complainant into a mediation where behaviour may have made them feel disparaged, demeaned or personally attacked for example is problematic;
- The Regulations provide a right to complain. Mandating mediation and allowing a complaint to be dismissed if mediation is 'unsuccessful' or if a party does not feel comfortable in engaging in that form of dispute resolution arguably diminishes that right. If complaints are unfounded, a finding will be accordingly made to that effect when it is duly assessed by someone qualified to do so;
- The Regulations state that local government *must* make a decision in regards to a Complaint pursuant to clause 12(1) (unless it is first withdrawn or there are grounds to dismiss). Dismissing a Complaint on the basis that a party had refused to mediate or that the parties had not reached an agreed outcome would not actually satisfy the

requirements to determine a Complaint, and does not fairly account for times where, for example, the Respondent has not mediated in good faith resulting in 'no outcome'.

Mediation may still be a valuable tool and appropriate tool, but it is not recommended to amend the Policy to –

- Mandate mediation for a Complainant;
- Treat a break down in mediation as grounds to dismiss a Complaint; or
- Treat a refusal to mediate by a Complainant as grounds to dismiss the Complaint.

The Policy has been amended to step through the principles and expectations of mediation.

The Ability to Recover Costs

Processing, managing and determining Complaints can be a resource intensive exercise for the City, particularly in the context of the legislative treatment of the Complaints as low level behavioural issues. Actual costs incurred through the engagement of an external Complaints Administrator are also high in that context.

A question was previously raised as to whether there was an ability to recoup costs from a Respondent who was found to be in breach. However, there is no specific head of power that unilaterally provides Council the authority to deem a Respondent liable for such costs (or enforce their payment) and the level of uncertainty and resource burden which would arise from any cost-recovery contract was not justified.

Accordingly, the amended Policy provided no capacity for on charging or cost recovery.

Confidentiality

The treatment of a Complaint as confidential is not something expressly considered in the Regulations, however, it is noted there that –

15. Other provisions about complaints

… (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Therefore, it is appropriate for the Policy to consider such issues.

In terms of the handling and processing of minor and serious breaches, the *Local Government Act 1995* provides as follows –

5.123. Confidentiality

(1A) Subsection (1) applies to a person —

(a) who makes a complaint; or

(b) against whom a complaint is made; or

(c) who performs a function under this Act in respect of a complaint; or

(d) who, as a result of anything done under this Division, becomes aware of any detail of a complaint knowing it to be relevant to the complaint.

(1) A person to whom this subsection applies commits an offence if the person discloses information that the complaint has been made or information about any detail of the complaint.

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The Policy largely echoes this, providing as follows –

5.13 Confidentiality

a) *Subject to disclosure required to process and determine the Complaint, and to the extent disclosure is required by law, the Complainant, the Respondent and the Complaint Administrator are required to maintain confidentiality in respect of the Complaint and the processes undertaken to determine the Complaint.*

b) *The relevant parties will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the determination of their Complaint.*

Maintaining confidentiality in this respect acknowledges that Complaints contain personal information and that the Complaints are otherwise minor and behaviour in nature. Their resolution is not intended to diminish or discredit the Respondent, but rather, provide an opportunity for an improved working culture in a Council.

The Standards Panel does not disclose the details of Division 4 complaints unless a breach is found. Typical practice is that such details are only made public after the timeframe in which a Respondent can appeal a decision has lapsed. The Policy should not go beyond that which is provided for in the context of a Division 4 Complaint, and disclosure for the purposes of 'deterrence' are likely to be seen as a form of punitive public shaming.

Regardless, it is within Council's right to move a motion to have a matter not heard behind closed doors in relation to a specific Complaint.

<u>Complaint Administrator</u>

The main function of the Complaint Administrator is to undertake administration of the Complaint in accordance with the Policy.

Council Members are to note that the Complaint Administrator will appoint a qualified and accredited mediator to facilitate the mediation if that is the agreed resolution pathway, however the mediator will not be the same person who administers the Complaint. The Complaint Administrator (and any required mediator) will be duly qualified to undertake assessments of this nature.

<u>Code Complaint Form</u>

The Division 3 Code of Conduct Behaviour Complaint Form has been tested against other local governments and that of the Standards Panel to assess the extent to which the expectations of a Complainant are clear.

The form is above and beyond industry standard, and clearly states the expectations of a Complainant and the evidence they provide, the process which will be deployed and the level of investigation which will be undertaken.

Complainants are also expressly encouraged to contact the Complaints Officer for assistance in navigating the form.

<u>Delegation to provide authority to dismiss a Complaint</u>

Clause 13(1) of the *Regulations* provides that a local government may dismiss a complaint as follows –

(a) the behaviour to which the complaint relates occurred at a council or committee meeting; and

Draft

(b) either —

(i) the behaviour was dealt with by the person presiding at the meeting; or

(ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.

The Complaints Administration will make a recommendation to Council on whether or not the complaint should be dismissed. Council will then need to formally resolve the complaint based on the recommendation made.

There may be occasions where, in the reasons for recommending a finding of 'no breach', a Complaint Administrator may reflect on the reasonableness or appropriateness of a Complaint. However, Council cannot be asked to find that a Complaint be unreasonable or otherwise; it is only empowered to determine if a breach has occurred or not.

Procedural Fairness

Procedural fairness is concerned with the procedures used by a decision maker, rather than the actual outcome reached. It requires a fair and proper procedure be used when making a decision.

As is stated the Policy, parties affected by a Complaint will be offered procedural fairness in a manner consistent with the Policy. Local Governments are recommended to refer to the procedures of the Ombudsman WA in respect of procedural fairness, to the extent that are applicable or relevant to a local government dispute resolution process. The City's approach is therefore informed (to the extent relevant) by the Ombudsman WA Procedural Fairness Guidelines and the approach of the Standards Panel as the higher complaints handling authority.

To the extent that the process for procedural fairness is unclear, the Policy has been reviewed and revised to ensure that the Complainant and Respondent are provided the same opportunities and follow the same process as the Complaint progresses. This entails the following –

- Each party is provided a reasonable opportunity to present their case to the Complaints Administration before it is considered by Council;
- The Respondent will be provided with all necessary information required to answer the Complaint, which in the context of these types of Complaints, will be the Complaint Form and attachments;
- Each party will be notified of the recommendation of the Complaint Administrator and the reasons for their findings before it is considered by Council; and
- Each party will be duly updated of the outcome of the relevant Council resolution.

To elevate engagement further than this in turn elevates the severity and seriousness of Complaints beyond the legislative intention. This is reflected in **Attachment 4** which is a comparison of the City's proposed approach and the approach of the Standards Panel. The points of difference merely reflect the different levels of severity in the breaches.

Addressing Behaviour When a Breach Has Been Found

When a breach has been found, the Regulations allow for a local government to "prepare and implement a plan to address the behaviour of the person to whom the complaint relates" at clause 4(b).

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Determining what that plan entails is at the discretion of the local government, but the Regulations note at clause 6 that they *may* include such things as engaging in mediation or undertaking counselling or training.

The Guidelines are very clear in how the capacity to develop plans should be interpreted. Known as 'Action Plans', such documents are not designed to be punitive or to humiliate the Respondent. The Guidelines note as follows –

> *An action plan should be designed to provide the member with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives.*
>
> *The action plan does not need to be complex. The plan should outline:*
>
> - *the behaviour(s) of concern;*
> - *the actions to be taken to address the behaviour(s);*
> - *who is responsible for the actions; and*
> - *an agreed timeframe for the actions to be completed.*
>
> *An action plan* ***should not include measures that are intended to be a punishment****, and instead should* ***focus on mechanisms to encourage positive behaviour and prevent negative behaviour*** *from occurring again in future.* [Emphasis added].

To prevent the resolution of Complaints inappropriately devolving into a punishment exercise, it is considered that the mechanism for "encouraging positive behaviour" and "preventing negative behaviour" is a counselling and training session with an independent person. This will facilitate an opportunity to discuss the reasons why the behaviour constituted a breach, implement strategies to avoid such breaches in the future, and education around behavioural expectations. It may also facilitate a route to an informal apology being made.

There has been some confusion around the extent to which a Respondent should be allowed to respond to any adverse findings against them. The Regulations do not actually provide for a right to be engaged with the process beyond making a submission in response to the Complaint. The Respondent must be afforded the right to be "consulted" with about any proposed Action Plan, however, as is explained in the Guidelines, this is not so that they can have a say in whether the Action Plan is appropriate or not. Rather it allows them to provide input into administrative issues such as time frames and structures –

> *The Code requires that in preparing the action plan, consultation must be undertaken with the elected member to whom the plan relates. This is designed to provide the member with the opportunity to be involved in matters such as* ***the timing*** *of meetings or training. Note: some members may not be willing to engage with the opportunity to participate in the process.* [Emphasis added].

To clarify and facilitate this point, a proposed amendment to the Standing Orders Local Law is outlined below.

If Council determines that a breach has occurred and that counselling and training via an Action Plan is necessary, then the Complaint Officer will consult with the Respondent to arrange a suitable time for the session. If the Respondent refuses to engage or unreasonably delays, the Respondent will be considered referred to the Standards Panel as allegedly committing a minor breach.

<u>Standing Orders Local Law</u>

Council at its meeting of 10 August 2021 considered a new Standing Orders Local Law (**Standing Orders**) and resolved to adopt the local law for public advertising. The new local

law included, amongst other things, a provision for a procedural motion to facilitate the Council's determination of complaints under Division 3 of the Code (Clause 7.12).

The report also included a summary of thirteen submissions, all relating to the same matters and included a recommendation, that despite the submissions, no further amendments to the local law were proposed as adequate provision has been made for public participation at meetings.

Whilst the Standing Orders as advertised are ready for adoption, adoption has been deferred until the policy position around mediation and the handling of Complaints was resolved.

Currently, the advertised Standing Orders reflect Council's previous position that debate on Code of Conduct matters should be limited. The complexity of managing duties and conflicts of interest, and understanding the expected role during such debates when no new information can be considered or discussed is evidently problematic in practice. The Standing Orders were deferred because they did not allow for mandatory mediation nor did they reflect that a break down at mediation would result in a dismissal.

As Administration's recommendation is to move away from a mandatory mediation approach, the Standing Orders as they apply to the Policy are largely sound. The changes depicted below are proposed to reflect –

- The intent of the Guidelines around consultation with Respondents found in breach; and
- The recommended position around streamlined Action Plans.

They therefore would constitute only minor amendments, and the Standing Orders can proceed without requiring re-advertising.

7.12 Motions concerning behaviour under the Code of Conduct

(1) A motion concerning a complaint about a breach of the Code of Conduct shall –

(a) be moved by the member who made the complaint; or
(b) if the complaint was made by a person who is not a member, moved by any member.

(2) If a motion moved under subclause (1) lapses for want of a mover or seconder, the complaint is taken to have been dismissed.

(3) There is to be no debate on a motion moved and seconded under subclause (1).

(4) A motion moved and seconded under subclause (1) cannot be amended.

(5) If a motion under subclause (1) is moved and seconded then lost, the complaint is taken to have been dismissed.

(6) If the motion moved and seconded under subclause (1) is carried, the person who moved the motion shall then move a motion in relation to whether further action is warranted ~~and, if so, what action~~.

(7) If a motion moved under subclause (6) lapses for want of a seconder, Council is taken to have determined that no further action is warranted in respect of the breach and no further motion may be moved.

(8) If a motion moved under subclause (6) is seconded~~, subject to subclause (10),~~ there is to be no debate on the motion.

(9) A motion moved and seconded under subclause (6) cannot be amended~~, other than to address comments made under subclause (10).~~

~~(10) If a motion moved under subclause (6) is seconded, the councillor found to have breached the Code is to be provided with the opportunity to comment on the proposed action.~~

~~(11) Any comment made by a councillor under subclause (10) is to be limited to whether or not they view the proposed action as acceptable.~~

~~(12) If a motion moved under subclause (6) is lost, council is taken to have determined that no further action is warranted~~

Consultation

Council Members have previously been consulted through Forums and Council Meetings in the development of the current Complaint Handling Policy and the proposed new Standing Orders Local Law.

Further, Administration engaged with the Department in respect of the Regulations, options for complaint determination, the escalation in the number of the complaints at the City and identified problematic issues of the clearly imperfect legislative regime.

Comment

Council has had the benefit of seeing the Policy in action on a number of occasions now; each time raised new queries and opportunities for improvement. It became clear that a more streamlined approach was required which clearly sets out the expectations of all those involved, including the Council Members when determining if a breach has occurred. The proposed changes have been workshopped at Council Forum and via the Councillor Hub.

Key changes are –

- Providing greater clarity around what procedural fairness will be afforded in relation to the application of the policy;
- The preference towards mediation without making it mandatory; and
- The importance that the process is not seen as punitive, and instead allowing for better behaviour to be encouraged in the future via an independent counselling session.

The Guidelines clearly set out the intention of the Code and the handling of Complaints. The City and Council are not empowered to elevate the Policy above the intention of the parliamentary drafters, or beyond the scope and powers of the Standards Panel reviewing Division 4 breaches. The revised policy reflects a position which is also consistent with industry.

Statutory Compliance

Local Government (Model Code of Conduct) Regulations 2021

Council Member, Committee Member and Candidate Code of Conduct

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.

Financial Implications

The costs associated with dealing with Complaints are funded through an operational budget.

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Voting Requirements

Simple Majority

Recommendation

That Council:-

1. APPROVES the amended Council Member, Committee Member and Candidate Code of Conduct Complaints Handling Policy.

Attachments:

1⇩.	*Attachment 1 - Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy FINAL*	*22/84557[v2]*
2⇩.	*Attachment 2 - [Marked up] Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy - Marked up Version Presented to Council Forum 9 March 2022*	*21/250805[v2]*
3⇩.	*Attachment 3 - [Marked up] Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy*	*22/84557[v1]*
4⇩.	*Attachment 4 - Comparison Flow Chart - Division 3 and Division 4 Process of Handling Complaints*	*22/83616*

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Policy Manual

Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy

Policy Owner:	Governance and Legal
Contact Person:	Executive Manager Governance and Legal
Date of Approval:	

1 POLICY STATEMENT

The City of Wanneroo is committed to addressing complaints under Division 3 of the Council Member, Committee Member and Candidate Code of Conduct (**Complaint/s**) (the **Code**) in an effective, transparent and fair manner that supports high standards of behaviour by Council Members, Committee Members and Candidates.

Council Members, Committee Members and Candidates understand that when accessing this policy and the complaint handling procedure, they must do so in good faith and for a proper purpose in line with the duties and expectations that their role provides.

2 POLICY OBJECTIVE

This Policy establishes the process by which the City of Wanneroo Council deals with Complaints.

3 SCOPE

3.1 This Policy applies to:-

a) Complaints made in accordance with section 11 of the Code;

b) Council Members, Committee Members, Candidates; and

c) any person who submits a Complaint.

3.2 This Policy does not apply to complaints:-

a) relating to Rules of Conduct under Division 4 of the Code;

b) about services delivered by the City;

c) against employees of the City;

d) involving allegations of serious misconduct, corruption, fraud; or

e) about other criminal or corrupt conduct.

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4 IMPLICATIONS

The City will incur costs to engage the Complaints Administrator and appropriately provide resource capacity to assist the Complaints Officer and the Complaints Administrator to receive and deal with Complaints.

5 IMPLEMENTATION

5.1 Making a Complaint

a) Any person may make a Complaint within one (1) month after the alleged breach of the Code occurred.

b) A Complaint must be made by completing the Behaviour Complaint Form in full and providing the completed forms to the Complaints Officer. (www.wanneroo.wa.gov.au/council/Good Governance and Conduct/Codes of Conduct).

c) A Complaint will not be accepted if the Complainant has made a complaint under the Rules of Conduct Division 4 of the Code where the Complaint relates to the same or similar circumstances of the Complaint.

5.2 Complaints Officer

a) The Director Corporate Strategy and Performance (and in their absence or where a conflict of interest exists, the Executive Manager Governance and Legal) is authorised as the Complaints Officer.

b) The Complaints Officer is authorised to receive Complaints and is the City's liaison with the Complaints Administrator.

c) Prior to appointing a Complaints Administrator, the Complaints Officer will conduct a preliminary review to confirm that the Complaint has been properly made and is within jurisdiction and required time frames. If the Complaint is determined not to be properly made or within jurisdiction, the Complaints Officer will provide the Complainant the opportunity to amend before referral to the Complaints Administrator.

d) For the avoidance of any doubt, the role of the Complaints Officer is intended to be administrative only. A Complainant may reject or chose not seek the guidance of the Complaints Officer in making a Complaint

5.3 Complaints Administrator

a) The Complaints Administrator is an impartial person external to the City who will undertake the functions specified in this Policy.

b) The City will appoint a suitably qualified and experienced Complaints Administrator in accordance with the City's Purchasing Policy that meets the following criteria –

i) Licensed to undertake investigations;

ii) Evidence of completion of a Certificate IV in Government Investigations;

iii) Experienced in undertaking investigations in the local government sector, with experience with local government council members as preferable; and

iv) Demonstrated ability to provide quality services at a competitive price.

c) The Complaints Administrator is appointed to review and consider a Complaint and to report on their findings and recommended course of action to the City's Complaints Officer for consideration by Council.

5.4 Function and Responsibilities of the Complaints Administrator

a) The Complaints Administrator assesses and makes a finding on a Complaint, and makes a recommendation to Council.

b) The Complaints Administrator is not to assess a Complaint if they have an actual or perceived conflict of interest in relation to a Complaint.

c) The Complaints Administrator is to undertake the following –

i) determine whether the Complaint is within jurisdiction, and if the matter is found not to be within jurisdiction, make a recommendation for dismissal without engaging in further investigation;
ii) determine whether the Complaint is to be dismissed pursuant to clause 5.7 of this Policy;
iii) offer the parties mediation;
iv) liaise with the Respondent and facilitate the Response;
v) make a finding on the balance of probabilities[1]; and
vi) prepare a report and recommendation to Council based on their findings.

d) The findings and subsequent recommendation of the Complaints Administrator will be put to Council by the Complaints Officer. A Complaints Administrator's recommendation based on their finding must either –

i) recommend that the Council find that no breach of the Code has occurred;
ii) recommend that the Council find that a breach of the Code has occurred and that no further action should be taken; or

[1] The balance of probability threshold is derived pursuant to clause 12(3) of Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*, which requires that any finding of a breach must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

iii) recommend that the Council find that a breach of the Code has occurred and an Action Plan for counselling and training be prepared and implemented.

e) The Complaints Administrator must provide reasons for their finding/s and recommendation/s.

f) The Complaints Administrator may seek legal advice from the Executive Manager Governance and Legal to interpret the provisions of Division 3 of the Code.

5.5 Mediation

a) The administration of the Complaint is focused on providing the Complainant and the Respondent the most appropriate process to resolve the Complaint, with a preference for facilitated mediation.

b) Both parties will be offered the opportunity for mediation.

c) Any party which does not wish to engage in mediation must provide written reasons why mediation is not possible or appropriate in the context of the Complaint.

d) If the parties do agree to mediation, they are required to participate in the facilitated mediation in good faith in seeking to resolve the Complaint.

e) Mediation will be facilitated through the Complaints Administrator with an independent and suitably qualified mediator.

f) The facilitated mediation process is to consider all the disputed issues, develop options to resolve each of the issues and to reach an agreed outcome.

g) If an agreed outcome is reached, the Complainant will withdraw the Complaint.

5.6 Assessment of Complaint

a) The Complaints Administrator has no investigatory powers.

b) The Complaints Administrator will make their determination regarding the occurrence of a breach/breaches of the Code in consideration *only* of –

i) the evidence and information provided by the Complainant in the completed Behaviour Complaint Form; and
ii) the submission (if received) by the Respondent pursuant to clause 5.10.

5.7 Dismissal of a Complaint

a) The Complaints Administrator may recommend to the Complaints Officer that a Complaint be dismissed at first instance.

b) Such a recommendation must be made on the determination that the behaviour to which the Complaint relates occurred at a Council Meeting (*section 13 of the Local Government (Model Code of Conduct) Regulations 2021*) and either:

i) the behaviour was dealt with by the Mayor; or

ii) the person responsible for the behaviour has taken remedial action in accordance with Standing Orders Local Law.

5.8 Council Determination

a) A confidential report is to be prepared for Council that must include the following:

i) the substance of the Complaint;
ii) the nature and extent of the assessment into the Complaint;
iii) the substance of the Response;
iv) the Complaints Administrator's finding;
v) the Complaints Administrator's recommendation; and
vi) any recommended Action Plan for training and counselling to address the behaviour of the Respondent (if in breach).

b) Council's determination of a Complaint must:

i) be based on proper and genuine consideration of the finding of the Complaints Administrator, their report and recommendation; and
ii) not consider or take into account any irrelevant factors.

c) In determining a Complaint, Council may resolve that a breach of the Code has:

i) occurred and to take no action;
ii) occurred and to implement an Action Plan; or
iii) not occurred and dismiss the Complaint.

5.9 Action Plan

a) An Action Plan may be recommended as a mechanism to encourage positive behaviour and prevent negative behaviour in the future.
b) In Council resolving to prepare and implement an Action Plan, the Council may consider:

i) the findings and recommendations of the Complaints Administrator;
ii) the Respondent's submission in relation to the Complaint;
iii) whether the Respondent has remedied or rectified their conduct;
iv) whether the Respondent has breached the Code knowingly or carelessly.
v) whether the Respondent has breached the Code on previous occasions.
vi) the harm or potential harm to the reputation of the City arising from the conduct.

vii) the public interest.

c) Council can resolve an Action Plan that requires the Respondent to engage in counselling and training.
d) The counselling session will be undertaken by an appropriately qualified independent person appointed by the Complaints Officer.
e) The intention of a counselling session is to allow for education around the behaviour which caused the breach, discussion around positive behaviour for the future and to ideally facilitate the opportunity for an informal apology to be made.
f) The Respondent must engage with counselling in good faith.
g) Failure to comply with an Action Plan is a breach of the *Local Government (Model Code of Conduct) Regulations 2021* and will be duly referred to the relevant statutory authority by the Complaints Officer.

5.10 Procedural Fairness

a) The principles of procedural fairness will apply when dealing with a Complaint to the extent set out in this Policy.

b) Procedural fairness is to be provided to the Complainant and the Respondent as follows –

i) A Complaint will be considered in accordance with this Policy;
ii) A Complainant has the opportunity, as prescribed in the Behaviour Complaint Form, to receive clarification and assistance from the Complaints Officer prior to submitting a Complaint;
iii) As soon as reasonably practicable after the receipt of a Complaint, the Complainant will receive acknowledgment that the Complaint has been received and the Respondent will be duly notified of the Complaint by the Complaints Administrator or Complaints Officer;
iv) At first instance, the Complaints Administrator will offer both parties the opportunity to mediate the Complaint. If this is declined, the declining party/parties must provide detailed reasons as to why mediation is not appropriate in the circumstances. The Complaints Administrator is to note these comments in their report;
v) If no mediation is to occur, the Respondent will be provided fourteen days to respond to the Complaint in writing;
vi) The Respondent can seek reasonable extensions of time to provide their response, upon written confirmation from the Complaints Officer.
vii) Both parties will be provided with the finding and recommendation of the Complaints Administrator prior to it being considered by Council. This includes any recommended Action Plan;
viii) Both parties will be notified of the outcomes of the Council determination as soon as practicable by the Complaints Administrator or Complaints Officer;

ix) If a breach has been found and it has been determined that an Action Plan is required, the Complaints Officer will consult with the Respondent about their availability for a counselling and training session;

x) The Complainant will be notified that the counselling and training session has been conducted.

c) In the event that a Complaint has been made anonymously, the Complaint Administrator will exercise their discretion at to the extent procedural fairness can be practically offered to the Complainant.

5.11 Reporting

a) The City will maintain a register of Complaints lodged under the Code.

b) A summary of statistics and costs associated with Complaints received in the relevant period will be reported to the Audit and Risk Committee on an annual basis and included in the City's Annual Report.

5.12 Confidentiality

a) Subject to disclosure required to process and determine the Complaint, and to the extent disclosure is required by law, the Complainant, the Respondent and the Complaints Administrator are required to maintain confidentiality in respect of the Complaint and the processes undertaken to determine the Complaint.

b) The relevant parties will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the determination of their Complaint.

5.13 Appeal

a) Subject to 5.13(b) below, there is no mechanism to appeal a determination of Council in respect of a Complaint.

b) The City of Wanneroo Standing Orders Local Law applies in respect of Council determining Complaints.

6 DISPUTE RESOLUTION

All disputes concerning this policy will be referred to the Executive Manager Governance and Legal or the Director Corporate Strategy and Performance as the Complaints Officers in the first instance, and if unresolved, to the CEO for determination.

7 EVALUATION AND REVIEW PROVISIONS

This Policy is to be reviewed every two years to ensure that it meets its objective and provides clear accountability requirements unless legislative amendments or Council require an immediate review.

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8 DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Act	means the *Local Government Act 1995*.
Action Plan	means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code, to address the behaviour of the person to whom the Complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.
Candidate	means a candidate for election as a Council Member.
Code	means the City of Wanneroo Council Member, Committee Member and Candidate Code of Conduct.
Committee Member	A person appointed to a committee by resolution of Council.
Complaint	means a complaint submitted under section 11 of the Code.
Complainant	means a person who has submitted a Complaint.
Complaints Administrator	means the independent and suitably qualified person appointed by the Complaints Officer in accordance with clause 5.3 of this Policy.
Complaint Form	means the form approved under section 11(2)(a) of the Code
Complaints Officer	means a person authorised in writing by Council resolution (CE03-03/21) under section 11(3) of the Code of Conduct to receive Complaints and withdrawals of Complaints. The role of the Complaints Officer is addressed in clause 5.2 of this Policy.
Council	means the Council of the City of Wanneroo.
Council Meeting	means a formal meeting of the Council that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.
Council Member	means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.
Respondent	means a person who is the subject of a Complaint submitted under section 11 of the Code.

9 RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Council Member, Committee Member and Candidate Code of Conduct
- Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Protocols

10 REFERENCES

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Policy Manual

Local Government Act 1995
Local Government (Model Code of Conduct) Regulations 2021
Department of Local Government, Sport and Cultural Industries: The Minor Breach System: A guide for council members, complaints officers and members of the community.
Department of Local Government, Sport and Cultural Industries: Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates 2021

11 RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

Version	Next Review	Record No:
1	July 2024	21/250805

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Policy Manual

Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy

Policy Owner:	Governance and Legal
Contact Person:	Executive Manager Governance and Legal
Date of Approval:	~~10 August 2021 (CE01-08/21)~~

1 POLICY STATEMENT

The City of Wanneroo is committed to addressing complaints under Division 3 of the Council Member, Committee Member and Candidate Code of Conduct (**Complaint/s**) (the **Code**) in an effective, transparent and fair manner that supports high standards of behaviour by Council Members, Committee Members and Candidates.

2 POLICY OBJECTIVE

This Policy establishes the process by which the City of Wanneroo Council deals with Complaints.

3 SCOPE

3.1 This Policy applies to:-

a) Complaints made in accordance with section 11 of the Code;

b) Council Members, Committee Members, Candidates; and

c) any person who submits a Complaint.

3.2 This Policy does not apply to complaints:-

a) relating to Rules of Conduct under Division 4 of the Code;

b) about services delivered by the City;

c) against employees of the City;

d) involving allegations of serious misconduct, corruption, fraud; or

e) about other criminal or corrupt conduct.

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4 IMPLICATIONS

The City will incur costs to engage the Complaint Administrator and appropriately provide resource capacity to assist the Complaints Officer and the Complaint Administrator to receive and deal with Ceomplaints.

5 IMPLEMENTATION

5.1 Making a Complaint

a) Any person may make a Complaint within one (1) month after the alleged breach of the Code occurred.

b) A Complaint must be made by completing the Behaviour Complaint Form in full and providing the completed forms to the Complaints Officer. (www.wanneroo.wa.gov.au/council/Good Governance and Conduct/Codes of Conduct).

c) A Complaint will not be accepted if the Complainant has made a complaint under the Rules of Conduct Division 4 of the Code where the Complaint relates to the same or similar circumstances of the Complaint.

5.2 Complaints Officer

a) The Director Corporate Strategy and Performance (and in their absence or where a conflict of interest exists, the Executive Manager Governance and Legal) is authorised as the Complaints Officer.

b) The Complaints Officer is authorised to receive Complaints and is the City's liaison with the Complaint Administrator.

c) Prior to appointing a Complaints Administrator, the Complaints Officer will conduct a preliminary review to confirm that the Complaint has been properly made and is within jurisdiction and required time frames. If the Complaint is determined not to be properly made or within jurisdiction, the Complaints Officer will provide the Complainant the opportunity to amend before referral to the Complaint Administrator.

5.3 Complaint Administrator

a) The Complaint Administrator is an impartial person external to the City who will undertake the functions specified in this Policy.

b) The City will appoint a suitably qualified and experienced Complaint Administrator in accordance with the City's Purchasing Policy that meets the following criteria :-

i) Licensed to undertake investigations;

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ii) Evidence of completion of a Certificate IV in Government Investigations;

iii) Experienced in undertaking investigations in the local government sector, with experience with local government council members as preferable; and

iv) Demonstrated ability to provide quality services at a competitive price.

c) The Complaint Administrator is appointed to review and consider a Complaint and to report on ~~the outcome (~~their findings and recommended course of action~~)~~ to the City's Complaints Officer for consideration by Council.

5.4 Function and Responsibilities of the Complaint Administrator

a) The Complaint Administrator assesses and makes a finding on a Complaint, and makes a recommendation to Council.

b) The Complaint Administrator is not to assess a Complaint if they have an actual or perceived conflict of interest in relation to a Complaint.

c) The Complaint Administrator is to undertake the following –

i) determine whether the Complaint is within jurisdiction;
ii) determine whether the Complaint is to be dismissed;
iii) offer the parties mediation;
iv) liaise with the Respondent and facilitate the Response;
v) make a finding on the balance of probabilities[1]; and
vi) prepare a report and recommendation to Council.

d) The findings and subsequent recommended action of the Complaints Administrator will be put Council by the Complaints Officer. A Complaint Administrator's recommendation based on their finding must either –

i) recommend that the Council find that no breach of the Code has occurred;
ii) recommend that the Council find that a breach of the Code has occurred and that no further action should be taken; or
iii) recommend that the Council find that a breach of the Code has occurred and an Action Plan for counselling and training be prepared and implemented.

d) The Complaint Administrator must provide reasons for their finding/s and recommendation/s.

[1] The balance of probability threshold is derived pursuant to clause 12(3) of Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*, which requires that any finding of a breach must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

~~c)~~e) The Complaint Administrator may seek legal advice from the Executive Manager Governance and Legal to interpret the provisions of Division 3 of the Code.

5.5 Mediation

a) The administration of the Complaint is focused on providing the Complainant and the Respondent the most appropriate process to resolve the Complaint, with a strong preference for facilitated mediation.

b) Both parties will be offered the opportunity for mediation.

c) Any party which does not wish to engage in mediation must provide written reasons why mediation is not possible or appropriate in the context of the Complaint.

d) If the parties do agree to mediation, they are required to participate in the facilitated mediation in good faith in seeking to resolve the Complaint.

e) Mediation will be facilitated through the Complaint Administrator with an independent and suitably qualified mediator.

f) The facilitated mediation process is to consider all the disputed issues, develop options to resolve each of the issues and to reach an agreed outcome.

g) If an agreed outcome is reached, the Complainant will withdraw the Complaint.

5.6 Assessment of Complaint

a) The Complaint Administrator has no investigatory powers.

b) The Complaint Administrator will make their determination regarding the occurrence of a breach/breaches of the Code in consideration *only* of –

i) the evidence and information provided by the Complainant in the completed Behaviour Complaint Form; and

~~i)~~ii) the submission (if received) by the Respondent pursuant to clause 5.10.

~~5.5~~5.7 Dismissal of a Complaint

a) The Complaint Administrator may recommend to the Complaints Officer that a Complaint be dismissed at first instance.

~~a)~~b) Such a recommendation must be made on the determination that~~dismiss a Complaint due to~~ the behaviour to which the Complaint relates ~~having~~ occurred at a Council Meeting (*section 13 of the Local Government (Model Code of Conduct) Regulations 2021*) and either:

i) the behaviour was dealt with by the Mayor; or

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~~i)~~ii) the person responsible for the behaviour has taken remedial action in accordance with Standing Orders Local Law.

~~b) The Complaint Administrator may recommend that Council dismisses a Complaint due to their assessment that it is "unreasonable" in circumstances where the Complaint is made:~~

~~i) with the intent of addressing personal grievances or disagreements;~~
~~ii) to express dissatisfaction with a council member's lawfully-made decisions or performance of their role;~~
~~iii) as an attempt to limit freedom of political expression; or~~
~~iv) is an abuse of process.~~

~~5.6 Procedural Fairness~~

~~a) The principles of procedural fairness and due process will apply when dealing with a Complaint *to the extent set out in this Policy*.~~

~~i) Procedural fairness is provided to the Complainant and the Respondent as followsthe Complainant will be afforded:~~
~~a. for their Complaint to be considered in accordance with this Policy;~~
~~b. an opportunity to mediate with the Respondent;~~
~~c. reasonable opportunity to consider the findings of the Complaint Administrator; and~~
~~d. for their Complaint to be determined by Council.~~

~~ii) the Respondent will be afforded:~~
~~a. an opportunity to mediate with the Complainant;~~
~~b. reasonable opportunity to respond to the Complaint;~~
~~c. reasonable opportunity to consider the findings of the Complaint Administrator; and~~
~~d. a reasonable opportunity to address Council if an Action Plan is recommended.~~

~~iii) Council must be objective and impartial, and determine the Complaint without any bias or perceived bias.~~

~~iv) Council Members must declare an impartiality interest at the Council Meeting at which the Complaint is to be determined.~~

~~5.7~~5.8 Council Determination

a) A confidential report is to be prepared for Council that must include the following:

i) the substance of the Complaint;
ii) the nature and extent of the assessment into the Complaint;
iii) the substance of the Response;
iv) the Complaint Administrator's finding;

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v) the Complaint Administrator's recommendation; and
vi) any recommended Action Plan for training and counselling to address the behaviour of the Respondent (if in breach).

b) Council's determination of a Complaint must:

~~i) only consider each of the items in section 5.7a) of this Policy;~~
~~ii)~~i) be based on proper and genuine consideration of the finding of the Complaint Administrator, their report and recommendation; and
~~iii)~~ii) not consider or take into account any irrelevant factors.

c) In determining a Complaint, Council may resolve that a breach of the Code has:

i) occurred and to take no action;
ii) occurred and to implement an Action Plan; or
iii) not occurred and dismiss the Complaint.

