

COUNCIL AGENDA

Ordinary Council Meeting

6:00pm, 12 April 2022

Council Chamber (Level 1), Civic Centre,
23 Dundobar Road, Wanneroo

wanneroo.wa.gov.au

PROCEDURE FOR ORDINARY COUNCIL MEETING

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

PUBLIC QUESTION AND STATEMENT TIME

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

- [Public Question online form](#)

The City will make every endeavour to provide a response to any submissions at the meeting. All submissions will form part of the electronic meeting and will be recorded in the Minutes of the Council meeting.

1. Time Permitted

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

2. Protocols

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

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

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

3. General Rules

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

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

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

AUDIO OF COUNCIL PROCEEDINGS

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

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

- [Live stream audio of Council Proceedings](#)

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

- [Audio recordings](#)

RECORDING AND ACCESS TO RECORDINGS OF COUNCIL MEETINGS POLICY

Objective

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

Implementation

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

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

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

Evaluation and Review Provisions

Recording of Proceedings

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

Access to Recordings

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

COMMONLY USED ACRONYMS AND THEIR MEANING

Acronym	Meaning
ABN	Australian Business Number
ACN	Australian Company Number
Act	<i>Local Government Act 1995</i>
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



Notice is given that the next Ordinary Council Meeting will be held in the Council Chamber
(Level 1), Civic Centre,
23 Dundobar Road, Wanneroo on **Tuesday 12 April, 2022** commencing at **6:00pm**.

D Simms
Chief Executive Officer
7 April, 2022

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<u>ITEM 13</u>	<u>CLOSURE</u>

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 and I invite you to bow your head in prayer:

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

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 Public Question and StatementTime

Item 4 Confirmation of Minutes

OC01-04/22 Minutes of Ordinary Council Meeting held on 15 March 2022

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

Item 5 Announcements by the Mayor without Discussion

Item 6 Questions from Council Members

Item 7 Petitions

New Petitions Received

Update on Petitions

Item 8 Reports

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

Planning and Sustainability

Approval Services

PS01-04/22 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 the 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 its 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, superseded 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 superseded 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 superseded 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*.

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

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



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.

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



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;

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



- 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.

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



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.

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



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):

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



- 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.

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



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:

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



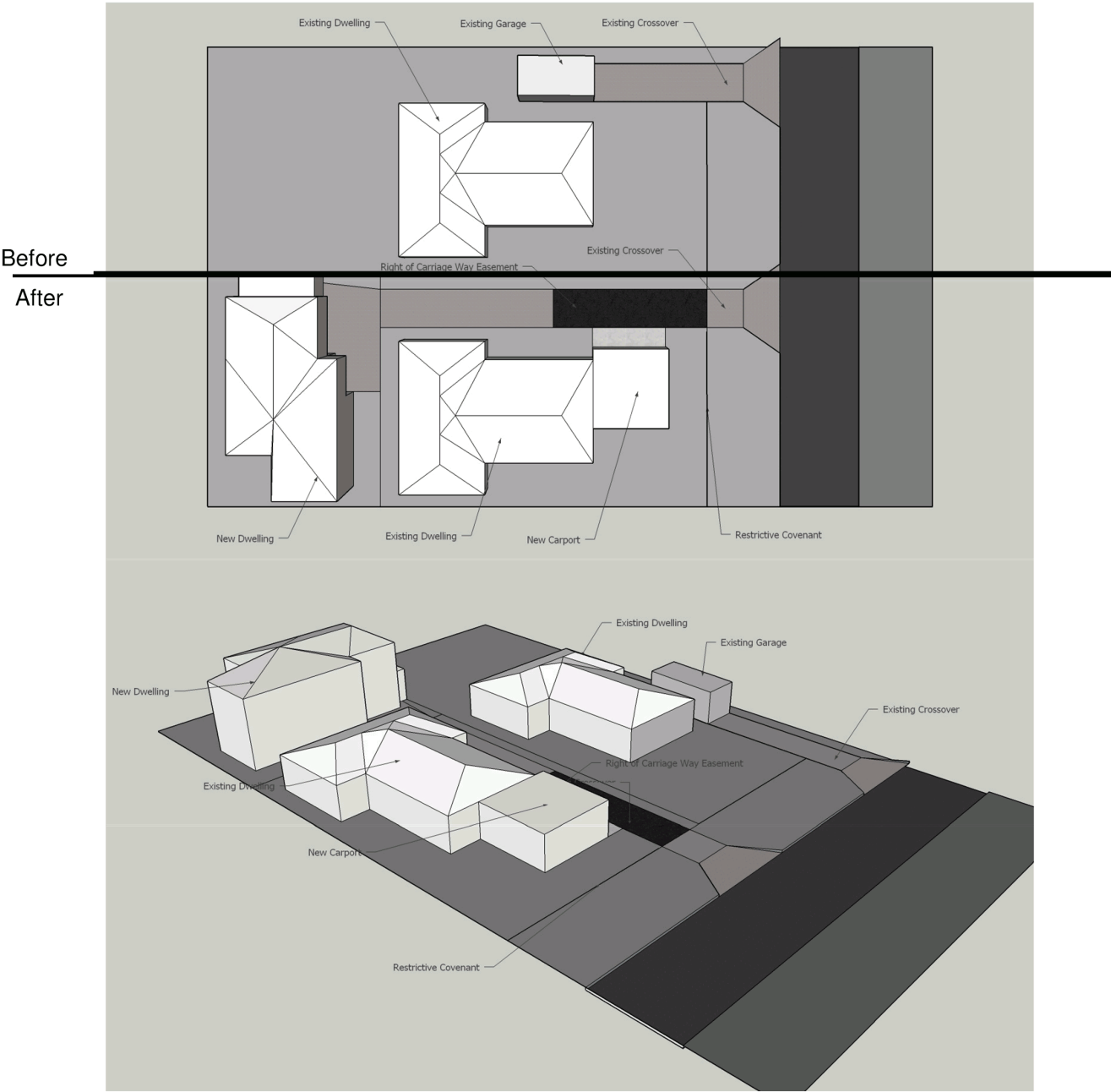
- a) Parking areas, driveways and points of ingress and egress shall be designed and constructed in accordance with the Australian Standard 2890 and shall be drained, sealed and marked and thereafter maintained to the satisfaction of the Council;
- b) Existing crossovers that are not required for this 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.

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



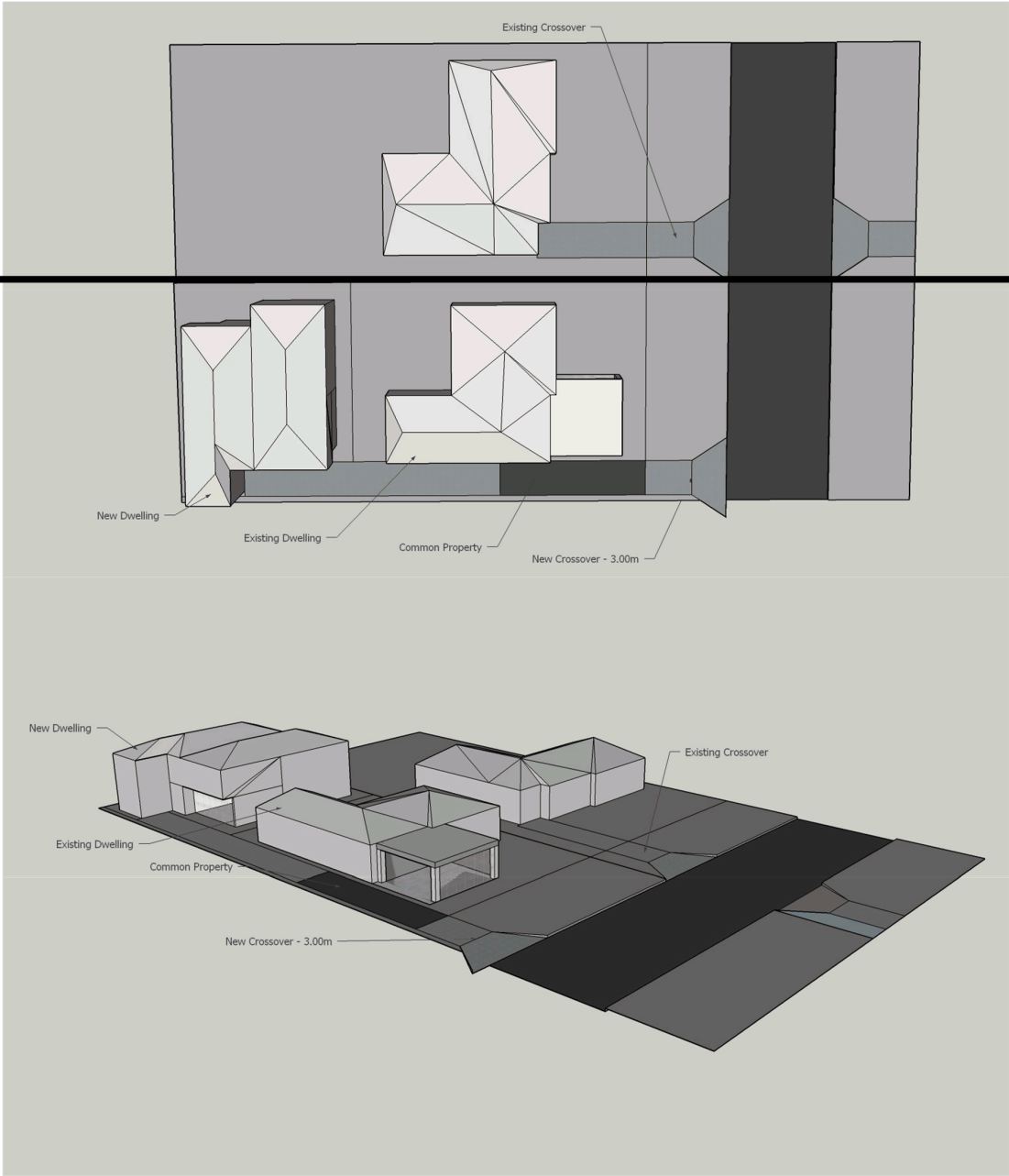
10 Appendices

Appendix 1 – Green title battle axe proposals on subdivided lots



Appendix 2 – Grouped dwelling development on subdivided lots

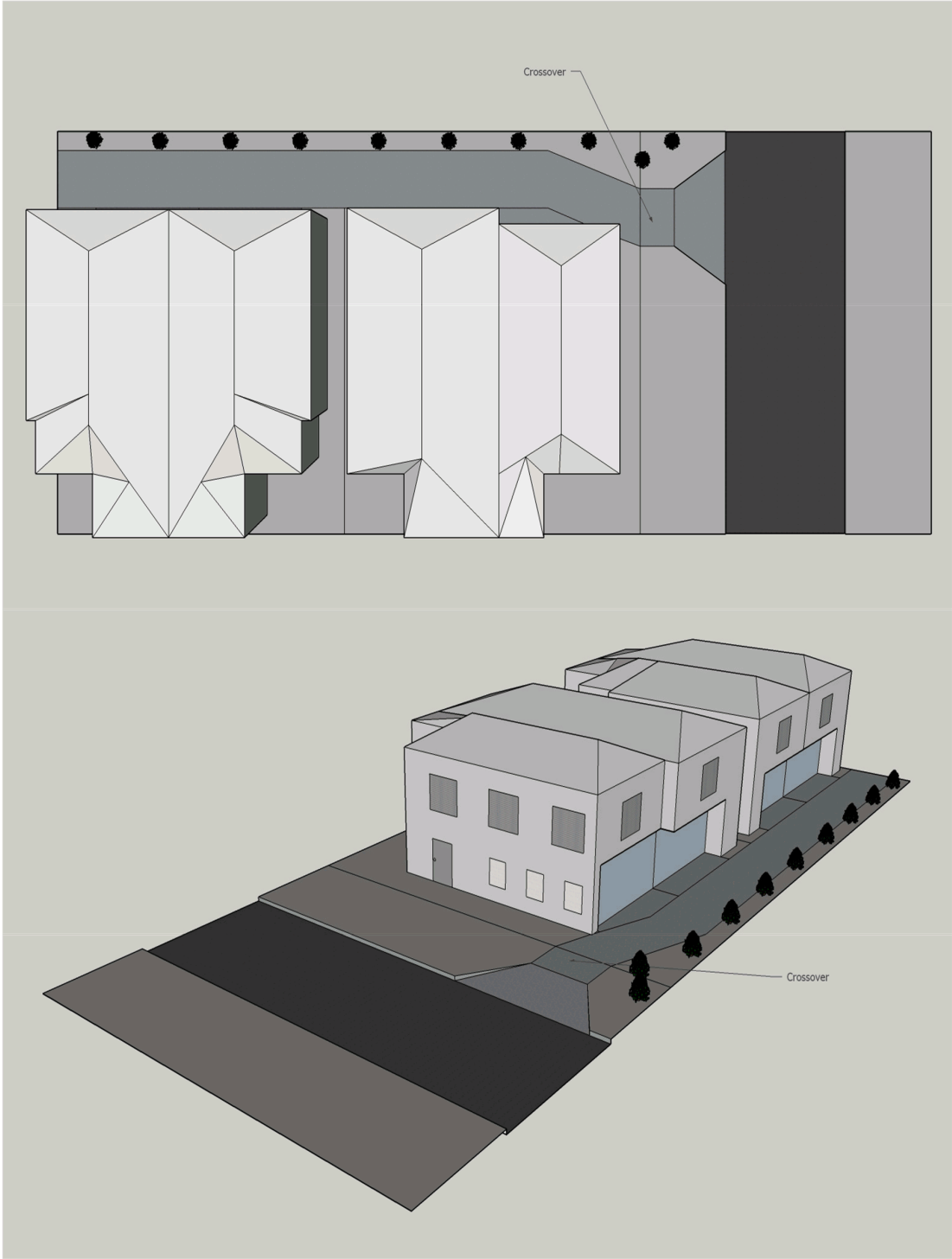
Before
After



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



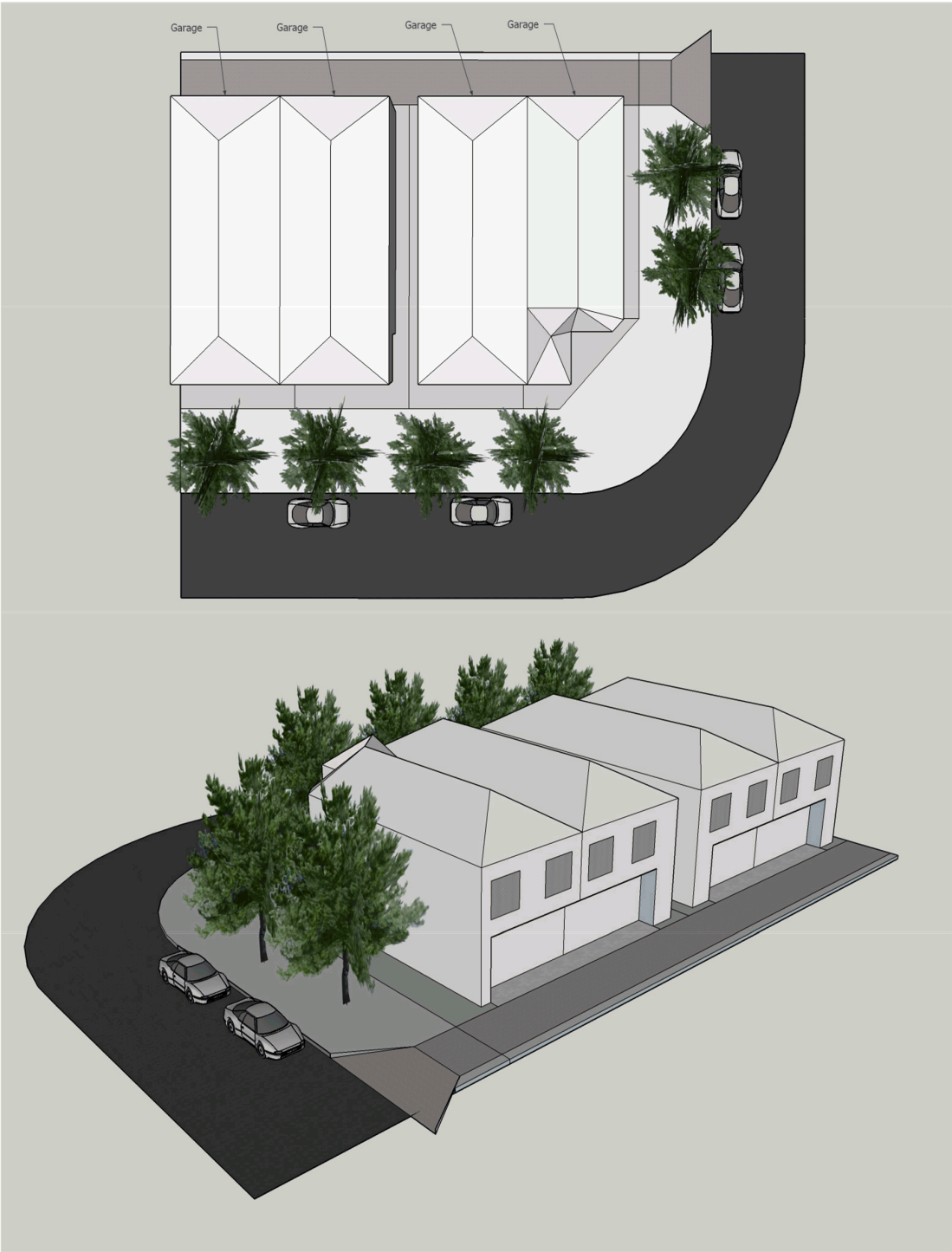
Appendix 3 – Grouped dwelling development on non-subdivided lots