~~5.8~~5.9 Action Plan

a) An Action Plan may be recommended as a mechanism to encourage positive behaviour and prevent negative behaviour in the future.
~~a)~~b) I~~n~~f Council resolving to prepare and ~~es to~~ implement an Action Plan, the Council may consider:

i) the findings and recommendations of the Complaint Administrator;
~~i)~~ii) the Respondent's submission in relation to the ~~Action Plan~~Complaint;
~~ii)~~iii) whether the Respondent has remedied or rectified their conduct;
~~iii) the relative costs and benefits of taking formal enforcement action as opposed to taking no action or taking informal action;~~
iv) whether the Respondent has breached the Code knowingly or carelessly.
v) whether the Respondent has breached the Code on previous occasions.
vi) the harm or potential harm to the reputation of the City arising from the conduct.
vii) the public interest.

c) Council can resolve an Action Plan that requires the ~~following:~~Respondent to engage in counselling and training.
d) The counselling session will be undertaken by an appropriately qualified independent person appointed by the Complaints Officer.
e) The intention of a counselling session is to allow for education around the behaviour which caused the breach, discussion around positive behaviour for the future and to ideally facilitate the opportunity for an informal apology to be made.
f) The Respondent must engage with counselling in good faith.
g) Failure to comply with an Action Plan is a breach of the *Local Government (Model Code of Conduct) Regulations 2021* and will be duly referred to the relevant statutory authority by the Complaints Officer.
~~b)~~

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~~i) the Respondent to engage in mediation with the Complainant;~~
~~ii) the Respondent to undertake counselling at their cost;~~
~~iii) the Respondent to undertake training at their cost;~~
~~iv) provide an apology to the Complainant; and/or~~
~~remove the Respondent's entitlement to attend the Council Members' lounge and dinning room for a period of time.~~

5.10 Procedural Fairness

a) The principles of procedural fairness will apply when dealing with a Complaint to the extent set out in this Policy.

b) Procedural fairness is to be provided to the Complainant and the Respondent as follows –

i) A Complaint will be considered in accordance with this Policy;
ii) A Complainant has the opportunity, as prescribed in the Behaviour Complaint Form, to receive clarification and assistance from the Complaint Officer prior to submitting a Complaint;
iii) As soon as reasonably practicable after the receipt of a Complaint, the Complainant will receive acknowledgment that the Complaint has been received and the Respondent will be duly notified of the Complaint by the Complaint Administrator or Complaint Officer;
iv) At first instance, the Complaint Administrator will offer both parties the opportunity to mediate the Complaint. If this is declined, the declining party/parties must provide detailed reasons as to why mediation is not appropriate in the circumstances. The Complaint Administrator is to note these comments in their report;
v) If no mediation is to occur, the Respondent will be provided fourteen days to respond to the Complaint in writing;
vi) The Respondent can seek reasonable extensions of time to provide their response, upon written confirmation from the Complaint Officer.
vii) Both parties will be provided with the finding and recommendation of the Complaint Administrator prior to it being considered by Council. This includes any recommended Action Plan;
viii) Both parties will be notified of the outcomes of the Council determination as soon as practicable by the Complaint Administrator or Complaint Officer;
ix) If a breach has been found and it has been determined that an Action Plan is required, the Complaints Officer will consult with the Respondent about their availability for a counselling and training session;
x) The Complainant will be notified that the counselling and training session has been conducted.

~~5.9~~5.11 Reporting

a) The City will maintain a register of Complaints lodged under the Code.

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b) A summary of statistics and costs associated with Complaints received in the relevant period will be reported to the Audit and Risk Committee on an annual basis and included in the City's Annual Report.

~~5.10~~5.12 Confidentiality

a) Subject to disclosure required to process and determine the Complaint, and to the extent disclosure is required by law, the Complainant, the Respondent and the Complaint Administrator are required to maintain confidentiality in respect of the Complaint and the processes undertaken to determine the Complaint.

b) The relevant parties will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the determination of their Complaint.

~~5.11~~5.13 Appeal

a) Subject to 5.13b) below, there is no mechanism to appeal a determination of Council in respect of a Complaint.

b) The City of Wanneroo Standing Orders Local Law applies in respect of Council determining Complaints.

6 DISPUTE RESOLUTION

All disputes concerning this policy will be referred to the Executive Manager Governance and Legal or the Director Corporate Strategy and Performance as the Complaints Officers in the first instance, and if unresolved, to the CEO for determination.

7 EVALUATION AND REVIEW PROVISIONS

This Policy is to be reviewed every two years to ensure that it meets its objective and provides clear accountability requirements unless legislative amendments or Council require an immediate review.

8 DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Act	means the *Local Government Act 1995*.
Action Plan	means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code, to address the behaviour of the person to whom the Complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.
Candidate	means a candidate for election as a Council Member, whose nomination has been accepted by the Returning Officer under s.4.49 of the Act, but does not include a Council Member who has nominated for re-election. A

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	person is a candidate from the date on which their nomination is accepted, until the Returning Officer declares the election result in accordance with section 4.77 of the Act.
Code	means the City of Wanneroo Council Member, Committee Member and Candidate Code of Conduct.
Committee Member	A person appointed to a committee by resolution of Council.
Complaint	means a complaint submitted under section 11 of the Code.
Complainant	means a person who has submitted a Complaint.
Complaint Administrator	means the independent and suitably qualified person appointed by the Complaints Officer in accordance with clause 5.3 of this Policy.
Complaint Form	means the form approved under section 11(2)(a) of the Code
Complaints Officer	means a person authorised in writing by Council resolution (CE03-03/21) under section 11(3) of the Code of Conduct to receive Complaints and withdrawals of Complaints. The role of the Complaints Officer is addressed in clause 5.2 of this Policy.
Council	means the Council of the City of Wanneroo.
Council Meeting	means a formal meeting of the Council that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.
Council Member	means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.
Respondent	means a person who is the subject of a Complaint submitted under section 11 of the Code.

9 RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Council Member, Committee Member and Candidate Code of Conduct
- Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Protocols

10 REFERENCES

Local Government Act 1995
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Department of Local Government, Sport and Cultural Industries: Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates 2021

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11 RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

Version	Next Review	Record No:
1	July 2024	21/250805

22/76371

Policy Manual

Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy

Policy Owner: Governance and Legal
Contact Person: Executive Manager Governance and Legal
Date of Approval:

1 POLICY STATEMENT

The City of Wanneroo is committed to addressing complaints under Division 3 of the Council Member, Committee Member and Candidate Code of Conduct (**Complaint/s**) (the **Code**) in an effective, transparent and fair manner that supports high standards of behaviour by Council Members, Committee Members and Candidates.

Council Members, Committee Members and Candidates understand that when accessing this policy and the complaint handling procedure, they must do so in good faith and for a proper purpose in line with the duties and expectations that their role provides.

2 POLICY OBJECTIVE

This Policy establishes the process by which the City of Wanneroo Council deals with Complaints.

3 SCOPE

3.1 This Policy applies to:-

a) Complaints made in accordance with section 11 of the Code;

b) Council Members, Committee Members, Candidates; and

c) any person who submits a Complaint.

3.2 This Policy does not apply to complaints:-

a) relating to Rules of Conduct under Division 4 of the Code;

b) about services delivered by the City;

c) against employees of the City;

d) involving allegations of serious misconduct, corruption, fraud; or

e) about other criminal or corrupt conduct.

4 IMPLICATIONS

The City will incur costs to engage the Complaints Administrator and appropriately provide resource capacity to assist the Complaints Officer and the Complaints Administrator to receive and deal with Complaints.

5 IMPLEMENTATION

5.1 Making a Complaint

a) Any person may make a Complaint within one (1) month after the alleged breach of the Code occurred.

b) A Complaint must be made by completing the Behaviour Complaint Form in full and providing the completed forms to the Complaints Officer. (www.wanneroo.wa.gov.au/council/Good Governance and Conduct/Codes of Conduct).

c) A Complaint will not be accepted if the Complainant has made a complaint under the Rules of Conduct Division 4 of the Code where the Complaint relates to the same or similar circumstances of the Complaint.

5.2 Complaints Officer

a) The Director Corporate Strategy and Performance (and in their absence or where a conflict of interest exists, the Executive Manager Governance and Legal) is authorised as the Complaints Officer.

b) The Complaints Officer is authorised to receive Complaints and is the City's liaison with the Complaints Administrator.

c) Prior to appointing a Complaints Administrator, the Complaints Officer will conduct a preliminary review to confirm that the Complaint has been properly made and is within jurisdiction and required time frames. If the Complaint is determined not to be properly made or within jurisdiction, the Complaints Officer will provide the Complainant the opportunity to amend before referral to the Complaints Administrator.

~~c)~~d) For the avoidance of any doubt, the role of the Complaints Officer is intended to be administrative only. A Complainant may reject or chose not seek the guidance of the Complaints Officer in making a Complaint

5.3 Complaints Administrator

a) The Complaints Administrator is an impartial person external to the City who will undertake the functions specified in this Policy.

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b) The City will appoint a suitably qualified and experienced Complaints Administrator in accordance with the City's Purchasing Policy that meets the following criteria –

i) Licensed to undertake investigations;

ii) Evidence of completion of a Certificate IV in Government Investigations;

iii) Experienced in undertaking investigations in the local government sector, with experience with local government council members as preferable; and

iv) Demonstrated ability to provide quality services at a competitive price.

c) The Complaints Administrator is appointed to review and consider a Complaint and to report on their findings and recommended course of action to the City's Complaints Officer for consideration by Council.

5.4 Function and Responsibilities of the Complaints Administrator

a) The Complaints Administrator assesses and makes a finding on a Complaint, and makes a recommendation to Council.

b) The Complaints Administrator is not to assess a Complaint if they have an actual or perceived conflict of interest in relation to a Complaint.

c) The Complaints Administrator is to undertake the following –

i) determine whether the Complaint is within jurisdiction, and if the matter is found not to be within jurisdiction, make a recommendation for dismissal without engaging in further investigation;
ii) determine whether the Complaint is to be dismissed pursuant to clause 5.7 of this Policy;
iii) offer the parties mediation;
iv) liaise with the Respondent and facilitate the Response;
v) make a finding on the balance of probabilities[1]; and
vi) prepare a report and recommendation to Council based on their findings.

d) The findings and subsequent recommendationed ~~action~~ of the Complaints Administrator will be put to Council by the Complaints Officer. A Complaints Administrator's recommendation based on their finding must either –

i) recommend that the Council find that no breach of the Code has occurred;
ii) recommend that the Council find that a breach of the Code has occurred and that no further action should be taken; or

[1] The balance of probability threshold is derived pursuant to clause 12(3) of Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*, which requires that any finding of a breach must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

iii) recommend that the Council find that a breach of the Code has occurred and an Action Plan for counselling and training be prepared and implemented.

e) The Complaints Administrator must provide reasons for their finding/s and recommendation/s.

f) The Complaints Administrator may seek legal advice from the Executive Manager Governance and Legal to interpret the provisions of Division 3 of the Code.

5.5 Mediation

a) The administration of the Complaint is focused on providing the Complainant and the Respondent the most appropriate process to resolve the Complaint, with a ~~strong~~ preference for facilitated mediation.

b) Both parties will be offered the opportunity for mediation.

c) Any party which does not wish to engage in mediation must provide written reasons why mediation is not possible or appropriate in the context of the Complaint.

d) If the parties do agree to mediation, they are required to participate in the facilitated mediation in good faith in seeking to resolve the Complaint.

e) Mediation will be facilitated through the Complaints Administrator with an independent and suitably qualified mediator.

f) The facilitated mediation process is to consider all the disputed issues, develop options to resolve each of the issues and to reach an agreed outcome.

g) If an agreed outcome is reached, the Complainant will withdraw the Complaint.

5.6 Assessment of Complaint

a) The Complaints Administrator has no investigatory powers.

b) The Complaints Administrator will make their determination regarding the occurrence of a breach/breaches of the Code in consideration *only* of –

i) the evidence and information provided by the Complainant in the completed Behaviour Complaint Form; and
ii) the submission (if received) by the Respondent pursuant to clause 5.10.

5.7 Dismissal of a Complaint

a) The Complaints Administrator may recommend to the Complaints Officer that a Complaint be dismissed at first instance.

b) Such a recommendation must be made on the determination that the behaviour to which the Complaint relates occurred at a Council Meeting (*section 13 of the Local Government (Model Code of Conduct) Regulations 2021*) and either:

i) the behaviour was dealt with by the Mayor; or

ii) the person responsible for the behaviour has taken remedial action in accordance with Standing Orders Local Law.

5.8 Council Determination

a) A confidential report is to be prepared for Council that must include the following:

i) the substance of the Complaint;
ii) the nature and extent of the assessment into the Complaint;
iii) the substance of the Response;
iv) the Complaints Administrator's finding;
v) the Complaints Administrator's recommendation; and
vi) any recommended Action Plan for training and counselling to address the behaviour of the Respondent (if in breach).

b) Council's determination of a Complaint must:

i) be based on proper and genuine consideration of the finding of the Complaints Administrator, their report and recommendation; and
ii) not consider or take into account any irrelevant factors.

c) In determining a Complaint, Council may resolve that a breach of the Code has:

i) occurred and to take no action;
ii) occurred and to implement an Action Plan; or
iii) not occurred and dismiss the Complaint.

5.9 Action Plan

a) An Action Plan may be recommended as a mechanism to encourage positive behaviour and prevent negative behaviour in the future.
b) In Council resolving to prepare and implement an Action Plan, the Council may consider:

i) the findings and recommendations of the Complaints Administrator;
ii) the Respondent's submission in relation to the Complaint;
iii) whether the Respondent has remedied or rectified their conduct;
iv) whether the Respondent has breached the Code knowingly or carelessly.
v) whether the Respondent has breached the Code on previous occasions.
vi) the harm or potential harm to the reputation of the City arising from the conduct.

vii) the public interest.

c) Council can resolve an Action Plan that requires the Respondent to engage in counselling and training.
d) The counselling session will be undertaken by an appropriately qualified independent person appointed by the Complaints Officer.
e) The intention of a counselling session is to allow for education around the behaviour which caused the breach, discussion around positive behaviour for the future and to ideally facilitate the opportunity for an informal apology to be made.
f) The Respondent must engage with counselling in good faith.
g) Failure to comply with an Action Plan is a breach of the *Local Government (Model Code of Conduct) Regulations 2021* and will be duly referred to the relevant statutory authority by the Complaints Officer.

5.10 Procedural Fairness

a) The principles of procedural fairness will apply when dealing with a Complaint to the extent set out in this Policy.

b) Procedural fairness is to be provided to the Complainant and the Respondent as follows –

i) A Complaint will be considered in accordance with this Policy;
ii) A Complainant has the opportunity, as prescribed in the Behaviour Complaint Form, to receive clarification and assistance from the Complaints Officer prior to submitting a Complaint;
iii) As soon as reasonably practicable after the receipt of a Complaint, the Complainant will receive acknowledgment that the Complaint has been received and the Respondent will be duly notified of the Complaint by the Complaints Administrator or Complaints Officer;
iv) At first instance, the Complaints Administrator will offer both parties the opportunity to mediate the Complaint. If this is declined, the declining party/parties must provide detailed reasons as to why mediation is not appropriate in the circumstances. The Complaints Administrator is to note these comments in their report;
v) If no mediation is to occur, the Respondent will be provided fourteen days to respond to the Complaint in writing;
vi) The Respondent can seek reasonable extensions of time to provide their response, upon written confirmation from the Complaints Officer.
vii) Both parties will be provided with the finding and recommendation of the Complaints Administrator prior to it being considered by Council. This includes any recommended Action Plan;
viii) Both parties will be notified of the outcomes of the Council determination as soon as practicable by the Complaints Administrator or Complaints Officer;

ix) If a breach has been found and it has been determined that an Action Plan is required, the Complaints Officer will consult with the Respondent about their availability for a counselling and training session;

x) The Complainant will be notified that the counselling and training session has been conducted.

c) In the event that a Complaint has been made anonymously, the Complaint Administrator will exercise their discretion at to the extent procedural fairness can be practically offered to the Complainant.

5.11 Reporting

a) The City will maintain a register of Complaints lodged under the Code.

b) A summary of statistics and costs associated with Complaints received in the relevant period will be reported to the Audit and Risk Committee on an annual basis and included in the City's Annual Report.

5.12 Confidentiality

a) Subject to disclosure required to process and determine the Complaint, and to the extent disclosure is required by law, the Complainant, the Respondent and the Complaints Administrator are required to maintain confidentiality in respect of the Complaint and the processes undertaken to determine the Complaint.

b) The relevant parties will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the determination of their Complaint.

5.13 Appeal

a) Subject to 5.13(b) below, there is no mechanism to appeal a determination of Council in respect of a Complaint.

b) The City of Wanneroo Standing Orders Local Law applies in respect of Council determining Complaints.

6 DISPUTE RESOLUTION

All disputes concerning this policy will be referred to the Executive Manager Governance and Legal or the Director Corporate Strategy and Performance as the Complaints Officers in the first instance, and if unresolved, to the CEO for determination.

7 EVALUATION AND REVIEW PROVISIONS

This Policy is to be reviewed every two years to ensure that it meets its objective and provides clear accountability requirements unless legislative amendments or Council require an immediate review.

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City of Wanneroo

Policy Manual

8 DEFINITIONS

DEFINITIONS: Any definitions listed in the following table apply to this document only.	
Act	means the *Local Government Act 1995*.
Action Plan	means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code, to address the behaviour of the person to whom the Complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.
Candidate	means a candidate for election as a Council Member~~, whose nomination has been accepted by the Returning Officer under s.4.49 of the Act, but does not include a Council Member who has nominated for re-election. A person is a candidate from the date on which their nomination is accepted, until the Returning Officer declares the election result in accordance with section 4.77 of the Act.~~.
Code	means the City of Wanneroo Council Member, Committee Member and Candidate Code of Conduct.
Committee Member	A person appointed to a committee by resolution of Council.
Complaint	means a complaint submitted under section 11 of the Code.
Complainant	means a person who has submitted a Complaint.
Complaints Administrator	means the independent and suitably qualified person appointed by the Complaints Officer in accordance with clause 5.3 of this Policy.
Complaint Form	means the form approved under section 11(2)(a) of the Code
Complaints Officer	means a person authorised in writing by Council resolution (CE03-03/21) under section 11(3) of the Code of Conduct to receive Complaints and withdrawals of Complaints. The role of the Complaints Officer is addressed in clause 5.2 of this Policy.
Council	means the Council of the City of Wanneroo.
Council Meeting	means a formal meeting of the Council that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.
Council Member	means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.
Respondent	means a person who is the subject of a Complaint submitted under section 11 of the Code.

9 RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

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- Council Member, Committee Member and Candidate Code of Conduct
- Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Protocols

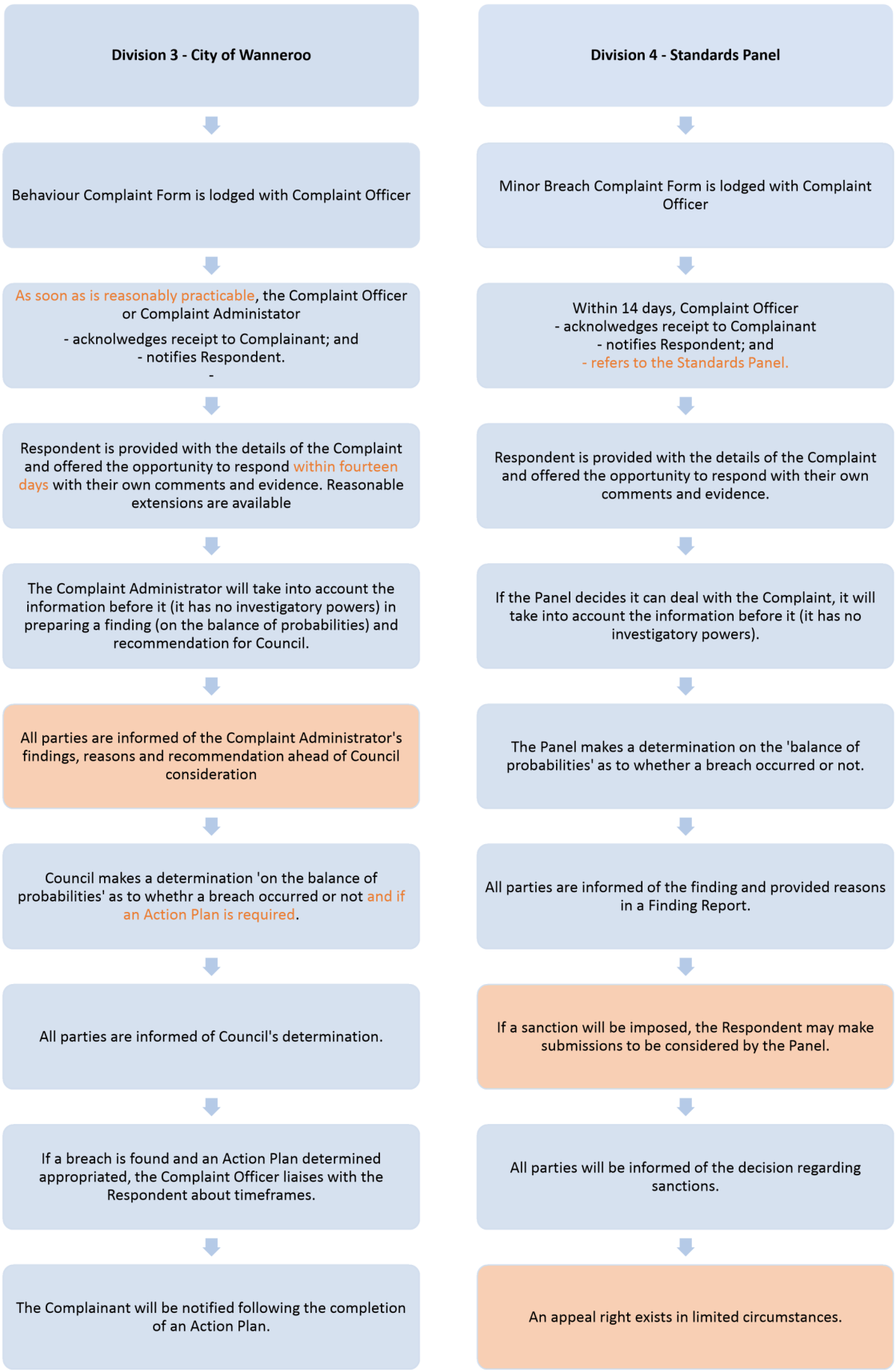
10 REFERENCES

Local Government Act 1995
Local Government (Model Code of Conduct) Regulations 2021
Department of Local Government, Sport and Cultural Industries: The Minor Breach System: A guide for council members, complaints officers and members of the community.
Department of Local Government, Sport and Cultural Industries: Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates 2021

11 RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

Version	Next Review	Record No:
1	July 2024	21/250805



* Orange denotes a key difference in the processes
22/83616

4.13 Review of the City of Wanneroo Standing Orders Local Law 2008

File Ref: 25251 – 22/121990
Responsible Officer: Executive Manager Governance & Legal
Attachments: 3

Issue

To consider a new Standing Orders Local Law 2021 (**New Local Law**) and the repeal of the City's Standing Orders Local Law 2008 (**Existing Local Law**) to reflect current practice, adhere to legislative requirements and to improve decision making.

Background

Council at its meeting of 10 August 2021 considered a New Standing Orders Local Law (**Standing Orders**) and resolved to adopt the local law for public advertising. The new local law included, amongst other things, a provision for a procedural motion to facilitate the Council's determination of complaints under Division 3 of the Council Member, Committee Member and Candidate Code of Conduct (the **Code**) (Clause 7.12).

Council at its meeting of 16 November 2021 (CE04-11/21) considered 13 submissions as a result of public consultation (all relating to the same matters) which included a recommendation, that despite the submissions, no further amendments to the local law were proposed as adequate provision has been made for public participation at meetings.

Council deferred the adoption of the New Local Law until the policy position around mediation and the handling of complaints relating to the Code Complaint Handling Policy was resolved.

Detail

The following provides an overview of the proposed amendments.

1. Deputations
Deputations have been removed as these are heard prior to the Briefing Session.

2. Public Statement Time
Public Statement Time has been removed as the current process provides members of the public with the opportunity to provide a preamble before stating their question during Public Question Time.

3. Petitions
Continue to receive and deal with petitions through a Council meeting.

4. Prevention of Disturbance which relates to the use of mobile phones during Council Meetings (Clause 4.16)
This matter has been the subject of several discussions to limit the use of mobile phones and other electronic devices that may detract from the meeting process as a general good practice measure.
Frequent use of mobile devices during meetings may give the impression that the Council Members are not fully focused on the matters at hand. In particular, the use of social media, texting or tweeting may demonstrate pre-determination, bias or give the impression of such.

Should a Council Member need to take or make an urgent phone call, text or email during a meeting, it is more appropriate to excuse themselves from the Council Chambers quietly and return at an appropriate juncture of the meeting keeping in mind that any

phone call made or text or email sent must not show any indication of bias or pre-determination in respect of any matter under consideration during the meeting. This is particularly important relating to planning and regulatory matters.
An appropriate use of media devices during meetings may be to access meeting papers and relevant background material associated with the meeting.

5. Giving a document to a Council Member prior to meetings (Clause 9.5)
Council Members expressed a view that the local law should include a provision for the acceptance of documents prior to a Council meeting. It is proposed that a minimum time frame be set that would allow Council Members sufficient time to read and consider the information.
A section has been included in the proposed New Local Law to require that a person other than a Council Member or employee must not give any Council Member correspondence or other document relating to a matter to be considered at a Council meeting within 30 minutes prior to or during the commencement of that Council meeting.

6. Penalties for breaches of the Standing Orders Local Law (Part 10)
A penalty for the breach of the New Local Law has been included.

7. Inclusion of procedural motions to facilitate the Council's determination complaints under Division 3 of Council Member, Committee Member and Candidate Code of Conduct Complaint (Clause 7.12)
The inclusion of clause 7.12 provides for Council to receive a report from the Complaints Officer on the outcome of an assessment of a Code Complaint. The provisions restrict debate as this would provide the opportunity for new evidence to be presented which has not previously been considered as part of the mediation process.

Consultation

The New Local Law was advertised for public comment for the duration of the statutory advertising period (not less than six weeks after the notice was given) and submissions closed on 4 October 2021.

The local law making process requires that after the last day of submissions the local government is to consider any submissions made and may make the local law as proposed or make a local law that is not significantly different from that proposed. Should the proposed changes be considered significant, then the local law making process is to begin again and will require a second consultation process.

Thirteen (13) submissions were received by the close of the submission period. Given that the Department of Local Government, Sport and Cultural Industries (the **Department**) usually provide comment on draft local laws, the City queried this directly. The Department provided their comments on 5 October 2021, and whilst this was received after the close of submissions, the City believes that the comments are relevant and that the draft local law should be amended accordingly.

As further detailed under the Comments section of this report, the Department's recommended amendments do not significantly change the local law and it is not intended to begin the local law making process again.

The thirteen (13) submissions received all relate to the same matter and are summarised below along with comment from Administration. It is recommended that further amendments to the local law are not required as adequate provision has been made for public participation at meetings.

No.	Clause	Submission	Administration Comment
Department of Local Government, Sport and Cultural Industries			
1.	Various	Minor edits proposed, mostly formatting and number references.	All minor edits applied.
	4.16	Removal of Members from the meeting: This clause provides that if a person uses a mobile phone in breach of the clause the person can be removed from the meeting room. This is likely to raise issues since it will potentially obstruct a member from carrying out their statutory duty to attend meetings and vote on matters under discussion.	Clause 4.16 (d) which provides that a Member may be asked to leave the meeting room if they do not comply, has been deleted.
	10.1	Suggested that the penalty for a breach of the local law is reduced to $1000. Offences under Standing Orders are relatively minor when compared to local laws that involve matters of public safety or local government property. The Delegated Legislation Committee has previously requested undertakings when local governments try to impose the maximum penalty permitted under the *Local Government Act 1995.* Penalties of $1000 has previously gone through the Committee without objection.	The penalty in the local law has been amended to $1000.
Submissions from the Public			
2.	1.3, 3.4, 3.5, 3.6 and 3.12	**13 submitters all made the exact same submission set out below**	
		The current Local Law has a Purpose and Intent. No longer is the intent to include: (c) greater community participation and understanding of the business of the Council; and (d) more open and accountable local government. These intentions are critical to accountability and transparency. Removing them gives the clear signal that Council intends to keep matters secret. It is essential these terms remain. Official council activities, including voting on behalf of the community, are recorded in the official minutes of the meeting. To remove ratepayer Public Statements and Public Deputations to the briefing session which are not minuted, removes from the record issues of concern raised to Council so that it would appear the ratepayers have no issues of concern. This is a backward and unacceptable reduction in transparency and accountability. It reduces participation and understanding of the business of council. It is essential these activities remain at the minuted and recorded Council meeting.	The Purpose and Intent of the proposed local law has been amended to align with a more contemporary description as provided for by the Western Australian Local Government Model Local Law. The proposed change highlights that the local law is intended to result in better decision making at Council meetings and is to provide for procedural matters that must be followed. The Local Government Act 1995 promotes participation of the community in council meetings through public question time and observation of the decision-making process which is conducted in an open and transparent way. Public question time plays an important part in achieving these objectives by providing an opportunity for the public to seek Council's response on issues that are of interest to them. The Presiding Person currently provides opportunity where possible, for any member of the community to make a preamble/statement prior to posing a

No.	Clause	Submission	Administration Comment
		It is also my submission that the City make provision for electronic petitions. This is essential given the geographic spread of the City and the ability of ratepayers to utilise technology. A petition format could be established on the Councils website where residents and ratepayers could create and electronically sign petitions. The current requirement for paper petitions is a barrier to community participation and democratic governance.	question. Public Question Time is managed by the Presiding Person who ensures that the time is used efficiently and for the intended purpose. The City's Customer Request System also provides a process for the community to submit questions or statements on a number of matters. In the past, deputations were presented at an informal meeting prior to the opening of a Council Meeting and therefore were not minuted. Deputations are now presented during Briefing Sessions as this provides Council Members with an opportunity to adequately consider the matters raised before the report is formally presented at a Council meeting for decision. This is considered to provide greater transparency and diligence to the decision making process. Petitions must be received in a final format but may be forwarded electronically (through email) or in hard copy. Council is not in a position to accept on-line 'live' petitions. The purpose for this is to ensure that an accurate record of the submission and signatories to that petition, is maintained. This accuracy cannot be guaranteed if the submission is an online 'live' petition as there is potential that the information continues to change (such as adding signatures and/or changes to the petition wording).

Comment

Broad consultation has been undertaken with both City employees and Council Members in drafting the New Local Law and it is considered an effective document to provide for the orderly conduct of Council Meetings.

Administration however proposes additional minor changes to the New Local Law shown below:-

1. Clause 4.2 of the New Local Law refers to the seating arrangements in the Council Chamber. The amendment proposes the removal of Clause 4.2 (1) relating to the seating of the Deputy Mayor and the removal of the words "until the council decides to reallocate positions" in clause 4.2 (3), as this matter is covered in the following clause of the New Local Law.
2. Currently, the advertised New Standing Orders Local Law reflect Council's previous position relating to Clause 7.12 'Motions concerning behaviour under Division 3 of the Code of Conduct. The amendments currently shown in the New Local Law (**Attachment 3)** are proposed to reflect –
    - The intent of the Guidelines around consultation with Respondents found in breach; and
    - The recommended position around streamlined Action Plans.

The above changes would constitute only minor amendments, and the Standing Orders can proceed without requiring re-advertising.

The Joint Standing Committee on Delegated Legislation follow the general rule that a change is more likely to be significant if it changes the rights, obligations or privileges which the law would otherwise have imposed. The amendments proposed by Administration is not considered significant and does not impact on the intent of the local law.

The Existing Local Law is shown at **Attachment 1, a** marked-up version is shown at **Attachment 2** and **t**he final version is shown at **Attachment 3** (as amended).

Administration recommend that Council adopt the New Local Law for gazettal and implementation.

The agenda and the minutes of the Ordinary Council meeting at which the local law is considered is to include the purpose and effect of the proposed local law, which are set out below.

Purpose

The purpose of this local law is to provide for the orderly conduct of the proceedings and business of the Council.

Effect

The effect of this local law is that all council and committee meetings as described in the *Local Government Act 1995*, shall be governed by the Standing Orders Local Law 2021 unless otherwise provided in the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* or other written law.

Statutory Compliance

Local Government Act 1995: Section 3.12

In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.