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

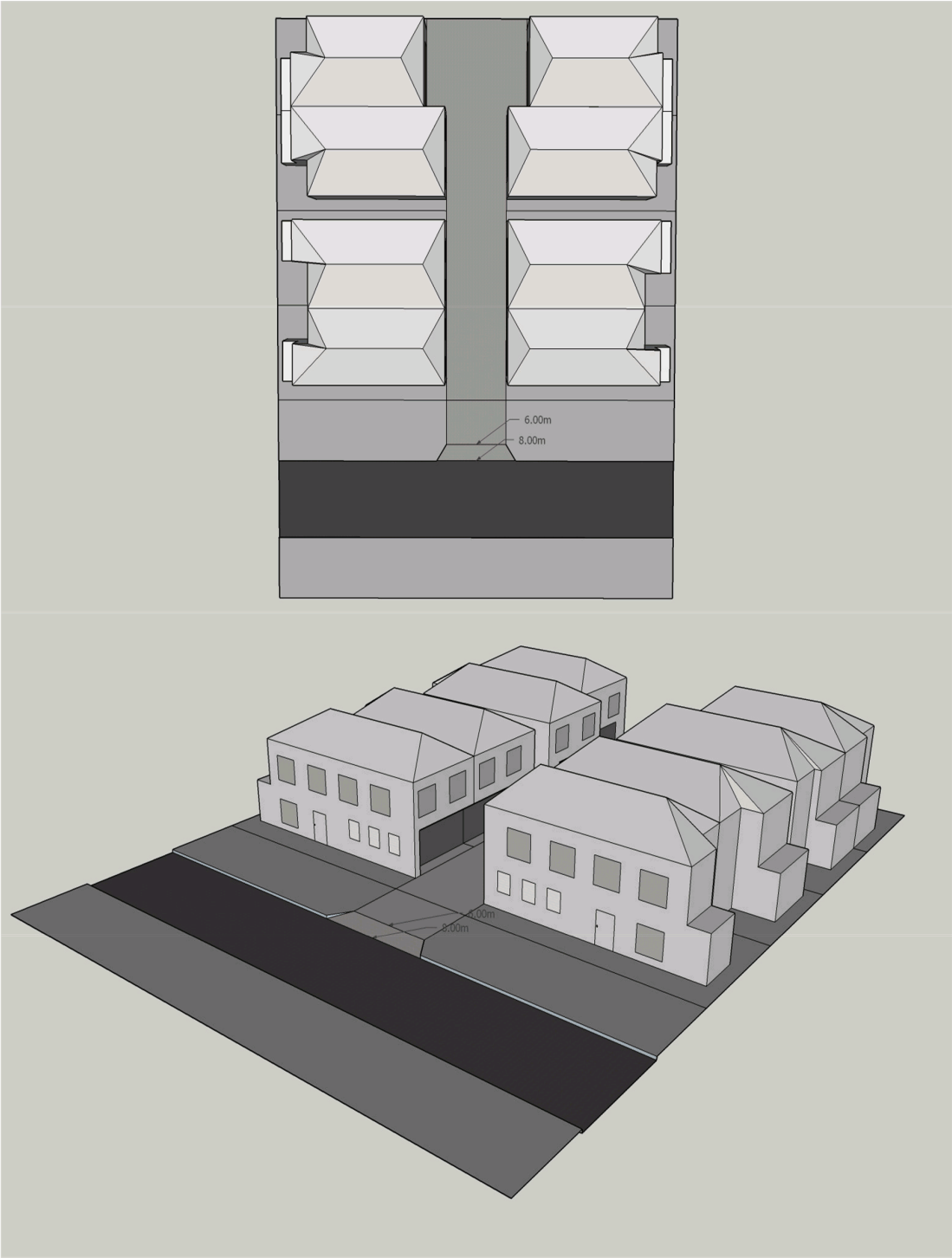


Appendix 4 – Grouped Dwelling Development Site – Corner Lot





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 <i>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.</i>
Street trees	City of Wanneroo Street Tree Policy <i>This policy deals with the management of street trees within the City.</i>
Consultation	District Planning Scheme No. 2 and R-Codes <i>The requirement for consultation is set out in DPS 2 and the R-Codes.</i>
Garage design	R-Codes <i>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.</i>
Street surveillance	R-Codes <i>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.</i>
Landscaping	R-Codes <i>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.</i>
Crossover design	City's Engineering design specifications and R-Codes <i>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</i>

	<i>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.</i>
Maximum of one crossover	District Planning Scheme No. 2 <i>This is a matter that is dealt with in the City's DPS 2.</i>
Noise management	District Planning Scheme No. 2 and State Planning Policy 5.4 – Road and Rail Noise <i>This is a matter that is dealt with in DPS 2 and the State Planning Policy.</i>
Bin collection	District Planning Scheme No. 2 and R-Codes <i>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.</i>

PS02-04/22 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 201m² 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 201m² 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 Wangara 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 |



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Context Map

Date: 10/03/2022

Printed by de Vecchis, Nicolas

Scale = 1:1233





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	<input type="checkbox"/>
Scheme amendment report	<input type="checkbox"/>
Technical Reports	<input type="checkbox"/>
Additional Documents	<input type="checkbox"/>

Online Reference Number: 446715

Date: 08/02/2022



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.

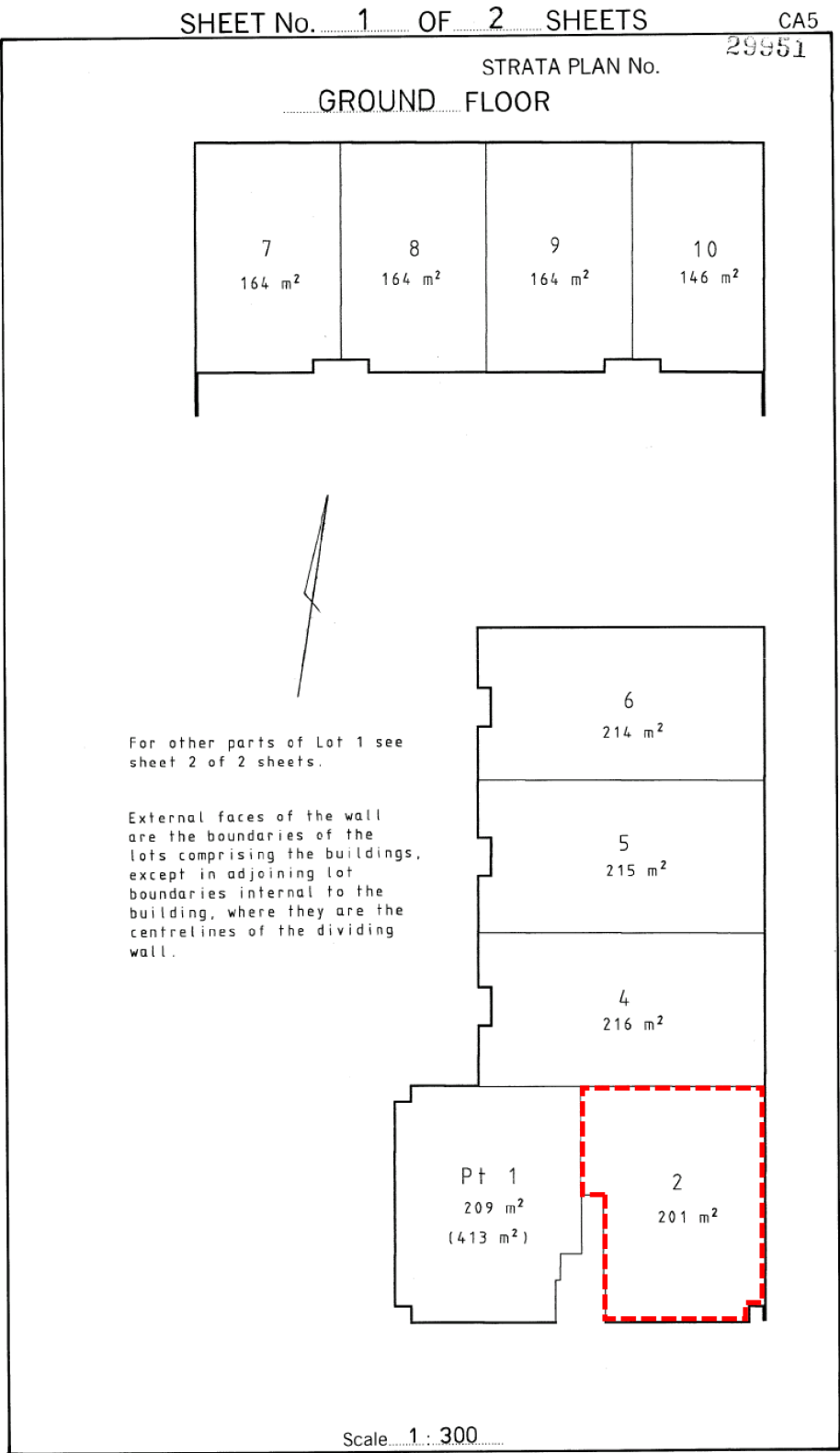
Although the premises was originally approved as a showroom, it cannot practicably be used for that purpose, given physical constraints such as its single entry/egress via stairs, absence of loading/unloading space, and insufficient ceiling height to accommodate storage and display of bulky items.

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.



41445/6/85—1M—S/7658
Figure 1 - Strata Plan 29951



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

Strata Lot No. 2 is a partitioned office comprising approximately 122.3m² office space, 13.6m² reception area and 43.7m² 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.

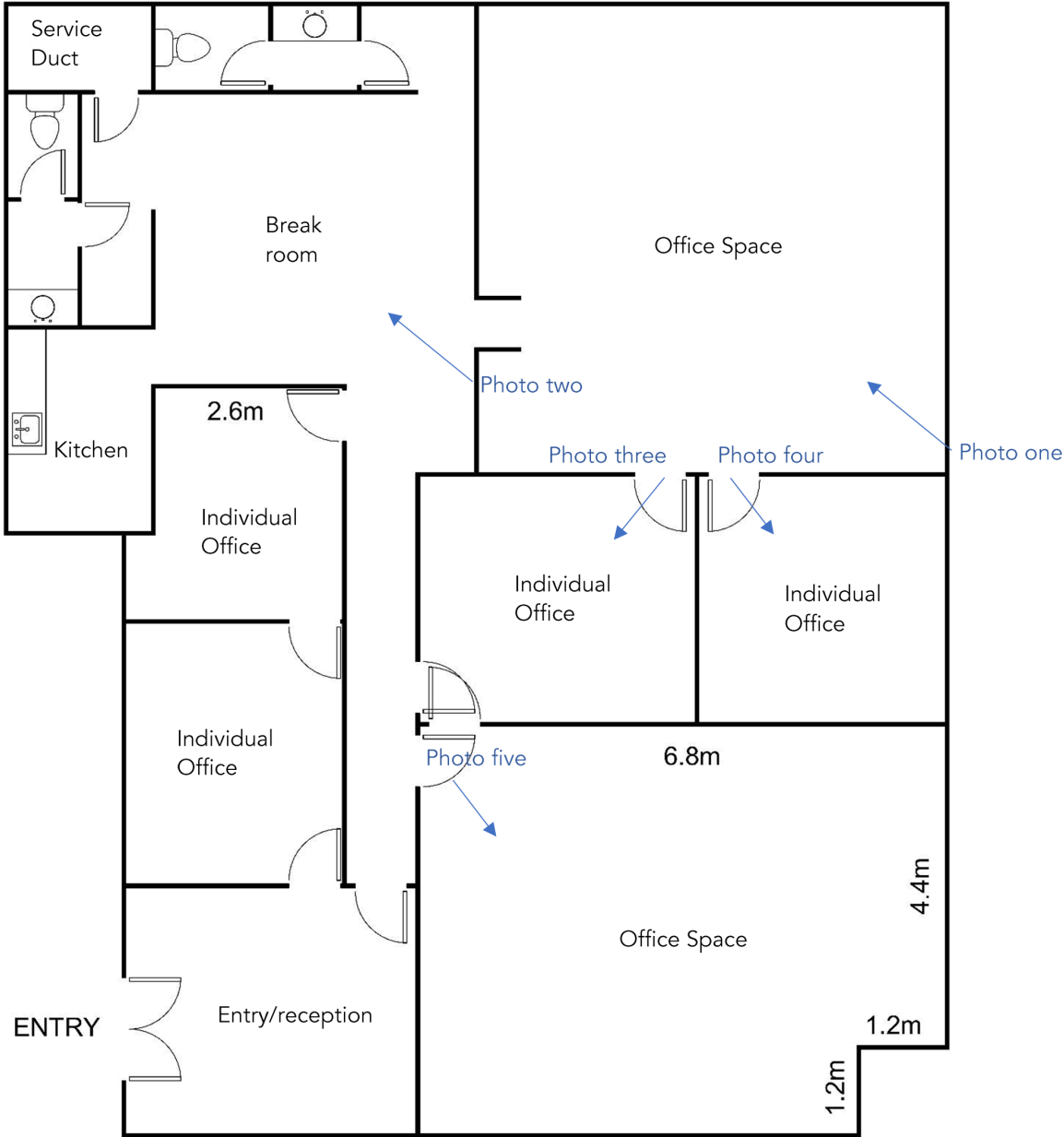
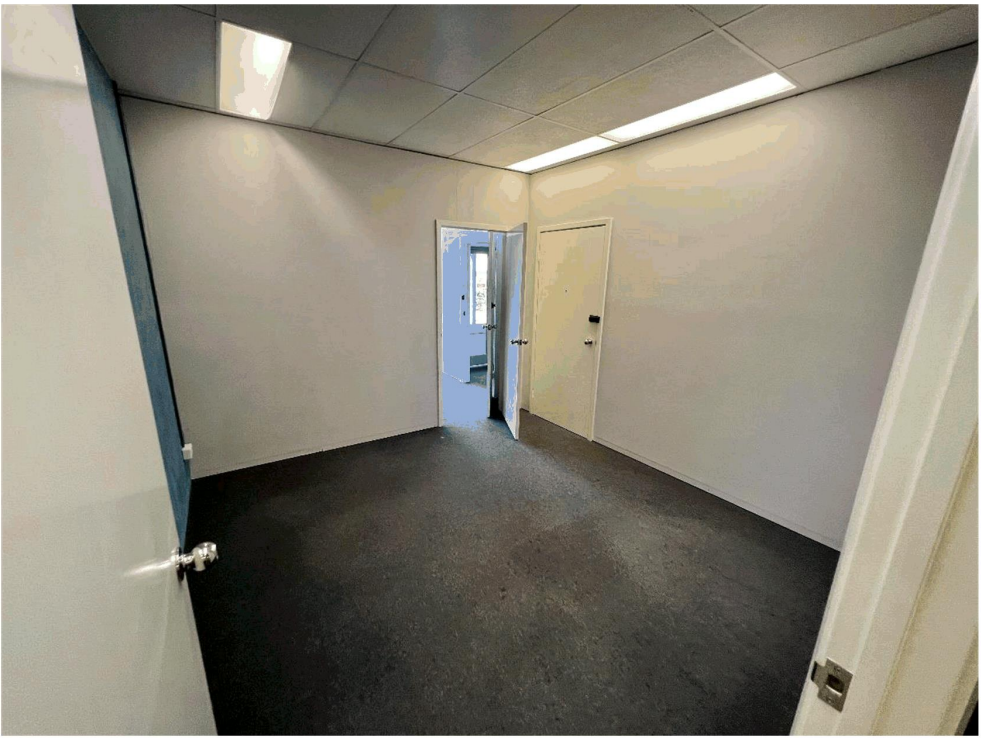



Figure 3 - Current Floor Plan (not to scale)

Table 1 - Site Photos

Photo one	
Photo two	

Photo three	 A photograph showing the interior of a room. The walls are white, and the floor is covered in dark grey carpet. A doorway in the center of the far wall leads to another room. To the left of the doorway is a white door with a silver handle. To the right is a white door with a black handle. The ceiling is white with recessed lighting.
Photo four	 A photograph showing the interior of a room. The walls are white, and the floor is covered in dark grey carpet. A doorway in the center of the far wall leads to another room. To the left of the doorway is a white door with a silver handle. To the right is a white door with a black handle. The ceiling is white with recessed lighting.



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 3,982m² 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 1,100m² in area and incorporates a distinct two-storey office building of approximately 432m² facing the street (refer to Figure 2 and Figure 4). The 'rear' single-storey building on the northern property boundary comprises approximately 670m².

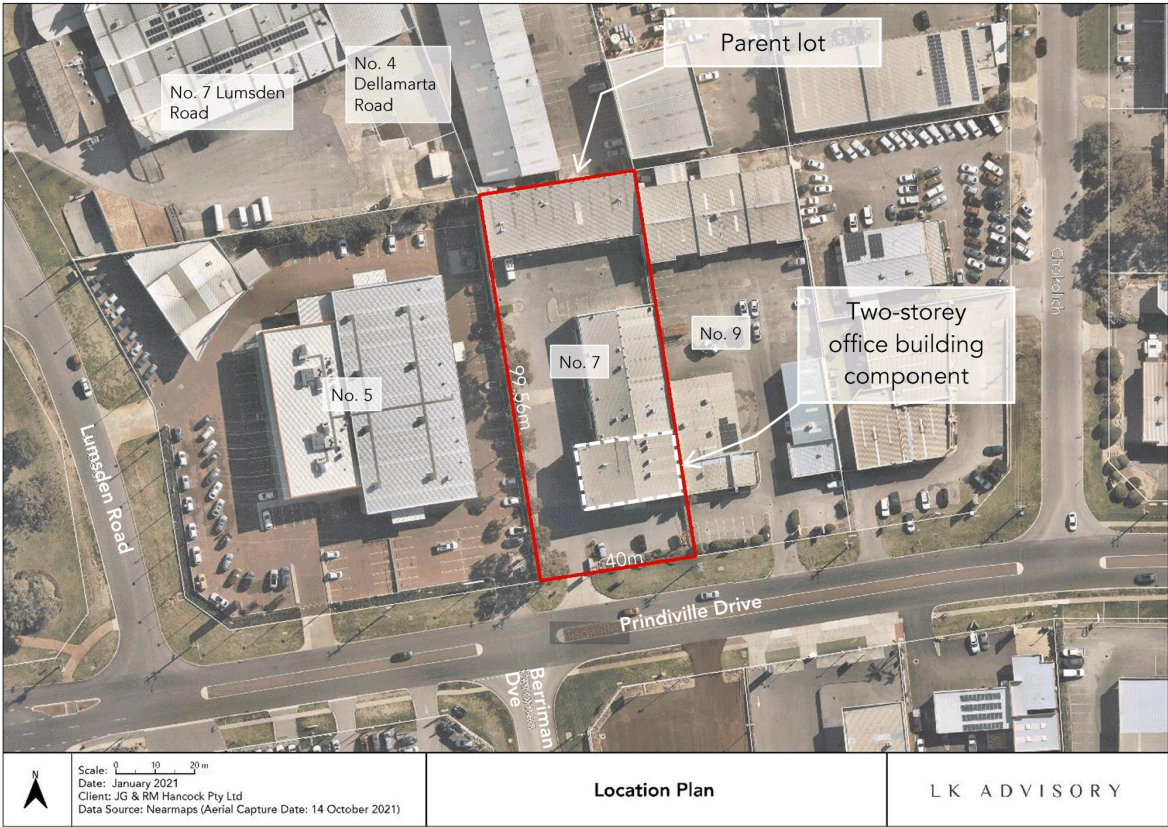


Figure 4 - Site and context characteristics

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 148.5m² to 214m² in area. However, Strata Plan 29951 dated 22 August 1995 indicates the original units 1 and 2 were combined to create a single 403m² two-storey lot, resulting in a total of 10 strata lots, ranging between 146m² to 403m².

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).

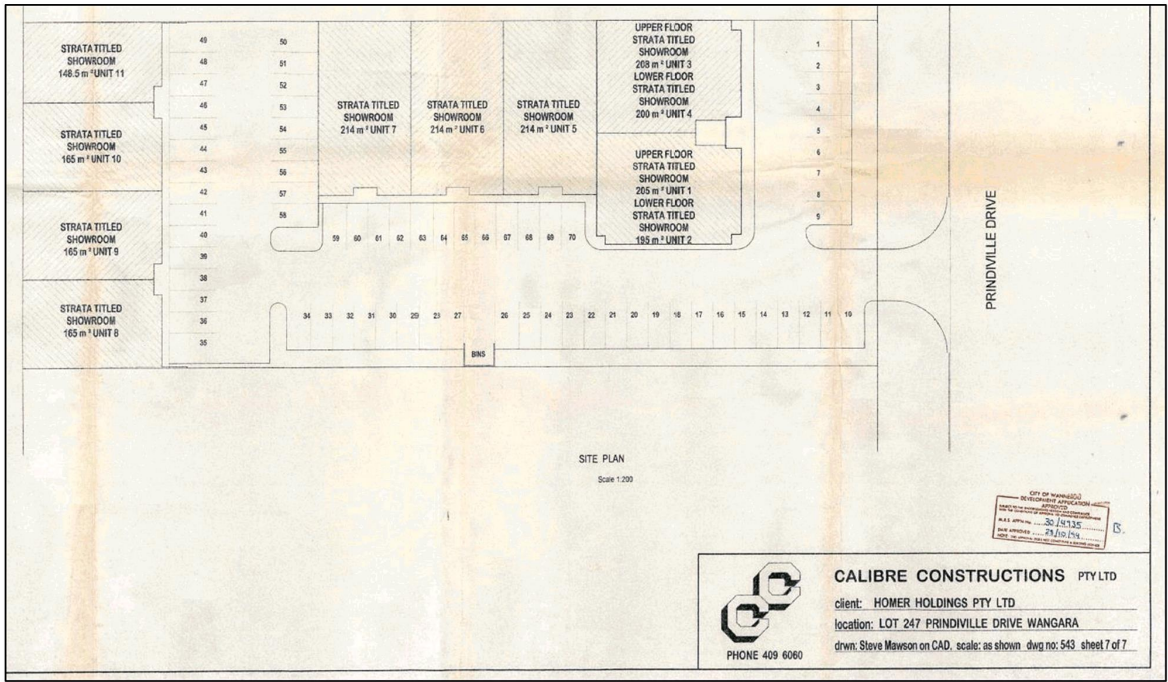


Figure 5 - Development Approval dated 21 October 1994

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 Wannon 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' (204m²).

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 Wannon Road (see Figure 6).

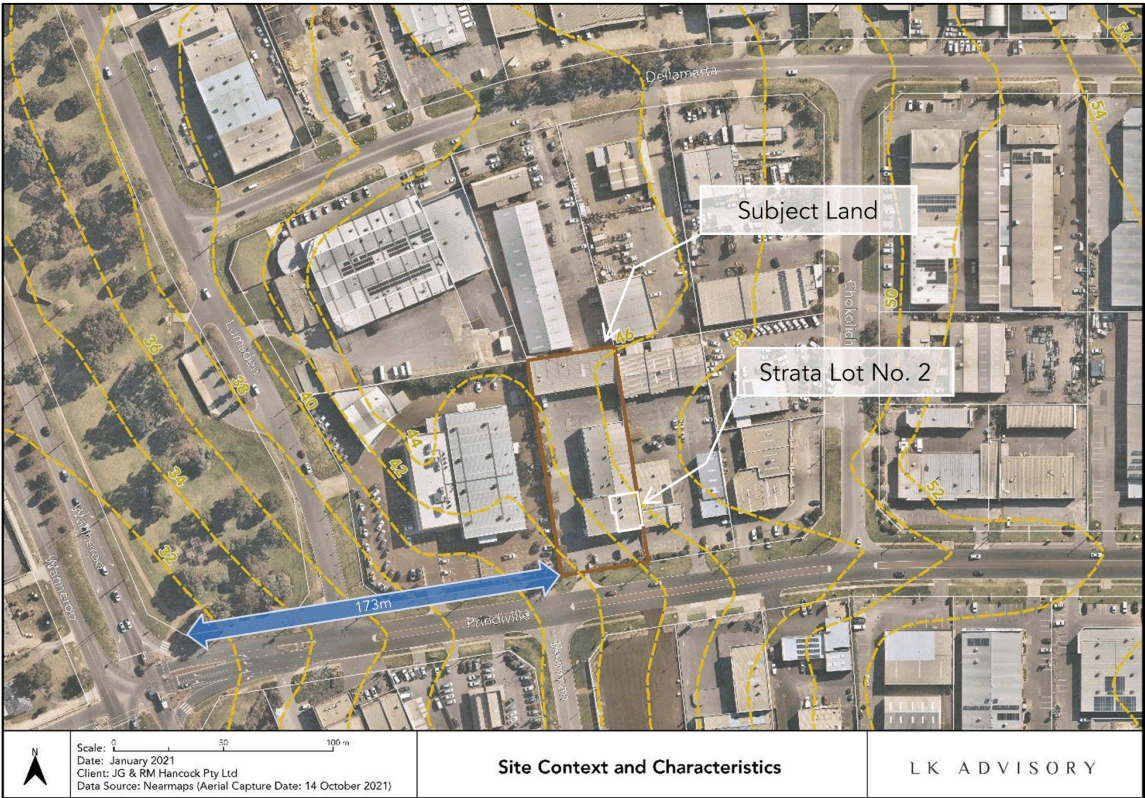




Figure 6 – Location Plan and Contours

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	

<p>Place of Worship</p>	
<p>Consulting Rooms/ Medical Centre/ Allied Health providers</p>	

<p>Manufacturing</p>	
<p>Child Play Centre</p>	

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.

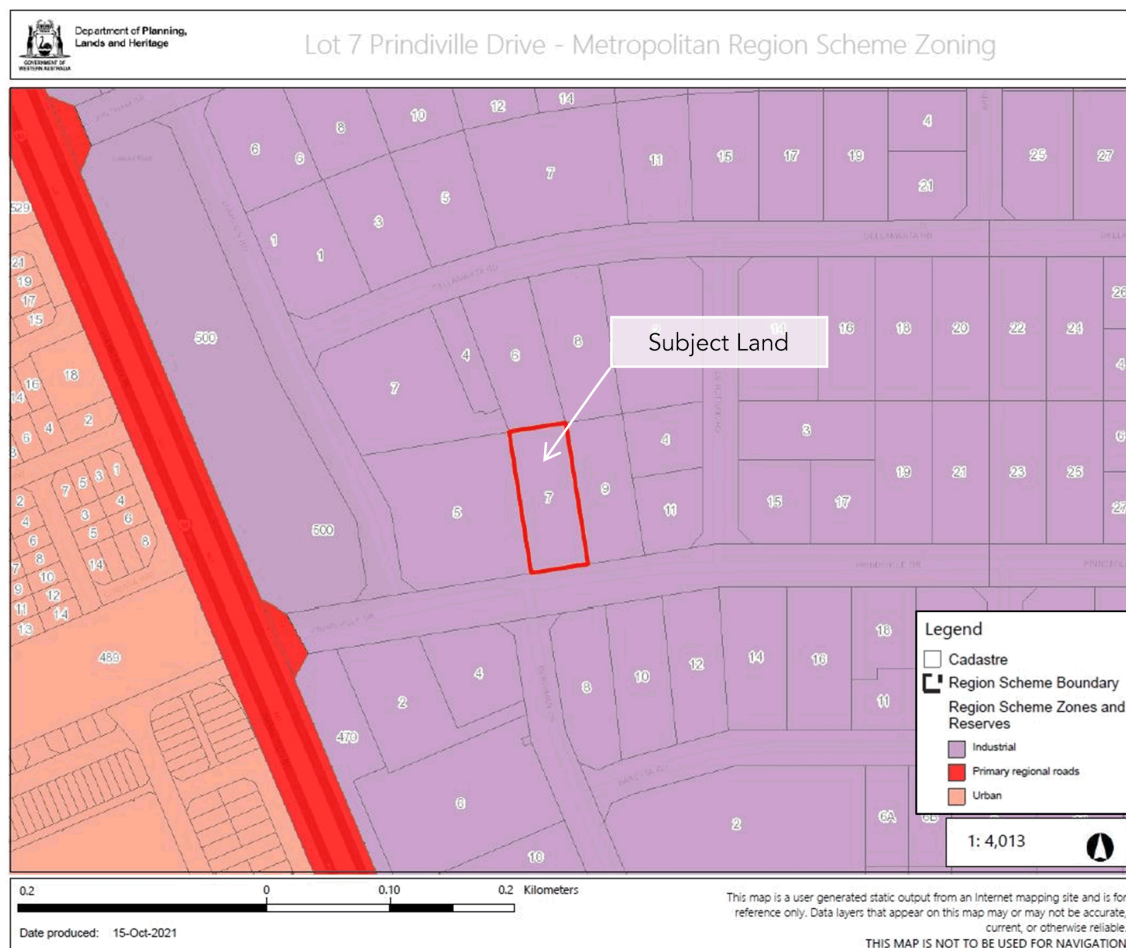


Figure 7 – Metropolitan Region Scheme – Local Context Plan

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 trade¹. 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 assistance¹. 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.