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

There are costs associated with making the local law, including advertising and eventual Gazettal.

Voting Requirements

Absolute Majority

Recommendation

That Council:-

1. **ADOPTS BY ABSOLUTE MAJORITY in accordance with sections 3.12(4) of the *Local Government Act 1995,* the Standing Orders Local Law 2021 as shown at Attachment 3;**

2. **NOTES the purpose and effect of the local law as being;**

   Purpose

   The purpose of this local law is to provide for the orderly conduct of the proceedings and business of the Council.

   Effect

   The effect of this local law is that all council and committee meetings as described in the Local Government Act 1995, shall be governed by the Standing Orders Local Law 2021 unless otherwise provided in the Local Government Act 1995, the Local Government (Administration) Regulations 1996 or other written law.

3. **REQUESTS Administration in accordance with s3.12(5) of the *Local Government Act 1995* publish the Standing Orders Local Law 2021 in the Government Gazette and sends a copy to the Minister for Local Government, Sport and Cultural Industries;**

4. **NOTES that after Gazettal, in accordance with s3.12(6) of the *Local Government Act 1995*, local public notice will be given —**

   a) **stating the title of the local law;**

   b) **summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and**

   c) **advising that copies of the local law may be inspected or obtained from the City office; and**

5. **NOTES that following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.**

Attachments:

1⇩.	*Attachment 1 - City of Wanneroo Standing Orders Local law 2008*	*16/252686*
2⇩.	*Attachment 2 - New Standing Orders Local Law 2021 showing Mark-up*	*21/417772*
3⇩.	*Attachment 3 - New Standing Orders Local Law 2021 (Final)*	*17/229251*

City of Wanneroo

(21.11.08 Gazette 196, 29.9.09 Gazette 173)

LOCAL GOVERNMENT ACT 1995

CITY OF WANNEROO

STANDING ORDERS LOCAL LAW 2008

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Powerdocs 746458v3

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LOCAL GOVERNMENT ACT 1995

CITY OF WANNEROO

STANDING ORDERS LOCAL LAW 2008

Under the powers conferred by the *Local Government Act 1995* and under all powers enabling it, the Council of the City of Wanneroo resolved on 23 September 2008 to make the following local law.

PART 1 – PRELIMINARY

1.1 Title

This local law is the City of Wanneroo Standing Orders Local Law 2008.

1.2 Commencement

This local law comes into operation 14 days after its publication in the *Government Gazette*.

1.3 Purpose and intent

(1) The purpose of this local law is to provide a set of procedures to assist in the good conduct of meetings of the Council and of the electors.

(2) This local law is intended to result in -

(a) better decision making by the Council;

(b) orderly and efficient conduct of meetings dealing with business of the Council;

(c) greater community participation and understanding of the business of the Council; and

(d) more open and accountable local government.

1.4 Repeal

The City of Wanneroo Standing Orders Local Law 2000 is repealed.

1.5 Definitions

In this local law, unless the contrary intention appears -

"Act" means the *Local Government Act 1995;*

"Administration Regulations" means the *Local Government (Administration) Regulations 1996.*

"CEO" means the chief executive officer of the City;

"City" means the City of Wanneroo;

"Council" means the council of the City;

"meeting" means a meeting of the Council;

"member" means the mayor or a councillor;

"presiding person" means any person presiding at a meeting;

"Rules of Conduct Regulations" means the *Local Government (Rules of Conduct) Regulations 2007*.

PART 2 - MEETINGS OF COUNCIL

2.1 Calling of meetings

The calling of meetings is dealt with in the Act.

2.2 Notice of meeting and notice of adjournment

(1) The giving of notice of meetings of the Council is dealt with in the Act and the giving of public notice of meetings is dealt with in the Administration Regulations.

(2) How documents can be given to a person is dealt with in the Act and the *Interpretation Act 1984.*

(3) When a meeting is adjourned to a day and hour other than the next ordinary meeting, notice of the resumption of the adjourned meeting, if time permits, is to be given to each member specifying the nature of the business to be transacted.

2.3 Public access to agendas and supporting information

Public access to agendas and supporting documentation is dealt with in the Administration Regulations.

2.4 Public access to unconfirmed minutes of meetings

Public access to unconfirmed minutes of meetings is dealt with in the Administration Regulations.

2.5 Quorum for meetings

The requirements for a quorum for a meeting are dealt with in the Act.

2.6 Procedure if quorum not present

The procedure where a quorum for a meeting is not present is dealt with in the Administration Regulations.

2.7 Lapse of quorum

(1) If at any time during any meeting a quorum is not present, the presiding person upon becoming aware of the fact, is to suspend the proceedings of the meeting for a period of 15 minutes.

(2) If a quorum is not present at the expiration of the 15 minutes suspension period the presiding person is to adjourn the meeting to a future time and date.

(3) A record is to be taken of all those who have spoken on the subject under consideration at the time of the adjournment and be recorded in the minutes of the meeting.

(4) Where the debate on any motion is interrupted at a meeting, which is adjourned due to lack of a quorum, that debate is to be resumed at the resumption of the meeting at the point where it was interrupted.

(5) The members who have spoken on the motion at the adjourned meeting, must not speak again on resumption of that meeting, except the mover who retains the right of reply.

(6) At any meeting where a quorum is not present or there is an adjournment due to the lack of a quorum the names of the members then present are to be recorded in the minute book.

2.8 Voting

(1) Voting at meetings is dealt with in the Act and the Administration Regulations.

(2) In taking the vote on any motion or amendment, the presiding person must put the question first in the affirmative and then in the negative and may do so as often as is necessary, to form and declare an opinion as to whether the affirmative or the negative has the majority.

PART 3 - BUSINESS AT MEETINGS

3.1 Order of business

(1) Unless the Council decides otherwise, the order of business at an ordinary meeting of the Council is to be as follows -

(a) Apologies/leave of absence
(b) Public question time and public statement time
(c) Confirmation of minutes
(d) Announcements by the presiding person without discussion
(e) Questions from members
(f) Petitions

(g) Reports by officers
(h) Motions of which previous notice has been given
(i) Urgent business
(j) Date and location of the next meeting; and
(k) Closure

(2) The order of business at any special meeting of the Council is to be in the order in which it appears in the agenda.

(3) Unless otherwise decided by the Council, the items of business for a meeting of the Council are to be considered in the sequence that they are listed in the agenda.

(4) At the resumption of an adjourned meeting the only business to be transacted is that which remains outstanding on the agenda of the adjourned meeting.

3.2 Public question time

(1) Public question time at meetings is dealt with in the Act and Administration Regulations.

(2) A member of the public wanting to ask a question during public question time must first state their name and address.

(3) Questions asked by the public are to relate to the business of the Council and are not to be in the form of a statement or a personal opinion.

3.3 Public statement time

The procedure for the making of statements by members of the public is to be determined -

(a) by the presiding person; or

(b) in the case where the majority of the members of the council present at the meeting disagree with the presiding person, by the majority of those members.

3.4 Application for leave of absence from meeting

(1) The requirement for members to obtain leave of absence from meetings of the Council is dealt with in the Act.

(2) A member who requests that leave of absence be granted for a member need not put the request in writing but must state the period of leave and the reasons for the request.

3.5 Confirmation of minutes

(1) The requirements for keeping minutes of meetings and the content of minutes are dealt with in the Act and the Administration Regulations.

(2) When considering the minutes of a previous meeting, the only discussion permitted is that relating to the accuracy of the minutes.

3.6 Announcements by presiding person without discussion

At any meeting of the Council the presiding person may announce or raise any matter of interest or affecting the City and there is not to be any discussion on the matter.

3.7 Questions from members

(1) (a) The item of business "Questions from members" is to provide members with an opportunity to raise questions with the Mayor and the council.

(b) Questions are to relate only to the business of the council.

(c) A member asking questions may address the council for a maximum of 3 minutes.

(2) (a) A minimum of 15 minutes is to be allowed to the item "Questions from members"

(b) If there are insufficient questions to fill the allocated time then the presiding person is to move on to the next item.

(3) (a) Whenever possible, questions are to be submitted in writing at least 30 hours prior to the start of the meeting.

(b) Questions submitted in writing are to be dealt with first.

(4) (a) At an ordinary meeting, only questions relating to matters affecting the council are to be answered.

(b) At a special meeting, only questions relating to the purpose of the meeting are to be answered.

(c) Questions may be taken on notice and responded to after the meeting.

(5) The presiding person is to control the item "Questions from members" and is to ensure that any member writing to ask a question is given a fair and equal opportunity to do so.

(6) If a question is directed to a member or an employee who has a interest in the subject matter of the question then the member or employee is to declare the interest and allow another member or employee to respond to the question.

3.8 Disclosure of financial and proximity interests

The requirements for disclosure of any interest as defined in section 5.60 of the Act are dealt with in Part 5 of the Act.

3.9 Disclosure of interest affecting impartiality

The disclosure of interests affecting impartiality is dealt with by the Rules of Conduct Regulations.

3.10 Petitions

(1) A petition received by a member or the CEO is to be presented to the next ordinary Council meeting.

(2) Any petition to the Council is -

(a) as far as practicable to be prepared in the form prescribed in the Schedule;

(b) to be addressed to the Council and forwarded to a member or the CEO; and

(c) to state the name and address of the person to whom correspondence in respect of the petition may be served.

(3) Once a petition is presented to the Council, a motion may be moved to receive the petition and refer it to the CEO for action.

3.11 Deputations to meetings

(1) Any person or persons wishing to be received as a deputation by the Council, must in the first instance, give a request in writing to the CEO setting out in concise terms the matter to be raised by the deputation.

(2) A request under subclause (1) must be given to the CEO not later than 12 noon on a business day which is not less than 3 clear days prior to the date of the meeting.

(3) When the CEO receives a request for a deputation to the Council, the request is to be brought to the attention of the presiding person. The presiding person is to decide if a deputation is to be received and, if so, when it is to be received.

(4) A deputation is not to exceed 3 persons in number and only those persons may address the meeting.

(5) Members of a deputation are collectively to have a maximum of 10 minutes to address the meeting, unless an extension of time is granted by the Council.

3.12 Identification of matters for which the meeting may sit behind closed doors

For the convenience of members of the public, the Council may by resolution identify those matters on the agenda that are to be discussed behind closed doors and defer those matters to be considered as the last reports at the meeting.

3.13 Reports

(1) The functions of the CEO including to advise the Council and implement decisions are dealt with in the Act.

(2) The CEO may prepare or cause to be prepared any report that in the CEO’s opinion requires consideration by the Council, including any report of a late or urgent nature.

3.14 Motions of which previous notice has been given

(1) A member may raise at a meeting any business that the member considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO.

(2) Subject to subclause (3) a notice of motion under subclause (1) is to be signed by the member and given to the CEO at least 7 clear days before the meeting at which it is to be moved.

(3) The requirement to give notice of a motion under subclause (1) does not apply where the proposed motion is relevant to -

(a) a recommendation made by or contained in a report on the agenda; or

(b) a notice of motion that appears on the agenda,

and is moved after the motion has been dealt with.

(4) A notice of motion lapses unless the member who gave the notice or some other member authorised in writing by the member who gave the notice, moves the motion at the meeting at which it is to be considered.

(5) Where a notice of motion is given and lapses in circumstances referred to under subclause (4), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of the lapse.

(6) A motion of which previous notice has been given is to relate to the good government of persons in the district.

(7) A notice of motion of which the subject matter is does not relate to a matter affecting the City, may be ruled out of order by the presiding person.

(8) Where a notice of motion under subclause (1) contains any word or words which -

(a) reflect adversely on the character or actions of a member, officer or other person; or

(b) impute any motive to any member or officer; or

(c) are offensive or insulting,

then the CEO -

(i) after consultation with the mayor, may reject the motion; or

(ii) after consultation with the member who submitted the motion, may amend the form but not the substance of the motion so as to delete the offensive or insulting word or words.

(9) Where, prior to a meeting, a member has given notice of motion in accordance with this clause or a member has given notice of a revocation motion in accordance with clause 6.1; and

(a) the member is present at the meeting, the member must read the motion or revocation motion to the meeting; or

(b) the member is not present at the meeting, the CEO must read the motion or revocation motion to the meeting.

3.15 Urgent business

The presiding person may dispense with the requirement to give notice under clause 3.14 where the presiding person is satisfied that -

(a) the motion is a matter of urgency and the motion could not reasonably be dealt with at the next ordinary meeting of the Council; and

(b) it was not reasonable for the notice to be given.

3.16 Meeting closure

At the conclusion of all business or when otherwise determined by the meeting, the presiding person is to declare the meeting closed and state the closing time.

PART 4 - CONDUCT OF MEETINGS

4.1 Official titles to be used

Members, when referring to others, must refer to them by their titles of mayor, deputy mayor, councillor, or in the case of an employee by the employee's title.

4.2 Seating

(1) At the first meeting following each ordinary election, the CEO is to allocate a seat in the Council chamber to each member.

(2) The deputy mayor is to be allocated a seat in the council chamber next to the fellow ward representative of the deputy mayor.

(3) Each member must occupy his or her allocated position when present at a meeting of the Council until the Council decides to reallocate positions.

(4) The CEO is to sit immediately to the right of the mayor.

4.3 Distinguished visitor seating

If a distinguished visitor is present at a meeting of the Council, the presiding person may invite that person to sit beside the presiding person or at the meeting table.

4.4 Media attendance and seating

Media representatives are permitted to attend meetings of the Council and be seated in that part of the Council chamber or meeting room that may be set aside for their use, but must leave the meeting during any period when the meeting is closed to the public.

4.5 Order of speakers

When 2 or more members indicate their desire to speak at the same time the presiding person is to decide who is entitled to priority.

4.6 Members not to interrupt

A member must not -

(a) make any noise or disturbance or converse in a loud manner whilst any other member is addressing a meeting; or

(b) cause any interruption or speak out of turn during a meeting, other than to raise a point of order, make a personal explanation or move a procedural motion.

4.7 No member to cross the floor

When the presiding person is putting any motion, a member must not cross the floor, and whilst any other member is speaking, must not pass between the speaker and the presiding person or pass behind the presiding person.

4.8 Presiding person may participate in discussion

(1) The voting entitlement of a presiding person at a meeting is dealt with in the Act.

(2) The presiding person may participate in the discussion of any motion before the meeting provided that the presiding person addresses the meeting before the right of reply is exercised.

4.9 Relevance to debate

When addressing a meeting on any motion or other business, members must confine their remarks to the motion or other business and not digress.

4.10 Personal explanation

(1) A member must not speak at any meeting, except on the matter then before the Council, unless it is to make a personal explanation.

(2) A member wishing to make a personal explanation of matters referred to by any other member then speaking, is entitled to be heard -

(a) immediately if the member then speaking consents at the time; or

(b) at the conclusion of the speech if the member then speaking declines to give way.

(3) A member of the Council permitted to make a personal explanation must confine comments to a succinct statement relating to a specific part of the former speech that may have been misunderstood and the member is not to refer to matters not strictly necessary for that purpose and is not to seek to strengthen his or her former argument by new matter or by replying to other members.

4.11 Ruling on questions of personal explanation

The ruling of the presiding person on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.

4.12 Point of order

(1) A member may direct the presiding person's attention to a breach of this local law by any other member and is to specify the grounds of the breach.

(2) A member expressing a difference of opinion with, or contradicting, a speaker is not to be recognised as raising a point of order.

(3) The presiding person is to decide all points of order and the decision of the presiding person is final, unless in any particular case, the Council then resolves that a different ruling is to be substituted for the ruling given by the presiding person.

(4) A motion, amendment or other business ruled to be out of order, is to be no longer discussed and requires no resolution.

(5) Where anything said or done by a member is ruled out of order, the presiding person may require the member to make an explanation, retraction or apology as the case may be.

4.13 Preservation of order – Council members

(1) The presiding person is to preserve order at all times and may call any member to order whenever in the presiding person's opinion, there is cause to do so.

(2) Any member who acts in breach of this clause may be ruled by the presiding person to be out of order.

(3) Where a member persists in any conduct which the presiding person deems is out of order, or refuses to make any explanation, retraction or apology required by the presiding person, then the presiding person may direct the member to refrain from taking any further part in the debate of the item, other than by recording the member's vote and the member must comply with that direction.

4.14 Preservation of order – members of the public

(1) Any member of the public addressing the Council is to extend due courtesy and respect to the Council and the processes under which they operate and must take direction from the presiding person whenever called upon to do so.

(2) A person observing a meeting, must not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

(3) Where a person is considered by the presiding person or the Council to be in breach of sub clauses (1) or (2) the presiding person or the Council may direct the offending person to leave the meeting room and the person must immediately comply with that direction.

(4) A person failing to comply with a direction given under sub-clauses (1) or (3) may, by order of the presiding person, be removed by the police from the meeting room.

4.15 Serious disorder

(1) If the presiding person is of the opinion that by reason of serious disorder or otherwise, the business of the meeting cannot effectively be continued, the presiding person may adjourn the meeting for a period of not less than 5 minutes but no more than 15 minutes.

(2) If, having once adjourned the meeting, the presiding person is again of the opinion that the business of the meeting cannot effectively be continued the presiding person may adjourn the meeting to another date.

PART 5 – MOTIONS AND AMENDMENTS

5.1 Recommendations in reports

(1) Where a motion, if carried, would be significantly different from the relevant written recommendation of an employee (but not a motion to only note the matter or to return the recommendation for further consideration), the motion are to include the reasons for the motion.

(2) The requirements for recording in the minutes of a meeting, written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of or an employee are dealt with in the Administration Regulations.

(3) A recommendation made by or contained in a report may, but need not be, moved.

(4) A motion may be moved that a recommendation made by or contained in a report be referred back for further consideration.

5.2 Adoption of recommendations en bloc

A member may move a motion to adopt by one resolution, all the recommendations or a group of recommendations or several reports, without amendment or qualification after having first identified those recommendations, if any -

(a) which require adoption by absolute or special majority vote,

(b) in respect of which there is a disclosure of interest;

(c) which any member has indicated the member wishes to debate; and

(d) in respect of which any member has indicated the wish to ask a question or to raise a point of clarification,

and, each of those recommendations referred to in paragraphs (a), (b), (c) and (d) are to be considered separately.

5.3 Motions

(1) A member proposing a primary motion or amendment must state its substance before addressing the meeting and if so required by the presiding person must put the motion or amendment in writing.

(2) The presiding person or the meeting by resolution, may require a complicated motion to be divided into 2 or more motions.

5.4 No opposition to motions

(1) On a motion being moved and seconded, the presiding person may then ask the meeting if any member opposes it.

(2) If no member signifies opposition to the motion the presiding person may then take the vote without debate.

(3) If a member signifies opposition to a motion, the motion shall be dealt with according to this local law.

5.5 Motions to be seconded

(1) Subject to subclause (2) a motion or amendment is not to be discussed or put to the vote unless seconded.

(2) A nomination to any position is not required to be seconded.

(3) A member seconding a motion is to be taken to have reserved the right to speak on the motion later in the debate.

5.6 Withdrawing motions

A motion or amendment may be withdrawn by the mover, with the consent of the Council, and no member is to speak on it after it has been withdrawn.

5.7 One motion at a time

Only one motion is to be debated at any one time.

5.8 Limitation on members speaking

(1) Only the mover of a motion or an amendment may speak twice on the same motion or the same amendment.

(2) The mover of a motion or an amendment -

(a) is to speak to that motion or amendment first, after it has been seconded; and

(b) has the right of reply and in exercising that right is to confine the reply to previous speakers' comments and not introduce any new matters.

(3) A member must not speak on any motion or an amendment after the mover has replied.

(4) A member may only speak on a motion or an amendment, or reply, for a period of 5 minutes, unless an extension of time is granted by the Council by simple majority without debate, but is not to exceed 10 minutes in total.

(5) The Council may suspend the operation of this clause during debate on a motion.

5.9 Questions during debate

(1) Subject to clause 5.8 (Limitation on members speaking) a member may ask a question at any time during the debate on a motion or an amendment before the mover of the motion or amendment has replied.

(2) Subject to subclause (3) a member who asks one or more questions will not be taken to have spoken on the matter.

5.10 Amendments

(1) A member may move an amendment to a primary motion, at any time during debate on the motion, except -

(a) when the mover has been called by the presiding person to exercise the right of reply; or

(b) during debate on a procedural motion.

(2) Every amendment is to be relevant and not negate the motion in respect of which it is moved.

(3) An amendment to a motion is to take only one of the following forms -

(a) that certain words be omitted;

(b) that certain words be omitted and others substituted or added; or

(c) that certain words be added.

(4) (a) Only one amendment is to be discussed at a time, but as often as an amendment is lost, another amendment may be moved before the primary motion is put to the vote.

(b) Where an amendment is carried, one further successful amendment to the primary motion, as amended, and no more, may be carried.

(5) Where an amendment is carried, the primary motion as amended is, for all purposes of subsequent debate and subject only to subclause (4), to be treated as a primary motion.

PART 6 – REVOCATION MOTIONS

6.1 Revocation motions

(1) The requirements for support of a motion for revocation or change of a Council decision are dealt with in the Act and Administration Regulations.

(2) In this clause -

(a) **"relevant meeting"**, where used in relation to a revocation motion, means -

(i) the ordinary or special meeting specified in the notice of the revocation motion; or

(ii) if that meeting is adjourned before the motion is announced by the presiding person, then at the resumption of the adjourned meeting; or

(iii) if that meeting is closed before the motion is announced by the presiding person, then at the next ordinary meeting or a special meeting convened to consider those matters not considered prior to the closure of the meeting; or

(iv) if the motion is deferred by the council to another meeting of the council, then at that other meeting,

as the case may be;

(b) **"revocation motion"** means a motion to revoke or change a decision made at a council meeting.

(3) This clause does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

(4) A member wishing to move a revocation motion at a meeting of the council must give to the CEO notice of the revocation motion, which is to -

(a) be in writing;

(b) specify the decision proposed to be revoked or changed;

(c) include a reason or reasons for the revocation motion;

(d) be signed by the number of members required by law to support the motion to revoke or change the decision referred to in the revocation motion;

(e) specify the date of the ordinary or special meeting of the council, as the case may be, which next follows the expiry of 7 clear days after the notice is given to the CEO;

(f) be given to the CEO not less than 7 clear days prior to the date of the ordinary or special meeting specified in the notice.

(5) (a) If, at the relevant meeting, the member who gave the notice of the revocation motion, is present, then the presiding person is to call on that member to move the revocation motion.

(b) If that member is not present or, being present, does not move the revocation motion when called upon to do so by the presiding person, then notwithstanding clause 3.14 any member of the Council may move the revocation motion.

(6) Where notice of a revocation motion is given in accordance with the requirements of this clause, then the CEO must not implement or continue to implement, the decision the subject of the revocation motion until -

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(7) A notice of revocation motion given in accordance with the requirements of this clause is to lapse when -

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(8) Subclauses (1), (2), (3), (4) and (5) of clause 3.14 do not apply where the motion is a revocation motion.

(9) For the avoidance of doubt subclauses (6), (7), (8) and (9) of clause 3.14 are to apply where the motion is a revocation motion.

(10) A motion that a revocation motion be deferred is only to be carried by the decision of an absolute majority.

PART 7 – PROCEDURAL MOTIONS

7.1 Permissible procedural motions

In addition to proposing a properly worded amendment to a primary motion, a member may, at the conclusion of a speech of any other member or on the conclusion of any business, move any of the following procedural motions without notice, and if seconded, the procedural motion is to be dealt with immediately -

(a) that the motion be deferred;

(b) that the meeting do now adjourn;

(c) that the motion be now put;

(d) that the meeting be now closed;

(e) that the Council sit behind closed doors;

(f) that the limitation on members speaking be suspended or that the limitation be resumed;

(g) that the ruling by the presiding person be disagreed with.

7.2 No debate on procedural motions

(1) The mover of a motion referred to in each of paragraphs (a), (b), (d) and (f) of clause 7.1 may speak to the motion for not more than 5 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

(2) The mover of a motion referred to in paragraph (c) of clause 7.1 must not speak to the motion, the seconder must not speak other than to formally second the motion, and there is to be no debate on the motion.

7.3 Procedural motions – closing debate – who may move

(1) No person who has moved, seconded, or spoken for or against the primary motion, or any amendment may move any procedural motion which, if carried, would close the debate on the primary motion or amendment.

(2) At the same meeting, a member must not move more than one procedural motion, except a motion referred to in paragraph (a), (e) or (f) of clause 7.1.

7.4 Procedural motions – right of reply on primary motion

The carrying of a procedural motion, which closes debate on the primary motion or amendment and forces a decision on the primary motion or amendment does not deny the right of reply to the mover of the primary motion or amendment.

7.5 The motion be deferred – effect of motion

(1) If a motion "that the motion be deferred", is carried, then all debate on the primary motion and any amendment is to cease and the motion or amendment is to be resubmitted for consideration at a time and date specified in the motion.

(2) A member who moves "that the motion be deferred" must briefly state the reasons for the deferral when moving.

(3) A motion that the motion be deferred is not to be moved in respect of the election of a presiding person or the mayor.

7.6 The meeting do now adjourn – effect of motion

(1) If a motion "that the meeting do now adjourn", is carried then the meeting is to stand adjourned to a time and date specified in the motion, or where no time and date is specified, to such time and date as the presiding person declares.

(2) Where debate on a motion is interrupted by an adjournment under subclause (1) -

(a) the debate is to be resumed at the date and time specified as required in subclause (1) and at the point where it was so interrupted; and

(b) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and

(c) the provisions of clause 5.8 apply when the debate is resumed.

7.7 The motion be now put – effect of motion

(1) If a motion "that the motion be now put", is carried during discussion of a primary motion or amendment then the presiding person is to immediately put the matter under consideration without further debate (subject to clause 7.4).

(2) If the motion "that the motion be now put" is lost then debate is to continue.

7.8 Meeting be now closed – effect of motion

(1) If a motion "that the meeting be now closed", is carried, then:

(a) the presiding person is to forthwith close the meeting, and no further business may be transacted; and

(b) any business outstanding on the agenda for that meeting is to be carried forward to the agenda for the next ordinary meeting of the Council.

(2) If the motion "that the meeting be now closed" is carried at a meeting of the Council:

(a) the names of members who have spoken on the matter are to be recorded in the minutes; and

(b) the provisions of clause 5.8 apply when the outstanding business is resumed.

7.9 Council sit behind closed doors – effect of motion

(1) The requirements for meetings to be open to the public and the reason that meetings may be closed are dealt with in the Act.

(2) Notwithstanding clause 7.1, a member may move at anytime during a meeting, that the meeting sit behind closed doors.

(3) If a motion "that the Council sit behind closed doors", is carried then the presiding person is to direct all persons, other than members, employees and other persons, as specified in the motion, to leave the meeting room and every person must immediately comply with that direction.

(4) Subject to subclause (3), the meeting is to be closed to the public until the Council resolves to open the meeting to members of the public.

(5) Upon the public again being admitted to the meeting the presiding person is to cause the motions passed by the Council whilst it was proceeding behind closed doors to be read out including the details of any voting recorded.

(6) A person failing to comply with a direction made under subclause (3) may, by order of the presiding person, be removed by the police from the meeting room.

7.10 Limitation on members speaking be suspended or be resumed – effect of motion

(1) If a motion "that the limitation on members speaking be suspended" is carried then the operation of clause 5.8 is suspended.

(2) If a motion "that the limitation on members speaking be resumed" is carried then the operation of clause 5.8 is no longer suspended.

7.11 Ruling by the presiding person be disagreed with – effect of motion

If a motion "that the ruling by the presiding person be disagreed", is carried then the ruling of the presiding person about which this motion was moved, is to have no effect and the meeting is to proceed accordingly.

PART 8 – CONDUCT OF MEMBERS

8.1 Dealing with Proponents

(1) In this clause:

"Proponent" means a proponent of a Proposal and includes a person who represents the interests of a Proponent;

"Proposal" means -

(a) a proposed subdivision of land;

(b) a proposed development of land;

(c) a proposal involving the exercise of discretion under a planning scheme or under a planning policy or structure plan adopted under a planning scheme;

(d) a proposed change to a planning scheme including a proposed change to the zoning of land; or

(e) a proposed change to a planning policy or structure plan adopted under a planning scheme.

(2) This clause applies where a Proposal is, or is likely, to be considered by the council.

(3) A member must -

(a) not make any statements or express any views to a Proponent or a person interested in a Proposal which purports to be on behalf of the council or the City;

(b) be alert to the motives and interests of a Proponent;

(c) be aware of which person, organisation or company that the Proponent is representing;

(d) not give any undertaking to a Proponent or any person interested in the Proposal;

(e) not do or say anything which could be viewed as giving a Proponent preferential treatment;

(f) ensure that persons interested in a Proposal are treated fairly and consistently;

(g) be alert to attempts by Proponents and parties interested in a Proposal to encourage members to consider matters which are extraneous or irrelevant to the merits of the decision under consideration; and

(h) be careful in dealings with a Proponent or a person interested in a Proposal who is a former councillor or former employee of the City and make sure that the person is not given or appear to be given favourable or preferential treatment.

8.2 No adverse reflection

(1) A member must not reflect adversely upon a decision of the Council except on a motion that the decision be revoked or changed.

(2) A member must not use an objectionable expression in reference to any other member.

(3) A member may request that any words used by a member, be recorded in the minutes immediately after their use.

8.3 Withdrawal of offensive language

(1) A member who uses an expression which, in the opinion of the presiding person:

(a) reflects adversely on the character or actions of another member; or

(b) imputes any motive to any other member; or

(c) is offensive or insulting,

must, when directed by the presiding person, unreservedly withdraw the expression and make an unconditional apology.

(2) Where a member fails to comply with a direction of the presiding person under subclause (1), the presiding person may refuse to hear the member further on the matter then under discussion and call on the next speaker.

8.4 No participation in public question or public statement time

(1) A member must not ask a question or make a statement during public question time or public statement time.

(2) A member must not sit in the public gallery during a meeting.

PART 9 – MISCELLANEOUS

9.1 Representation on public bodies

When the Council is required to appoint or nominate a member/person to a public body, written notice of the vacancy or need for the appointment or nomination is to be given to all members and the Council is by resolution to determine the appointment or nomination.

9.2 Improper use of information

The improper use of information is dealt with in the Act.

9.3 Meetings of electors

The requirements for meetings of the electors are dealt with the Act and the Administration Regulations.

9.4 Cases not provided for in the standing orders

Where there is no provision or insufficient provision is made in this local law, the presiding person is to determine the procedure to be observed.

9.5 Enforcement

The right to prosecute for any offence committed under this local law is dealt with in the Act.

_____

SCHEDULE

PETITION OF ELECTORS OF THE CITY OF WANNEROO

To the Mayor and Councillors of the City of Wanneroo

We, the undersigned, all being electors of the City of Wanneroo do respectfully request that the Council -

(Here set out a concise statement of facts and the action sought)

Correspondence in respect of this petition should be addressed to -

The names and addresses of your petitioners are as follows -

DATE	FULL NAME	ADDRESS	SIGNATURE
		AGREE/DISAGREE/NO OPINION	

Note: Petitioners may contact CEO of the City of Wanneroo if they wish to withdraw from this petition or change their comment.

STANDING ORDERS LOCAL LAW 2021

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LOCAL GOVERNMENT ACT 1995

CITY OF WANNEROO

STANDING ORDERS LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995* and under all powers enabling it, the Council of the City of Wanneroo resolved on [*insert date*] to make the following local law.

PART 1 – PRELIMINARY

1.1 Title

This local law is the *City of Wanneroo Standing Orders Local Law 2021*.

1.2 Commencement

This local law comes into operation 14 days after its publication in the *Government Gazette*.

1.3 Application and intent

(1) This local law provide rules that apply to the conduct of meetings of the Council and its committees and to meetings of electors.

(2) All meetings are to be conducted in accordance with the Act, the Regulations and this local law.

(3) This local law is intended to result in –

(a) better decision making by the council and its committees;

(b) the orderly conduct of meetings dealing with council business;

(c) better understanding of the process of conducting meetings; and more efficient; and

(d) effective use of time at meetings.

1.4 Repeal

The *City of Wanneroo Standing Orders Local Law 2008* is repealed.

1.5 Definitions

(1) In this local law, unless the contrary intention appears –:

absolute majority has the meaning given to it in the Act;

> ***absolute majority*** –
>
> (a) in relation to a council, means a majority comprising enough of the members for the time being of the council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the council;
>
> (b) in relation to any other body, means a majority comprising enough of the persons for the time being constituting the body for their number to be more than 50% of the number of offices (whether vacant or not) on the body.
>
> [Section 1.4 of the Act]

Act means the *Local Government Act 1995;*

CEO means the chief executive officer of the City;

City means the City of Wanneroo;

Code of Conduct means the Council Members, Committee Members and Candidates Code of Conduct

Council means the council of the City;

Councillor has the meaning given to it in the Act;

> ***councillor*** means a person who holds the office of councillor on a council (including a person who holds another office under section 2.17(2)(a) or (b) as well as the office of councillor).
>
> [See section 1.4 of the Act]

meeting means a meeting of the Council;

member has the meaning given to it in the Act;

> ***member***, in relation to the council of a local government, means –
>
> (a) an elector mayor or president of the local government; or
> (b) a councillor on the council (including a councillor who holds another office under section 2.17(2)(a) or (b) as well as the office of councillor).
>
> [Section 1.4 of the Act]

presiding person means the person presiding under section 5.6 of the Act.

Rregulations means the *Local Government (Administration) Regulations 1996*;

resolution means a decision of Council made by the appropriate majority*;*

schedule means the Schedule to this local law;

substantive motion means an original motion, or an original motion as amended, but does not include an amendment motion or a procedural motion.