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

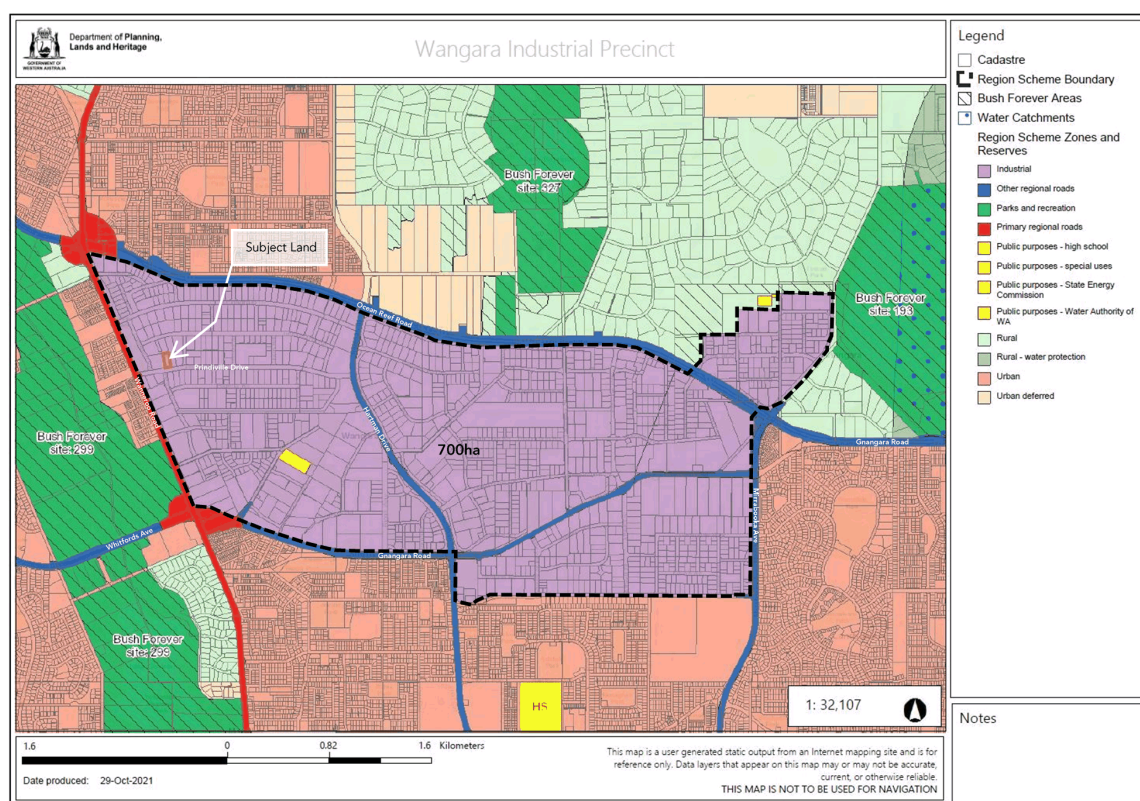


Figure 8 – Metropolitan Region Scheme – Regional Context Plan

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 economy².

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.

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.

Key Economic Challenges in the City of Wanneroo

JOBS	<ul style="list-style-type: none"> • Number of local jobs • Diversity of local jobs - strategic versus population driven • Business creation, attraction, retention and expansion
LAND	<ul style="list-style-type: none"> • Retention of land for employment purposes • Optimising land within, and development of, employment centres
INFRASTRUCTURE	<ul style="list-style-type: none"> • Provision of major freight and passenger transport infrastructure • Strategic transport connections • Improved high-speed telecommunications infrastructure
INVESTMENT	<ul style="list-style-type: none"> • Public investment to enable the provision of strategic infrastructure • Public and private investment to develop employment centres • Private investment for business establishment and growth

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 30m² 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 30m² 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.

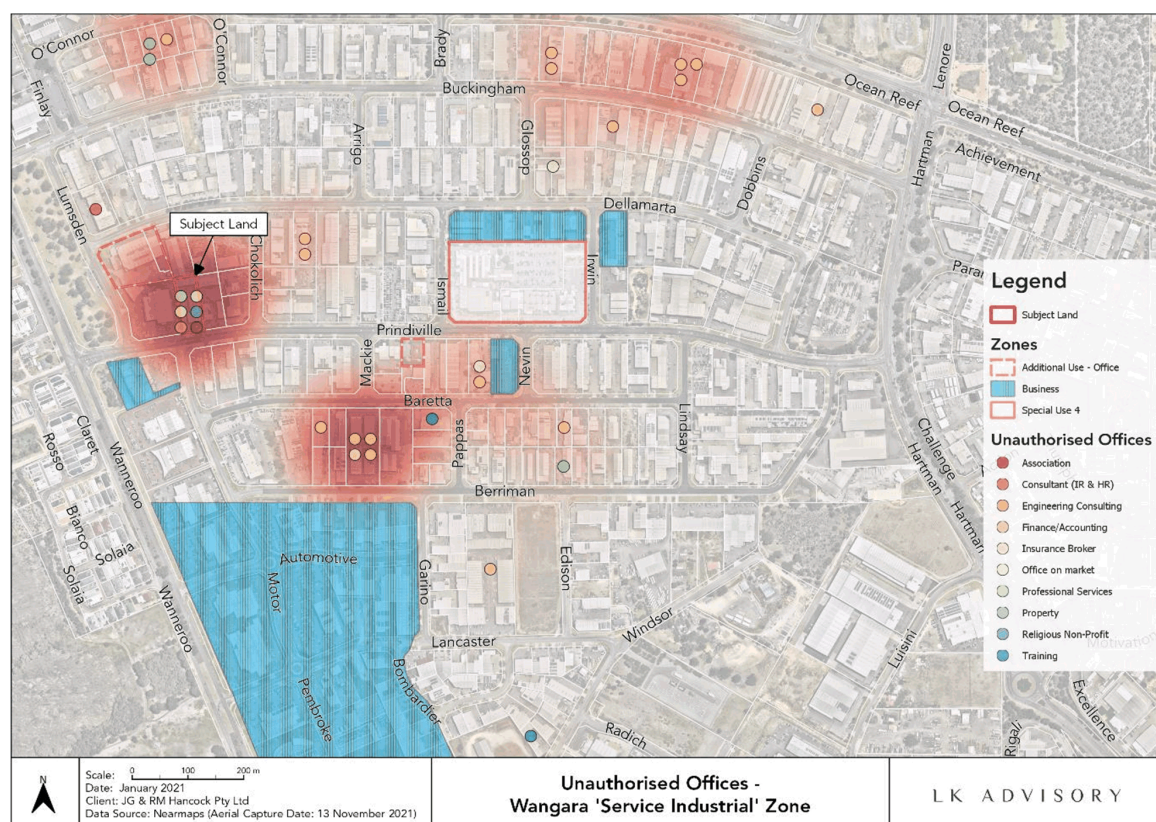


Figure 11 – Existing Offices and Consulting Rooms

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 Wannon 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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WESTERN



AUSTRALIA

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

RECORD OF CERTIFICATE OF TITLE
 UNDER THE TRANSFER OF LAND ACT 1893 AND THE
 STRATA TITLES ACT OF 1985

VOLUME 2061 FOLIO 589

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

**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

L K A D V I S O R Y

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

PS03-04/22 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
<i>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.</i>	Comment on the progress of the City's Local Planning Strategy, currently being prepared by Administration, is provided later in this section.
<i>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.</i>	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.

DPLH Officer Comment in SPC Report	Administration Responses
<p><i>It does not provide investment security for existing, expanded and future primary production and promote economic growth and regional 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.</i></p>	<p>The permissibility of the 'Car Park' land use gives landowners with more diverse economic opportunities to utilise their rural landholdings. For example:</p> <ul style="list-style-type: none"> ○ 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.
<p><i>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.</i></p>	<p>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.</p> <p>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.</p>

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 22/12/1546 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	<p>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.</p> <p>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.</p>	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	<p>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.</p> <p>The City should consider the social and health impacts on other owners in the vicinity of these so-called car parks.</p>	<p>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'.</p> <p>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.</p> <p>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,</p>	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: <i>"The City's strategic environmental planning initiatives and promotes a balance between growth and the protection and enhancement of the natural and built environment."</i>	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.	<p>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.</p> <p>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.</p> <p>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.</p> <p>Amendment No. 199 to DPS 2 would allow 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.</p>	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	<p>The submitter considers that the amendment proposal is contrary with this statement:</p> <p><i>“The City’s strategic environmental planning initiates and promotes a balance between growth and the protection and enhancement of the natural and built environment.”</i></p>	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.	<p>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.</p> <p>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.</p>	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.	<p>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:</p> <ul style="list-style-type: none"> • 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. <p>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</p>	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.	<p>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.</p> <p>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.</p> <p>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.</p>	No modification required.
4.7	The people affected by these activities should be listened to, and not just the people that will benefit financially.	<p>Amendment No. 199 to DPS 2 has been advertised to gauge the concerns of all members of the community equally.</p> <p>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.</p>	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.
	<p>Most of the submitters comments pertain to the caravan and other vehicle parking on Neaves Road, subject to Amendment No. 198. Issues raised include:</p> <ul style="list-style-type: none"> • 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 	<p>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.</p>	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	<p>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:</p> <ul style="list-style-type: none"> • 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
	<p>– such as visual impacts, character of the locality, social impacts, bulk and scale; and</p> <ul style="list-style-type: none"> • The validity of letters of support that accompanied the proposal. 		
6.3	<p>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.</p>	<p>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).</p>	<p>No modification required.</p>
6.4	<p>The submitter acknowledges that the parking of private caravans and boats <i>might</i> be considered to be a 'Car Park', which is an 'X' not permitted use and is defined in DPS 2 below:</p> <p><i>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.</i></p>	<p>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.</p>	<p>No modification required.</p>
6.5	<p>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.</p>	<p>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</p>	<p>No modification required.</p>

No.	Summary of Submission	Administration Comment	Recommendation
		<p>easement, marina berth users were entitled to uninterrupted and unimpeded use of the car park with no time limit for car parking.</p> <p>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.</p> <p>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 <i>Parking Local Law 2015</i>. The City's Local Law refers to the 'park' definition in the <i>Road Traffic Code 2000</i> (State legislation) and as below:</p> <p><i>'park' means to permit a vehicle, whether attended or not, to remain stationary, except for the purpose of—</i></p> <ul style="list-style-type: none"> <i>(a) avoiding conflict with other traffic;</i> <i>(b) complying with the provisions of any law; or</i> <i>(c) taking up or setting down persons or goods (maximum of 2 minutes);</i> <p>Neither the DPS 2 definition of 'Car Park' or the definition of 'park' in the <i>Road Traffic Code</i> contemplate the length of time that a vehicle can be 'parked' – or the length of time that leaving a vehicle stationary would constitute 'storage'.</p>	
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	<p>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.</p> <p>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.</p>	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	<p>A caravan and large vehicle parking proposal would also need to identify deep-root zones and how many trees are required to be felled.</p> <p>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.</p>	<p>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.</p> <p>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.</p>	No modification required.
6.10	<p>Amenity and visual impacts are required to be considered in the deemed provisions of the Planning Regulations:</p> <p><i>(m) The compatibility of the development with its setting, including —</i></p> <p><i>(i) The compatibility of the development with the desired future character of its setting; and</i></p> <p><i>(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;</i></p> <p><i>(n) The amenity of the locality including the following—</i></p> <p><i>(i) Environmental impacts of the development;</i></p> <p><i>(ii) The character of the locality;</i></p> <p><i>(iii) Social impacts of the development.</i></p>	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
	<p>complies with the objectives of the zone. For the General Rural Zone, the objectives are:</p> <p>(a) <i>Accommodate agricultural, horticultural and equestrian activities; and</i></p> <p>(b) <i>Maintain and enhance the rural character and amenity of the areas designated for rural use and to protect their ground water and environmental values.</i></p>	<p>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.</p>	
6.12	<p>The City also states that amenity will be retained with appropriate development controls, but there are no specific Scheme provisions or Local Planning Policies.</p>	<p>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:</p> <p><i>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.</i></p> <p>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.</p>	No modification required.
6.13	<p>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.</p>	<p>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.</p>	No modification required.
6.14	<p>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</p>	<p>The <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> 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.</p>	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 <i>residential</i> 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 <i>later</i> be prepared, without justifying why this should occur <i>after</i> Development Applications are received and assessed, potentially resulting in planning approvals and controversial outcomes.	<p>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.</p> <p>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.</p>	No modification required.
6.17	<p>The City has advised that no study, strategy or policy is being used to guide development. For example:</p> <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> 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.	<p>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.</p> <p>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.</p> <p>The issue of theft or crime is more of a police matter that can be addressed outside the application of the planning framework.</p>	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.

PS04-04/22 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:	4
Previous Items:	UB01-03/22 - 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.

A response from the DPLH was received on 4 April 2022 (**Attachment 3**). This response expanded on the original comments provided as part of the assessment, and reiterated the point that:

"P26470 Sun City Precinct, Two Rocks has not been scheduled by the Heritage Council for assessment for possible inclusion in the State Register. As the cultural heritage significance of Sun City Precinct has not yet been determined by the Heritage Council through a full heritage assessment, it is not possible to comment on the possible impact of the Woolworths development."

As there has been no change to DPLH's position, the consideration of the proposal and RAR remains valid and does not require further comment as this advice reflects and reiterates the original response.

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.

In addition to the above, the City has received written correspondence from Mr Michael Bower (Blueport Development Management) (**Attachment 4**) on behalf of Fini Group being a landowner within the Two Rocks Town Centre area, in addition to the subject site. The correspondence highlights Fini Group's intentions for respecting and interpreting the unique heritage context of the town centre not only on the subject site, but on the additional sites which will be developed in the future. While this comment is noted it does not affect the content of the RAR.

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

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
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

Nil

Financial Implications

Nil

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 the additional information received from the Department of Planning, Lands and Heritage relating to the heritage matters as contained in Attachment 3 which will be provided to the Joint Development Assessment Panel as an addendum to the Responsible Authority Report.**

Attachments:

- | | | |
|---|--|------------------|
| 1  | <i>Attachment 1 - DA2021-1797 - JDAP - Form 1 - Responsible Authority Report - JDAP - Proposed Shop, Liquor Store, Restaurant & Office</i> | <i>22/75630</i> |
| 2  | <i>Attachment 2 - Minutes of MOJDAP-157 - 9 March 2022 - City of Wanneroo</i> | <i>22/96291</i> |
| 3  | <i>Attachment 3 - Two Rocks Heritage Sites - DPLH comment in response to JDAP deferral of Woolworths Shopping Centre application</i> | <i>22/131819</i> |
| 4  | <i>Attachment 4 - Fini Group - Heritage Intentions Letter</i> | <i>22/131576</i> |

Attachment 1 – DA2021/1797 - JDAP - Form 1 - Responsible Authority Report - JDAP - Proposed Shop, Liquor Store, Restaurant & Office

Due to the size of the attachments for this report, they have been prepared under separate cover for distribution. The attachment is available on the [Council meeting dates, agendas and minutes page](#) of the City's website and the official record of the Agenda.

Administration Use Only

22/75630 - Attachment 1 – DA2021/1797 - JDAP - Form 1 - Responsible Authority Report - JDAP - Proposed Shop, Liquor Store, Restaurant & Office

Attachment 2 – Minutes of MOJDAP/157 - 9 March 2022 - City of Wanneroo

Due to the size of the attachments for this report, they have been prepared under separate cover for distribution. The attachment is available on the [Council meeting dates, agendas and minutes page](#) of the City's website and the official record of the Agenda.

Administration Use Only

22/96291 - Attachment 2 - Minutes of MOJDAP/157 - 9 March 2022 - City of Wanneroo

Attachment 3 – Two Rocks Heritage Sites – DPLH comment in response to JDAP deferral of Woolworths Shopping Centre application

Due to the size of the attachments for this report, they have been prepared under separate cover for distribution. The attachment is available on the [Council meeting dates, agendas and minutes page](#) of the City's website and the official record of the Agenda.

Administration Use Only

22/131819 - Attachment 3 - Two Rocks Heritage Sites – DPLH comment in response to JDAP deferral of Woolworths Shopping Centre application

Attachment 4 – Fini Group – Heritage Intentions Letter

Due to the size of the attachments for this report, they have been prepared under separate cover for distribution. The attachment is available on the [Council meeting dates, agendas and minutes page](#) of the City's website and the official record of the Agenda.

Administration Use Only

22/131819 - Attachment 4 - Fini Group – Heritage Intentions Letter

PS05-04/22 Consideration of Amendment No. 201 to DPS 2 to Introduce an Additional 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:-

- 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)

- 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.*
- 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.*
- 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 21,405m² 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.

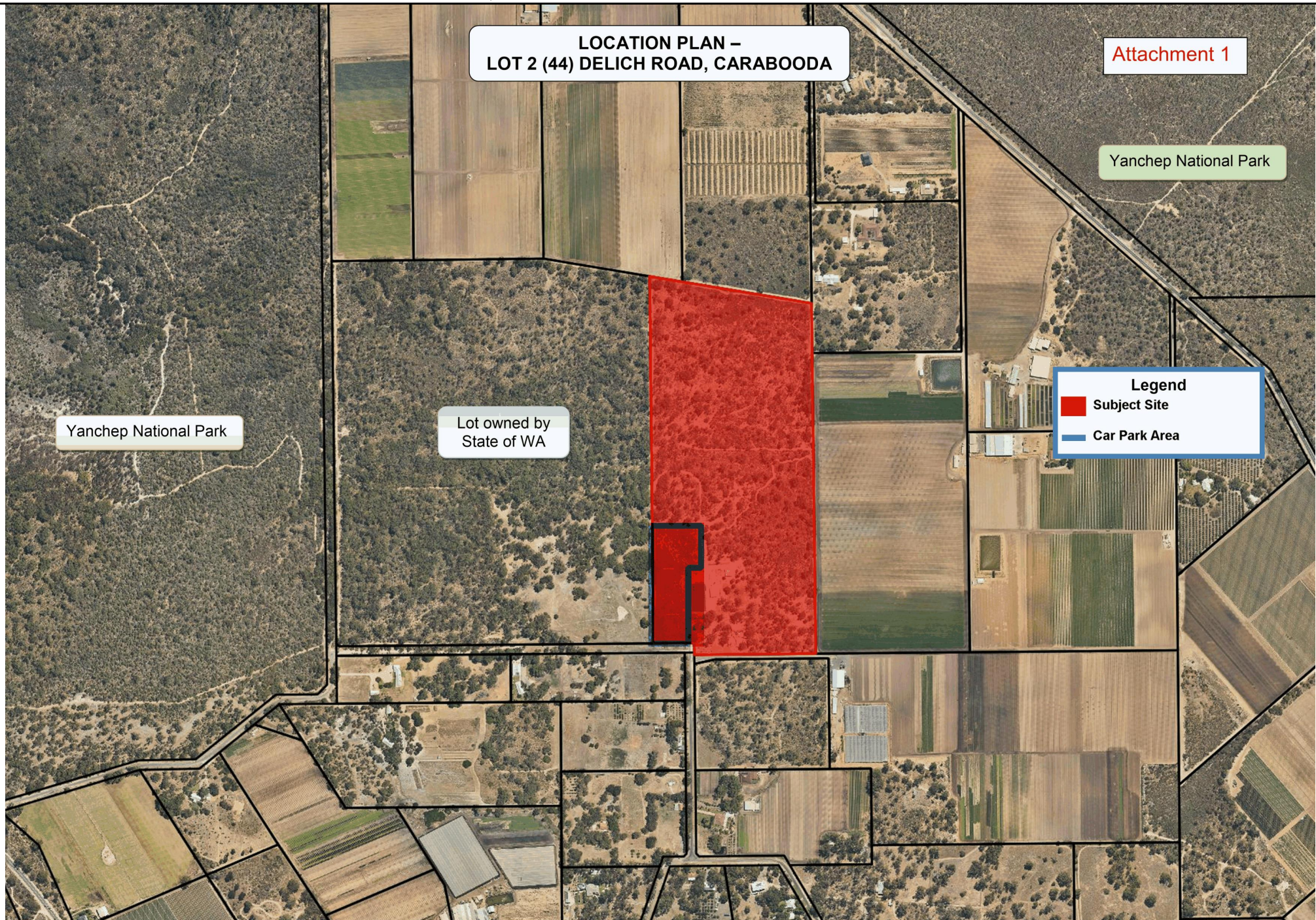
2. Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 201 to District Planning Scheme No. 2 is a 'Complex Amendment' for the following reason:

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; and
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*.

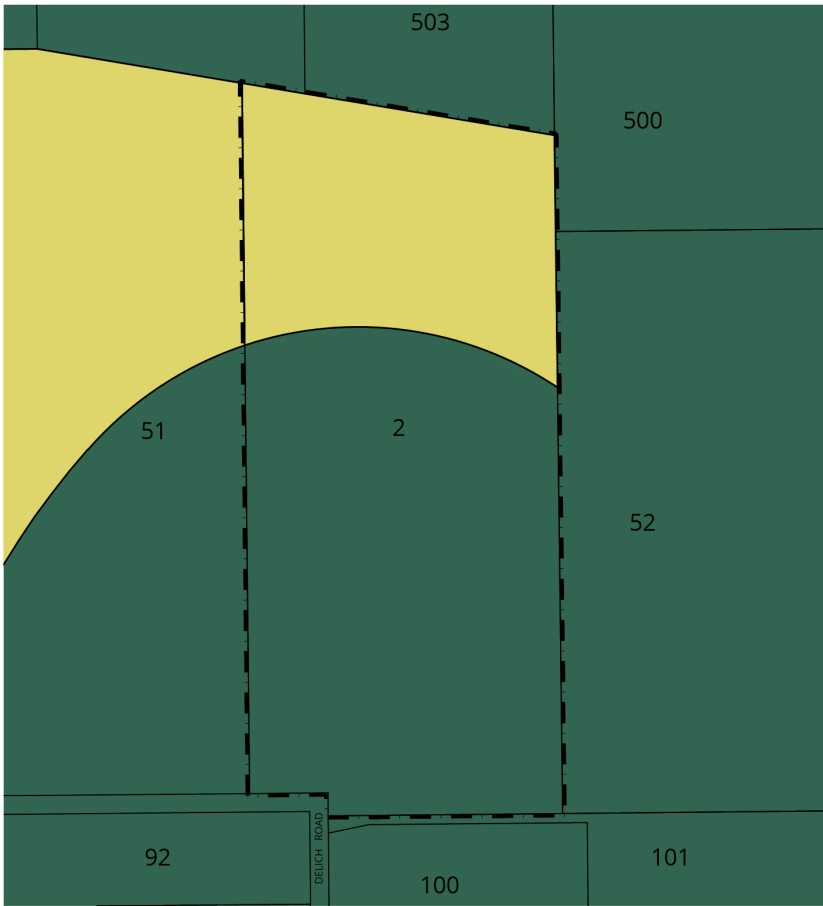
Attachments:

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





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Attachment 2

EXISTING ZONING

LOCAL SCHEME ZONES

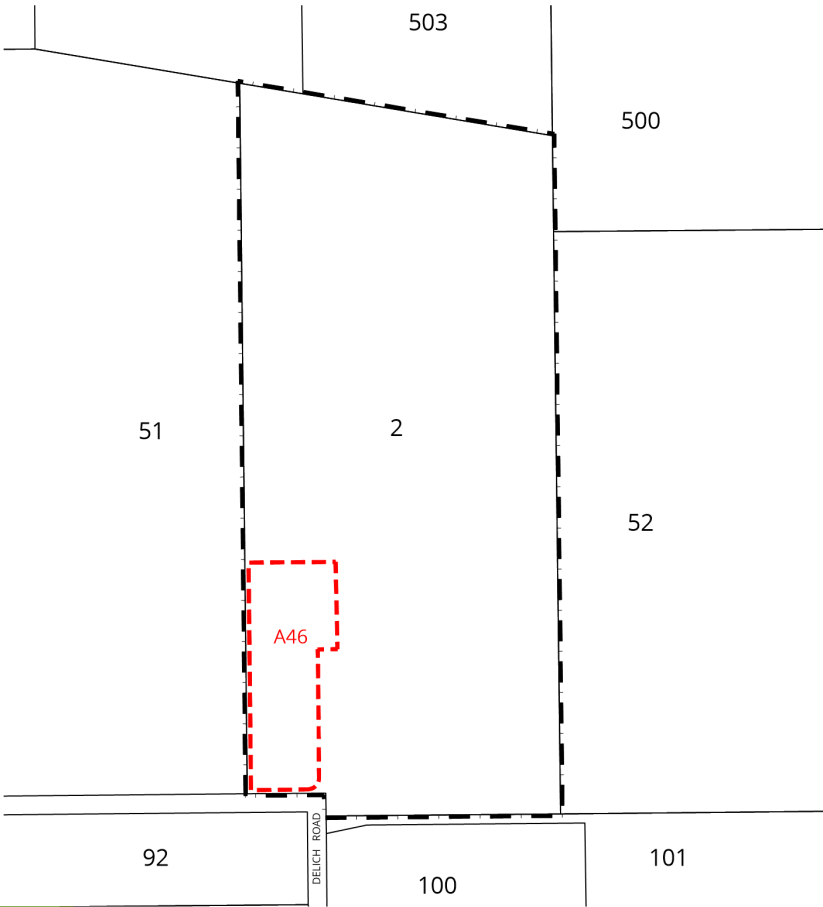
RURAL RESOURCE

LANDSCAPE ENHANCEMENT

OTHERS

SUBJECT SITE

N:\TOWN PLANNING\9000-999\9044\DRAWING\A-CAD - VEDH RAMKHALAWON - 2022.03.28



PROPOSED ZONING

PROPOSED ZONING

OTHERS

A46 ADDITIONAL USES

SUBJECT SITE

9444_FIG06C_20220328_Carabooda (Scheme Amendment) DRAWN:V.R. DATE CREATED: 2022.03.28 PROJECTION: MGA50 GDA94 CADASTRE: LANDGATE MAP DATA: DPLH



0 25m
SCALE @ A4: 1:7500



FIGURE 6
PROPOSED SCHEME AMENDMENT PLAN



Government of Western Australia
Department of Water and Environmental Regulation

Attachment 3

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

Our Ref: CMS18109; DWERTV9064
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.

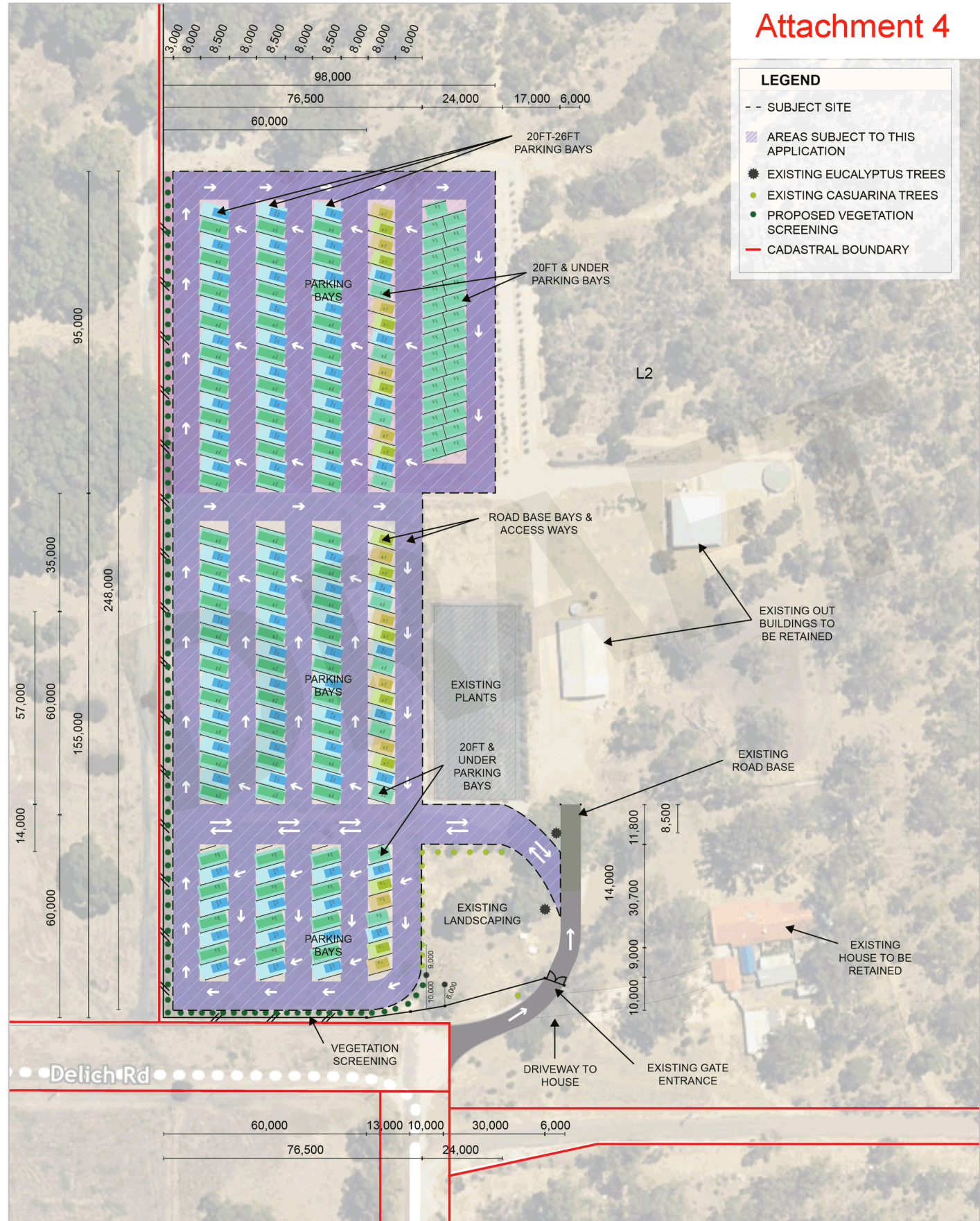
Yours sincerely

A handwritten signature in black ink, reading 'Dehlia Goundrey', written in a cursive style.

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.



0m 30m
SCALE @ A3: 1:1000



File Ref: 43849
Your Ref: Scheme Amendment No. 201
Enquiries: Alex Jarvis – (08) 9405 5476

Attachment 5

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.

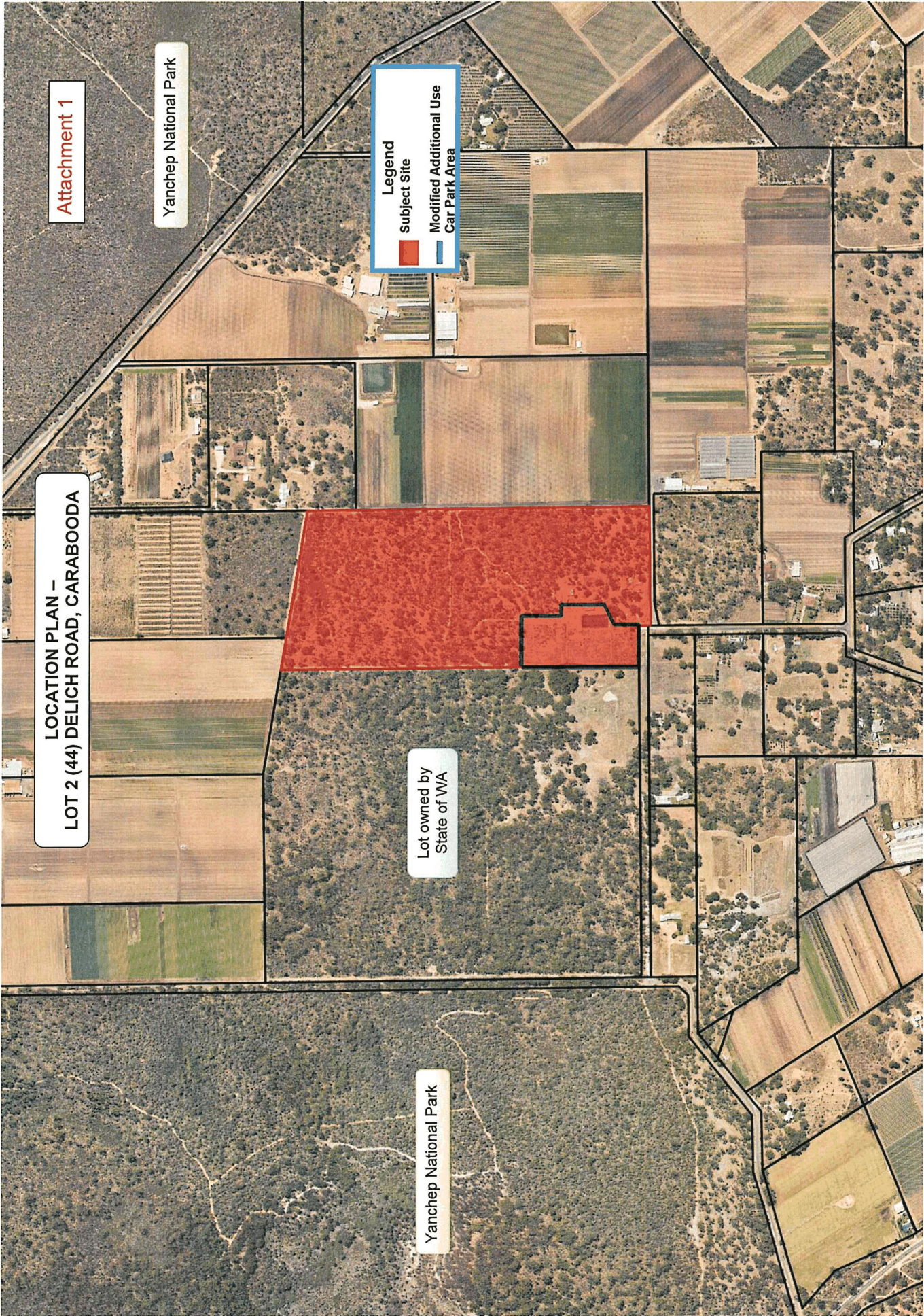
The City advises that in accordance with r.53(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* it is proposed to include the comments from EPA services in its administrative reporting to Council. Further, the City will recommend that the amendment documentation be modified 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



Assets

Nil

Community & Place

Community Development

CP01-04/22 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.