(2) Unless otherwise defined, the terms used in this local law has the meaning given to them in the Act and Regulations.

PART 2 - MEETINGS OF COUNCIL

2.1 Ordinary and Special Council meetings

(1) Ordinary and special Council meetings are dealt with in the Act.

> (1) A council is to hold ordinary meetings and may hold special meetings.
> (2) Ordinary meetings are to be held not more than 3 months apart.
> (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.
>
> [Section 5.3 of the Act]

(2) An ordinary meeting of the Council held as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.

(3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

2.2 Calling Council Meetings

(1) The calling of meetings is dealt with in the Act.

> An ordinary or a special meeting of a Council is to be held –
>
> (a) if called for by either –
>
> (i) the mayor; or
> (ii) at least 1/3 of the councillors, in a notice to the CEO setting out the date and purpose of the proposed meeting; or
>
> (b) if so decided by the Council.
>
> [Section 5.4 of the Act]

2.3 Convening Council Meetings

The convening of a Council meeting is dealt with in the Act.

> (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
>
> (2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.
>
> [Section 5.5 of the Act]

Sections 9.50 to 9.54 of the *Local Government Act 1995* and sections 75 and 76 of the *Interpretation Act 1984* deal with how documents can be given to a person.

Under these provisions, notice of a meeting may be given to a member by –

(a) personally handing the notice to the member;
(b) sending it by post to the last known address of the member; or
(c) leaving it for the member at his or her usual or last known place of abode or, if he or she is the principal of a business, at his or her usual or last known place of business.

2.4 Calling committee meetings

A meeting of a committee is to be held -

(1) if called for in a verbal or written request to the CEO by the Mayor or the presiding member of the committee, advising the date and purpose of the proposed meeting;

(2) if called for by at least 1/3 of the members of the committee in a notice to the CEO, setting out the date and purpose of the proposed meeting; or

(3) in accordance with a decision of the Council or the committee.

2.5 Public Notice of meetings

Public notice of meetings is dealt with in the Regulations.

(1) In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —

(a) ordinary council meetings;
(b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

(3) Any change to the meeting details for a meeting referred to in sub-regulation (2) must be published on the local government's official website as soon as practicable after the change is made.

(4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

[Regulation 12 of the Regulations]

(1) When a meeting is adjourned to a day and hour other than the next ordinary meeting, notice of the resumption of the adjourned meeting, if time permits, is to be given to each member specifying the nature of the business to be transacted.

2.6 Public access to agendas and supporting documentation

Public access to agendas and supporting information is dealt with in the Regulations.

> (1) A local government is to ensure that notice papers and agenda relating to any council or committee meeting and reports and other documents which -
>
> (a) are to be tabled at the meeting; or
>
> (b) have been produced by the local government or a committee for presentation at the meeting,
>
> and which have been made available to members of the council or committee for the meeting are available for inspection by members of the public and published on the local government's official website from the time the notice papers, agenda or documents were made available to the members of the council or committee.
>
> (2) Subregulation (1) does not apply if, in the CEO's opinion, the meeting or that part of the meeting to which the information refers is likely to be closed to members of the public under section 5.23(2).
>
> [Regulation 14 of the Regulations]

2.7 Public access to unconfirmed minutes of meetings

Public access to unconfirmed minutes of meetings is dealt with in the Regulations.

> (1) The CEO must publish on the local government's official website -
>
> (a) the unconfirmed minutes of each council and committee meeting that is open to members of the public; and
>
> (b) if a council or committee meeting is closed to members of the public – that part of the unconfirmed minutes of the meeting that is a record of decisions made at the meeting.
>
> (2) The unconfirmed minutes of a council meeting must be published within 14 days after the meeting is held.
>
> (3) The unconfirmed minutes of a committee meeting must be published within 7 days after the meeting is held.
>
> [Regulation 13 of the Regulations]

2.8 Presiding Member

Who presides at a Council meeting is dealt with in the Act.

> (1) The mayor or president is to preside at all meetings of the council.
>
> (2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at a meeting of the council in accordance with that section.
>
> (3) If the circumstances mentioned in section 5.34(a) or (b) apply and —
>
> (a) the office of deputy mayor or deputy president is vacant; or
>
> (b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then, the council is to choose one of the councillors present to preside at the meeting.

[Section 5.6 of the Act]

2.9 Quorum

The quorum for meetings is dealt with in the Act.

The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

[Section 5.19 of the Act]

2.10 Reduction of a quorum for Council Meetings

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

(1) The Minister may reduce the number of offices of member required for a quorum at a council meeting specified by the Minister if there would not otherwise be a quorum for the meeting.

(2) The Minister may reduce the number of offices of member required at a council meeting to make a decision specified by the Minister if the decision is one which would otherwise be required to be made by an absolute majority and a sufficient number of members would not otherwise be present at the meeting.

[Section 5.7 of the Act]

2.11 Reduction of quorum for Committee Meetings

The reduction of a quorum for committee meetings is dealt with in the Act.

The local government may reduce* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

*Absolute majority required.

[Section 5.15 of the Act]]

2.12 Procedure if quorum not present

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

If a quorum has not been established within the 30 minutes after a council or committee meeting is due to begin then the meeting can be adjourned –

(a) in the case of a council, by the mayor or president or if the mayor or president is not present at the meeting, by the deputy mayor or deputy president;
(b) in the case of a committee, by the presiding member of the committee or if the presiding member is not present at the meeting, by the deputy presiding member;
(c) if no person referred to in paragraph (a) or (b), as the case requires, is present at the meeting, by a majority of members present;
(d) if only one member is present, by that member; or
(e) if no member is present or if no member other than the CEO is present, by the CEO or a person authorized by the CEO.

[Regulation 8 of the Regulations]

2.13 Lapse of quorum

(1) If at any time during a meeting a quorum is not present –

(a) the presiding member is immediately to suspend the proceedings of the meeting for a period of up to 15 minutes;

(b) a record is to be taken of all those who have spoken on the subject under consideration at the time of the suspension and is to be recorded in the minutes of the meeting;

(c) if a quorum is not present at the expiry of the suspension period under paragraph (a), the presiding member may either adjourn the meeting to some future time or date or may extend the extension period for a further period of up to 30 minutes; and

(d) if a quorum is not present at the expiry of the extended period of suspension under paragraph (c), the presiding member is to adjourn the meeting to a later time on the same day or to another day.

(2) If the debate on a motion is interrupted at a meeting, which is suspended due to a quorum not being present –

(a) the debate is to be resumed at the resumption of the meeting at the point where it was interrupted; and

(b) the members who have spoken on the motion before the suspension must not speak again at the resumption of the meeting - except the mover who retains the right of reply.

2.14 Names to be recorded

At any meeting –

(a) at which there is not a quorum present to begin the meeting; or

(b) which is suspended or adjourned for want of a quorum,

the names of the members then present are to be recorded in the minutes.

PART 3 - BUSINESS AT MEETINGS

3.1 Business to be specified

(1) No business is to be transacted at any ordinary meeting of the council other than that specified in the agenda, without the approval of the presiding member or the council.

(2) No business is to be transacted at a special meeting of the council other than that given in the notice as the purpose of the meeting.

(3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the council other than that -

(a) specified in the notice of the meeting which had been adjourned; and

(b) which remains unresolved.

(4) Where a meeting is adjourned to the next ordinary meeting of the council then, unless the council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering the officer's reports at that ordinary meeting.

3.2 Order of business

(1) Unless the council decides otherwise, the order of business at an ordinary meeting of the council is to be as follows -:

(a) Opening
(b) Attendances, apologies and leave of absence
(c) Public question time
(d) Confirmation of minutes
(e) Announcements by the presiding person without discussion
(f) Questions from members
(g) Petitions
(h) Declarations of Interest
(i) Reports
(j) Motions of which previous notice has been given
(k) Urgent business
(l) Matters for which the meeting may be closed
(m) Date and location of the next meeting
(n) Closure

(2) Unless otherwise decided by the council or committee, the items of business for a meeting of the council or committee are to be considered in the sequence that they are listed in the agenda.

(3) The council or a committee may pass an adoption by exception resolution under clause 5.2.

(4) At the resumption of an adjourned meeting the only business to be transacted is that which remains outstanding on the agenda of the adjourned meeting.

3.3 Grant of leave of absence

(1) The grant of leave of absence is dealt with in the Act.

(1)	A council may, by resolution, grant leave of absence, to a member.
(2)	Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister unless all of the meetings are within a period of 3 months.
(3A)	Leave is not to be granted in respect of — (a) a meeting that has concluded; or (b) the part of a meeting before the granting of leave.
(3)	The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
(4)	A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or

her membership of the council, unless all of the meetings are within a 2 month period.

(5A) If the council holds 3 or more ordinary council meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.

(5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –

(a) if no meeting of the council at which a quorum is present is actually held on that day; or

(b) if the non-attendance occurs while –

(i) the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5);

(ii) while proceedings in connection with the disqualification of the member have been commenced and are pending;

(iiia) while the member is suspended under 5.117(1)(a)(iv); or

(iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.

(6) A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

[Section 2.25 of the Act]

(2) A member who requests a leave of absence need not put the request in writing but must state the period of leave and the reasons for the request.

3.4 Public question time for the public at meetings

Public question time at meetings is dealt with in the Act and Administration Regulations.

(1) Time is to be allocated for questions to be raised by members of the public and responded to at –

(a) every ordinary meeting of a council; and

(b) such other meetings of councils or committees as may be prescribed.

(2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

[Section 5.24 of the Act

3.5 Question time for the public at certain meetings

Question time for the public at certain meetings is dealt with in the Regulations.

For the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are –

(a) every special meeting of a council;

(b) every meeting of a committee to which the local government has delegated a power or duty.

[Regulation 5 of the Regulations]

3.6 Minimum question time for the public

Minimum question time for the public is dealt with in the Regulations.

(1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

[Regulation 6 of the Regulations]

3.7 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

(1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) are to be determined –

(a) by the person presiding at the meeting; or
(b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of those members,

having regard to the requirements of subregulations (2) and (3).

(2) The time allocated to the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.

(3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.

(4) Nothing in subregulation (3) requires –
(a) a council to answer a question that does not relate to a matter affecting the local government;
(b) a council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
(c) a committee to answer a question that does not relate to a function of the committee.

(5) If, during the time allocated for questions to be raised by members of the public and responded to, a question relating to a matter in which a relevant person has an interest, as referred to in section 5.60, is directed to the relevant person, the relevant person is to —
(a) declare that he or she has an interest in the matter; and
(b) allow another person to respond to the question.

[Regulation 7 of the Regulations]

3.8 Other procedures for question time for the public

(1) A member of the public who wishes to ask a question during question time must -

(a) first state their name and address;
(b) direct the questions to the presiding member;
(c) ask the question briefly and concisely;
(d) limit any preamble to matters directly relevant to the question; and
(e) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except so far as may be necessary to explain the question.

(2) A question may be taken on notice by the Council or committee for later response.

3.9 Confirmation of minutes

(1) The requirements for keeping minutes of meetings and the content of minutes are dealt with in the Act and the Regulations.

> 1) The person presiding at a meeting of a council or a committee is to cause minutes to be kept of the meeting's proceedings.
> (2) The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.
> (3) The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.
>
> [Section 5.22 of the Act]

> The content of minutes of a meeting of a council or a committee is to include —
>
> (a) the names of the members present at the meeting;
> (b) where a member enters or leaves the meeting during the course of the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting;
> (c) details of each motion moved at the meeting, the mover and the outcome of the motion;
> (d) details of each decision made at the meeting;
> (da) written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70 (but not a decision to only note the matter or to return the recommendation for further consideration);
> (e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question; and
> (f) in relation to each disclosure made under section 5.65 or 5.70 in relation to the meeting, where the extent of the interest has also been disclosed, the extent of the interest".
> (g) each document attached to an agenda relating to a council or committee meeting unless the meeting or that part of the meeting to which the document refers is closed to members of the public.
>
> [Regulation 11 of the Regulations]

(2) When minutes are confirmed, the only discussion permitted is that relating to the accuracy of the minutes as a record of the proceedings.

3.10 Announcements by presiding person without discussion

At any meeting of the council the presiding person may announce or raise any matter of interest or affecting the City and there is not to be any discussion on the matter.

3.11 Questions from members

(1) (a) The item of business "Questions from Members" is to provide members with an opportunity to raise questions with the Mayor and the council.

(b) Questions are to relate only to the business of the council.

(c) A member asking questions may address the council for a maximum of 3 minutes.

(2) (a) A minimum of 15 minutes is to be allowed to the item "Questions from Members".

(b) If there are insufficient questions to fill the allocated time then the presiding person is to move on to the next item.

(3) (a) Whenever possible, questions are to be submitted in writing at least 30 hours prior to the start of the meeting.

(b) Questions submitted in writing are to be dealt with first.

(4) (a) At an ordinary meeting, only questions relating to matters affecting the council are to be answered.

(b) At a special meeting, only questions relating to the purpose of the meeting are to be answered.

(c) Questions may be taken on notice and responded to after the meeting.

(5) The presiding person is to control the item "Questions from Members" and is to ensure that any member writing to ask a question is given a fair and equal opportunity to do so.

(6) If a question is directed to a member or an employee who has an interest in the subject matter of the question then the member or employee is to declare the interest and allow another member or employee to respond to the question.

3.12 Petitions

(1) A petition received by a member or the CEO is to be presented to the next ordinary Council meeting.

(2) Any petition to the Council is -:

(a) as far as practicable to be prepared in the form prescribed in the Schedule;

(b) to be addressed to the Council and forwarded to a member or the CEO; and

(c) to state the name and address of the person to whom correspondence in respect of the petition may be served.

(3) Once a petition is presented to the Council, a motion may be moved to receive the petition and refer it to the CEO for action.

3.13 Disclosure of financial and proximity interests

The requirements for disclosure of any interest as defined in section 5.60 of the Act are dealt with in Part 5 of the Act.

5.59.	***Definitions***
	In this Subdivision, unless the contrary intention appears – ***"extent"****, in relation to an interest, includes the value and amount of the interest;* ***"interest relating to a gift*** *means an interest that a relevant person has because of the operation of section 5.60 when read with section 5.62(1)(ea), (eb) or (ec);*

***"member"**, in relation to a council or committee, means a council member or a member of the committee;*
***"relevant person"** means a person who is either a member or a person to whom section 5.70 or 5.71 or 5.71A applies.*

5.60. When a person has an "interest"

For the purposes of this Subdivision, a relevant person has an interest in a matter if either -
(a) the relevant person; or
(b) a person with whom the relevant person is closely associated, has –
(c) a direct or indirect financial interest in the matter; or
(d) a proximity interest in the matter.

5.60A. Financial interest

For the purposes of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

5.60B. Proximity interest

(1) For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –

(a) a proposed change to a planning scheme affecting land that adjoins the person's land;
(b) a proposed change to the zoning or use of land that adjoins the person's land; or
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

*(2) In this section, land ("**the proposal land"**) adjoins a person's land if –*
(a) the proposal land, not being a thoroughfare, has a common boundary with the person's land;
(b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
(c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
(3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

5.61. Indirect financial interests

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

5.62. Closely associated persons

(1) For the purposes of this Subdivision a person is to be treated as being closely associated with a relevant person if –
(a) the person is in partnership with the relevant person;
(b) the person is an employer of the relevant person;
(c) the person is a beneficiary under a trust, or an object of a discretionary trust, of which the relevant person is a trustee;
(ca) the person belongs to a class of persons that is prescribed;
(d) the person is a body corporate –
(i) of which the relevant person is a director, secretary or executive officer; or
(ii) in which the relevant person holds shares having a total value exceeding –
(I) the prescribed amount; or
(II) the prescribed percentage of the total value of the issued share capital of the company,
whichever is less;
(e) the person is the spouse, de facto partner or child of the relevant person and is living with the relevant person;
(ea) the relevant person is a council member and the person –
(i) gave an electoral gift to the relevant person in relation to the election at which the relevant person was last elected; or

(ii) has given an electoral gift to the relevant person since the relevant person was last elected;

(eb) the relevant person is a council member and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last elected; or

(ec) the relevant person is a CEO and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last employed (or appointed to act) in the position of CEO; or

(f) the person has a relationship specified in any of paragraphs (a) to (d) in respect of the relevant person's spouse or de facto partner if the spouse or de facto partner is living with the relevant person.

(1A) Subsection (1)(eb) and (ec) apply to a gift if —

(a) either —

(i) the amount of the gift exceeds the amount prescribed for the purposes of this subsection; or

(ii) the gift is 1 of 2 or more gifts made by 1 person to the relevant person at any time during a year and the sum of the amounts of those 2 or more gifts exceeds the amount prescribed for the purposes of this subsection; and

(b) the gift is not an excluded gift under subsection (1B).

(2) In subsection (1) –

***"electoral gift"** means a gift about which the relevant person was or is required by regulations under section 4.59(a) to provide information in relation to an election;*
***"value"**, in relation to shares, means the value of the shares calculated in the prescribed manner or using the prescribed method.*

5.63. Some interests need not be disclosed

(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter –

(a) an interest common to a significant number of electors or ratepayers;

(b) an interest in the imposition of any rate, charge or fee by the local government;

(c) an interest relating to –

(i) a fee, reimbursement of an expense or an allowance to which section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.101(2) refers; or

(ii) a gift permitted by section 5.100A; or

(iii) reimbursement of an expense that is the subject of regulation made under section 5.101A; or

(d) an interest relating to the pay, terms or conditions of an employee unless -

(i) the relevant person is the employee; or

(ii) either the relevant person's spouse, de facto partner or child is the employee if the spouse, de facto partner or child is living with the relevant person;

[(e) deleted]

(f) an interest arising only because the relevant person is, or intends to become, a member or office bearer of a body with non-profit making objects;

(g) an interest arising only because the relevant person is, or intends to become, a member, office bearer, officer or employee of a department of the Public Service of the State or Commonwealth or a body established under this Act or any other written law; or

(h) a prescribed interest.

(2) If a relevant person has a financial interest because the valuation of land in which the person has an interest may be affected by –

(a) any proposed change to a planning scheme for any area in the district;

(b) any proposed change to the zoning or use of land in the district; or

(c) the proposed development of land in the district,

then, subject to subsection (3) and (4), the person is not to be treated as having an interest in a matter for the purposes of sections 5.65, 5.70 and 5.71.

(3) If a relevant person has a financial interest because the valuation of land in which the person has an interest may be affected by –

(a) any proposed change to a planning scheme for that land or any land adjacent to that land;

(b) any proposed change to the zoning or use of that land or any land adjacent to that land; or

(c) the proposed development of that land or any land adjacent to that land,

then nothing in this section prevents sections 5.65, 5.70 and 5.71 from applying to the relevant person.

(4) If a relevant person has a financial interest because any land in which the person has any interest other than an interest relating to the valuation of that land or any land adjacent to that land may be affected by –

(a) any proposed change to a planning scheme for any area in the district;
(b) any proposed change to the zoning or use of land in the district; or
(c) the proposed development of land in the district,
then nothing in this section prevents sections 5.65, 5.70 and 5.71 from applying to the relevant person.

(5) A reference in subsection (2), (3) or (4) to the development of land is a reference to the development, maintenance or management of the land or of services or facilities on the land.

5.65. Members' interests in matters to be discussed at meetings to be disclosed

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest –
(a) in a written notice given to the CEO before the meeting; or
(b) at the meeting immediately before the matter is discussed.
Penalty: $10 000 or imprisonment for 2 years.

(2) It is a defence to a prosecution under this section if the member proves that he or she did not know –
(a) that he or she had an interest in the matter; or
(b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.66. Meeting to be informed of disclosures

If a member has disclosed an interest in a written notice given to the CEO before a meeting then –
(a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
(b) at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

5.67. Disclosing members not to participate in meetings

A member who makes a disclosure under section 5.65 must not –
(a) preside at the part of the meeting relating to the matter; or
(b) participate in, or be present during, any discussion or decision making procedure relating to the matter,
unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.
Penalty: $10 000 or imprisonment for 2 years.

5.68. Councils and committees may allow members disclosing interests to participate etc. in meetings

(1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter –
(a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
(b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
(i) the disclosing member also discloses the extent of the interest; and
(ii) those members decide that the interest –
(I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
(II) is common to a significant number of electors or ratepayers.

(1A) Subsection (1) does not apply if —
(a) the interest disclosed is an interest relating to a gift; and
(b) either —
(i) the amount of the gift exceeds the amount prescribed for the purposes of this subsection; or
(ii) the gift is 1 of 2 or more gifts made by 1 person to the disclosing member at any time during a year and the sum of the amounts of those 2 or more gifts exceeds the amount prescribed for the purposes of this subsection.

(2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.

(3) *This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question of whether an application should be made to the Minister under section 5.69.*

5.69. Minister may allow members disclosing interests to participate etc. in meetings

(1) If a member has disclosed, under section 5.65, an interest in a matter, the council or the CEO may apply to the Minister to allow the disclosing member to participate in the part of the meeting, and any subsequent meeting, relating to the matter.

(2) An application made under subsection (1) is to include –

(a) details of the nature of the interest disclosed and the extent of the interest; and

(b) any other information required by the Minister for the purposes of the application.

(3) On an application under this section the Minister may allow, on any condition determined by the Minister, the disclosing member to preside at the meeting, and at any subsequent meeting, (if otherwise qualified to preside) or to participate in discussions or the decision making procedures relating to the matter if –

(a) there would not otherwise be a sufficient number of members to deal with the matter; or

(b) the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.

(4) A person must not contravene a condition imposed by the Minister under this section.

Penalty: $10 000 or imprisonment for 2 years.

(4) A decision under this section must be recorded in the minutes of the meeting relating to the matter.

5.69A. Minister may exempt committee members from disclosure requirements

(1) A council or a CEO may apply to the Minister to exempt the members of a committee from some or all of the provisions of this Subdivision relating to the disclosure of interests by committee members.

(2) An application under subsection (1) is to include –

(a) the name of the committee, details of the function of the committee and the reasons why the exemption is sought; and

(b) any other information required by the Minister for the purposes of the application.

(3) On an application under this section the Minister may grant the exemption, on any conditions determined by the Minister, if the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.

(4) A person must not contravene a condition imposed by the Minister under this section.

Penalty: $10 000 or imprisonment for 2 years.

5.70. Employees to disclose interests relating to advice or reports

(1) In this section –

*"**employee"** includes a person who, under a contract for services with the local government, provides advice or a report on a matter.*

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

Penalty: $10 000 or imprisonment for 2 years.

(2A) Subsection (2) applies to a CEO even if the advice or report is provided in accordance with a decision made under section 5.71B(2) or (6).

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.

Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

5.71A. CEOs to disclose interests relating to gifts in connection with advice or reports

(1) A CEO who has an interest relating to a gift in a matter in respect of which the CEO proposes to provide advice or a report, directly or indirectly, to the council or a committee must disclose the nature of the interest in a written notice given to the council.

Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

(2) A CEO who makes a disclosure under subsection (1) must not provide the advice or report unless the CEO is allowed to do so under section 5.71B(2) or (6).

Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

(3) A CEO who has an interest relating to a gift in a matter in respect of which another employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when the advice or report is provided.

Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

5.71B. Council or Minister may allow CEOs to provide advice or reports

(1) In this section —
***relevant gift** means the gift to which the interest disclosed under section 5.71A(1) relates.*
(2) The council may allow the CEO to provide the advice or report to which a disclosure under section 5.71A(1) relates if -
(a) the amount of the relevant gift does not exceed the amount prescribed for the purposes of this section; and
(b) the council decides that the nature of the interest disclosed is unlikely to influence the CEO in the provision of the advice or report.
(3) A decision of the council under subsection (2) must be recorded in the minutes of the council meeting at which the decision is made.
(4) The council may apply to the Minister to allow the CEO to provide the advice or report to which a disclosure under section 5.71A(1) relates if the amount of the relevant gift exceeds the amount prescribed for the purposes of this section.
(5) An application under subsection (4) must include —
(a) details of the nature of the interest disclosed; and
(b) any other information required by the Minister for the purposes of the application.
(6) On an application under subsection (4), the Minister may allow, on any condition determined by the Minister, the CEO to provide the advice or report if the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.
(7) A decision of the Minister under subsection (6) must be recorded in the minutes of the council meeting at which the decision is considered.
(8) For the purposes of subsections (2)(a) and (4), if the relevant gift is 1 of 2 or more gifts made by 1 person to the CEO at any time during a year, the amount of the relevant gift is the sum of the amounts of those 2 or more gifts.

5.72. Defence to prosecution

It is a defense to a prosecution under section 5.70(2), 5.71 or 5.71A(1) or (3) if the person proves that he or she did not know that he or she had an interest in the matter.

5.73. Disclosures to be minuted

A disclosure under section 5.65, 5.70 or 5.71A(3) is to be recorded in the minutes of the meeting relating to the disclosure.

3.14 Disclosure of interest affecting impartiality

The disclosure of interests affecting impartiality is dealt with by the *Local Government (Model Code of Conduct) Regulations 2021*.

(1) In this clause —
interest —
(a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
(b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
(a) in a written notice given to the CEO before the meeting; or
(b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —

(a) that they had an interest in the matter; or

(b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

(a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and

(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if —

(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

Regulation 22

3.15 Reports

(1) The functions of the CEO including to advise the council and implement decisions are dealt with in the Act.

5.41. Functions of CEO

The CEO's functions are to –

(a) advise the council in relation to the functions of a local government under this Act and other written laws; and

(b) ensure that advice and information is available to the council so that informed decisions can be made; and

(c) cause council decisions to be implemented; and

(d) manage the day to day operations of the local government; and

(e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and

(f) speak on behalf of the local government if the mayor or president agrees; and

(g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and

(h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and

perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Section 5.41 of the Act

(2) The CEO may prepare or cause to be prepared any report that in the CEO's opinion requires consideration by the council, including any report of a late or urgent nature.

3.16 Motions of which previous notice has been given

(1) Unless the Act, Regulations or this local law otherwise provide, a member may raise at a meeting any business that the member considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO.

(2) Subject to sub clause (3) a notice of motion under subclause (1) is to be signed by the member and given to the CEO at least 7 clear days before the meeting at which it is to be moved.

(3) A notice of motion must relate to a matter for which the Council is responsible.

Note: matters for which the Council is responsible are dealt with in section 2.7 of the Act

(4) The requirement to give notice of a motion under subclause (1) does not apply where the proposed motion is relevant to:

(a) a recommendation made by or contained in a report on the agenda; or

(b) a notice of motion that appears on the agenda,

and is moved after the motion has been dealt with.

(5) A notice of motion lapses unless the member who gave the notice or some other member authorised in writing by the member who gave the notice, moves the motion at the meeting at which it is to be considered

(6) Where a notice of motion is given and lapses in circumstances referred to under sub clause (5), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of the lapse.

(7) A notice of motion of which the subject matter does not relate to a matter affecting the City, may be ruled out of order by the presiding person.

(8) Where a notice of motion under subclause (1) contains any word or words which:

(a) reflect adversely on the character or actions of a member, officer or other person; or

(b) impute any motive to any member or officer; or

(c) are offensive or insulting,

then the CEO:

(d) after consultation with the mayor, may reject the motion; or

(e) after consultation with the member who submitted the motion, may amend the form but not the substance of the motion so as to delete the offensive or insulting word or words.

(9) If a notice of motion is rejected under subclause (8), the CEO is to provide the reason for its exclusion to all members as soon as practicable.

(10) Where, prior to a meeting, a member has given notice of motion in accordance with this clause or a member has given notice of a revocation motion in accordance with clause 6.1 and

(a) the member is present at the meeting, the member must read the motion or revocation motion to the meeting; or

(b) the member is not present at the meeting, the CEO must read the motion or revocation motion to the meeting.

3.17 Urgent business

(1) In a case of extreme urgency or other special circumstances, a matter may, on a motion that is carried by the meeting, be raised without notice and decided by the meeting.

(2) In sub clause (1), a case of extreme urgency or other special circumstance means a matter –

(a) that could not reasonably be dealt with at the next ordinary meeting of the council; and

(b) it was not reasonable for the notice to be given.

3.18 Meeting closure

At the conclusion of all business or when otherwise determined by the meeting, the presiding person is to declare the meeting closed and state the closing time.

PART 4 - CONDUCT OF MEETINGS

4.1 Official titles to be used

Members, when referring to others, must refer to them by their titles of mayor, deputy mayor, councillor, or in the case of an employee by the employee's title.

4.2 Seating

~~(1)~~ At the first meeting following each ordinary election, the CEO is to allocate a seat in the Council chamber to each member.

~~(2)~~(1)

~~(3) The deputy mayor is to be allocated a seat in the council chamber next to the fellow ward representative of the deputy mayor.~~

~~(4)~~(2) Each member must occupy his or her allocated position when present at a meeting of the council. ~~until the council decides to reallocate positions.~~

~~(5)~~(3) The Council may, at any time, reallocate a seat in the Council Chamber to each member.

~~(6)~~(4) The CEO is to sit immediately to the right of the mayor.

~~(7)~~(5) For the avoidance of doubt, a member must not sit in the public gallery during a meeting.

4.3 Distinguished visitor seating

If a distinguished visitor is present at a meeting of the Council, the presiding person may invite that person to sit beside the presiding person or at the meeting table.

4.4 Media attendance and seating

Media representatives are permitted to attend meetings of the Council and be seated in that part of the Council Chamber or meeting room that may be set aside for their use, but must leave the meeting during any period when the meeting is closed to the public.

4.5 Members who wish to speak

A member who wishes to speak at a council or committee meeting –

(1) must indicate his or her intention to speak by raising his or her hand, or by any other method determined by the council or committee; and

(2) when invited by the presiding member to speak, and unless otherwise determined by the council or committee, must address the meeting through the presiding member.

4.6 Order of speakers

(1) At a council meeting, where 2 or more members of the council indicate, at the same time, their intention to speak, the presiding member is to decide which member is entitled to be heard first.

(2) At a committee meeting, the presiding member is first to invite committee members to speak followed, at the discretion of the presiding member, by other members and attendees.

(3) A decision of the presiding member under this clause is not open to discussion or dissent.

4.7 Members not to interrupt

A member must not ~~:~~

(a) make any noise or disturbance or converse in a loud manner whilst any other member is addressing a meeting;

(b) interrupt another member who is speaking other than to:-

(i) raise a point of order;
(ii) to call attention to the absence of a quorum;
(iii) to make a personal explanation under clause 4.12; or
(iv) to move a procedural motion.

4.8 No reopening of discussion

A member must not reopen a discussion on any Council or committee decision, except to move that the decision be revoked or changed.

4.9 No member to cross the floor

When the presiding person is putting any motion, a member must not cross the floor, and whilst any other member is speaking, must not pass between the speaker and the presiding person or pass behind the presiding person.

4.10 Presiding person may participate in discussion

The presiding person may participate in the discussion of any motion before the meeting provided that the presiding person addresses the meeting before the right of reply is exercised.

4.11 Relevance to debate

When addressing a meeting on any motion or other business, members must confine their remarks to the motion or other business and not digress.

4.12 Personal explanation

(1) A member must not speak at any meeting, except on the matter then before the Council, unless it is to make a personal explanation.

(2) A member wishing to make a personal explanation of matters referred to by any other member then speaking, is entitled to be heard –:

(a) immediately if the member then speaking consents at the time; or

(b) at the conclusion of the speech if the member then speaking declines to give way.

(3) A member of the Council permitted to make a personal explanation must confine comments to a succinct statement relating to a specific part of the former speech that may have been misunderstood and the member is not to refer to matters not strictly necessary for that purpose and is not to seek to strengthen his or her former argument by adding new matters or by replying to other members.

4.13 Ruling on questions of personal explanation

The ruling of the presiding person on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.

4.14 Point of order

(1) A member may direct the presiding person’s attention to a breach of this local law by any other member and is to specify the grounds of the breach.

(2) A member expressing a difference of opinion with, or contradicting, a speaker is not to be recognised as raising a point of order.

(3) The presiding person is to decide all points of order and the decision of the presiding person is final unless in any particular case, the council then resolves that a different ruling is to be substituted for the ruling given by the presiding person.

(4) A motion, amendment or other business ruled to be out of order, is to be no longer discussed and requires no resolution.

(5) Where anything said or done by a member is ruled out of order, the presiding person may require the member to make an explanation, retraction or apology as the case may be.

4.15 Preservation of order – Council members

(1) The presiding person is to preserve order at all times and may call any member to order whenever in the presiding person's opinion, there is cause to do so.

(2) Any member who acts in breach of this clause may be ruled by the presiding person to be out of order.

(3) Where a member persists in any conduct which the presiding person deems is out of order, or refuses to make any explanation, retraction or apology required by the presiding person, then the presiding person may direct the member to refrain from taking any further part in the debate of the item, other than by recording the member's vote and the member must comply with that direction.

4.16 Prevention of Disturbance

A member or an employee ~~:~~

(a) must ensure that hand held mobile devices are turned to silent during meetings of council and committees of council;

(b) must only use hand held mobile devices sparingly and discreetly during meetings; and

~~(c)~~ must not, during a confidential session, use hand held mobile devices other than to refer to Council meeting papers. ~~; and~~

~~(d)~~

~~(e)~~(c) ~~if, after being warned, the member or employee acts contrary to this clause or refuses or fails to comply with a direction by the presiding member, the presiding member may request that person leave the meeting room.~~

4.17 Preservation of order – members of the public

(1) Any member of the public addressing the Council is to extend due courtesy and respect to the Council and the processes under which they

operate and must take direction from the presiding person whenever called upon to do so.

(2) A person observing a meeting, must not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

(3) Where a person is considered by the presiding person or the council to be in breach of sub clauses (1) or (2) the presiding person or the council may direct the offending person to leave the meeting room and the person must immediately comply with that direction.

(4) A person failing to comply with a direction given under ~~sub-clause~~subclauses (1) or (3) may, by order of the presiding person, be removed by the police from the meeting room.

4.18 Serious disorder

(1) If the presiding person is of the opinion that by reason of serious disorder or otherwise, the business of the meeting cannot effectively be continued, the presiding person may adjourn the meeting for a period of not less than 5 minutes but no more than 15 minutes.

(2) On resumption, the debate is to continue at the point at which the meeting was adjourned.

(3) If, having once adjourned the meeting, the presiding person is again of the opinion that the business of the meeting cannot effectively be continued the presiding person may adjourn the meeting to another date.

PART 5 – MOTIONS AND AMENDMENTS

5.1 Recommendations in reports

(1) Where a motion, if carried, would be significantly different from the relevant written recommendation of an employee (but not a motion to only note the matter or to return the recommendation for further consideration), the written reasons are to be recorded in the minutes for that meeting.

(2) A recommendation made by or contained in a report may, but need not be, moved.

(3) A motion may be moved that a recommendation made by or contained in a report be referred back for further consideration.

5.2 Adoption by exception resolution

(1) In this clause adoption by exception resolution means –

(a) a resolution of the council that has the effect of adopting, for each of a number of specifically identified reports, the committee or employee recommendation as the council resolution; and

(b) a resolution of a committee that has the effect of adopting, for each of a number of specifically identified reports, the employee recommendation as the committee resolution.

(2) The council or a committee may pass an adoption by exception resolution.

(3) An adoption by exception resolution may not be used for a matter –

(a) that requires an absolute majority;

(b) in which an interest has been disclosed;

(c) that is a matter on which a member wishes to make a statement; or

(d) that is a matter on which a member wishes to move a motion that is different to the recommendation.

5.3 Motions

(1) A member proposing a primary motion or amendment must state its substance before addressing the meeting and if so required by the presiding person must put the motion or amendment in writing.

(2) The presiding person or the meeting by resolution, may require a complicated motion to be divided into 2 or more motions.

5.4 No opposition to motions

(1) On a motion being moved and seconded, the presiding person may then ask the meeting if any member opposes it.

(2) If no member signifies opposition to the motion the presiding person may then take the vote without debate.

(3) If a member signifies opposition to a motion, the motion shall be dealt with according to this local law.

5.5 Motions to be seconded

(1) Subject to subclause (2) a motion or amendment is not to be discussed or put to the vote unless seconded.

(2) A nomination to any position is not required to be seconded.

(3) A member seconding a motion is to be taken to have reserved the right to speak on the motion later in the debate.

5.6 Withdrawing motions

A motion or amendment may be withdrawn by the mover, with the consent of the council, and no member is to speak on it after it has been withdrawn.

5.7 One motion at a time

Only one motion is to be debated at any one time.

5.8 Limitation on members speaking

(1) Only the mover of a motion or an amendment may speak twice on the same motion or the same amendment.

(2) The mover of a motion or an amendment –

(a) is to speak to that motion or amendment first, after it has been seconded; and

(b) has the right of reply and in exercising that right is to confine the reply to previous speakers' comments and not introduce any new matters.

(3) A member must not speak on any motion or an amendment after the mover has replied.

(4) A member may only speak on a motion or an amendment, or reply, for a period of 5 minutes, unless an extension of time is granted by the council by simple majority without debate, but is not to exceed 10 minutes in total.

(5) The council may suspend the operation of this clause during debate on a motion.

5.9 Questions during debate

(1) Subject to clause 5.8 (Limitation on members speaking) a member may ask a question at any time during the debate on a motion or an amendment before the mover of the motion or amendment has replied.

(2) A member who asks one or more questions will not be taken to have spoken on the matter.

5.10 Amendments

(1) A member may move an amendment to a primary motion, at any time during debate on the motion, except –

(a) when the mover has been called by the presiding person to exercise the right of reply; or

(b) during debate on a procedural motion.

(2) A member who wishes to move an amendment -

(a) is to state the substance of the motion before speaking to it; and

(b) is to put the amendment in writing; if –

(i) in the opinion of the presiding member, the amendment is significantly different to the relevant written recommendation of a committee or an employee (including a person who, under a contract for services with the City, provides advice or a report on the matter); or

(ii) he or she is otherwise required to do so by the presiding member.

(3) The written terms of the motion or amendment are to be given to the CEO who is to ensure that they are recorded in the minutes.

(4) Every amendment is to be relevant and not negate the motion in respect of which it is moved.

(5) An amendment to a motion is to take only one of the following forms –:

(a) that certain words be omitted;
(b) that certain words be omitted and others substituted or added; or
(c) that certain words be added.

(6) Only one amendment is to be discussed at a time, but as often as an amendment is lost, another amendment may be moved before the primary motion is put to the vote.

(7) Where an amendment is carried, one further successful amendment to the primary motion, as amended, and no more, may be carried.

(8) Where an amendment is carried, the primary motion as amended is, for all purposes of subsequent debate and subject only to sub clause (4), to be treated as a primary motion.

PART 6 – REVOCATION MOTIONS

6.1 Revocation motions

(1) The requirements for support of a motion for revocation or change of a Council decision are dealt with in the Act and Regulations.

10.	***Revoking or changing decisions made at council or committee meetings - s. 5.25(1)(e)***
(1)	*If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –*
	(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
	(b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee,
inclusive of the mover.	
(1a)	*Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.*

(2)	*If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made by an absolute majority;*
(3)	*This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.*

Regulation 10

(2) In this clause:

(a) **"relevant meeting"**, where used in relation to a revocation motion, means –:

(i) the ordinary or special meeting specified in the notice of the revocation motion; or

(ii) if that meeting is adjourned before the motion is announced by the presiding person, then at the resumption of the adjourned meeting; or

(iii) if that meeting is closed before the motion is announced by the presiding person, then at the next ordinary meeting or a special meeting convened to consider those matters not considered prior to the closure of the meeting; or

(iv) if the motion is deferred by the council to another meeting of the council, then at that other meeting,

as the case may be;

(b) **"revocation motion"** means a motion to revoke or change a decision made at a council meeting.

(3) This clause does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

(4) A member wishing to move a revocation motion at a meeting of the council must give to the CEO notice of the revocation motion, which is to –:

(a) be in writing;

(b) specify the decision proposed to be revoked or changed;

(c) include a reason or reasons for the revocation motion;

(d) be signed by the number of members required by law to support the motion to revoke or change the decision referred to in the revocation motion;

(e) specify the date of the ordinary or special meeting of the council, as the case may be, which next follows the expiry of 7 clear days after the notice is given to the CEO;

(f) be given to the CEO not less than 7 clear days prior to the date of the ordinary or special meeting specified in the notice.

(5) (a) If, at the relevant meeting, the member who gave the notice of the revocation motion, is present, then the presiding person is to call on that member to move the revocation motion.

(b) If that member is not present or, being present, does not move the revocation motion when called upon to do so by the presiding person, then notwithstanding 3.16 any member of the Council may move the revocation motion.

(6) Where notice of a revocation motion is given in accordance with the requirements of this clause, then the CEO must not implement or continue to implement, the decision the subject of the revocation motion until –:

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(7) A notice of revocation motion given in accordance with the requirements of this clause is to lapse when –:

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(8) Subclauses (1), (2), (3), (4) and (5) of clause 3.16 do not apply where the motion is a revocation motion.

(9) For the avoidance of doubt subclauses (6), (7), (8) and (9) of clause 3.16 are to apply where the motion is a revocation motion.

(10) A motion that a revocation motion be deferred is only to be carried by the decision of an absolute majority.

6.2 Voting

(1) Voting at meetings is dealt with in the Act and the Regulations.

(1)	Each council member and each member of a committee who is present at a meeting of the council or committee is entitled to one vote.

(2)	Subject to section 5.67, each council member and each member of a committee to which a local government power or duty has been delegated who is present at a meeting of the council or committee is to vote.
(3)	If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.
(4)	If a member of a council or a committee specifically requests that there be recorded — (a) his or her vote; or (b) the vote of all members present, on a matter voted on at a meeting of the council or the committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.
(5)	A person who fails to comply with subsection (2) or (3) commits an offence.

[Section 5.21 of the Act]

Voting at a council or committee meeting is to be conducted so that no voter's vote is secret.

[Regulation 9 of the Regulations]

6.3 Method of taking vote

In taking the vote on any motion, the presiding member –

(1) is to put the motion, first in the affirmative, and then in the negative;

(2) may put the motion in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;

(3) is to count and determine the votes of members in any way (such as electronically or by a show of hands) that enables a record to be taken of each member's vote; and

(4) subject to this clause, is to declare the result.

PART 7 – PROCEDURAL MOTIONS AND MOTIONS CONCERNING BEHAVIOUR UNDER THE CODE OF CONDUCT

7.1 Permissible procedural motions

In addition to proposing a properly worded amendment to a primary motion, a member may, at the conclusion of a speech of any other member or on the conclusion of any business, move any of the following procedural motions without notice, and if seconded, the procedural motion is to be dealt with immediately –:

(a) that the motion be deferred;

(b) that the meeting do now adjourn;

(c) that the motion be now put;

(d) that the meeting be now closed;

(e) that the Council sit behind closed doors;

(f) that the limitation on members speaking be suspended or that the limitation be resumed;

(g) that the ruling by the presiding person be disagreed with.

7.2 No debate on procedural motions

(1) The mover of a motion referred to in each of paragraphs (a), (b), (d) and (f) of clause 7.1 may speak to the motion for not more than 5 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

(2) The mover of a motion referred to in paragraph (c) of clause 7.1 must not speak to the motion, the seconder must not speak other than to formally second the motion, and there is to be no debate on the motion.

7.3 Procedural motions – closing debate – who may move

(1) No person who has moved, seconded, or spoken for or against the primary motion, or any amendment may move any procedural motion which, if carried, would close the debate on the primary motion or amendment.

(2) At the same meeting, a member must not move more than one procedural motion, except a motion referred to in paragraph (a), (e) or (f) of clause 7.1.

7.4 Procedural motions – right of reply on primary motion

The carrying of a procedural motion, which closes debate on the primary motion or amendment and forces a decision on the primary motion or amendment does not deny the right of reply to the mover of the primary motion or amendment.

7.5 The motion be deferred – effect of motion

(1) If a motion "that the motion be deferred" is carried, then all debate on the primary motion and any amendment is to cease and the motion or amendment is to be resubmitted for consideration at a time and date specified in the motion.

(2) A member who moves "that the motion be deferred" must briefly state the reasons for the deferral when moving.

(3) A motion that the motion be deferred is not to be moved in respect of the election of a presiding person or the mayor.

7.6 The meeting do now adjourn – effect of motion

(1) If a motion "that the meeting do now adjourn" is carried then the meeting is to stand adjourned to a time and date specified in the motion, or where no time and date is specified, to such time and date as the presiding person declares.

(2) Where debate on a motion is interrupted by an adjournment under subclause (1) ~~:~~

(a) the debate is to be resumed at the date and time specified as required in subclause (1) and at the point where it was so interrupted; and

(b) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and

(c) the provisions of clause 5.8 apply when the debate is resumed.

7.7 The motion be now put – effect of motion

(1) If a motion "that the motion be now put", is carried during discussion of a primary motion or amendment then the presiding person is to immediately put the matter under consideration without further debate (subject to clause 7.4).

(2) If the motion "that the motion be now put" is lost then debate is to continue.

7.8 Meeting be now closed – effect of motion

(1) If a motion "that the meeting be now closed", is carried, then –:

(a) the presiding person is to forthwith close the meeting, and no further business may be transacted; and

(b) any business outstanding on the agenda for that meeting is to be carried forward to the agenda for the next ordinary meeting of the Council.

(2) If the motion "that the meeting be now closed" is carried at a meeting of the Council –:

(a) the names of members who have spoken on the matter are to be recorded in the minutes; and

(b) the provisions of clause 5.8 apply when the outstanding business is resumed.

7.9 Council sit behind closed doors – effect of motion

(1) The requirements for meetings to be open to the public and the reason that meetings may be closed are dealt with in the Act.

> ***5.23. Meetings generally open to the public***
>
> *(1) Subject to subsection (2), the following are to be open to members of the public –*
>
> *(a) all council meetings; and*
>
> *(b) all meetings of any committee to which a local government power or duty has been delegated.*
>
> *(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –*
>
> *(a) a matter affecting an employee or employees;*

(b) the personal affairs of any person;

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;

(e) a matter that if disclosed, would reveal –

(i) a trade secret;

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government;

(f) a matter that if disclosed, could be reasonably expected to –

(i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;

(ii) endanger the security of the local government's property; or

(iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and

(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and

(h) such other matters as may be prescribed.

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

(2) The Council, in one or more of the circumstances dealt with in the Act or the Regulations, may at any time, by resolution, decide to close to members of the public a meeting or part of a meeting..

(3) If a resolution under sub clause (2) is carried, the presiding member, in consultation with the CEO, will determine who of the CEO or any employee of the City present at the meeting, is to leave meeting.

(4) Subject to subclause (3), the meeting is to be closed to the public until the council resolves to open the meeting to members of the public.

(5) Upon the public again being admitted to the meeting the presiding person is to cause the motions passed by the council whilst it was proceeding behind closed doors to be read out including the details of any voting recorded.

(6) A person failing to comply with a direction made under subclause (3) may, by order of the presiding person, be removed by the police from the meeting room.

7.10 Limitation on members speaking be suspended or be resumed – effect of motion

(1) If a motion “that the limitation on members speaking be suspended” is carried then the operation of clause 5.8 is suspended.

(2) If a motion "that the limitation on members speaking be resumed" is carried then the operation of clause 5.8 is no longer suspended.

7.11 Ruling by the presiding person be disagreed with – effect of motion

If a motion "that the ruling by the presiding person be disagreed", is carried then the ruling of the presiding person about which this motion was moved, is to have no effect and the meeting is to proceed accordingly.

7.12 Motions concerning behaviour under Division 3 of the Code of Conduct

(1) A motion concerning a complaint about a breach of Division 3 of the Code of Conduct shall –

(a) be moved by the member who made the complaint; or
(b) if the complaint was made by a person who is not a member, moved by any member.

(2) If a motion moved under ~~sub-clause~~subclause (1) lapses for want of a mover or seconder, the complaint is taken to have been dismissed.

(3) There is to be no debate on a motion moved and seconded under ~~sub-clause~~subclause (1).

(4) A motion moved and seconded under ~~sub-clause~~subclause (1) cannot be amended.

(5) If a motion under ~~sub-clause~~subclause (1) is moved and seconded then lost, the complaint is taken to have been dismissed.

(6) If the motion moved and seconded under ~~sub-clause~~subclause (1) is carried, the person who moved the motion shall then move a motion in relation to whether further action is warranted. ~~and, if so, what action.~~

(7) If a motion moved under sub-clausesubclause (6) lapses for want of a seconder, Council is taken to have determined that no further action is warranted in respect of the breach and no further motion may be moved.

(8) If a motion moved under sub-clausesubclause (6) is seconded ~~, subject to sub-clause (10),~~ there is to be no debate on the motion.

~~(9)~~ A motion moved and seconded under sub-clausesubclause (6) cannot be amended. ~~other than to address comments made under sub-clause (10).~~

~~(10)~~

~~(11) If a motion moved under sub-clause (6) is seconded, the councillor found to have breached the Code is to be provided with the opportunity to comment on the proposed action.~~

~~(12)~~

~~(13) Any comment made by a councillor under sub-clause (10) is to be limited to whether or not they view the proposed action as acceptable.~~

~~(14)~~

~~(15) If a motion moved under sub-clause (6) is lost, council is taken to have determined that no further action is warranted in respect of the breach and no further motion may be moved.~~

PART 8 – CONDUCT OF MEMBERS

8.1 Dealing with Proponents

(1) In this clause ~~:~~

"Proponent" means a proponent of a Proposal and includes a person who represents the interests of a Proponent;

"Proposal" means ~~:~~

(a) a proposed subdivision of land;

(b) a proposed development of land;

(c) a proposal involving the exercise of discretion under a planning scheme or under a planning policy or structure plan adopted under a planning scheme;

(d) a proposed change to a planning scheme including a proposed change to the zoning of land; or

(e) a proposed change to a planning policy or structure plan adopted under a planning scheme.

(2) This clause applies where a Proposal is, or is likely, to be considered by the council.

(3) A member must ~~:~~

(a) not make any statements or express any views to a Proponent or a person interested in a Proposal which purports to be on behalf of the council or the City;

(b) be alert to the motives and interests of a Proponent;

(c) be aware of which person, organisation or company that the Proponent is representing;

(d) not give any undertaking to a Proponent or any person interested in the Proposal;

(e) not do or say anything which could be viewed as giving a Proponent preferential treatment;

(f) ensure that persons interested in a Proposal are treated fairly and consistently;

(g) be alert to attempts by Proponents and parties interested in a Proposal to encourage members to consider matters which are

extraneous or irrelevant to the merits of the decision under consideration; and

(h) be careful in dealings with a Proponent or a person interested in a Proposal who is a former councillor or former employee of the City and make sure that the person is not given or appear to be given favourable or preferential treatment.

8.2 No adverse reflection

(1) A member must not reflect adversely upon a decision of the council except on a motion that the decision be revoked or changed.

(2) A member must not use an objectionable expression in reference to any other member.

(3) A member may request that any words used by a member, be recorded in the minutes immediately after their use.

8.3 Withdrawal of offensive language

(1) A member who uses an expression which, in the opinion of the presiding person ~~-~~:

(a) reflects adversely on the character or actions of another member; or

(b) imputes any motive to any other member; or

(c) is offensive or insulting,

must, when directed by the presiding person, unreservedly withdraw the expression and make an unconditional apology.

(2) Where a member fails to comply with a direction of the presiding person under subclause (1), the presiding person may refuse to hear the member further on the matter then under discussion and call on the next speaker.

8.4 No participation in public question or public statement time

(1) A member must not ask a question or make a statement during public question time.

(2) A member must not sit in the public gallery during a meeting.

PART 9 – MISCELLANEOUS

9.1 Representation on public bodies

When the council is required to appoint or nominate a member/person to a public body, written notice of the vacancy or need for the appointment or nomination is to be given to all members and the council is by resolution to determine the appointment or nomination.

9.2 Improper use of information

The improper use of information is dealt with in the Act.

> ***5.93. Improper use of information***
>
> *A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law -*
>
> *(a) to gain directly or indirectly an advantage for the person or any other person or*
>
> *(b) to cause detriment to the local government or any other person.*
>
> *Penalty: $10 000 or imprisonment for 2 years.*
>
> *Section 5.93 of the Act*

9.3 Meetings of electors

The requirements for meetings of the electors are dealt with the Act and the Regulations.

> ***5.26. Definition***
>
> *In this Subdivision –*
>
> ***"electors"** includes ratepayers.*
>
> ***5.27. Electors' general meetings***
>
> *(1) A general meeting of the electors of a district is to be held once every financial year.*
>
> *(2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
>
> *(3) The matters to be discussed at general electors' meetings are to be those prescribed.*
>
> ***5.28. Electors' special meetings***
>
> *(1) A special meeting of the electors of a district is to be held on the request of not less than –*
>
> *(a) 100 electors or 5% of the number of electors - whichever is the lesser number; or*
>
> *(b) 1/3 of the number of council members.*
>
> *(2) The request is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations.*
>
> *(3) The request is to be sent to the mayor or president.*
>
> *(4) A special meeting is to be held on a day selected by the mayor or president but not more than 35 days after the day on which he or she received the request.*
>
> ***5.29. Convening electors' meetings***
>
> *(1) The CEO is to convene an electors' meeting by giving –*
>
> *(a) at least 14 days' local public notice; and*
>
> *(b) each council member at least 14 days' notice,*
>
> *of the date, time, place and purpose of the meeting.*

(2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

5.30. Who presides at electors' meetings

(1) The mayor or president is to preside at electors' meetings.

(2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at an electors' meeting in accordance with that section.

(3) If the circumstances mentioned in section 5.34(a) or (b) apply and –

(a) the office of deputy mayor or deputy president is vacant; or

(b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then the electors present are to choose one of the councillors present to preside at the meeting but if there is no councillor present, able and willing to preside, then the electors present are to choose one of themselves to preside.

5.31. Procedure for electors' meetings

The procedure to be followed at, and in respect of, electors' meetings and the methods of voting at electors' meetings are to be in accordance with regulations.

5.32. Minutes of electors' meetings

The CEO is to –

(a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and

(b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable –

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose,

whichever happens first.

(2) 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.

15. Matters for discussion at general electors' meetings - s. 5.27(3)

For the purposes of section 5.27(3), 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.

16. Requests for electors' special meetings - s. 5.28(2)

A request for a special meeting of the electors of a district is to be in the form of Form 1.

17. Voting at electors' meetings - s. 5.31

(1) Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote.

(2) All decisions at a general or special meeting of electors are to be made by a simple majority of votes.

(3) Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

> ***18. Procedures at electors' meetings - s. 5.31***
>
> *Subject to regulations 15 and 17, the procedure to be followed at a general or special meeting of electors is to be determined by the person presiding at the meeting.*
>
> *Sections 5.26 to 5.33 of the Act and regulations 15 to 18 of the Regulations*

9.4 Recording of Proceedings

Unless otherwise decided by the meeting ~~-~~;

(a) The CEO is to ensure that an audio recording is taken of the proceedings of each meeting; and

(b) Unless with the written authorisation of the presiding member, a person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of a meeting.

9.5 Giving a document to a member

A person, other than a member or an employee, must not give to a member, during a Council or committee meeting or within 30 minutes before the commencement of the meeting, any correspondence or other document relating to a matter to be considered by the meeting.

9.6 Cases not provided for in the standing orders

Where there is no provision or insufficient provision is made in this local law, the presiding person is to determine the procedure to be observed.

PART 10 - ENFORCEMENT

10.1 Penalty for Breach

A person who breaches a provision of these Standing Orders commits an offence.

Penalty: $15,000

> ***3.10. Creating offences and prescribing penalties***
>
> *(1) A local law made under this Act may provide that contravention of a provision of the local law is an offence, and may provide for the offence to be punishable on conviction by a penalty not exceeding a fine of $5 000.*
>
> ***Section 3.10 of the Act***

10.2 Who can prosecute

Who can prosecute is dealt with in the Act.

> ***9.24. Commencing prosecutions***
>
> *A prosecution for an offence against a local law may be commenced by -*

(a) a person who is acting in the course of his or her duties as an employee of the local government or regional local government that made the local law; or

(b) a person who is authorised to do so by the local government or regional local government that made the local law.

Section 9.24 of the Act

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SCHEDULE

PETITION OF TO THE CITY OF WANNEROO

To the Mayor and/or CEO of the City of Wanneroo

We, the undersigned, do formally request Council's consideration *(insert details)*:

Name, address and contact details of the person to which correspondence in respect of this petition should be addressed (*the **Submitter**):*

The names and addresses of the petitioners are as follows:

	Full Name	Address	Signature	Date
1.				
2.				
3.				
4.				
5.				
6.				

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LOCAL GOVERNMENT ACT 1995

CITY OF WANNEROO

STANDING ORDERS LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995* and under all powers enabling it, the Council of the City of Wanneroo resolved on [*insert date*] to make the following local law.

PART 1 – PRELIMINARY

1.1 Title

This local law is the *City of Wanneroo Standing Orders Local Law 2021*.

1.2 Commencement

This local law comes into operation 14 days after its publication in the *Government Gazette*.

1.3 Application and intent

(1) This local law provide rules that apply to the conduct of meetings of the Council and its committees and to meetings of electors.

(2) All meetings are to be conducted in accordance with the Act, the Regulations and this local law.

(3) This local law is intended to result in –

(a) better decision making by the council and its committees;

(b) the orderly conduct of meetings dealing with council business;

(c) better understanding of the process of conducting meetings; and more efficient; and

(d) effective use of time at meetings.

1.4 Repeal

The *City of Wanneroo Standing Orders Local Law 2008* is repealed.

1.5 Definitions

(1) In this local law, unless the contrary intention appears -

absolute majority has the meaning given to it in the Act;

> ***absolute majority*** –
>
> (a) in relation to a council, means a majority comprising enough of the members for the time being of the council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the council;
>
> (b) in relation to any other body, means a majority comprising enough of the persons for the time being constituting the body for their number to be more than 50% of the number of offices (whether vacant or not) on the body.
>
> [Section 1.4 of the Act]

Act means the *Local Government Act 1995;*

CEO means the chief executive officer of the City;

City means the City of Wanneroo;

Code of Conduct means the Council Members, Committee Members and Candidates Code of Conduct

Council means the council of the City;

Councillor has the meaning given to it in the Act;

> ***councillor*** means a person who holds the office of councillor on a council (including a person who holds another office under section 2.17(2)(a) or (b) as well as the office of councillor).
>
> [See section 1.4 of the Act]

meeting means a meeting of the Council;

member has the meaning given to it in the Act;

> ***member***, in relation to the council of a local government, means –
>
> (a) an elector mayor or president of the local government; or
> (b) a councillor on the council (including a councillor who holds another office under section 2.17(2)(a) or (b) as well as the office of councillor).
>
> [Section 1.4 of the Act]

presiding person means the person presiding under section 5.6 of the Act.

Regulations means the *Local Government (Administration) Regulations 1996*;

resolution means a decision of Council made by the appropriate majority*;*

schedule means the Schedule to this local law;

substantive motion means an original motion, or an original motion as amended, but does not include an amendment motion or a procedural motion.

(2) Unless otherwise defined, the terms used in this local law has the meaning given to them in the Act and Regulations.

PART 2 - MEETINGS OF COUNCIL

2.1 Ordinary and Special Council meetings

(1) Ordinary and special Council meetings are dealt with in the Act.

> (1) A council is to hold ordinary meetings and may hold special meetings.
> (2) Ordinary meetings are to be held not more than 3 months apart.
> (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.
>
> [Section 5.3 of the Act]

(2) An ordinary meeting of the Council held as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.

(3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

2.2 Calling Council Meetings

(1) The calling of meetings is dealt with in the Act.

> An ordinary or a special meeting of a Council is to be held –
>
> (a) if called for by either –
>
> (i) the mayor; or
> (ii) at least 1/3 of the councillors, in a notice to the CEO setting out the date and purpose of the proposed meeting; or
>
> (b) if so decided by the Council.
>
> [Section 5.4 of the Act]

2.3 Convening Council Meetings

The convening of a Council meeting is dealt with in the Act.

> (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
>
> (2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.
>
> [Section 5.5 of the Act]

Sections 9.50 to 9.54 of the *Local Government Act 1995* and sections 75 and 76 of the *Interpretation Act 1984* deal with how documents can be given to a person.

Under these provisions, notice of a meeting may be given to a member by –

(a) personally handing the notice to the member;
(b) sending it by post to the last known address of the member; or
(c) leaving it for the member at his or her usual or last known place of abode or, if he or she is the principal of a business, at his or her usual or last known place of business.

2.4 Calling committee meetings

A meeting of a committee is to be held -

(1) if called for in a verbal or written request to the CEO by the Mayor or the presiding member of the committee, advising the date and purpose of the proposed meeting;

(2) if called for by at least 1/3 of the members of the committee in a notice to the CEO, setting out the date and purpose of the proposed meeting; or

(3) in accordance with a decision of the Council or the committee.

2.5 Public Notice of meetings

Public notice of meetings is dealt with in the Regulations.

(1) In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —

(a) ordinary council meetings;
(b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

(3) Any change to the meeting details for a meeting referred to in sub-regulation (2) must be published on the local government's official website as soon as practicable after the change is made.

(4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

[Regulation 12 of the Regulations]

(1) When a meeting is adjourned to a day and hour other than the next ordinary meeting, notice of the resumption of the adjourned meeting, if time permits, is to be given to each member specifying the nature of the business to be transacted.

2.6 Public access to agendas and supporting documentation

Public access to agendas and supporting information is dealt with in the Regulations.

> (1) A local government is to ensure that notice papers and agenda relating to any council or committee meeting and reports and other documents which -
>
> (a) are to be tabled at the meeting; or
>
> (b) have been produced by the local government or a committee for presentation at the meeting,
>
> and which have been made available to members of the council or committee for the meeting are available for inspection by members of the public and published on the local government's official website from the time the notice papers, agenda or documents were made available to the members of the council or committee.
>
> (2) Subregulation (1) does not apply if, in the CEO's opinion, the meeting or that part of the meeting to which the information refers is likely to be closed to members of the public under section 5.23(2).
>
> [Regulation 14 of the Regulations]

2.7 Public access to unconfirmed minutes of meetings

Public access to unconfirmed minutes of meetings is dealt with in the Regulations.

> (1) The CEO must publish on the local government's official website -
>
> (a) the unconfirmed minutes of each council and committee meeting that is open to members of the public; and
>
> (b) if a council or committee meeting is closed to members of the public – that part of the unconfirmed minutes of the meeting that is a record of decisions made at the meeting.
>
> (2) The unconfirmed minutes of a council meeting must be published within 14 days after the meeting is held.
>
> (3) The unconfirmed minutes of a committee meeting must be published within 7 days after the meeting is held.
>
> [Regulation 13 of the Regulations]

2.8 Presiding Member

Who presides at a Council meeting is dealt with in the Act.

> (1) The mayor or president is to preside at all meetings of the council.
>
> (2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at a meeting of the council in accordance with that section.
>
> (3) If the circumstances mentioned in section 5.34(a) or (b) apply and —
>
> (a) the office of deputy mayor or deputy president is vacant; or
>
> (b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then, the council is to choose one of the councillors present to preside at the meeting.

[Section 5.6 of the Act]

2.9 Quorum

The quorum for meetings is dealt with in the Act.

The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

[Section 5.19 of the Act]

2.10 Reduction of a quorum for Council Meetings

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

(1) The Minister may reduce the number of offices of member required for a quorum at a council meeting specified by the Minister if there would not otherwise be a quorum for the meeting.

(2) The Minister may reduce the number of offices of member required at a council meeting to make a decision specified by the Minister if the decision is one which would otherwise be required to be made by an absolute majority and a sufficient number of members would not otherwise be present at the meeting.

[Section 5.7 of the Act]

2.11 Reduction of quorum for Committee Meetings

The reduction of a quorum for committee meetings is dealt with in the Act.

The local government may reduce* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

*Absolute majority required.

[Section 5.15 of the Act]]

2.12 Procedure if quorum not present

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

If a quorum has not been established within the 30 minutes after a council or committee meeting is due to begin then the meeting can be adjourned –

(a) in the case of a council, by the mayor or president or if the mayor or president is not present at the meeting, by the deputy mayor or deputy president;
(b) in the case of a committee, by the presiding member of the committee or if the presiding member is not present at the meeting, by the deputy presiding member;
(c) if no person referred to in paragraph (a) or (b), as the case requires, is present at the meeting, by a majority of members present;
(d) if only one member is present, by that member; or
(e) if no member is present or if no member other than the CEO is present, by the CEO or a person authorized by the CEO.

[Regulation 8 of the Regulations]

2.13 Lapse of quorum

(1) If at any time during a meeting a quorum is not present –

(a) the presiding member is immediately to suspend the proceedings of the meeting for a period of up to 15 minutes;

(b) a record is to be taken of all those who have spoken on the subject under consideration at the time of the suspension and is to be recorded in the minutes of the meeting;

(c) if a quorum is not present at the expiry of the suspension period under paragraph (a), the presiding member may either adjourn the meeting to some future time or date or may extend the extension period for a further period of up to 30 minutes; and

(d) if a quorum is not present at the expiry of the extended period of suspension under paragraph (c), the presiding member is to adjourn the meeting to a later time on the same day or to another day.

(2) If the debate on a motion is interrupted at a meeting, which is suspended due to a quorum not being present –

(a) the debate is to be resumed at the resumption of the meeting at the point where it was interrupted; and

(b) the members who have spoken on the motion before the suspension must not speak again at the resumption of the meeting - except the mover who retains the right of reply.

2.14 Names to be recorded

At any meeting –

(a) at which there is not a quorum present to begin the meeting; or

(b) which is suspended or adjourned for want of a quorum,

the names of the members then present are to be recorded in the minutes.

PART 3 - BUSINESS AT MEETINGS

3.1 Business to be specified

(1) No business is to be transacted at any ordinary meeting of the council other than that specified in the agenda, without the approval of the presiding member or the council.

(2) No business is to be transacted at a special meeting of the council other than that given in the notice as the purpose of the meeting.

(3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the council other than that -

(a) specified in the notice of the meeting which had been adjourned; and

(b) which remains unresolved.

(4) Where a meeting is adjourned to the next ordinary meeting of the council then, unless the council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering the officer's reports at that ordinary meeting.

3.2 Order of business

(1) Unless the council decides otherwise, the order of business at an ordinary meeting of the council is to be as follows -

(a) Opening
(b) Attendances, apologies and leave of absence
(c) Public question time
(d) Confirmation of minutes
(e) Announcements by the presiding person without discussion
(f) Questions from members
(g) Petitions
(h) Declarations of Interest
(i) Reports
(j) Motions of which previous notice has been given
(k) Urgent business
(l) Matters for which the meeting may be closed
(m) Date and location of the next meeting
(n) Closure

(2) Unless otherwise decided by the council or committee, the items of business for a meeting of the council or committee are to be considered in the sequence that they are listed in the agenda.

(3) The council or a committee may pass an adoption by exception resolution under clause 5.2.

(4) At the resumption of an adjourned meeting the only business to be transacted is that which remains outstanding on the agenda of the adjourned meeting.

3.3 Grant of leave of absence

(1) The grant of leave of absence is dealt with in the Act.