The programs the CCF deliver are unique and the City does not have the capacity and expertise to deliver these initiatives. The CCF sponsorship allows the City to use schools as a mechanism to reach a large active audience of children and young people who are residents

of the City of Wanneroo to teach and encourage them to be responsible citizens. Additionally, the programs can be delivered in community settings where there is an identified need, such as youth and community centres.

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.

The 2020-21 CCF Evaluation Report, that is a deliverable under the current sponsorship arrangement, demonstrates the positive value the tailored programs bring to the City's young people.

Referring to a high school presentation delivered by CCF, a secondary school teacher summarised the presentation *"The presentation was informative, engaging and discussed real life issues that are relevant to our students. It was the perfect balance of serious and fun. The performers were able to keep the student's attention which is really important (and often hard to do!)"*

In reference to the specialised racism workshop CCF deliver, a secondary school student said they *"liked how safe, casual and open it felt. I never felt in danger, uncomfortable or ignored. It didn't feel patronizing as...some workshops can be."*

Specific to the CCF's Intensive program, a participating student said that *"the performance was impactful as it showed us the negative effects of alcohol and drug use as well as the solution and how it can be dealt with."*

A participating teacher of the same intensive program said the *"students and audience were more aware of the information about the topic of mental health and the performance was important in removing people's shame in having mental health issues, as well as the importance of being open and honest about mental health and seeking assistance."*

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) – unlimited programs provided per financial year and offered to all schools in the City

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 – 2 hour sessions x 8 schools in the City provided per financial year, with schools determined in response to social needs impacting in and around their school community, or a City coordinated 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 - 2 x 10 week programs provided to 2 schools per financial year, with schools determined in response to social needs impacting in and around their school community

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 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.

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.

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

Corporate Strategy & Performance

Business & Finance

CS01-04/22 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.

Description	Current Month - February 2022					Comments
	Actual \$m	Original Budget \$m	Variance \$m	Variance %		
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					Comments
	Actual \$m	Original Budget \$m	Variance \$m	Variance %		
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 Depreciation 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.

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			
	Original Budget		Variance		Notes	Actual		Original Budget	Variance		Revised Budget	Variance
	\$	\$	\$	%		\$	\$		\$	%	\$	\$
Revenues												
Rates	82,879	400,000	(317,121)	(79.3)	R	139,159,248	139,767,680	141,191,680	(608,432)	(0.4)	141,191,680	0
Operating Grants, Subsidies & Contributions	1,183,912	1,108,180	75,732	6.8	G	5,346,568	5,423,256	8,015,370	(76,688)	(1.4)	8,067,170	51,800
Fees & Charges	1,303,169	1,583,777	(280,608)	(17.7)	R	43,312,084	44,057,174	50,296,054	(745,090)	(1.7)	50,296,054	(0)
Interest Earnings	184,504	153,827	30,677	19.9	G	1,974,187	1,688,267	2,283,458	285,920	16.9	2,283,458	0
Other Revenue	53,112	62,905	(9,793)	(15.6)	R	540,646	468,429	725,295	72,217	15.4	725,295	0
Total Operating Revenue	2,807,576	3,308,689	(501,113)	(15.1)		190,332,733	191,404,806	202,511,857	(1,072,073)	(0.6)	202,563,657	51,800
Expenses												
Employee Costs	(6,262,201)	(6,713,475)	451,274	6.7	G	(50,397,180)	(50,601,225)	(77,144,625)	204,045	0.4	(77,144,625)	(52,150)
Materials & Contracts	(11,093,653)	(6,301,643)	(4,792,010)	(76.0)	R	(42,971,684)	(48,166,906)	(73,738,173)	5,195,222	10.8	(73,738,223)	(50)
Utility Charges	(708,006)	(831,574)	123,568	14.9	G	(5,610,440)	(6,444,255)	(9,755,555)	833,815	12.9	(9,755,555)	(0)
Depreciation	(3,213,626)	(3,700,952)	487,326	13.2	G	(26,223,420)	(29,607,616)	(44,411,424)	3,384,196	11.4	(44,411,424)	0
Interest Expenses	(358,702)	(342,751)	(15,951)	(4.7)	A	(2,766,376)	(2,743,530)	(4,115,430)	(22,846)	(0.8)	(4,115,430)	0
Insurance	(110,537)	(98,629)	(11,908)	(12.1)	R	(892,698)	(791,532)	(1,285,633)	(101,166)	(12.8)	(1,285,633)	0
Total Operating Expenditure	(21,746,725)	(17,989,024)	(3,757,701)	(20.9)		(128,861,798)	(138,355,064)	(210,398,690)	9,493,266	6.9	(210,450,891)	(52,201)
RESULT FROM OPERATIONS	(18,939,149)	(14,680,335)	(4,258,814)	(29.0)		61,470,935	53,049,742	(7,886,833)	8,421,193	15.9	(7,887,234)	(401)
Non Operating Revenue & Expenses												
Non Operating Grants, Subsidies & Contributions	1,300,241	1,508,921	(208,680)	(13.8)	R	8,097,378	12,600,668	19,076,024	(4,503,290)	(35.7)	18,829,291	(246,733)
Contributed Physical Assets	1,369,478	0	1,369,478	0.0	G	5,477,920	3,735,000	12,180,000	1,742,920	46.7	12,180,000	0
Non Operating Contract Expenses	0	0	0	0.0	G	(14,168,717)	0	(15,000,000)	(14,168,717)	0.0	(15,000,000)	0
Profit on Asset Disposals	109,419	139,167	(29,748)	(21.4)	R	1,334,864	3,375,098	4,945,035	(2,040,234)	(60.4)	4,945,035	0
Loss on Assets Disposals	0	0	0	0.0	G	0	0	(1,013,273)	0	0.0	(1,013,273)	0
TPS* & DCP** Revenues	1,081,793	1,264,799	(183,006)	(14.5)	R	5,735,175	5,403,392	25,630,638	331,783	6.1	25,630,638	0
TPS* & DCP** Expenses	(56,812)	(25,983)	(30,829)	(118.7)	R	(1,269,453)	(14,263,179)	(19,907,771)	12,993,726	91.1	(19,907,771)	400
Total Non Operating Revenue and Expenses	3,804,119	2,886,904	917,215	31.8		5,207,166	10,850,979	25,910,653	(5,643,813)	(52.0)	25,664,320	(246,333)
NET RESULT (OPERATING & NON OPERATING)	(15,135,030)	(11,793,431)	(3,341,599)	(28.3)		66,678,101	63,900,721	18,023,820	2,777,381	(4.3)	17,777,086	(246,734)
Other Comprehensive Income	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	18,023,820	2,777,381	4.3	17,777,086	(246,734)

Key

G - Green
> 0%
-0% to -10%
A - Amber
< -10%
R - Red

*TPS= Town Planning Schemes

**DCP= Developers Contribution Plans

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.

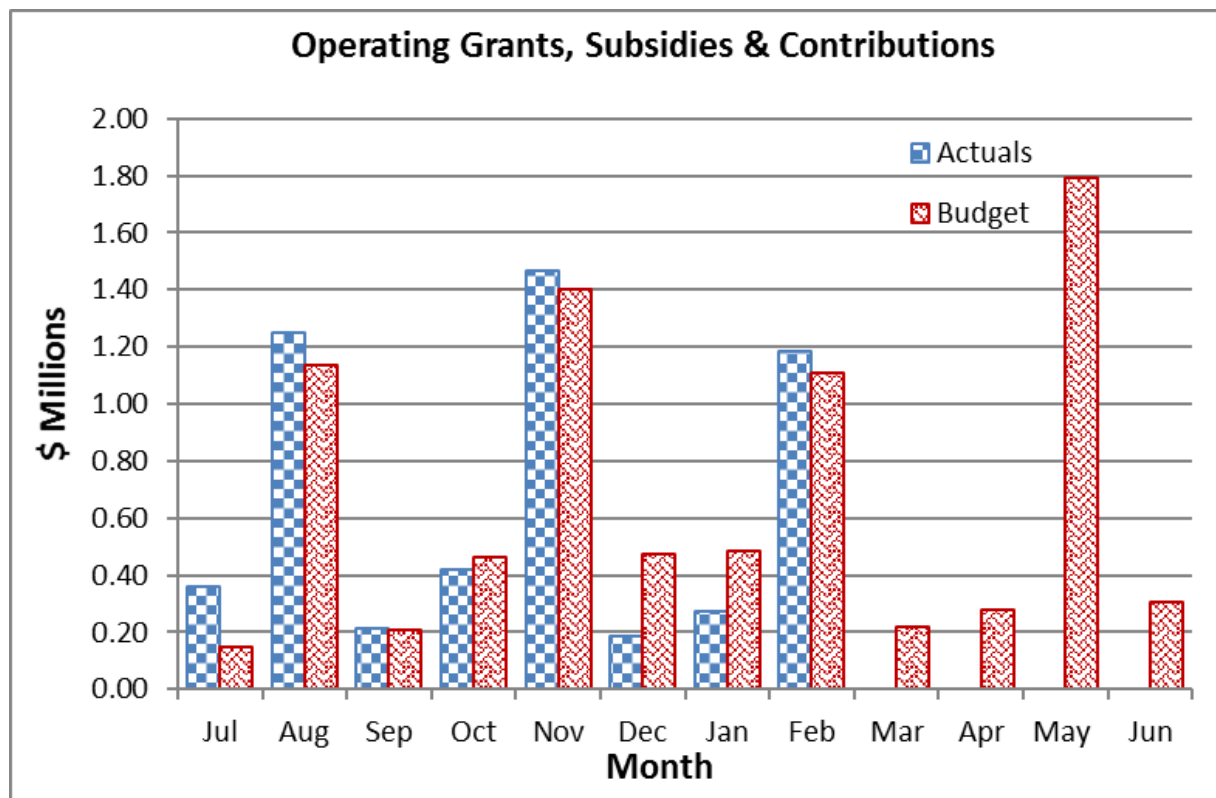
Note 2 Operating Grants, Subsidies & Contributions

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.

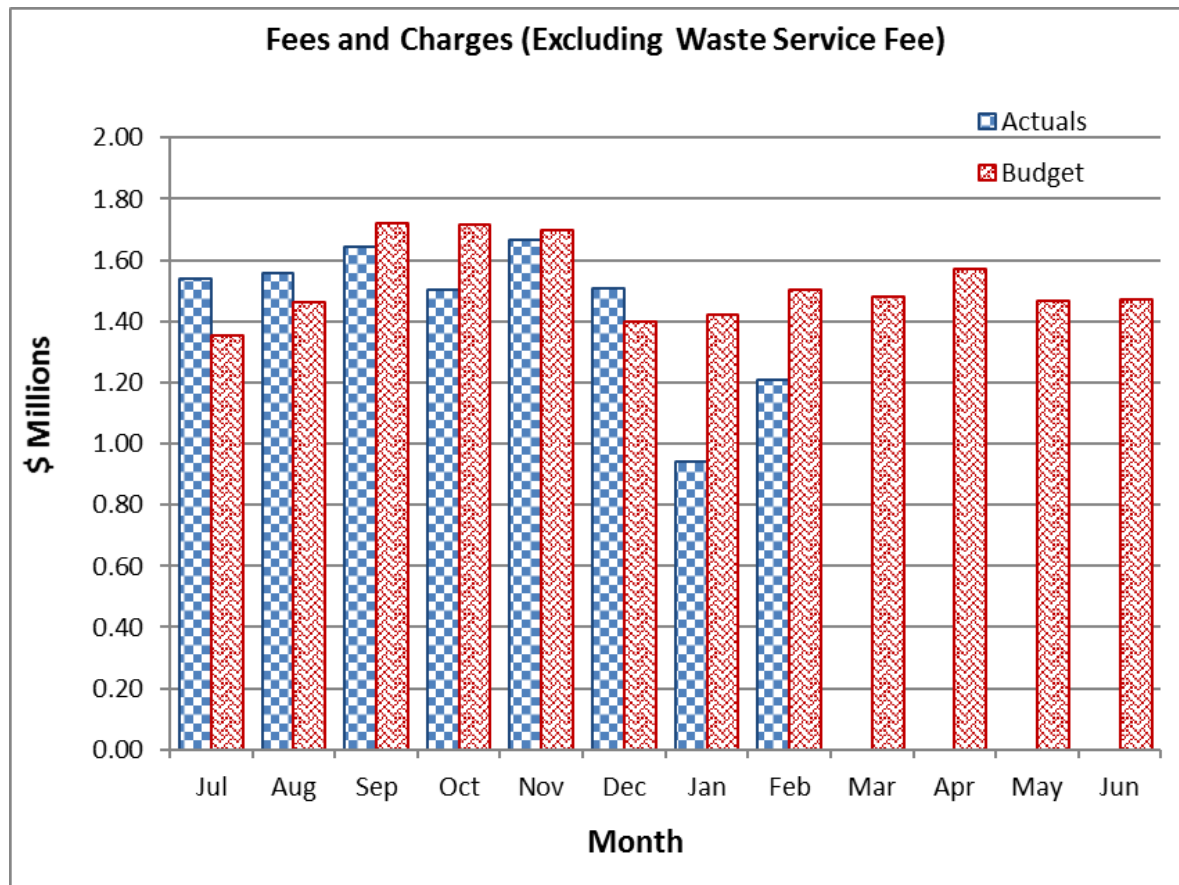


Note 3 Fees and Charges**Month to Date - (Actual \$1.3m, Adopted Budget \$1.6m)**

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.