(1)	A council may, by resolution, grant leave of absence, to a member.
(2)	Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister unless all of the meetings are within a period of 3 months.
(3A)	Leave is not to be granted in respect of — (a) a meeting that has concluded; or (b) the part of a meeting before the granting of leave.
(3)	The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
(4)	A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or

her membership of the council, unless all of the meetings are within a 2 month period.

(5A) If the council holds 3 or more ordinary council meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.

(5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –

(a) if no meeting of the council at which a quorum is present is actually held on that day; or

(b) if the non-attendance occurs while –

(i) the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5);

(ii) while proceedings in connection with the disqualification of the member have been commenced and are pending;

(iiia) while the member is suspended under 5.117(1)(a)(iv); or

(iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.

(6) A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

[Section 2.25 of the Act]

(2) A member who requests a leave of absence need not put the request in writing but must state the period of leave and the reasons for the request.

3.4 Public question time for the public at meetings

Public question time at meetings is dealt with in the Act and Administration Regulations.

(1) Time is to be allocated for questions to be raised by members of the public and responded to at –

(a) every ordinary meeting of a council; and

(b) such other meetings of councils or committees as may be prescribed.

(2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

[Section 5.24 of the Act

3.5 Question time for the public at certain meetings

Question time for the public at certain meetings is dealt with in the Regulations.

For the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are –

(a) every special meeting of a council;

(b) every meeting of a committee to which the local government has delegated a power or duty.

[Regulation 5 of the Regulations]

3.6 Minimum question time for the public

Minimum question time for the public is dealt with in the Regulations.

(1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

[Regulation 6 of the Regulations]

3.7 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

(1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) are to be determined –

(a) by the person presiding at the meeting; or
(b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of those members,

having regard to the requirements of subregulations (2) and (3).

(2) The time allocated to the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.

(3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.

(4) Nothing in subregulation (3) requires –
(a) a council to answer a question that does not relate to a matter affecting the local government;
(b) a council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
(c) a committee to answer a question that does not relate to a function of the committee.

(5) If, during the time allocated for questions to be raised by members of the public and responded to, a question relating to a matter in which a relevant person has an interest, as referred to in section 5.60, is directed to the relevant person, the relevant person is to —
(a) declare that he or she has an interest in the matter; and
(b) allow another person to respond to the question.

[Regulation 7 of the Regulations]

3.8 Other procedures for question time for the public

(1) A member of the public who wishes to ask a question during question time must -

(a) first state their name and address;
(b) direct the questions to the presiding member;
(c) ask the question briefly and concisely;
(d) limit any preamble to matters directly relevant to the question; and
(e) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except so far as may be necessary to explain the question.

(2) A question may be taken on notice by the Council or committee for later response.

3.9 Confirmation of minutes

(1) The requirements for keeping minutes of meetings and the content of minutes are dealt with in the Act and the Regulations.

> 1) The person presiding at a meeting of a council or a committee is to cause minutes to be kept of the meeting's proceedings.
> (2) The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.
> (3) The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.
>
> [Section 5.22 of the Act]

> The content of minutes of a meeting of a council or a committee is to include —
>
> (a) the names of the members present at the meeting;
> (b) where a member enters or leaves the meeting during the course of the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting;
> (c) details of each motion moved at the meeting, the mover and the outcome of the motion;
> (d) details of each decision made at the meeting;
> (da) written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70 (but not a decision to only note the matter or to return the recommendation for further consideration);
> (e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question; and
> (f) in relation to each disclosure made under section 5.65 or 5.70 in relation to the meeting, where the extent of the interest has also been disclosed, the extent of the interest".
> (g) each document attached to an agenda relating to a council or committee meeting unless the meeting or that part of the meeting to which the document refers is closed to members of the public.
>
> [Regulation 11 of the Regulations]

(2) When minutes are confirmed, the only discussion permitted is that relating to the accuracy of the minutes as a record of the proceedings.

3.10 Announcements by presiding person without discussion

At any meeting of the council the presiding person may announce or raise any matter of interest or affecting the City and there is not to be any discussion on the matter.

3.11 Questions from members

(1) (a) The item of business "Questions from Members" is to provide members with an opportunity to raise questions with the Mayor and the council.

(b) Questions are to relate only to the business of the council.

(c) A member asking questions may address the council for a maximum of 3 minutes.

(2) (a) A minimum of 15 minutes is to be allowed to the item "Questions from Members".

(b) If there are insufficient questions to fill the allocated time then the presiding person is to move on to the next item.

(3) (a) Whenever possible, questions are to be submitted in writing at least 30 hours prior to the start of the meeting.

(b) Questions submitted in writing are to be dealt with first.

(4) (a) At an ordinary meeting, only questions relating to matters affecting the council are to be answered.

(b) At a special meeting, only questions relating to the purpose of the meeting are to be answered.

(c) Questions may be taken on notice and responded to after the meeting.

(5) The presiding person is to control the item "Questions from Members" and is to ensure that any member writing to ask a question is given a fair and equal opportunity to do so.

(6) If a question is directed to a member or an employee who has an interest in the subject matter of the question then the member or employee is to declare the interest and allow another member or employee to respond to the question.

3.12 Petitions

(1) A petition received by a member or the CEO is to be presented to the next ordinary Council meeting.

(2) Any petition to the Council is -

(a) as far as practicable to be prepared in the form prescribed in the Schedule;

(b) to be addressed to the Council and forwarded to a member or the CEO; and

(c) to state the name and address of the person to whom correspondence in respect of the petition may be served.

(3) Once a petition is presented to the Council, a motion may be moved to receive the petition and refer it to the CEO for action.

3.13 Disclosure of financial and proximity interests

The requirements for disclosure of any interest as defined in section 5.60 of the Act are dealt with in Part 5 of the Act.

5.59.	***Definitions***
	In this Subdivision, unless the contrary intention appears –
	"extent"*, in relation to an interest, includes the value and amount of the interest;*
	"interest relating to a gift *means an interest that a relevant person has because of the operation of section 5.60 when read with section 5.62(1)(ea), (eb) or (ec);*

***"member"**, in relation to a council or committee, means a council member or a member of the committee;*
***"relevant person"** means a person who is either a member or a person to whom section 5.70 or 5.71 or 5.71A applies.*

5.60. When a person has an "interest"

For the purposes of this Subdivision, a relevant person has an interest in a matter if either -
(a) the relevant person; or
(b) a person with whom the relevant person is closely associated, has –
(c) a direct or indirect financial interest in the matter; or
(d) a proximity interest in the matter.

5.60A. Financial interest

For the purposes of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

5.60B. Proximity interest

(1) For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –

(a) a proposed change to a planning scheme affecting land that adjoins the person's land;
(b) a proposed change to the zoning or use of land that adjoins the person's land; or
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

*(2) In this section, land ("**the proposal land"**) adjoins a person's land if –*
(a) the proposal land, not being a thoroughfare, has a common boundary with the person's land;
(b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
(c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
(3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

5.61. Indirect financial interests

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

5.62. Closely associated persons

(1) For the purposes of this Subdivision a person is to be treated as being closely associated with a relevant person if –
(a) the person is in partnership with the relevant person;
(b) the person is an employer of the relevant person;
(c) the person is a beneficiary under a trust, or an object of a discretionary trust, of which the relevant person is a trustee;
(ca) the person belongs to a class of persons that is prescribed;
(d) the person is a body corporate –
(i) of which the relevant person is a director, secretary or executive officer; or
(ii) in which the relevant person holds shares having a total value exceeding –
(I) the prescribed amount; or
(II) the prescribed percentage of the total value of the issued share capital of the company,
whichever is less;
(e) the person is the spouse, de facto partner or child of the relevant person and is living with the relevant person;
(ea) the relevant person is a council member and the person –
(i) gave an electoral gift to the relevant person in relation to the election at which the relevant person was last elected; or

(ii) has given an electoral gift to the relevant person since the relevant person was last elected;

(eb) the relevant person is a council member and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last elected; or

(ec) the relevant person is a CEO and the person has given a gift to which this paragraph applies to the relevant person since the relevant person was last employed (or appointed to act) in the position of CEO;
or

(f) the person has a relationship specified in any of paragraphs (a) to (d) in respect of the relevant person's spouse or de facto partner if the spouse or de facto partner is living with the relevant person.

(1A) Subsection (1)(eb) and (ec) apply to a gift if —
(a) either —

(i) the amount of the gift exceeds the amount prescribed for the purposes of this subsection; or
(ii) the gift is 1 of 2 or more gifts made by 1 person to the relevant person at any time during a year and the sum of the amounts of those 2 or more gifts exceeds the amount prescribed for the purposes of this subsection; and

(b) the gift is not an excluded gift under subsection (1B).

(2) In subsection (1) –

***"electoral gift"** means a gift about which the relevant person was or is required by regulations under section 4.59(a) to provide information in relation to an election;*
***"value"**, in relation to shares, means the value of the shares calculated in the prescribed manner or using the prescribed method.*

5.63. Some interests need not be disclosed

(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter –
(a) an interest common to a significant number of electors or ratepayers;
(b) an interest in the imposition of any rate, charge or fee by the local government;
(c) an interest relating to –
(i) a fee, reimbursement of an expense or an allowance to which section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.101(2) refers; or
(ii) a gift permitted by section 5.100A; or
(iii) reimbursement of an expense that is the subject of regulation made under section 5.101A; or
(d) an interest relating to the pay, terms or conditions of an employee unless -
(i) the relevant person is the employee; or
(ii) either the relevant person's spouse, de facto partner or child is the employee if the spouse, de facto partner or child is living with the relevant person;
[(e) deleted]
(f) an interest arising only because the relevant person is, or intends to become, a member or office bearer of a body with non-profit making objects;
(g) an interest arising only because the relevant person is, or intends to become, a member, office bearer, officer or employee of a department of the Public Service of the State or Commonwealth or a body established under this Act or any other written law; or
(h) a prescribed interest.

(2) If a relevant person has a financial interest because the valuation of land in which the person has an interest may be affected by –

(a) any proposed change to a planning scheme for any area in the district;
(b) any proposed change to the zoning or use of land in the district; or
(c) the proposed development of land in the district,
then, subject to subsection (3) and (4), the person is not to be treated as having an interest in a matter for the purposes of sections 5.65, 5.70 and 5.71.

(3) If a relevant person has a financial interest because the valuation of land in which the person has an interest may be affected by –
(a) any proposed change to a planning scheme for that land or any land adjacent to that land;
(b) any proposed change to the zoning or use of that land or any land adjacent to that land; or
(c) the proposed development of that land or any land adjacent to that land,
then nothing in this section prevents sections 5.65, 5.70 and 5.71 from applying to the relevant person.

(4) If a relevant person has a financial interest because any land in which the person has any interest other than an interest relating to the valuation of that land or any land adjacent to that land may be affected by –

(a) any proposed change to a planning scheme for any area in the district;
(b) any proposed change to the zoning or use of land in the district; or
(c) the proposed development of land in the district,
then nothing in this section prevents sections 5.65, 5.70 and 5.71 from applying to the relevant person.

(5) A reference in subsection (2), (3) or (4) to the development of land is a reference to the development, maintenance or management of the land or of services or facilities on the land.

5.65. Members' interests in matters to be discussed at meetings to be disclosed

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest –
(a) in a written notice given to the CEO before the meeting; or
(b) at the meeting immediately before the matter is discussed.
Penalty: $10 000 or imprisonment for 2 years.

(2) It is a defence to a prosecution under this section if the member proves that he or she did not know –
(a) that he or she had an interest in the matter; or
(b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.66. Meeting to be informed of disclosures

If a member has disclosed an interest in a written notice given to the CEO before a meeting then –
(a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
(b) at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

5.67. Disclosing members not to participate in meetings

A member who makes a disclosure under section 5.65 must not –
(a) preside at the part of the meeting relating to the matter; or
(b) participate in, or be present during, any discussion or decision making procedure relating to the matter,
unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.
Penalty: $10 000 or imprisonment for 2 years.

5.68. Councils and committees may allow members disclosing interests to participate etc. in meetings

(1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter –
(a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
(b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
(i) the disclosing member also discloses the extent of the interest; and
(ii) those members decide that the interest –
(I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
(II) is common to a significant number of electors or ratepayers.

(1A) Subsection (1) does not apply if —
(a) the interest disclosed is an interest relating to a gift; and
(b) either —
(i) the amount of the gift exceeds the amount prescribed for the purposes of this subsection; or
(ii) the gift is 1 of 2 or more gifts made by 1 person to the disclosing member at any time during a year and the sum of the amounts of those 2 or more gifts exceeds the amount prescribed for the purposes of this subsection.

(2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.

(3) *This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question of whether an application should be made to the Minister under section 5.69.*

5.69. Minister may allow members disclosing interests to participate etc. in meetings

(1) *If a member has disclosed, under section 5.65, an interest in a matter, the council or the CEO may apply to the Minister to allow the disclosing member to participate in the part of the meeting, and any subsequent meeting, relating to the matter.*

(2) *An application made under subsection (1) is to include –*

(a) *details of the nature of the interest disclosed and the extent of the interest; and*

(b) *any other information required by the Minister for the purposes of the application.*

(3) *On an application under this section the Minister may allow, on any condition determined by the Minister, the disclosing member to preside at the meeting, and at any subsequent meeting, (if otherwise qualified to preside) or to participate in discussions or the decision making procedures relating to the matter if –*

(a) *there would not otherwise be a sufficient number of members to deal with the matter; or*

(b) *the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.*

(4) *A person must not contravene a condition imposed by the Minister under this section.*

Penalty: $10 000 or imprisonment for 2 years.

(4) *A decision under this section must be recorded in the minutes of the meeting relating to the matter.*

5.69A. Minister may exempt committee members from disclosure requirements

(1) *A council or a CEO may apply to the Minister to exempt the members of a committee from some or all of the provisions of this Subdivision relating to the disclosure of interests by committee members.*

(2) *An application under subsection (1) is to include –*

(a) *the name of the committee, details of the function of the committee and the reasons why the exemption is sought; and*

(b) *any other information required by the Minister for the purposes of the application.*

(3) *On an application under this section the Minister may grant the exemption, on any conditions determined by the Minister, if the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.*

(4) *A person must not contravene a condition imposed by the Minister under this section.*

Penalty: $10 000 or imprisonment for 2 years.

5.70. Employees to disclose interests relating to advice or reports

(1) *In this section –*
*"**employee"** includes a person who, under a contract for services with the local government, provides advice or a report on a matter.*

(2) *An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.*
Penalty: $10 000 or imprisonment for 2 years.

(2A) *Subsection (2) applies to a CEO even if the advice or report is provided in accordance with a decision made under section 5.71B(2) or (6).*

(3) *An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.*
Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

5.71A. CEOs to disclose interests relating to gifts in connection with advice or reports

(1) *A CEO who has an interest relating to a gift in a matter in respect of which the CEO proposes to provide advice or a report, directly or indirectly, to the council or a committee must disclose the nature of the interest in a written notice given to the council.*
Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

(2) *A CEO who makes a disclosure under subsection (1) must not provide the advice or report unless the CEO is allowed to do so under section 5.71B(2) or (6).*
Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

(3) A CEO who has an interest relating to a gift in a matter in respect of which another employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when the advice or report is provided.

Penalty for this subsection: a fine of $10 000 or imprisonment for 2 years.

5.71B. Council or Minister may allow CEOs to provide advice or reports

(1) In this section —
***relevant gift** means the gift to which the interest disclosed under section 5.71A(1) relates.*
(2) The council may allow the CEO to provide the advice or report to which a disclosure under section 5.71A(1) relates if -
(a) the amount of the relevant gift does not exceed the amount prescribed for the purposes of this section; and
(b) the council decides that the nature of the interest disclosed is unlikely to influence the CEO in the provision of the advice or report.
(3) A decision of the council under subsection (2) must be recorded in the minutes of the council meeting at which the decision is made.
(4) The council may apply to the Minister to allow the CEO to provide the advice or report to which a disclosure under section 5.71A(1) relates if the amount of the relevant gift exceeds the amount prescribed for the purposes of this section.
(5) An application under subsection (4) must include —
(a) details of the nature of the interest disclosed; and
(b) any other information required by the Minister for the purposes of the application.
(6) On an application under subsection (4), the Minister may allow, on any condition determined by the Minister, the CEO to provide the advice or report if the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.
(7) A decision of the Minister under subsection (6) must be recorded in the minutes of the council meeting at which the decision is considered.
(8) For the purposes of subsections (2)(a) and (4), if the relevant gift is 1 of 2 or more gifts made by 1 person to the CEO at any time during a year, the amount of the relevant gift is the sum of the amounts of those 2 or more gifts.

5.72. Defence to prosecution

It is a defense to a prosecution under section 5.70(2), 5.71 or 5.71A(1) or (3) if the person proves that he or she did not know that he or she had an interest in the matter.

5.73. Disclosures to be minuted

A disclosure under section 5.65, 5.70 or 5.71A(3) is to be recorded in the minutes of the meeting relating to the disclosure.

3.14 Disclosure of interest affecting impartiality

The disclosure of interests affecting impartiality is dealt with by the *Local Government (Model Code of Conduct) Regulations 2021*.

(1) In this clause —
interest —
(a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
(b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
(a) in a written notice given to the CEO before the meeting; or
(b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —

(a) that they had an interest in the matter; or

(b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

(a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and

(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if —

(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

Regulation 22

3.15 Reports

(1) The functions of the CEO including to advise the council and implement decisions are dealt with in the Act.

5.41. Functions of CEO

The CEO's functions are to –

(a) advise the council in relation to the functions of a local government under this Act and other written laws; and

(b) ensure that advice and information is available to the council so that informed decisions can be made; and

(c) cause council decisions to be implemented; and

(d) manage the day to day operations of the local government; and

(e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and

(f) speak on behalf of the local government if the mayor or president agrees; and

(g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and

(h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and

perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Section 5.41 of the Act

(2) The CEO may prepare or cause to be prepared any report that in the CEO's opinion requires consideration by the council, including any report of a late or urgent nature.

3.16 Motions of which previous notice has been given

(1) Unless the Act, Regulations or this local law otherwise provide, a member may raise at a meeting any business that the member considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO.

(2) Subject to sub clause (3) a notice of motion under subclause (1) is to be signed by the member and given to the CEO at least 7 clear days before the meeting at which it is to be moved.

(3) A notice of motion must relate to a matter for which the Council is responsible.

Note: matters for which the Council is responsible are dealt with in section 2.7 of the Act

(4) The requirement to give notice of a motion under subclause (1) does not apply where the proposed motion is relevant to:

(a) a recommendation made by or contained in a report on the agenda; or

(b) a notice of motion that appears on the agenda,

and is moved after the motion has been dealt with.

(5) A notice of motion lapses unless the member who gave the notice or some other member authorised in writing by the member who gave the notice, moves the motion at the meeting at which it is to be considered

(6) Where a notice of motion is given and lapses in circumstances referred to under sub clause (5), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of the lapse.

(7) A notice of motion of which the subject matter does not relate to a matter affecting the City, may be ruled out of order by the presiding person.

(8) Where a notice of motion under subclause (1) contains any word or words which:

(a) reflect adversely on the character or actions of a member, officer or other person; or

(b) impute any motive to any member or officer; or

(c) are offensive or insulting,

then the CEO:

(d) after consultation with the mayor, may reject the motion; or

(e) after consultation with the member who submitted the motion, may amend the form but not the substance of the motion so as to delete the offensive or insulting word or words.

(9) If a notice of motion is rejected under subclause (8), the CEO is to provide the reason for its exclusion to all members as soon as practicable.

(10) Where, prior to a meeting, a member has given notice of motion in accordance with this clause or a member has given notice of a revocation motion in accordance with clause 6.1 and

(a) the member is present at the meeting, the member must read the motion or revocation motion to the meeting; or

(b) the member is not present at the meeting, the CEO must read the motion or revocation motion to the meeting.

3.17 Urgent business

(1) In a case of extreme urgency or other special circumstances, a matter may, on a motion that is carried by the meeting, be raised without notice and decided by the meeting.

(2) In sub clause (1), a case of extreme urgency or other special circumstance means a matter –

(a) that could not reasonably be dealt with at the next ordinary meeting of the council; and

(b) it was not reasonable for the notice to be given.

3.18 Meeting closure

At the conclusion of all business or when otherwise determined by the meeting, the presiding person is to declare the meeting closed and state the closing time.

PART 4 - CONDUCT OF MEETINGS

4.1 Official titles to be used

Members, when referring to others, must refer to them by their titles of mayor, deputy mayor, councillor, or in the case of an employee by the employee's title.

4.2 Seating

(1) At the first meeting following each ordinary election, the CEO is to allocate a seat in the Council chamber to each member.

(2) Each member must occupy his or her allocated position when present at a meeting of the council.

(3) The Council may, at any time, reallocate a seat in the Council Chamber to each member.

(4) The CEO is to sit immediately to the right of the mayor.

(5) For the avoidance of doubt, a member must not sit in the public gallery during a meeting.

4.3 Distinguished visitor seating

If a distinguished visitor is present at a meeting of the Council, the presiding person may invite that person to sit beside the presiding person or at the meeting table.

4.4 Media attendance and seating

Media representatives are permitted to attend meetings of the Council and be seated in that part of the Council Chamber or meeting room that may be set aside for their use, but must leave the meeting during any period when the meeting is closed to the public.

4.5 Members who wish to speak

A member who wishes to speak at a council or committee meeting –

(1) must indicate his or her intention to speak by raising his or her hand, or by any other method determined by the council or committee; and

(2) when invited by the presiding member to speak, and unless otherwise determined by the council or committee, must address the meeting through the presiding member.

4.6 Order of speakers

(1) At a council meeting, where 2 or more members of the council indicate, at the same time, their intention to speak, the presiding member is to decide which member is entitled to be heard first.

(2) At a committee meeting, the presiding member is first to invite committee members to speak followed, at the discretion of the presiding member, by other members and attendees.

(3) A decision of the presiding member under this clause is not open to discussion or dissent.

4.7 Members not to interrupt

A member must not -

(a) make any noise or disturbance or converse in a loud manner whilst any other member is addressing a meeting;

(b) interrupt another member who is speaking other than to:-

(i) raise a point of order;
(ii) to call attention to the absence of a quorum;
(iii) to make a personal explanation under clause 4.12; or
(iv) to move a procedural motion.

4.8 No reopening of discussion

A member must not reopen a discussion on any Council or committee decision, except to move that the decision be revoked or changed.

4.9 No member to cross the floor

When the presiding person is putting any motion, a member must not cross the floor, and whilst any other member is speaking, must not pass between the speaker and the presiding person or pass behind the presiding person.

4.10 Presiding person may participate in discussion

The presiding person may participate in the discussion of any motion before the meeting provided that the presiding person addresses the meeting before the right of reply is exercised.

4.11 Relevance to debate

When addressing a meeting on any motion or other business, members must confine their remarks to the motion or other business and not digress.

4.12 Personal explanation

(1) A member must not speak at any meeting, except on the matter then before the Council, unless it is to make a personal explanation.

(2) A member wishing to make a personal explanation of matters referred to by any other member then speaking, is entitled to be heard -

(a) immediately if the member then speaking consents at the time; or

(b) at the conclusion of the speech if the member then speaking declines to give way.

(3) A member of the Council permitted to make a personal explanation must confine comments to a succinct statement relating to a specific part of the former speech that may have been misunderstood and the member is not to refer to matters not strictly necessary for that purpose and is not to seek to strengthen his or her former argument by adding new matters or by replying to other members.

4.13 Ruling on questions of personal explanation

The ruling of the presiding person on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.

4.14 Point of order

(1) A member may direct the presiding person’s attention to a breach of this local law by any other member and is to specify the grounds of the breach.

(2) A member expressing a difference of opinion with, or contradicting, a speaker is not to be recognised as raising a point of order.

(3) The presiding person is to decide all points of order and the decision of the presiding person is final unless in any particular case, the council then resolves that a different ruling is to be substituted for the ruling given by the presiding person.

(4) A motion, amendment or other business ruled to be out of order, is to be no longer discussed and requires no resolution.

(5) Where anything said or done by a member is ruled out of order, the presiding person may require the member to make an explanation, retraction or apology as the case may be.

4.15 Preservation of order – Council members

(1) The presiding person is to preserve order at all times and may call any member to order whenever in the presiding person's opinion, there is cause to do so.

(2) Any member who acts in breach of this clause may be ruled by the presiding person to be out of order.

(3) Where a member persists in any conduct which the presiding person deems is out of order, or refuses to make any explanation, retraction or apology required by the presiding person, then the presiding person may direct the member to refrain from taking any further part in the debate of the item, other than by recording the member's vote and the member must comply with that direction.

4.16 Prevention of Disturbance

A member or an employee -

(a) must ensure that hand held mobile devices are turned to silent during meetings of council and committees of council;

(b) must only use hand held mobile devices sparingly and discreetly during meetings; and

(c) must not, during a confidential session, use hand held mobile devices other than to refer to Council meeting papers.

4.17 Preservation of order – members of the public

(1) Any member of the public addressing the Council is to extend due courtesy and respect to the Council and the processes under which they operate and must take direction from the presiding person whenever called upon to do so.

(2) A person observing a meeting, must not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

(3) Where a person is considered by the presiding person or the council to be in breach of sub clauses (1) or (2) the presiding person or the council may direct the offending person to leave the meeting room and the person must immediately comply with that direction.

(4) A person failing to comply with a direction given under subclauses (1) or (3) may, by order of the presiding person, be removed by the police from the meeting room.

4.18 Serious disorder

(1) If the presiding person is of the opinion that by reason of serious disorder or otherwise, the business of the meeting cannot effectively be continued, the presiding person may adjourn the meeting for a period of not less than 5 minutes but no more than 15 minutes.

(2) On resumption, the debate is to continue at the point at which the meeting was adjourned.

(3) If, having once adjourned the meeting, the presiding person is again of the opinion that the business of the meeting cannot effectively be continued the presiding person may adjourn the meeting to another date.

PART 5 – MOTIONS AND AMENDMENTS

5.1 Recommendations in reports

(1) Where a motion, if carried, would be significantly different from the relevant written recommendation of an employee (but not a motion to only note the matter or to return the recommendation for further consideration), the written reasons are to be recorded in the minutes for that meeting.

(2) A recommendation made by or contained in a report may, but need not be, moved.

(3) A motion may be moved that a recommendation made by or contained in a report be referred back for further consideration.

5.2 Adoption by exception resolution

(1) In this clause adoption by exception resolution means –

(a) a resolution of the council that has the effect of adopting, for each of a number of specifically identified reports, the committee or employee recommendation as the council resolution; and

(b) a resolution of a committee that has the effect of adopting, for each of a number of specifically identified reports, the employee recommendation as the committee resolution.

(2) The council or a committee may pass an adoption by exception resolution.

(3) An adoption by exception resolution may not be used for a matter –

(a) that requires an absolute majority;

(b) in which an interest has been disclosed;

(c) that is a matter on which a member wishes to make a statement; or

(d) that is a matter on which a member wishes to move a motion that is different to the recommendation.

5.3 Motions

(1) A member proposing a primary motion or amendment must state its substance before addressing the meeting and if so required by the presiding person must put the motion or amendment in writing.

(2) The presiding person or the meeting by resolution, may require a complicated motion to be divided into 2 or more motions.

5.4 No opposition to motions

(1) On a motion being moved and seconded, the presiding person may then ask the meeting if any member opposes it.

(2) If no member signifies opposition to the motion the presiding person may then take the vote without debate.

(3) If a member signifies opposition to a motion, the motion shall be dealt with according to this local law.

5.5 Motions to be seconded

(1) Subject to subclause (2) a motion or amendment is not to be discussed or put to the vote unless seconded.

(2) A nomination to any position is not required to be seconded.

(3) A member seconding a motion is to be taken to have reserved the right to speak on the motion later in the debate.

5.6 Withdrawing motions

A motion or amendment may be withdrawn by the mover, with the consent of the council, and no member is to speak on it after it has been withdrawn.

5.7 One motion at a time

Only one motion is to be debated at any one time.

5.8 Limitation on members speaking

(1) Only the mover of a motion or an amendment may speak twice on the same motion or the same amendment.

(2) The mover of a motion or an amendment -

(a) is to speak to that motion or amendment first, after it has been seconded; and

(b) has the right of reply and in exercising that right is to confine the reply to previous speakers' comments and not introduce any new matters.

(3) A member must not speak on any motion or an amendment after the mover has replied.

(4) A member may only speak on a motion or an amendment, or reply, for a period of 5 minutes, unless an extension of time is granted by the council by simple majority without debate, but is not to exceed 10 minutes in total.

(5) The council may suspend the operation of this clause during debate on a motion.

5.9 Questions during debate

(1) Subject to clause 5.8 (Limitation on members speaking) a member may ask a question at any time during the debate on a motion or an amendment before the mover of the motion or amendment has replied.

(2) A member who asks one or more questions will not be taken to have spoken on the matter.

5.10 Amendments

(1) A member may move an amendment to a primary motion, at any time during debate on the motion, except -

(a) when the mover has been called by the presiding person to exercise the right of reply; or

(b) during debate on a procedural motion.

(2) A member who wishes to move an amendment -

(a) is to state the substance of the motion before speaking to it; and

(b) is to put the amendment in writing; if –

(i) in the opinion of the presiding member, the amendment is significantly different to the relevant written recommendation of a committee or an employee (including a person who, under a contract for services with the City, provides advice or a report on the matter); or

(ii) he or she is otherwise required to do so by the presiding member.

(3) The written terms of the motion or amendment are to be given to the CEO who is to ensure that they are recorded in the minutes.

(4) Every amendment is to be relevant and not negate the motion in respect of which it is moved.

(5) An amendment to a motion is to take only one of the following forms -

(a) that certain words be omitted;
(b) that certain words be omitted and others substituted or added; or
(c) that certain words be added.

(6) Only one amendment is to be discussed at a time, but as often as an amendment is lost, another amendment may be moved before the primary motion is put to the vote.

(7) Where an amendment is carried, one further successful amendment to the primary motion, as amended, and no more, may be carried.

(8) Where an amendment is carried, the primary motion as amended is, for all purposes of subsequent debate and subject only to sub clause (4), to be treated as a primary motion.

PART 6 – REVOCATION MOTIONS

6.1 Revocation motions

(1) The requirements for support of a motion for revocation or change of a Council decision are dealt with in the Act and Regulations.

10.	***Revoking or changing decisions made at council or committee meetings - s. 5.25(1)(e)***
(1)	*If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –*
	(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
	(b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee,
inclusive of the mover.	
(1a)	*Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.*
(2)	*If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made by an absolute majority;*
(3)	*This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.*
	Regulation 10

(2) In this clause:

(a) **"relevant meeting"**, where used in relation to a revocation motion, means -

(i) the ordinary or special meeting specified in the notice of the revocation motion; or

(ii) if that meeting is adjourned before the motion is announced by the presiding person, then at the resumption of the adjourned meeting; or

(iii) if that meeting is closed before the motion is announced by the presiding person, then at the next ordinary meeting or a special meeting convened to consider those matters not considered prior to the closure of the meeting; or

(iv) if the motion is deferred by the council to another meeting of the council, then at that other meeting,

as the case may be;

(b) **"revocation motion"** means a motion to revoke or change a decision made at a council meeting.

(3) This clause does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

(4) A member wishing to move a revocation motion at a meeting of the council must give to the CEO notice of the revocation motion, which is to -

(a) be in writing;

(b) specify the decision proposed to be revoked or changed;

(c) include a reason or reasons for the revocation motion;

(d) be signed by the number of members required by law to support the motion to revoke or change the decision referred to in the revocation motion;

(e) specify the date of the ordinary or special meeting of the council, as the case may be, which next follows the expiry of 7 clear days after the notice is given to the CEO;

(f) be given to the CEO not less than 7 clear days prior to the date of the ordinary or special meeting specified in the notice.

(5) (a) If, at the relevant meeting, the member who gave the notice of the revocation motion, is present, then the presiding person is to call on that member to move the revocation motion.

(b) If that member is not present or, being present, does not move the revocation motion when called upon to do so by the presiding person, then notwithstanding 3.16 any member of the Council may move the revocation motion.

(6) Where notice of a revocation motion is given in accordance with the requirements of this clause, then the CEO must not implement or continue to implement, the decision the subject of the revocation motion until -

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(7) A notice of revocation motion given in accordance with the requirements of this clause is to lapse when -

(a) the revocation motion is not supported by the number of members of the council required by law to support the motion;

(b) no member of the council moves the revocation motion;

(c) the motion is moved but not seconded; or

(d) the motion is moved and seconded but is not made by the kind of majority required by law,

at the relevant meeting.

(8) Subclauses (1), (2), (3), (4) and (5) of clause 3.16 do not apply where the motion is a revocation motion.

(9) For the avoidance of doubt subclauses (6), (7), (8) and (9) of clause 3.16 are to apply where the motion is a revocation motion.

(10) A motion that a revocation motion be deferred is only to be carried by the decision of an absolute majority.

6.2 Voting

(1) Voting at meetings is dealt with in the Act and the Regulations.

(1)	Each council member and each member of a committee who is present at a meeting of the council or committee is entitled to one vote.
(2)	Subject to section 5.67, each council member and each member of a committee to which a local government power or duty has been delegated who is present at a meeting of the council or committee is to vote.
(3)	If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.
(4)	If a member of a council or a committee specifically requests that there be recorded — (a) his or her vote; or (b) the vote of all members present, on a matter voted on at a meeting of the council or the committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.
(5)	A person who fails to comply with subsection (2) or (3) commits an offence.

[Section 5.21 of the Act]

Voting at a council or committee meeting is to be conducted so that no voter's vote is secret.