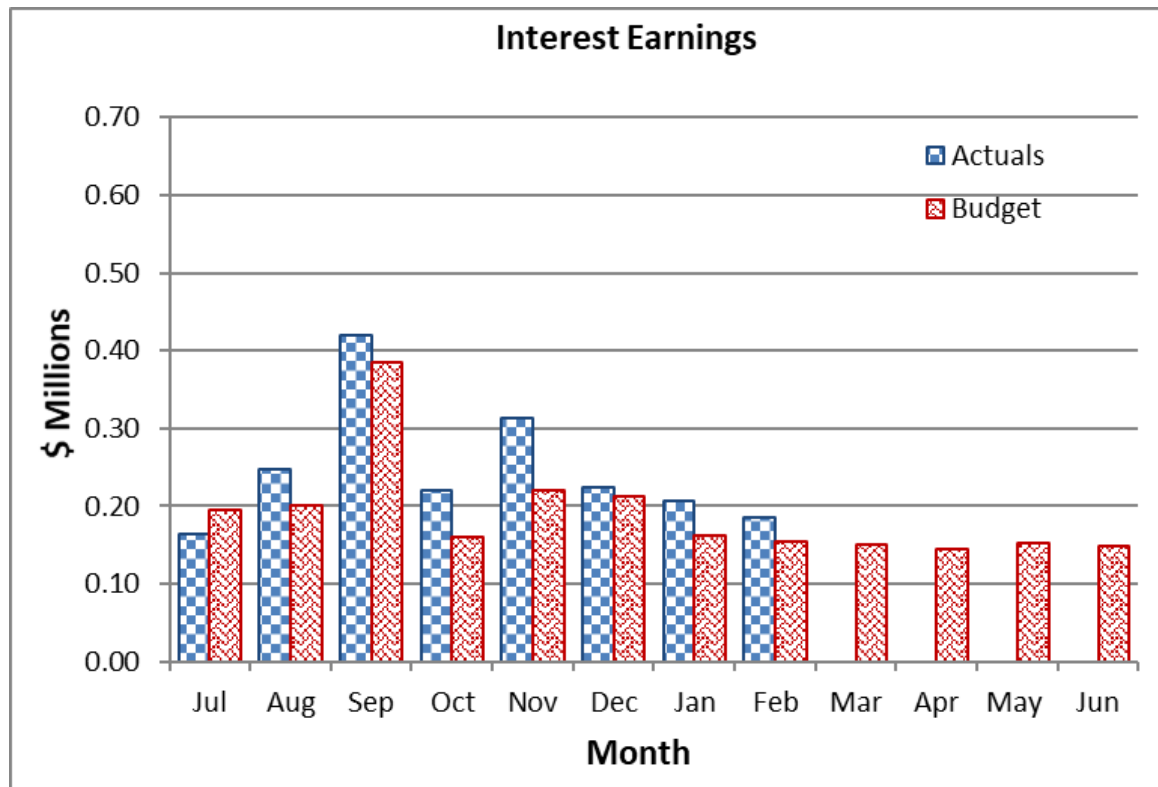


Note 4 Interest Earnings**Month to Date - (Actual \$185k, Adopted Budget \$154k)**

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

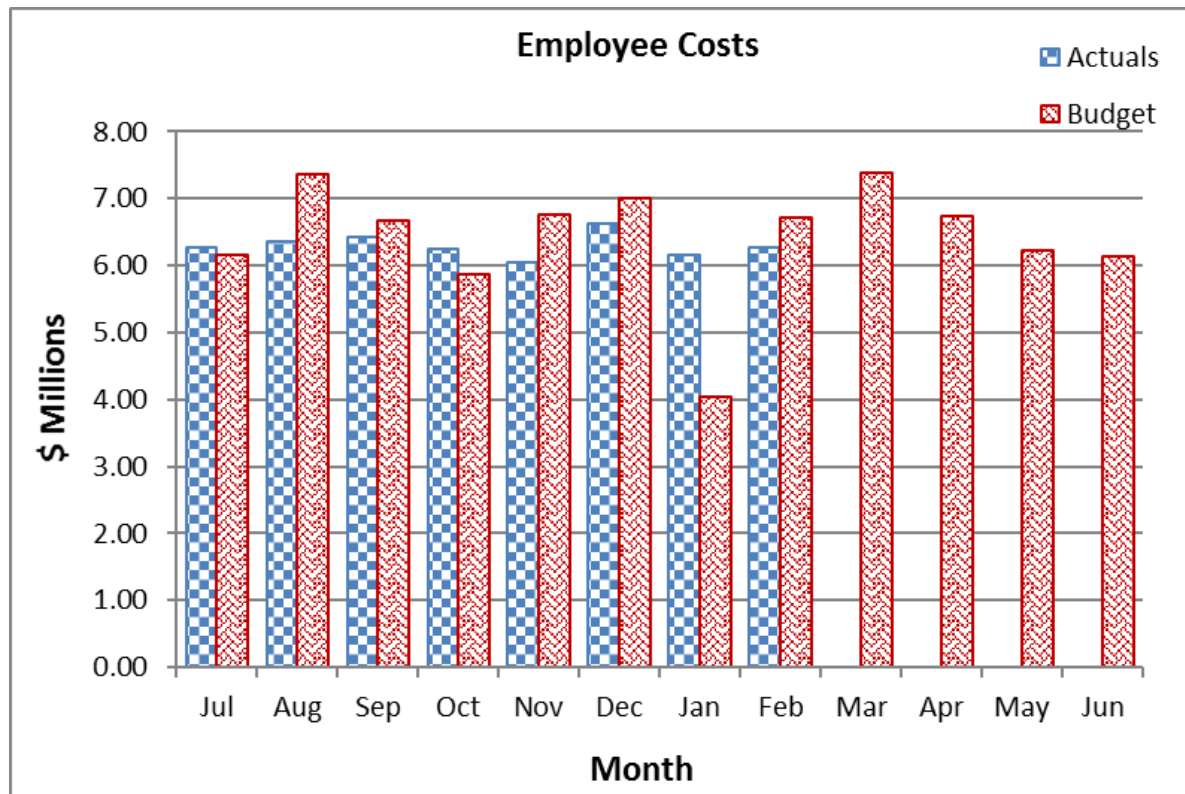
Note 5 Employee Costs

Month to Date - (Actual \$6.3m, Adopted Budget \$6.7m)

The favourable variance of \$451k is mainly 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.

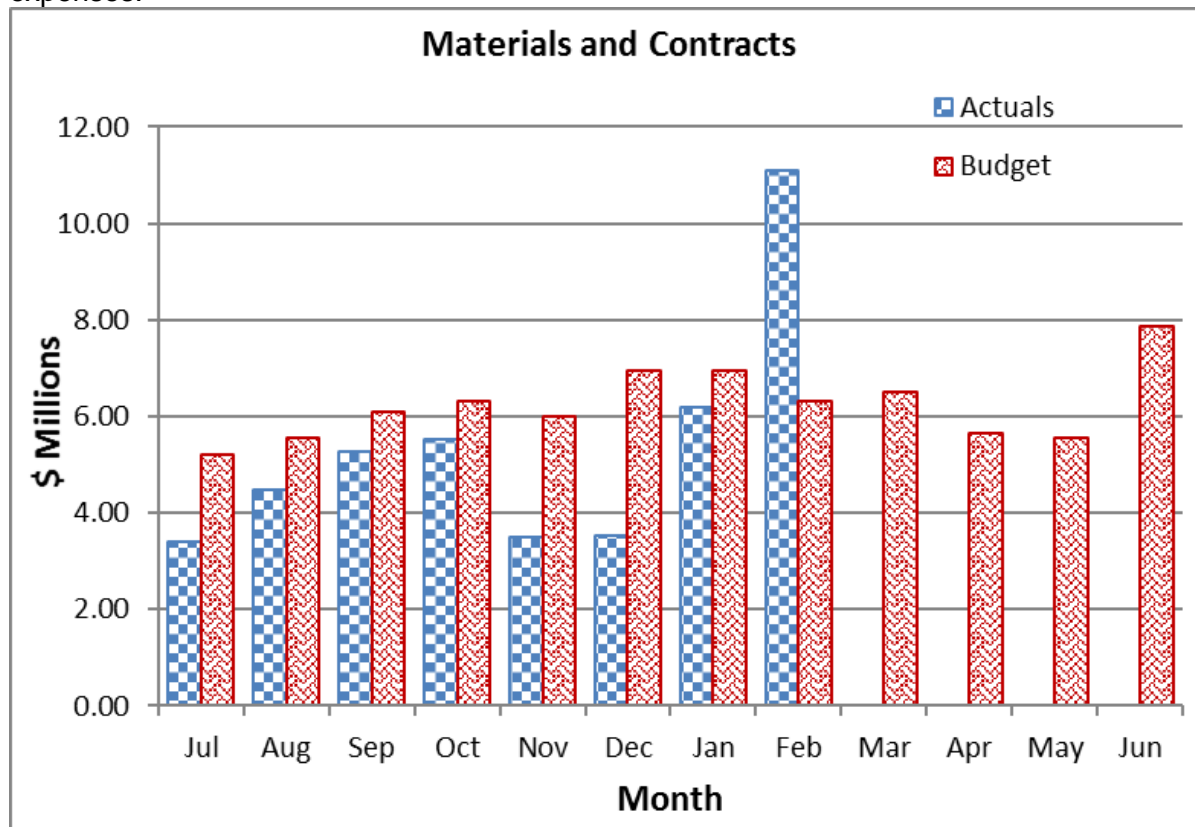


Note 6 Materials & Contracts***Month to Date - (Actual \$11.1m, Adopted Budget \$6.3m)***

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.

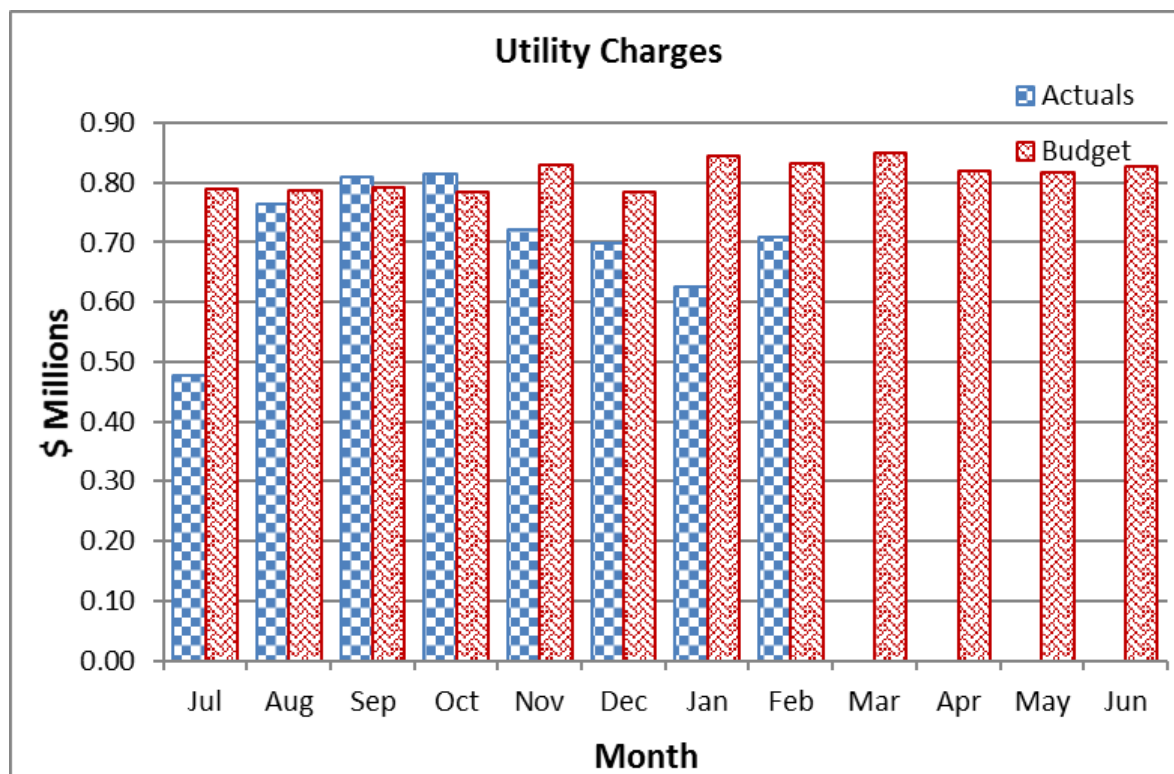


Note 7 Utility Charges**Month to Date - (Actual \$708k, Adopted Budget \$832k)**

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.

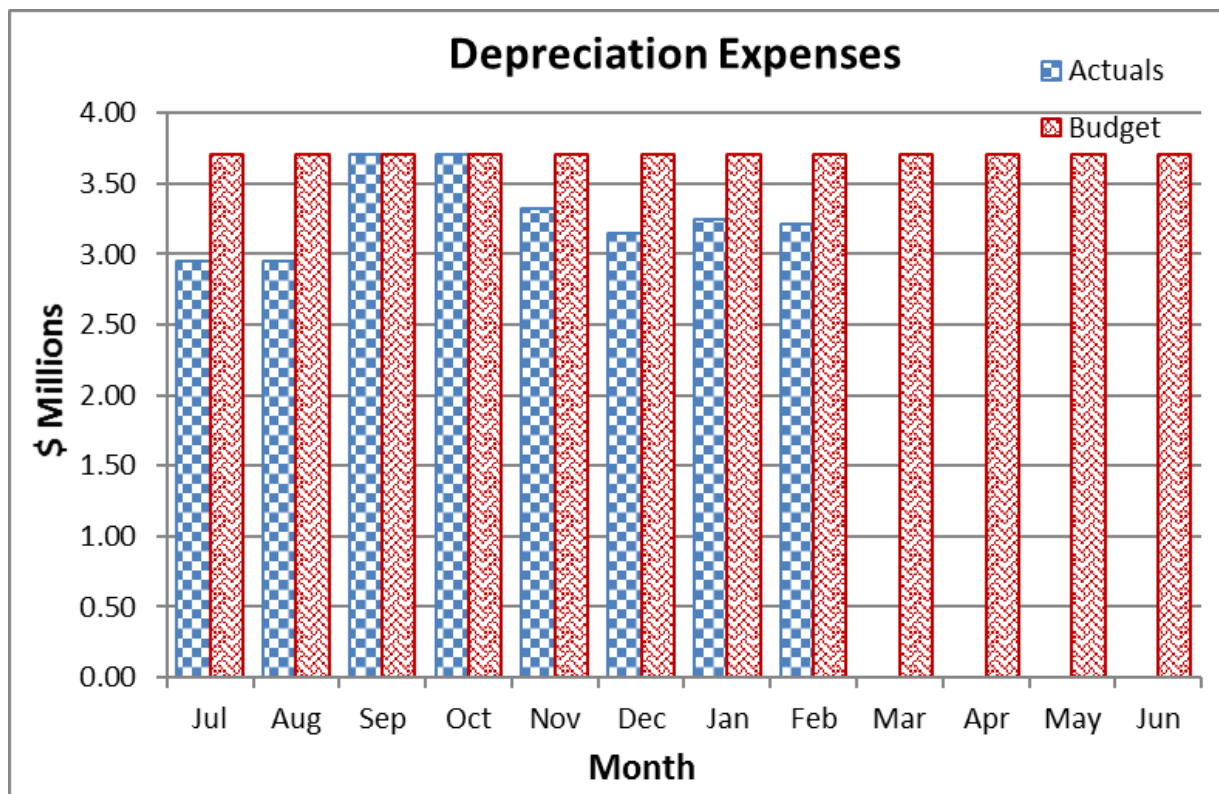


Note 8 Depreciation**Month to Date - (Actual \$3.2m, Adopted Budget \$3.7m)**

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.