[Regulation 9 of the Regulations]

6.3 Method of taking vote

In taking the vote on any motion, the presiding member –

(1) is to put the motion, first in the affirmative, and then in the negative;

(2) may put the motion in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;

(3) is to count and determine the votes of members in any way (such as electronically or by a show of hands) that enables a record to be taken of each member's vote; and

(4) subject to this clause, is to declare the result.

PART 7 – PROCEDURAL MOTIONS AND MOTIONS CONCERNING BEHAVIOUR UNDER THE CODE OF CONDUCT

7.1 Permissible procedural motions

In addition to proposing a properly worded amendment to a primary motion, a member may, at the conclusion of a speech of any other member or on the conclusion of any business, move any of the following procedural motions without notice, and if seconded, the procedural motion is to be dealt with immediately -

(a) that the motion be deferred;

(b) that the meeting do now adjourn;

(c) that the motion be now put;

(d) that the meeting be now closed;

(e) that the Council sit behind closed doors;

(f) that the limitation on members speaking be suspended or that the limitation be resumed;

(g) that the ruling by the presiding person be disagreed with.

7.2 No debate on procedural motions

(1) The mover of a motion referred to in each of paragraphs (a), (b), (d) and (f) of clause 7.1 may speak to the motion for not more than 5 minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

(2) The mover of a motion referred to in paragraph (c) of clause 7.1 must not speak to the motion, the seconder must not speak other than to formally second the motion, and there is to be no debate on the motion.

7.3 Procedural motions – closing debate – who may move

(1) No person who has moved, seconded, or spoken for or against the primary motion, or any amendment may move any procedural motion which, if carried, would close the debate on the primary motion or amendment.

(2) At the same meeting, a member must not move more than one procedural motion, except a motion referred to in paragraph (a), (e) or (f) of clause 7.1.

7.4 Procedural motions – right of reply on primary motion

The carrying of a procedural motion, which closes debate on the primary motion or amendment and forces a decision on the primary motion or amendment does not deny the right of reply to the mover of the primary motion or amendment.

7.5 The motion be deferred – effect of motion

(1) If a motion "that the motion be deferred" is carried, then all debate on the primary motion and any amendment is to cease and the motion or amendment is to be resubmitted for consideration at a time and date specified in the motion.

(2) A member who moves "that the motion be deferred" must briefly state the reasons for the deferral when moving.

(3) A motion that the motion be deferred is not to be moved in respect of the election of a presiding person or the mayor.

7.6 The meeting do now adjourn – effect of motion

(1) If a motion "that the meeting do now adjourn" is carried then the meeting is to stand adjourned to a time and date specified in the motion, or where no time and date is specified, to such time and date as the presiding person declares.

(2) Where debate on a motion is interrupted by an adjournment under subclause (1) -

(a) the debate is to be resumed at the date and time specified as required in subclause (1) and at the point where it was so interrupted; and

(b) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and

(c) the provisions of clause 5.8 apply when the debate is resumed.

7.7 The motion be now put – effect of motion

(1) If a motion "that the motion be now put", is carried during discussion of a primary motion or amendment then the presiding person is to immediately put the matter under consideration without further debate (subject to clause 7.4).

(2) If the motion "that the motion be now put" is lost then debate is to continue.

7.8 Meeting be now closed – effect of motion

(1) If a motion "that the meeting be now closed", is carried, then -

(a) the presiding person is to forthwith close the meeting, and no further business may be transacted; and

(b) any business outstanding on the agenda for that meeting is to be carried forward to the agenda for the next ordinary meeting of the Council.

(2) If the motion "that the meeting be now closed" is carried at a meeting of the Council -

(a) the names of members who have spoken on the matter are to be recorded in the minutes; and

(b) the provisions of clause 5.8 apply when the outstanding business is resumed.

7.9 Council sit behind closed doors – effect of motion

(1) The requirements for meetings to be open to the public and the reason that meetings may be closed are dealt with in the Act.

5.23. Meetings generally open to the public

(1) Subject to subsection (2), the following are to be open to members of the public –

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –

(a) a matter affecting an employee or employees;

(b) the personal affairs of any person;

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;

(e) a matter that if disclosed, would reveal –

(i) a trade secret;

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government;

(f) a matter that if disclosed, could be reasonably expected to –

(i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;

(ii) endanger the security of the local government's property; or

(iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and

(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and

(h) such other matters as may be prescribed.

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

(2) The Council, in one or more of the circumstances dealt with in the Act or the Regulations, may at any time, by resolution, decide to close to members of the public a meeting or part of a meeting..

(3) If a resolution under sub clause (2) is carried, the presiding member, in consultation with the CEO, will determine who of the CEO or any employee of the City present at the meeting, is to leave meeting.

(4) Subject to subclause (3), the meeting is to be closed to the public until the council resolves to open the meeting to members of the public.

(5) Upon the public again being admitted to the meeting the presiding person is to cause the motions passed by the council whilst it was proceeding behind closed doors to be read out including the details of any voting recorded.

(6) A person failing to comply with a direction made under subclause (3) may, by order of the presiding person, be removed by the police from the meeting room.

7.10 Limitation on members speaking be suspended or be resumed – effect of motion

(1) If a motion “that the limitation on members speaking be suspended” is carried then the operation of clause 5.8 is suspended.

(2) If a motion “that the limitation on members speaking be resumed” is carried then the operation of clause 5.8 is no longer suspended.

7.11 Ruling by the presiding person be disagreed with – effect of motion

If a motion “that the ruling by the presiding person be disagreed”, is carried then the ruling of the presiding person about which this motion was moved, is to have no effect and the meeting is to proceed accordingly.

7.12 Motions concerning behaviour under Division 3 of the Code of Conduct

(1) A motion concerning a complaint about a breach of Division 3 of the Code of Conduct shall –

(a) be moved by the member who made the complaint; or
(b) if the complaint was made by a person who is not a member, moved by any member.

(2) If a motion moved under subclause (1) lapses for want of a mover or seconder, the complaint is taken to have been dismissed.

(3) There is to be no debate on a motion moved and seconded under subclause (1).

(4) A motion moved and seconded under subclause (1) cannot be amended.

(5) If a motion under subclause (1) is moved and seconded then lost, the complaint is taken to have been dismissed.

(6) If the motion moved and seconded under subclause (1) is carried, the person who moved the motion shall then move a motion in relation to whether further action is warranted.

(7) If a motion moved under subclause (6) lapses for want of a seconder, Council is taken to have determined that no further action is warranted in respect of the breach and no further motion may be moved.

(8) If a motion moved under subclause (6) is seconded there is to be no debate on the motion.

(9) A motion moved and seconded under subclause (6) cannot be amended.

PART 8 – CONDUCT OF MEMBERS

8.1 Dealing with Proponents

(1) In this clause -

"Proponent" means a proponent of a Proposal and includes a person who represents the interests of a Proponent;

"Proposal" means -

(a) a proposed subdivision of land;

(b) a proposed development of land;

(c) a proposal involving the exercise of discretion under a planning scheme or under a planning policy or structure plan adopted under a planning scheme;

(d) a proposed change to a planning scheme including a proposed change to the zoning of land; or

(e) a proposed change to a planning policy or structure plan adopted under a planning scheme.

(2) This clause applies where a Proposal is, or is likely, to be considered by the council.

(3) A member must -

(a) not make any statements or express any views to a Proponent or a person interested in a Proposal which purports to be on behalf of the council or the City;

(b) be alert to the motives and interests of a Proponent;

(c) be aware of which person, organisation or company that the Proponent is representing;

(d) not give any undertaking to a Proponent or any person interested in the Proposal;

(e) not do or say anything which could be viewed as giving a Proponent preferential treatment;

(f) ensure that persons interested in a Proposal are treated fairly and consistently;

(g) be alert to attempts by Proponents and parties interested in a Proposal to encourage members to consider matters which are extraneous or irrelevant to the merits of the decision under consideration; and

(h) be careful in dealings with a Proponent or a person interested in a Proposal who is a former councillor or former employee of the City and make sure that the person is not given or appear to be given favourable or preferential treatment.

8.2 No adverse reflection

(1) A member must not reflect adversely upon a decision of the council except on a motion that the decision be revoked or changed.

(2) A member must not use an objectionable expression in reference to any other member.

(3) A member may request that any words used by a member, be recorded in the minutes immediately after their use.

8.3 Withdrawal of offensive language

(1) A member who uses an expression which, in the opinion of the presiding person -

(a) reflects adversely on the character or actions of another member; or

(b) imputes any motive to any other member; or

(c) is offensive or insulting,

must, when directed by the presiding person, unreservedly withdraw the expression and make an unconditional apology.

(2) Where a member fails to comply with a direction of the presiding person under subclause (1), the presiding person may refuse to hear the member further on the matter then under discussion and call on the next speaker.

8.4 No participation in public question or public statement time

(1) A member must not ask a question or make a statement during public question time.

(2) A member must not sit in the public gallery during a meeting.

PART 9 – MISCELLANEOUS

9.1 Representation on public bodies

When the council is required to appoint or nominate a member/person to a public body, written notice of the vacancy or need for the appointment or nomination is to be given to all members and the council is by resolution to determine the appointment or nomination.

9.2 Improper use of information

The improper use of information is dealt with in the Act.

> ***5.93. Improper use of information***
>
> *A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law -*
>
> *(a) to gain directly or indirectly an advantage for the person or any other person or*
>
> *(b) to cause detriment to the local government or any other person.*
>
> *Penalty: $10 000 or imprisonment for 2 years.*
>
> *Section 5.93 of the Act*

9.3 Meetings of electors

The requirements for meetings of the electors are dealt with the Act and the Regulations.

> ***5.26. Definition***
>
> *In this Subdivision –*
>
> ***"electors"** includes ratepayers.*
>
> ***5.27. Electors' general meetings***

(1) A general meeting of the electors of a district is to be held once every financial year.

(2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

(3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.28. Electors' special meetings

(1) A special meeting of the electors of a district is to be held on the request of not less than –

(a) 100 electors or 5% of the number of electors - whichever is the lesser number; or

(b) 1/3 of the number of council members.

(2) The request is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations.

(3) The request is to be sent to the mayor or president.

(4) A special meeting is to be held on a day selected by the mayor or president but not more than 35 days after the day on which he or she received the request.

5.29. Convening electors' meetings

(1) The CEO is to convene an electors' meeting by giving –

(a) at least 14 days' local public notice; and

(b) each council member at least 14 days' notice,

of the date, time, place and purpose of the meeting.

(2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

5.30. Who presides at electors' meetings

(1) The mayor or president is to preside at electors' meetings.

(2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at an electors' meeting in accordance with that section.

(3) If the circumstances mentioned in section 5.34(a) or (b) apply and –

(a) the office of deputy mayor or deputy president is vacant; or

(b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then the electors present are to choose one of the councillors present to preside at the meeting but if there is no councillor present, able and willing to preside, then the electors present are to choose one of themselves to preside.

5.31. Procedure for electors' meetings

The procedure to be followed at, and in respect of, electors' meetings and the methods of voting at electors' meetings are to be in accordance with regulations.

5.32. Minutes of electors' meetings

The CEO is to –

(a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and

(b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable –

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose,

whichever happens first.

(2) 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.

15. Matters for discussion at general electors' meetings - s. 5.27(3)

For the purposes of section 5.27(3), 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.

16. Requests for electors' special meetings - s. 5.28(2)

A request for a special meeting of the electors of a district is to be in the form of Form 1.

17. Voting at electors' meetings - s. 5.31

(1) Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote.

(2) All decisions at a general or special meeting of electors are to be made by a simple majority of votes.

(3) Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

18. Procedures at electors' meetings - s. 5.31

Subject to regulations 15 and 17, the procedure to be followed at a general or special meeting of electors is to be determined by the person presiding at the meeting.

Sections 5.26 to 5.33 of the Act and regulations 15 to 18 of the Regulations

9.4 Recording of Proceedings

Unless otherwise decided by the meeting -

(a) The CEO is to ensure that an audio recording is taken of the proceedings of each meeting; and

(b) Unless with the written authorisation of the presiding member, a person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of a meeting.

9.5 Giving a document to a member

A person, other than a member or an employee, must not give to a member, during a Council or committee meeting or within 30 minutes before the commencement of the meeting, any correspondence or other document relating to a matter to be considered by the meeting.

9.6 Cases not provided for in the standing orders

Where there is no provision or insufficient provision is made in this local law, the presiding person is to determine the procedure to be observed.

PART 10 - ENFORCEMENT

10.1 Penalty for Breach

A person who breaches a provision of these Standing Orders commits an offence.

Penalty: $1,000

3.10. Creating offences and prescribing penalties

(1) A local law made under this Act may provide that contravention of a provision of the local law is an offence, and may provide for the offence to be punishable on conviction by a penalty not exceeding a fine of $5 000.

Section 3.10 of the Act

10.2 Who can prosecute

Who can prosecute is dealt with in the Act.

9.24. Commencing prosecutions

A prosecution for an offence against a local law may be commenced by -

(a) a person who is acting in the course of his or her duties as an employee of the local government or regional local government that made the local law; or

(b) a person who is authorised to do so by the local government or regional local government that made the local law.

Section 9.24 of the Act

40

SCHEDULE

PETITION OF TO THE CITY OF WANNEROO

To the Mayor and/or CEO of the City of Wanneroo

We, the undersigned, do formally request Council's consideration *(insert details)*:

Name, address and contact details of the person to which correspondence in respect of this petition should be addressed (*the **Submitter**):*

The names and addresses of the petitioners are as follows:

	Full Name	Address	Signature	Date
1.				
2.				
3.				
4.				
5.				
6.				

Advocacy & Economic Development

4.14 Draft Economic Development Strategy 2022 - 2032

File Ref: 1455V02 – 22/88450
Responsible Officer: Chief Executive Officer
Attachments: 1

Issue

To consider the draft Economic Development Strategy 2022 – 2032 for approval to undertake public consultation.

Background

The Advocacy and Economic Development Team (**Team**) have completed a comprehensive review of the City's Economic Development Strategy 2016 – 2021 and consulted with the Business and Tourism Advisory Group (**BTAG**) on 7 February to obtain input into the development of a draft Economic Development Strategy 2022 -2032 (**EDS**).

Since the BTAG workshop the Team have also consulted with Elected Members (12 February) and the Operational Management Team (**OMT**) (25 February) to refine and develop a draft EDS (**Attachment 1**) and a draft Action Plan.

The draft EDS and draft Action Plan were then presented at a more recent BTAG meeting on 8 March 2022.

Detail

At its 8 March 2022 meeting, the BTAG resolved the following:

"That the Business and Tourism Advisory Group SUPPORTS public consultation of the draft Economic Development Strategy 2022- 2032 (Including amendments to reinforce the role of Local Government in the Strategy)."

The purpose of the 8 March BTAG meeting was:

1. To provide BTAG members with a summary of the feedback received through consultation to date;
2. Indicate how this feedback was incorporated into the draft EDS; and
3. Seek support from BTAG members to present the draft EDS to Council for its approval to undertake public consultation.

Following the BTAG meeting, the Team made some minor changes to the draft EDS to reflect the recommendation of the BTAG to strengthen the text around the role of local government in delivering economic development.

Following the support provided by the BTAG, the next step is to seek feedback from other stakeholders and the public in order to finalise the content of the EDS. Note that the draft Action Plan is an internal operational document and will not be advertised for public comment.

The draft Action Plan will be further refined to enable implementation of the EDS and where appropriate will reflect feedback received through all consultation. The final Action Plan will be dependent on the annual budgeting process and as such will be subject to approval by Council. Note that the draft EDS includes a "Highlight Project" for each strategy to demonstrate the type of tangible actions intended to deliver on the strategy outcomes.

Draft

Prior to its release for public consultation, the Team will ensure the draft EDS meets accessibility guidelines. Any minor changes to the presentation of the draft EDS that may be identified to comply with accessibility requirements will not affect the content.

Consultation

To date the review and development of the draft EDS has included:

- Results from the extensive community consultation undertaken to develop the City's Strategic Community Plan;
- Input from four internal workshops with key staff;
- Results and feedback from the BTAG workshop;
- Results and feedback from the Elected Member workshop;
- Feedback from OMT presentation; and
- Feedback on the draft EDS document from the BTAG meeting on 8 March.

The next steps required to complete the finalisation of the EDS are:

- Council approval for public consultation (April);
- 28 day public consultation period (April/May);
- Further internal consultation with relevant service units; and
- Council endorsement of a final EDS (anticipated in July 2022).

Public Consultation:

The public consultation framework is outlined below. A draft survey has already been developed in anticipation of the consultation period.

Engagement level	Consult
Proposed timeframe	13 April – 11 May 2022 (28 days)
Engagement location	Regional to include stakeholders City wide and regional, networks, partners and collaborators.
Engagement activities	• Your Say/City website • Media release • Surveys (internal and external) • e-news business database (over 11,000 local businesses) • Social media engagement • Direct engagement with key stakeholders and networks

Comment

The draft EDS has been developed utilising a robust framework in line with the West Australia Local Government Association's Economic Development Framework and other key guiding documents from State agencies. Importantly, the draft EDS aligns with the City's newly endorsed Strategic Community Plan. Public consultation is now the key action required to finalise the EDS.

Statutory Compliance

Nil

Draft

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

3.1 - Strong and diverse local economy

This proposal is highly aligned to the SCP most specifically aligning with all priorities under Goal 3 and with priorities under Goals 2 and 6.

Risk Management Considerations

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

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

The review and development of a new Economic Development Strategy is a key preventative control for the identified risk.

Policy Implications

Nil

Financial Implications

Budget to implement the revised Economic Development Strategy will be determined through the normal service unit planning and budget development process on an annual basis.

Voting Requirements

Simple Majority

Recommendation

That Council APPROVES the draft Economic Development Strategy 2022- 2032 for public consultation for a period of 28 days.

Attachments:

1⇩. Attachment 1 - Draft City of Wanneroo Economic Development Strategy 2022 - 2032 22/73618[v5]

Draft

DRAFT

City of Wanneroo

Economic Development Strategy

Our future is bright!

2022 - 2032

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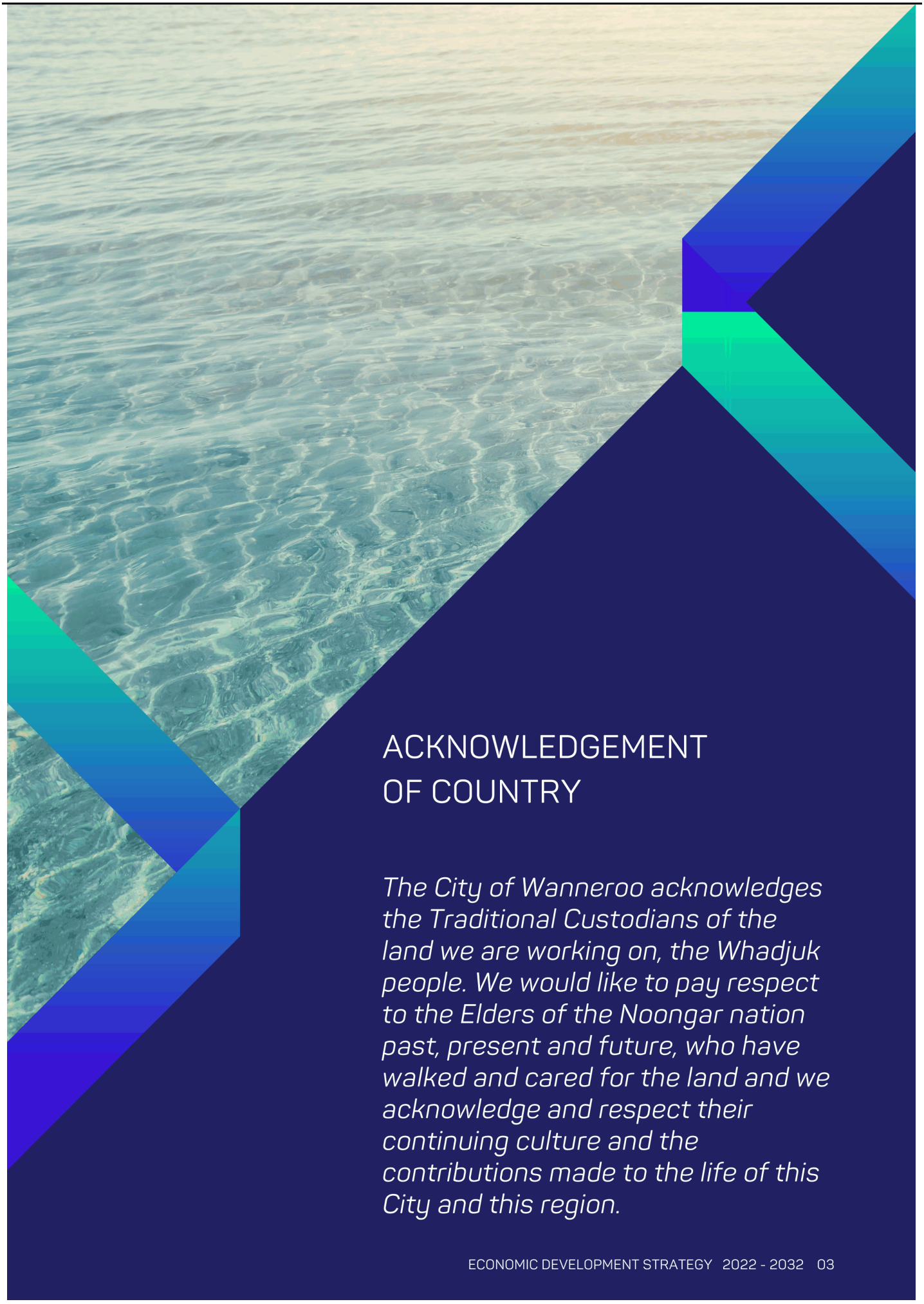


ACKNOWLEDGEMENT OF COUNTRY

The City of Wanneroo acknowledges the Traditional Custodians of the land we are working on, the Whadjuk people. We would like to pay respect to the Elders of the Noongar nation past, present and future, 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.

INTRODUCTION

The City of Wanneroo's Economic Development Strategy 2022 - 2032 is a key document setting the City's intentions for the next 10 years in relation to supporting and enabling the local economy.

Since the release of Strategic Economic Growth 2016 - 2021 in 2016, the City has experienced considerable changes to the local, regional, national and international economic environment including the impact of the COVID-19 pandemic. This along with the release of the City's new Strategic Community Plan (SCP) in 2021, which set new Goals and Priorities directly reflecting the needs and priorities of our diverse community, has prompted the requirement for this renewed Economic Development Strategy 2022 - 2032 (EDS).

A robust framework for strategy development was followed and included revision, analysis, internal and external strategic alignment and consultation.

The review utilised the results of the extensive stakeholder engagement undertaken to develop the new SCP, which included residents, ratepayers, businesses, government and non-government agencies and City employees. The EDS consultation process included direct engagement and input from members of the City's Business and Tourism Advisory Group and Elected Members to guide the development of a draft EDS for public consultation.

After consulting with the community the City is proud to present an authentic, dynamic and forward thinking Strategy that identifies 6 key focus areas that will ensure the City's vision and economic purpose are achieved. The Strategy keeps **Business Engagement and Support** at the forefront bolstered by **Investment Attraction**, **Planning for the Future**, **Leadership, Innovation & Sustainability**, **Tourism Industry Support and Development** and **Strategic Economic Advocacy**.

THE CITY'S VISION

'A WELCOMING COMMUNITY, CONNECTED THROUGH LOCAL OPPORTUNITIES'

The SCP vision for the future of Wanneroo captures the essence of the passionate views of our community, who want to make Wanneroo a place that is welcoming to all people, and provide the necessary connections for those people to live, work and participate locally, ultimately to help build a wider sense of belonging in the area.

In an economic context, the vision translates to a continued focus on welcoming, supporting and enabling the business community to flourish, providing local employment opportunities so that our community can choose to live, work and play locally ultimately enhancing quality of life for our residents.

Connections also form an important component to achieving local opportunities, both physical transport connections and hard and soft infrastructure connections for the City's employment centres.

Our economic purpose, articulated below, describes the 'why' - why the City is committed to economic development and how that translates to benefitting our community.

OUR ECONOMIC PURPOSE

To enable businesses to provide diverse and quality local job opportunities; facilitate the delivery of economic growth; and enhance social and environmental outcomes for intergenerational equality.

'The ultimate resource in Economic Development is people. It is people, not capital or raw materials that develop an economy'

Peter Drucker

Image: Need to update with a local image

WANNEROO

The City of Wanneroo (the City) is one of the fastest growing Local Government Areas (LGA) in Western Australia and will soon become the largest LGA by population.
This growth is set to continue and presents unique opportunities and considerable challenges for both private enterprise and the City.

In 2021 the City of Wanneroo's estimated resident population was 219,778 residents and this is forecast to grow to 370,273 by 2041

.id June 2021

The City spans across 685.1 square kilometres from Girrawheen in the south to Two Rocks in the north. Comprising of 36 suburbs in total the City is a key component of the north-western urban corridor of the Perth metropolitan area.

Wanneroo's diversity is unique in a metropolitan area with 32 kilometres of pristine coastline, natural environments including national, regional and state parks and reserves, bushland, industrial areas, established residential land and green fields to cater for the next 50 years of population growth. This diversity combined with the forecasted population growth presents incredible opportunities for private investors.

There is a strong economic base to build on and although the local economy is heavily reliant on construction, manufacturing and retail there is promising growth in the professional, technical and scientific services, health care and social assistance and the education and training sectors.

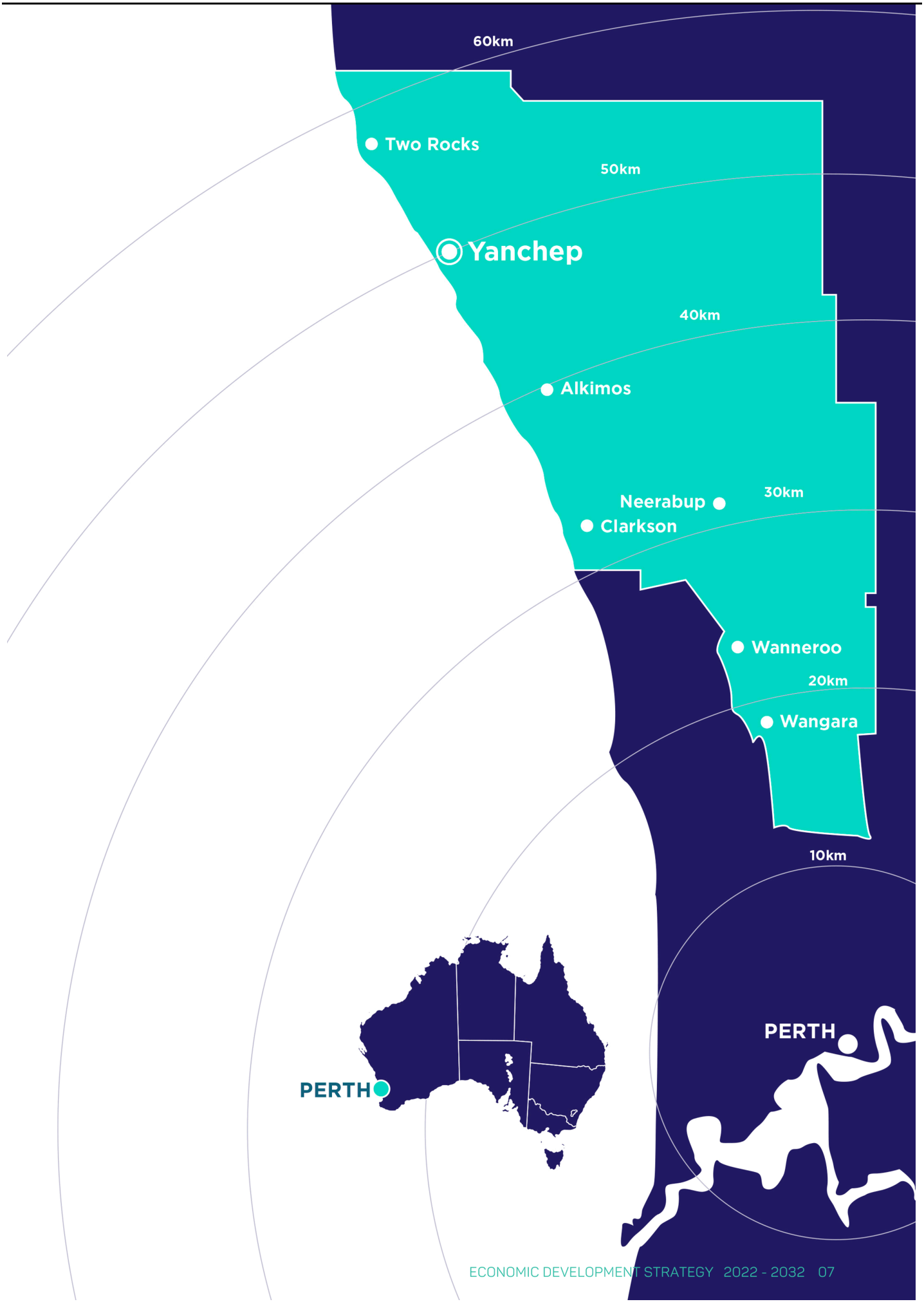
Wanneroo has a proud history of agricultural production and although this industry is facing significant challenges from climate change, agribusiness remains a key niche industry with the industry undergoing transformation and new opportunities presenting.

The tourism sector remains a significant niche industry for Wanneroo. A notable increase in market interest has been observed in tourism opportunities across the region from coastal attractions, accommodation, master-planning for Yanchep National Park, agri-tourism and beverage manufacturing such as brewing, distilling and winemaking.

The City is a strong supporter of the local tourism industry through the development and promotion of our regional brand, Discover Wanneroo, which recognises the value and incredible potential this industry brings to the City.

Emerging industries generating significant attention include automation & robotics, driven by the State Government's announcement of $20m in funding to locate the Australian Automation and Robotics Precinct in the Neerabup Industrial Area (NIA).

Development of the NIA is gaining momentum with this industrial area emerging as a centre for innovation and cluster opportunities. Planning and advocacy efforts are underway to investigate the feasibility for a Neerabup Waste Innovation Precinct including the potential for complementary activities to promote transitioning towards a circular economy.


60km
Two Rocks
50km
Yanchep
40km
Alkimos
Neerabup
30km
Clarkson
Wanneroo
20km
Wangara
10km
PERTH
PERTH
ECONOMIC DEVELOPMENT STRATEGY 2022 - 2032 07

ECONOMIC SNAPSHOT

Diverse population

41% Born Overseas

20% Speak a language other than English

Young and rapidly growing population

Median Age of **33**

2021 Estimated Resident Population **219,778**

2041 Forecast Population **370,273**

Activity Centres & Industrial Land

Current		Future
0	Strategic	+1
x6	Major	+4
x30	Small	+17
1,730HA	Industrial Land	+2,481HA

Vibrant Businesses

15,341	Total Businesses
98%	% Small or Micro
54,108	Local Jobs
112,127	Employed Residents

Diverse Industry Base

GRP

$7.28 billion

Largest Employers

Construction
Manufacturing
Retail

Niche Industries

Tourism

Agribusiness

Growth Industries

Manufacturing

Professional, Technical & Scientific Services

Health Care and Social Assistance

Emerging Industries

Waste and Energy Innovation

Automation and Robotics

Source: Economy id 2021

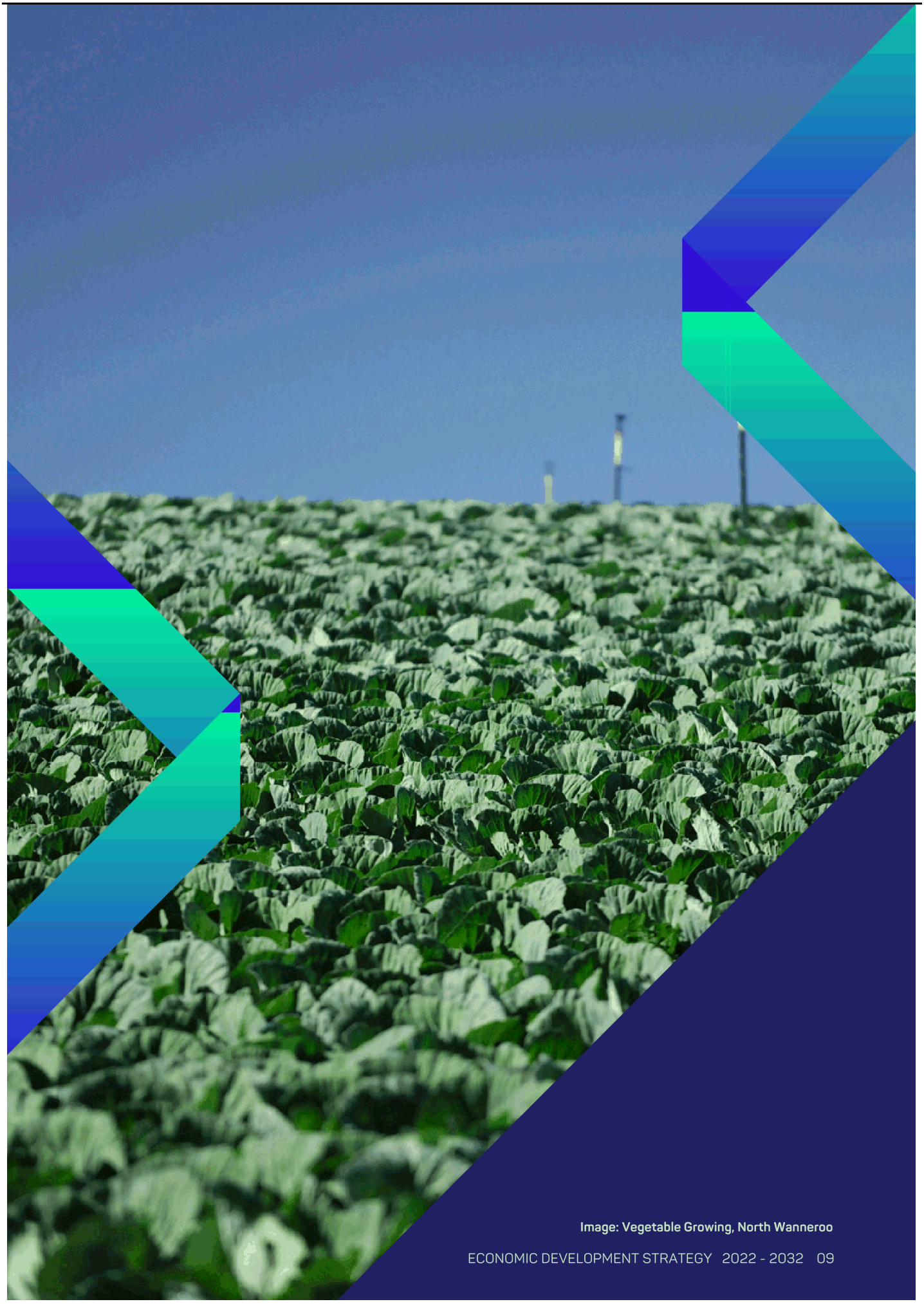


Image: Vegetable Growing, North Wanneroo

Image above: Paul Conti, Paul Conti Winery, Woodvale
Image below: Staff members, Leapfrogs, Wanneroo

KEY ECONOMIC CHALLENGES

Local jobs growth continues to lag behind population growth with the number and diversity of local job opportunities remaining the top economic challenge identified through the consultation process. COVID-19 has presented unforeseen and long term challenges world-wide, these impacts are summarised on page 14.

JOBS

- Number and diversity of local Jobs – strategic vs population driven
- Business creation, attraction, retention and expansion
- Relatively high unemployment – understanding the where, why & who
- Future of work arriving early / fast changing work environment / challenges of re-skilling the workforce
- The impact of AI, robotics and automation

LAND

- Retention of land for employment purposes including interim uses for land that may not be required for employment purposes for decades
- Optimising land within, and development of employment centres
- Managing the transition of employment centres as the City grows
- Planning framework is inflexible and outdated

INFRASTRUCTURE

- Provision of major freight and passenger transport infrastructure
- Strategic transport connections
- Improved high-speed telecommunications infrastructure
- Keeping pace with new and emerging technologies
- Optimising the return on investment for key infrastructure projects e.g. freeway and railway extension projects

INVESTMENT ATTRACTION

- Public investment to enable on time provision of strategic infrastructure
- Public and private investment to develop employment centres
- Private investment for business establishment and growth
- Creating an enabling environment for investment - making it easy to invest, reducing red tape
- Predicted rising interest rates

SUSTAINABILITY

- Cost of energy and managing the transition to a carbon neutral economy
- Managing waste at all points along the supply chain, transitioning waste from being a liability to a valuable resource
- Managing the transition to a circular economy
- Sustainable procurement (including financial, social and environmental considerations)

KEY ECONOMIC STRENGTHS & OPPORTUNITIES

Whilst the Wanneroo region faces significant economic challenges there are also unique strengths and opportunities.
The West Australian economy is heavily reliant on the mining sector, comparatively the Wanneroo economy is much less reliant on mining and mining support services resulting in a diverse economic base to build on.

With over 150,000 new residents forecast to call Wanneroo home in the next 20 years, there are significant opportunities for private investment to take advantage of this growing customer base and local skills base combined with over $1 billion public investment delivering key economic infrastructure across the region.

LARGE & GROWING POPULATION BASE

The City is one of the fastest growing Local Government Areas in Western Australia. The population is expected to increase by over 150,000 residents by 2041 providing businesses with a rapidly expanding local customer base and workforce.

KEY STRATEGIC EMPLOYMENT LOCATIONS

Well located and connected with access to other metropolitan centres and the State's north, the City is home to:

- 6 major activity centres
- Over 30 smaller centres
- 2 major industrial areas

VIBRANT EMPLOYMENT CENTRES

Provide an attractive base for existing and new businesses to locate, relocate and grow. New cluster opportunities are available at Neerabup Industrial Area co-located with the Australian Automation and Robotics Precinct and the future planned Neerabup Waste Innovation Precinct.

INVESTMENT READY

In the last 5 years, over $1 billion has been secured in public investment to deliver key economic infrastructure across the region making now a better time than ever before to invest in Wanneroo.

SUPPORTIVE BUSINESS ENVIRONMENT

The City of Wanneroo is committed to providing a business friendly environment combined with strong local support networks and an enviable education presence Wanneroo is the perfect place to launch, locate or grow your business.

TOURISM OPPORTUNITIES

The City offers incredible tourism opportunities involving both natural and built assets; indigenous, lakes, Geoparks, ship wrecks, National Parks, coastline, State motorsport destination, Eco tourism, accommodation and agri-tourism.

AVAILABLE & AFFORDABLE LAND

Wanneroo has high quality and affordable land available for both business and residential growth.
Wanneroo is likely to have the most cost effective development opportunities of any metro corridor in Western Australia.

DEVELOPING THE STRATEGY

Strategic Direction

The City's Strategic Community Plan 2021 -2031 sets the vision and purpose for the City and directly reflects the needs and priorities of the community.

Figure 1 below illustrates the direct alignment of the EDS to the SCP Goals and includes how the Tourism and Advocacy Plans and the EDS Annual Action Plan relate to both strategies and will operationalise the actions required to achieve the community's economic aspirations.

Development Framework

This strategy was developed in line with the West Australia Local Government Association's (WALGA) Economic Development Framework.

The WALGA framework outlines four best practice principles; regional collaboration, functional integration, strategic alignment and competitive advantage (current and emerging) and identifies the role of large metropolitan local governments as enablers.

Key external documents were reviewed as part of strategy development to ensure both internal and external alignment and included:

- Western Australia's Economic Development Strategy, Diversify WA;
- The Industrial Land Steering Committee 10 year Industrial Land Strategy;
- Relevant structure plans (East Wanneroo, Yanchep-Two Rocks & Alkimos-Eglinton); and
- Strategic partner documents such as neighbouring LGA's and State agencies.

Figure 1: Strategic Alignment

DEVELOPING THE STRATEGY

What's Changed?

The 5 year period since the City released 'Strategic Economic Growth 2016 - 2021' has seen incredible change, innovation and development in the economic environment and it was essential to review and adjust the Strategy accordingly.

Key changes significant to Wanneroo include:

- Over $1 billion secured through strategic advocacy efforts for major infrastructure;
- Delivery of freeway, railway & stations;
- Intensification of Wangara Industrial Area and development of Neerabup Industrial Area;
- Release of the East Wanneroo Structure Plan & Gnangara Groundwater Allocation Plan;
- Increased focus on climate change, sustainability, regenerative practices and the circular economy;
- Housing shortage and residential building/renovation boom;
- WA skills shortages;
- Small Business Friendly Approvals Program & implementation of Action Plan; and
- Announcement of $20m funding for the Australian Automation and Robotics Precinct to be located in Neerabup.

COVID-19

COVID-19 continues to impact our local communities, local businesses and as a City, how we operate and deliver services as an organisation.

Significant impacts include business and consumer confidence, border and travel restrictions, isolation (both physical and mental), new and ever evolving requirements and mandates, new virus variants, interruptions to supply chains, skills and labour shortages, remote working and learning, online consumption of goods and services, mass digitisation, accelerated change, innovation and transformation across all industries and a nation-wide vaccination program.

The rise of remote working and learning and many traditional in person services moving online has removed barriers to participation for many, especially outer-metro residents.

The pandemic has provided a learning opportunity with businesses adapting quickly, building in flexibility whilst keeping safety of the community and employees at the forefront of decision making. It is likely that Covid-19 will have ongoing impacts on individuals, communities and businesses and the City will continue to offer leadership and support.

Consultation (finalised post consultation)

Consultation was an essential component of revising the strategy. This review has been timed to follow on from the release of the City's new Strategic Community Plan to enable utilisation of the results of extensive consultation already undertaken and to ensure the new economic development strategies are highly aligned with the SCP. Consultation directly related to the strategy review includes:

- SCP public consultation undertaken in 2020-21 involving surveys, workshops and focus groups with residents, businesses, City employees, departments, organisations and agencies;
- Internal workshops held with City staff to review and update the strategy;
- Two workshops with the City's Business and Tourism Advisory Group initially to seek input and secondly to gain approval of a revised draft for Council consideration to advertise;
- A workshop with Elected Members to finalise a draft strategy for public consultation; and
- A 28 day public consultation in April 2022 with input and feedback invited from all stakeholders.
- The public consultation received XX submissions, survey responses and direct feedback which was collated, reviewed and incorporated into the final strategy for Council consideration.
- On 12 July 2022 the final City of Wanneroo Economic Development Strategy 2022 - 2032 was endorsed by Council.

ECONOMIC DEVELOPMENT STRATEGY 2022 -2032

STRATEGIC INTENT

- Enable businesses to provide diverse and quality local job opportunities;
- Facilitate the delivery of economic growth; and
- Enhance social and environmental outcomes for intergenerational equality

KEY CHALLENGES:

- Number and diversity of jobs
- Retention and optimisation of employment land
- Provision of key economic infrastructure
- Attraction of public and private investment
- Climate change and sustainability

STRENGTHS & OPPORTUNITIES:

- Large and growing population
- Key strategic employment locations
- Vibrant employment centres with new cluster opportunities
- Available and affordable land
- Ready for investment
- Supportive business environment
- Significant Tourism opportunities

BUSINESS ENGAGEMENT & SUPPORT

SUPPORT BUSINESS THROUGH AUTHENTIC ENGAGEMENT, PROCESS IMPROVEMENT, LOCAL BUSINESS SERVICES, TRAINING AND NETWORKING

INVESTMENT ATTRACTION & MARKETING

OPTIMISE OPPORTUNITIES FOR PRIVATE INVESTMENT IN WANNEROO THROUGH COLLABORATION, A STRONG DIGITAL PRESENCE AND STRATEGIC MARKETING

PLANNING FOR THE FUTURE

PLAN FOR GROWTH AND INVESTMENT USING A FLEXIBLE APPROACH TO CITY PLANNING, BALANCE SENSITIVE LAND USES WITH ECONOMIC OUTCOMES AND OPTIMISING THE ACTIVATION OF EMPLOYMENT LOCATIONS

LEADERSHIP, INNOVATION & SUSTAINABILITY

LEAD THE WAY BY EMBRACING INNOVATION, THE CIRCULAR ECONOMY, SUSTAINABLE LOCAL PROCUREMENT AND REGIONAL COLLABORATION

TOURISM INDUSTRY SUPPORT & DEVELOPMENT

SUPPORT THE DEVELOPMENT OF THIS KEY NICHE INDUSTRY THROUGH REGIONAL COLLABORATION, PARTNERSHIPS, MARKETING, PRODUCT DEVELOPMENT, BRANDING AND LEADERSHIP

STRATEGIC ECONOMIC ADVOCACY

ATTRACT GOVERNMENT AND NON-GOVERNMENT INVESTMENT FOR KEY INFRASTRUCTURE, GAPS TO SERVICE PROVISION, POLICY AND LEGISLATION THROUGH STRATEGIC ECONOMIC ADVOCACY

BUSINESS ENGAGEMENT & SUPPORT

Strategy Statement:

SUPPORT BUSINESS THROUGH AUTHENTIC ENGAGEMENT, PROCESS IMPROVEMENT, LOCAL BUSINESS SERVICES, TRAINING AND NETWORKING

Outcome Areas:

- A high level of support services is provided to local businesses
- The City has strong strategic partnerships
- Local businesses have access to relevant and purposeful local training, events, workshops and networking
- The local business community is well informed and engaged
- The local Wanneroo economy is strong and diverse
- Niche (tourism and agribusiness), growth and emerging (waste/energy innovation and automation & robotics) industries receive tailored, needs based support

Highlight Project: SMALL BUSINESS FRIENDLY APPROVALS

Project Description:
Delivering actions under four key reform areas:

- Information is clear and accessible
- A streamlined process connects all areas
- Automated approval is the default where possible
- A business liaison approach welcomes small business

Timeline:
Project commenced in 2021 and is projected to be completed in 2024 when all actions have been incorporated across the City into 'business as usual'

Key Partners/stakeholders:

- Small Business Development Corporation & State Government departments
- Wanneroo Business Association, Business Service Providers, Education providers
- Business and Tourism Advisory Group
- Local business community

BLACK.
SINGLE ESPRESSO
4.00
3.50
4.00
BREW
Coffee Roasters

Image: Paul Conti Winery, Woodvale

INVESTMENT ATTRACTION & MARKETING

Strategy Statement:

OPTIMISE OPPORTUNITIES FOR PRIVATE INVESTMENT IN WANNEROO THROUGH COLLABORATION, A STRONG DIGITAL PRESENCE AND STRATEGIC MARKETING

Outcome Areas:

- Information is communicated clearly through a range of channels
- Wanneroo is known as the place to invest with a strong brand and reputation
- The strengths and opportunities of Wanneroo industries are well known
- The City has a strong network of business stakeholders and public agencies
- Existing and potential investors are engaged and receive excellent customer service
- Key networks actively seek out Wanneroo as a partner for opportunities and regional collaborations
- Stakeholders are well informed and engaged

Highlight Project:

BUSINESS WANNEROO

Project Description:
Launch of key Economic Development Assets including the Business Wanneroo brand, Business Wanneroo website, development of an active and engaging digital presence, social media channels and strategic marketing through print and digital media.

Timeline:
Project commenced in 2020 and is projected to be a significant and ongoing key project area for Economic Development for the foreseeable future.

Key Partners/stakeholders:

- Local and regional business community
- Wanneroo Business Association and local business service providers
- Business and Tourism Advisory Group
- Potential investors
- Key government departments, organisations & associations

PLANNING FOR THE FUTURE

Strategy Statement:

PLAN FOR GROWTH AND INVESTMENT USING A FLEXIBLE APPROACH TO CITY PLANNING, BALANCING SENSITIVE LAND USES WITH ECONOMIC OUTCOMES AND OPTIMISING THE ACTIVATION OF EMPLOYMENT LOCATIONS

Outcome Areas:

- Employment land is retained and activated across the City
- The City has a new fit for purpose Local Planning Strategy & Local Planning Scheme No. 3
- Increased employment yield in Wangara Industrial Area through a structure plan that enables development
- Neerabup Industrial Area is enabled, established and supporting 20,000+ jobs at full build out
- The Australian Automation and Robotics Precinct is enabled, established and well utilised in Neerabup Industrial Area
- Planning framework updated to enable and encourage agri-tourism in North Wanneroo

AGRI-TOURISM PRECINCT

Highlight Project:

Project Description:
Undertake a review of agri-tourism related land use permissibility in North Wanneroo, update the planning framework to enable and encourage agri-tourism and communicate opportunities as a component the Investment Attraction project.

Timeline:

2022 - 2023	Review
2022 - 2024	Incorporate into new Planning Scheme DPS3
Ongoing	Highlight opportunities for agri-tourism investment through strategic marketing

Key Partners/stakeholders:

- Strategic Land Use Planning
- Industry stakeholders including North Wanneroo Agri-businesses and local tourism operators.
- Relevant State Government departments

LEADERSHIP, INNOVATION & SUSTAINABILITY

Strategy Statement:

LEAD THE WAY BY EMBRACING INNOVATION, THE CIRCULAR ECONOMY, SUSTAINABLE LOCAL PROCUREMENT AND REGIONAL COLLABORATION

Outcome Areas:

- Delivery of larger scale outcomes through regional collaboration
- Feasibility completed for a Neerabup Waste Innovation Precinct
- The City leads the way for local businesses to transition to the circular economy and sustainable procurement
- City increases local procurement spend to 10% of total spend
- City improves efficiency and costs to deliver services to the community by utilising smart cities technology with enhanced environmental and social outcomes
- Support and invest in targeted research
- Organisation embraces innovation and encourages local businesses to follow

NEERABUP WASTE INNOVATION PRECINCT

Highlight Project:

Project Description:
Undertake a feasibility study for the development of a Neerabup Waste Innovation Precinct.
Investigate and promote opportunities for cluster development and public / private partnerships.

Timeline:

2022 - 2023	Feasibility
TBC	Promotion

Key Partners/stakeholders:

- Relevant State Government departments, Education providers
- Regional waste industry and related services
- Potential users of waste as a resource

TOURISM INDUSTRY SUPPORT & DEVELOPMENT

Strategy Statement:

SUPPORT THE DEVELOPMENT OF THIS KEY NICHE INDUSTRY THROUGH REGIONAL COLLABORATION, PARTNERSHIPS, MARKETING, PRODUCT DEVELOPMENT, BRANDING AND LEADERSHIP

Outcome Areas:

- Wanneroo is known as a tourism destination, with key and iconic tourism assets recognised as being linked to the Discover Wanneroo brand
- More mature, expanded and diverse tourism product offering across the Wanneroo region
- Strong regional relationships established and active participation in promotion of the broader tourism precinct
- Wanneroo has a vibrant events calendar
- The City is known as a leader in the Perth Metropolitan tourism industry network

EXPANDING ACCOMMODATION OFFERINGS

Highlight Project:

Project Description:
Undertake a review of opportunities to expand short term/ visitor accommodation offerings across the City; update the planning framework to enable these opportunities and actively promote these opportunities to the market.

Timeline:

2022 - 2023	Review
2022 - 2024	Incorporate into new Planning Scheme DPS3
Ongoing	Promote opportunities for investment in accommodation through strategic marketing

Key Partners/stakeholders:

- Industry stakeholders including local tourism operators and accommodation providers
- Relevant State Government departments, industry associations and organisations.

Image: Oysters at Oceans 27, Alkimos

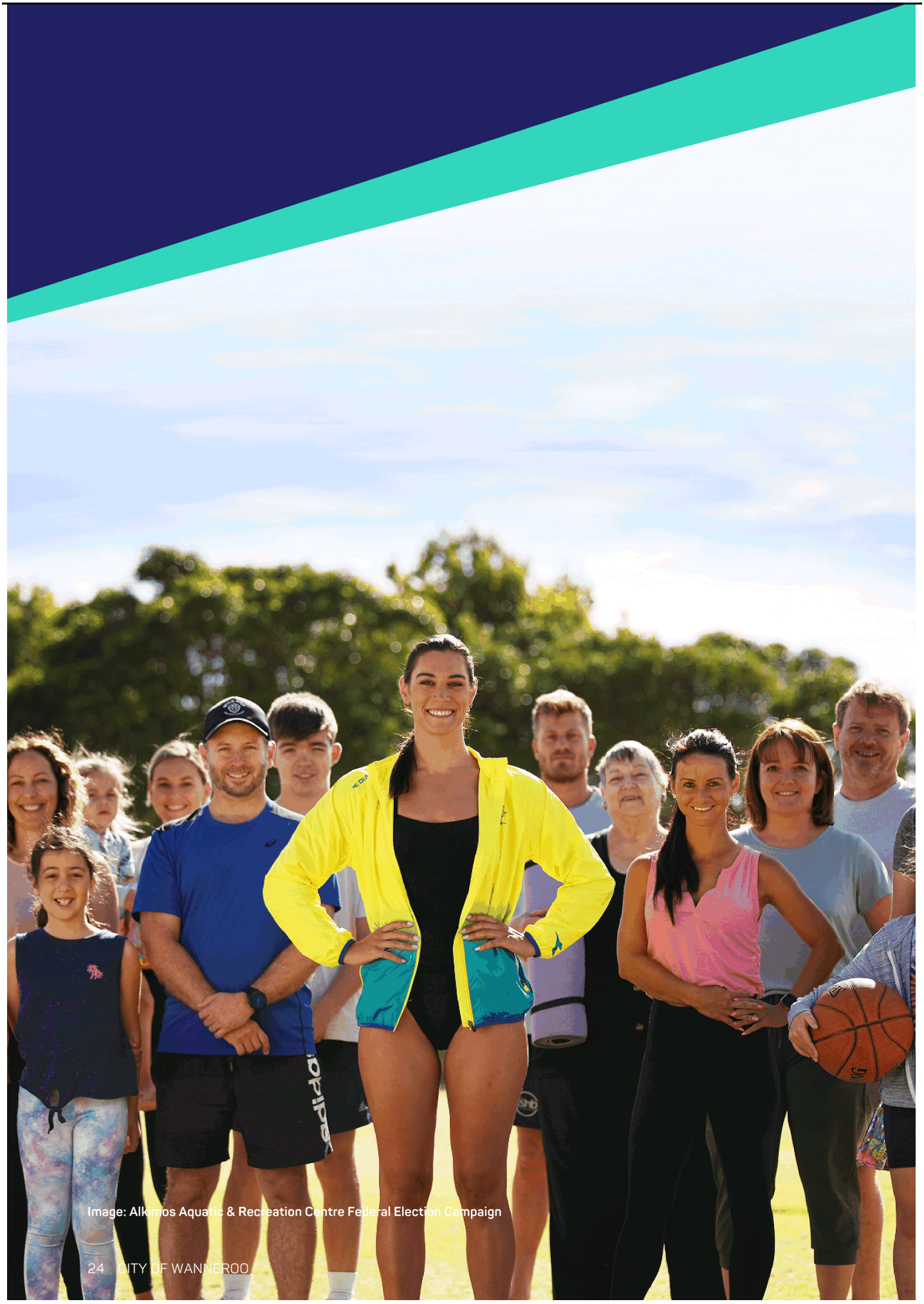


Image: Alkimos Aquatic & Recreation Centre Federal Election Campaign

STRATEGIC ECONOMIC ADVOCACY

Strategy Statement:

ATTRACT GOVERNMENT AND NON-GOVERNMENT INVESTMENT FOR KEY INFRASTRUCTURE, GAPS TO SERVICE PROVISION, POLICY AND LEGISLATION THROUGH STRATEGIC ECONOMIC ADVOCACY

Outcome Areas:

- Wanneroo has exceptional liveability
- Wanneroo is sustainable, meeting the needs of our community today without compromising the needs of our future communities
- Wanneroo is a major contributor to regional productivity with a strong economy providing a diverse range of local job opportunities

LET'S POOL TOGETHER!

Highlight Project:

Project Description:
Advocate for the additional funding required to deliver the Alkimos Aquatic & Recreation Centre to full specification determined through community consultation
Specific advocacy campaigns will be developed as required in line with funding opportunities starting with the 'Let's Pool Together' Campaign for the 2022 Federal Election.

Timeline:

2022	Federal Election Advocacy Campaign - Let's Pool Together
TBC	Future campaigns until all required funding has been secured

Key Partners/stakeholders:

- The CoW community and future users of the facility
- Sporting clubs, associations, public and private service providers that may use the facility
- Associations & government departments

IMPLEMENTING THE STRATEGY

2022-23 Annual Action Plan and 4-year Action Plan

The City is required to have a Corporate Business Plan with detailed actions and projects for 1 year and forecast actions and projects for 4 years. The EDS Action Plan will be updated annually as part of the normal Corporate Business Plan and annual budget development processes.

This approach will allow the City to monitor, review and adjust activities as required. The COVID-19 pandemic has illustrated the importance of building flexibility into the delivery of services. The vision, purpose and strategies remain the same and the actions to achieve these are flexible enough to respond to changing economic conditions.

The strategy is a 10 year strategy aligning to the SCP timelines and will be reviewed and updated after 5 years (2027).

Highlight projects have been included above for each Strategy area to illustrate how actions and projects align to and will contribute to the achievement of outcome areas. These projects will be included in the EDS Action Plan and some are already underway.

Enabling and Facilitating

WALGA's Economic Development Framework describes the role of large Metropolitan LGA's such as the City of Wanneroo as enablers and facilitators. The City is a strong supporter of local and regional economic development and is committed long term to fostering a business friendly environment and removing barriers to growth.

Figure 2 below illustrates how the City intends to create a strong enabling environment to support business establishment, growth and encourage new investment. An example of this commitment is the City's ongoing partnership with the Small Business Development Corporation to reform the Business Approvals user experience for our customers.

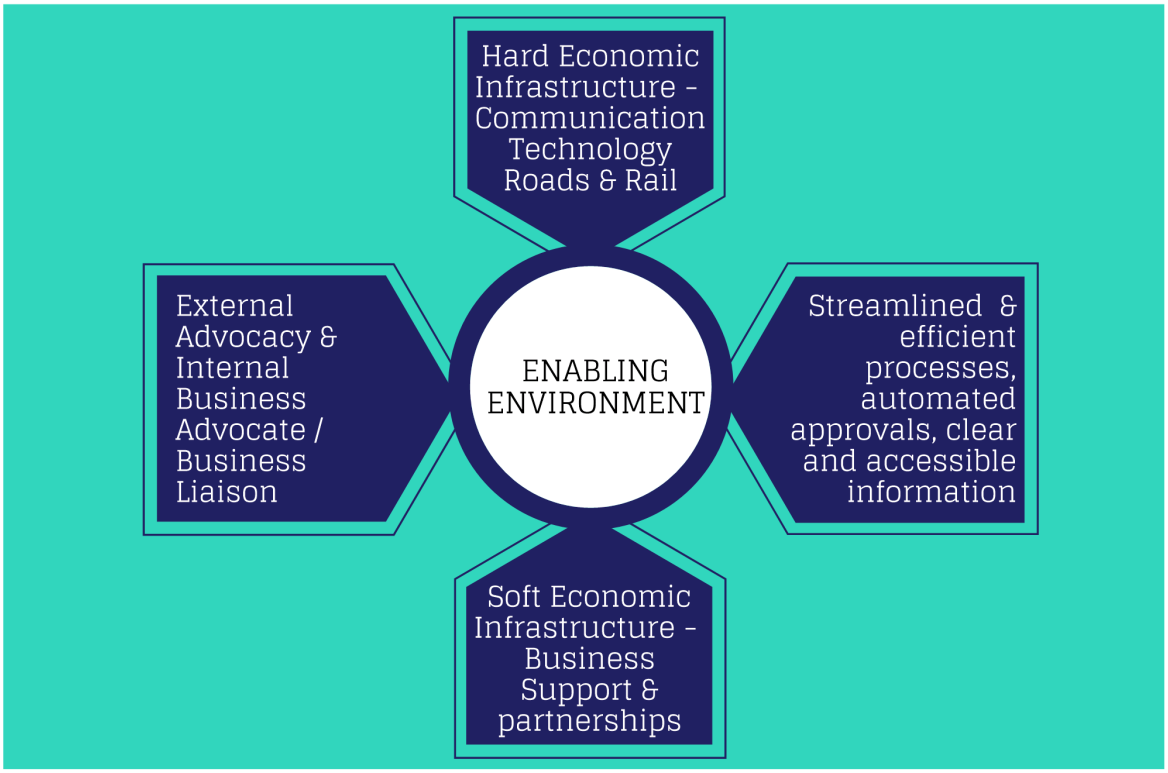


Figure 2: Enabling Environment

IMPLEMENTING THE STRATEGY

Partnerships and Collaboration

The City recognises that successful economic development cannot be undertaken in isolation. Strong strategic partnerships, alliances and collaborative projects that work towards a common goal are essential.

The City has an extensive network of collaborative partners and actively seeks to engage with different levels of Government, local businesses, associations, service providers, neighbouring LGA's, regional groups and organisations curating and maintaining these essential relationships.

This approach allows for communities to work together sharing knowledge and resources in order to leverage and achieve larger scale outcomes that would not be possible individually.

As one of the largest and fastest growing LGA's in Western Australia the City strives to be a leader, encouraging regional collaboration rather than competing against neighbouring areas.

Monitoring Economic Health

Regional economies are complex eco-systems and LGA's have limited ability to directly measure the effect of individual initiatives and projects on the local economy.

Monitoring key indicators is an effective way to track the relative health of the economy and respond accordingly by adjusting projects, programs and initiatives as required. Figure 3 below summarises a range of key indicators relevant to the City of Wanneroo economy including targets that reflect healthy economic growth.

The COVID-19 pandemic demonstrated the importance of being flexible and adaptable to the economic environment. In many ways the pandemic enabled the City to challenge some traditionally slow and arduous processes to shorten timeframes and enhance the efficiency of program delivery.

An example is the City's Economic Recovery Plan and Fund that delivered free targeted assistance and advice to local businesses when they needed it most. Assistance and advice was directly informed by the needs of the local businesses community. The revised EDS will ensure that this flexible approach to developing and delivering actions and projects is ongoing.

Measure	2016	2021 Current	2031 Target
Employed Residents	97,000	112,127	145,000
Local Jobs	44,000	53,000 (est.)	72,500
Regional Employment Self-Sufficiency*	49.4%	53% (est.)	60%
Employees per Business	4	3.5	4.5
New Jobs per Year	1,600	1,900	2,300
Non-residential Building Approval	$211m	$126m	$200m

*Regional Employment Self Sufficiency is for Cities of Wanneroo and Joondalup combined. To achieve 60% regionally by 2031, it is estimated the City of Wanneroo will require 72,500 jobs in total.

Figure 3: Monitoring Economic Health

City of
Wanneroo

Item 5 Motions on Notice

5.1 Cr Baker - Restricted Recreational Beach Fishing Near Surf Lifesaving Activities

5.2 Cr Miles - Discussion Paper on Assessment of Traffic Noise Mitigation for City's New Transport Infrastructure

Item 6 Late Reports (to be circulated under separate cover)

Nil

Item 7 Public Question Time

Item 8 Confidential

Nil

Item 9 Date of Next Meeting

The next Ordinary Council Meeting has been scheduled for 6:00pm on 12 April 2022, to be held at Council Chamber, Civic Centre, 23 Dundebar Road, Wanneroo.

Item 10 Closure

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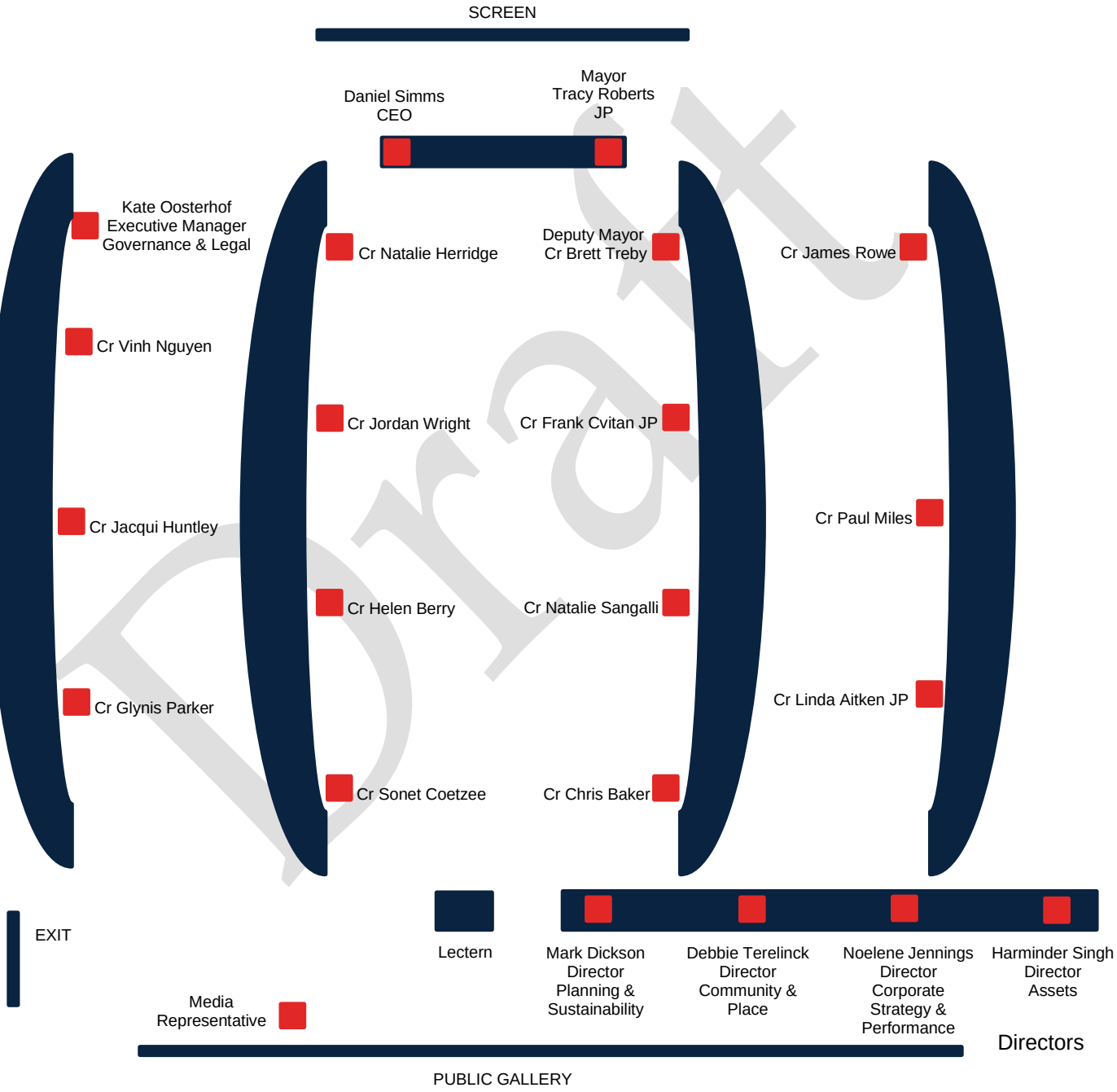
COUNCIL CHAMBER SEATING DIAGRAM



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