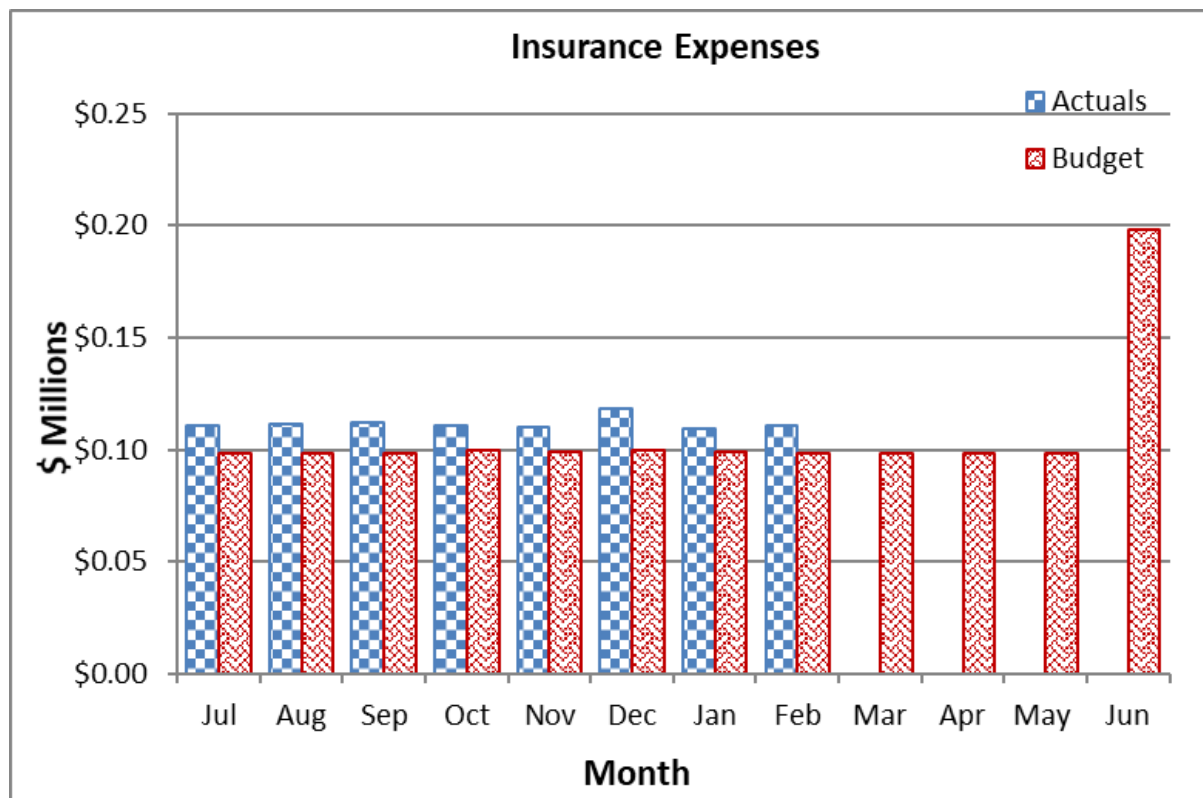


Note 9 Insurance Expenses**Month to Date - (Actual \$111k, Adopted Budget \$99k)**

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.

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		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).

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)	=>1.00:1	2.28:1	1.88:1	YES
Current Liabilities (CL) - CL Associated with RCA				
Debt Service Cover Ratio				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	38.51:1	28.14:1	YES
Principle & Interest Repayments				
Own Source Revenue Coverage Ratio				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.45:1	1.48:1	YES
Operating Expense				
Operating Surplus Ratio				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.37:1	0.34:1	YES
Own Source Operating Revenue				

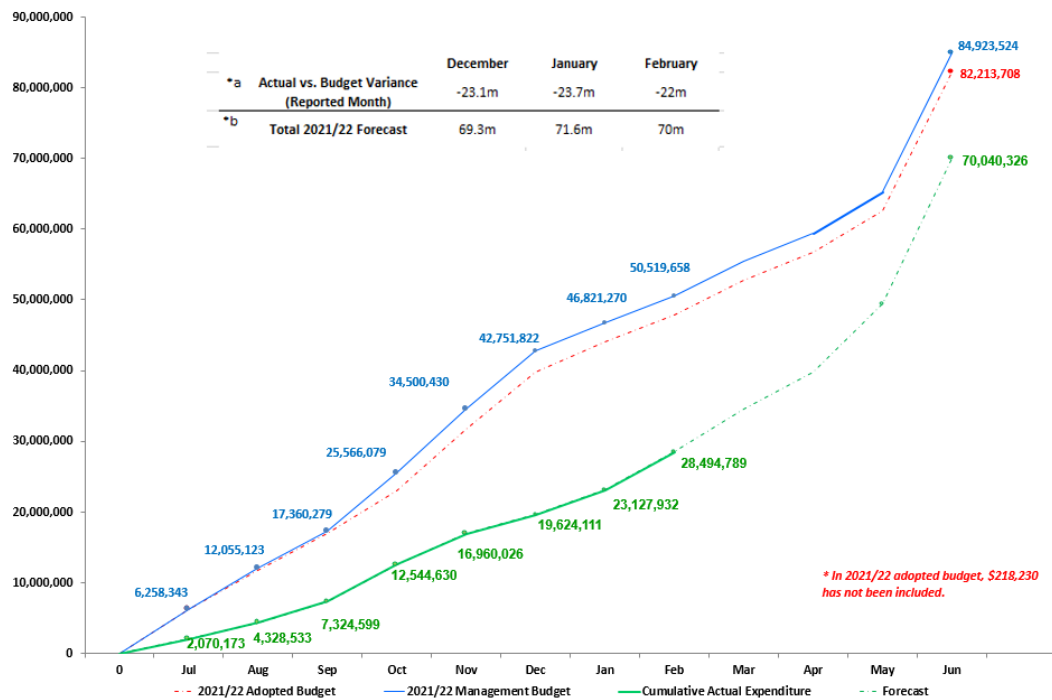
Capital Works Program

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

Sub-Program	No. of Projects	Current Month Actual \$	YTD Actual \$	Revised Budget \$	% Spend
Community Buildings	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.

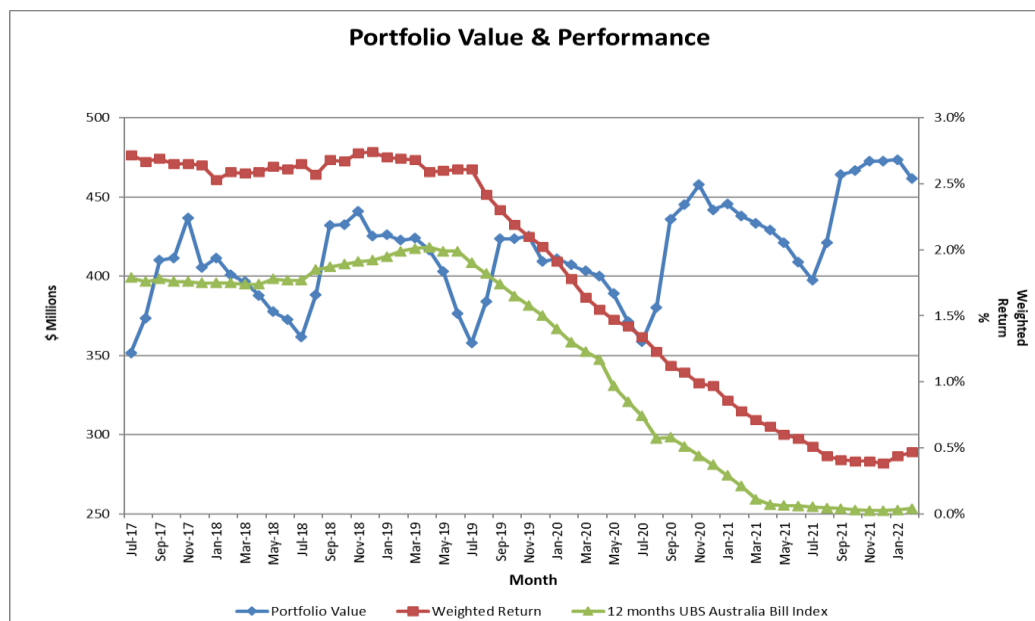
Capital Expenditure to February 2022 - Portfolio View Only



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*

Strategic Implications

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

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.1 - Clear direction and decision making

Risk Management Considerations

Risk Title	Risk Rating
Financial/ Commercial	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	manage

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

"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

Absolute Majority

Recommendation

That Council RECEIVES BY ABSOLUTE MAJORITY the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 28 February 2022 consisting of:

- February 2022 year to date Financial Activity Statement;**
- February 2022 year to date Net Current Assets Position; and**
- February 2022 year to date Material Financial Variance Notes.**

Attachments:

<u>1</u>	<i>Attachment 1 - Statement of Comprehensive Income February 2022</i>	<i>22/106955</i>
<u>2</u>	<i>Attachment 2 - Statement of Financial Position February 2022</i>	<i>22/106959</i>
<u>3</u>	<i>Attachment 3 - Top Projects 2021-22 - February 2022</i>	<i>22/106960</i>
<u>4</u>	<i>Attachment 4 - Investment Report February 2022</i>	<i>22/106963</i>
<u>5</u>	<i>Attachment 5 - Rate Setting Statement February 2022</i>	<i>22/106967</i>

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)	

Key

≥ 0% G - Green
-0% to -10% A - Amber
≤ -10% R - Red

*TPS=Town Planning Schemes

**DCP=Developers Contribution Plans

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 Gngara 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 institution through which the City's monies are invested.

Rating - refers to the Standard & Poor Short Term Rating of the Borrower which, per Council Policy, must be a minimum of A2.

Current Value - refers to the accumulated value of the investment including accrued interest from time invested to current period.

**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)	0	(15,000,000)	(15,000,000)	0	0
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	0	0	0
Movement in Non- Current Deferred Pensioner Rates	242,162	0	242,162	0	0	0	0	0
Movement in Non- Current Leave Liability Provision	(84,552)	0	(84,552)	0	0	0	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	0	(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)	(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

CS02-04/22 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 2022.

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – February 2022		
Cheque Numbers	122672 -	\$459,998.24
EFT Document Numbers	122802	\$18,506,446.10
Credit Cards	1194 – 2364	<u>\$156,644.30</u>
TOTAL ACCOUNTS PAID	1 - 2	\$19,123,088.64
Less Cancelled Cheques		(\$36,751.00)
Manual Journals		\$3,421.00
Town Planning Scheme		<u>(\$6,197.75)</u>
RECOUP FROM MUNICIPAL FUND		<u>\$19,083,560.89</u>
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		<u>\$3,774,153.37</u>
TOTAL ACCOUNTS PAID		<u>\$22,857,714.26</u>
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
Cell 9		<u>\$420.00</u>
TOTAL ACCOUNTS PAID		<u>\$6,127.75</u>

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 - Dundobar 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 - Aquamation	
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	Advanteeing - 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 - Gngangara 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	Woodham 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	Advantesting - 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	HBH 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 - Aquamotion	
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 Bubbleologist - 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 Wannon	\$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 - Aquamation	
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 Girradooia	\$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	
		Planning Institute Of Australia - Registration - Planning Congress	\$2,095.00
		Qantas Airways Limited - Flight Charges - Planning Congress	\$50.92
		CPP Roe Street Parking Fees	\$9.09
		Noelene Jennings	
		National Tax & Accountants Association (NTAA) 2022 FBT Online Seminar	\$569.00
		BigW Online - Stationery Purchase	\$27.00
		Business News Pty Ltd - 3 User Licence Subscription	\$1,815.00
		Local Government Managers - Australia Reporting Award	\$2,830.00
		NEXACU - Training - Power Apps Beginner	\$440.00
		International Transaction Fee	\$27.77
		European Framework Quality Management (EFQM) - Online Training – based in Brussels (Euro 695.00)	\$1,110.80
		Daniel Simms	
		City Of Swan - Parking Fees	\$6.80
		City Of Vincent - Parking Fees	\$10.65
		Orion Café - Business Hospitality	\$14.20
		Thomson Coachlines - Bus Hire - Council Member Tour	\$863.60

		Union Kitchen - Business Hospitality	\$33.28	
		CPP State Library - Parking Fees	\$8.08	
		Sunnyside Up (WA) Pty Ltd	\$68.40	
		Harminster Singh Waste Management - WMRR Membership Subscription renewal & End Of Year Meeting	\$1,777.82	
		The Beach House - Catering - Council Member Tour	\$1,059.00	
		The Good Guys - Retirement Gift - Assets Administration Officer	\$179.00	
		DWER - Water - Clearing Permits	\$3,000.00	
		Western Power - Asset Re- location Fee	\$995.84	
		Institute Of Public Works - Membership Renewals	\$2,668.43	
		Natasha Smart Mailchimp - Subscription	\$44.20	
		Post Wanneroo Post SWA	\$2,229.75	
		Deborah Terelinck Fairfax Subscriptions	\$177.00	
		Mustafa Yildiz Clayton UTZ Qld - Training - ICT Procurement Essentials	\$950.00	
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			
		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

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

Strategic & Business Planning

CS03-04/22 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 of 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.

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

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:

[!\[\]\(10f8862fc183b400327470ea85afe9ae_img.jpg\) Attachment 1 - Quarter 2 Corporate Performance Report Consolidated 22/38855](#)

CORPORATE PERFORMANCE REPORT

2021/22 Quarter 2 (OCT - DEC 2021)



2021/22 Quarter 2 Corporate Performance Report

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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.

2021/22 Quarter 2 Corporate Performance Report

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 of 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%.

2021/22 Quarter 2 Corporate Performance Report

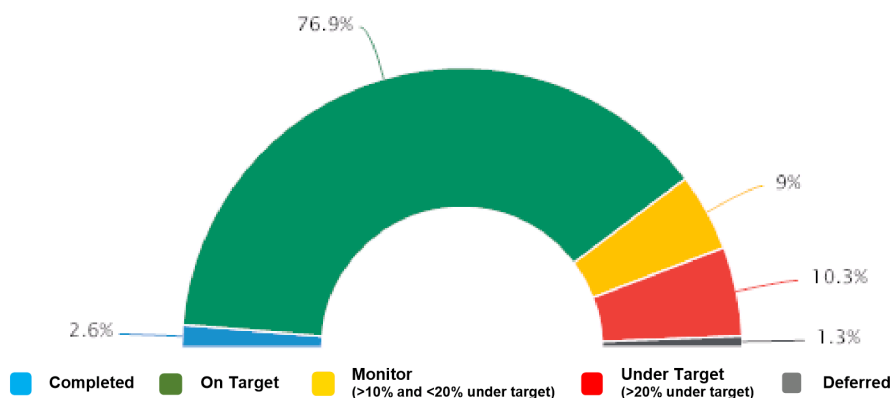
Organisational Performance

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.



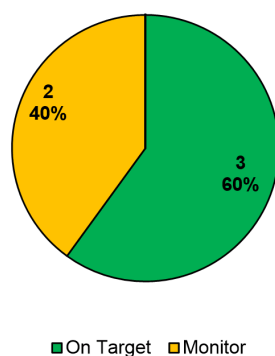
68 (89%) of this year's initiatives have been completed, are on target or being monitored. Seven initiatives (10%) are under target and one (1%) has been deferred.

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.

2021/22 Quarter 2 Corporate Performance Report

Performance by SCP Goals

The sections below illustrate how the City has performed against the CBP initiatives aligned to each SCP goal.

GOAL 1



AN INCLUSIVE AND
ACCESSIBLE CITY WITH
PLACES AND SPACES
THAT EMBRACE ALL

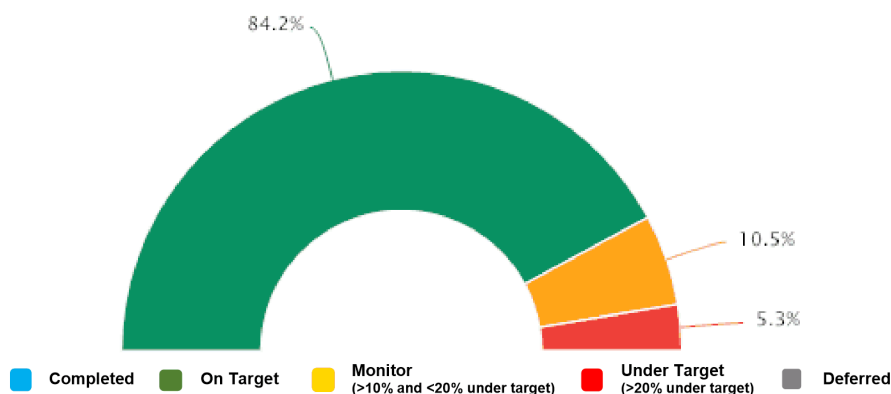
Priority 1.1 Value the contribution of all people

Priority 1.2 Value public places and spaces

Priority 1.3 Facilities and activities for all

Priority 1.4 Bringing people together

Priority 1.5 Learning and discovery choices



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.

2021/22 Quarter 2 Corporate Performance Report

GOAL 2

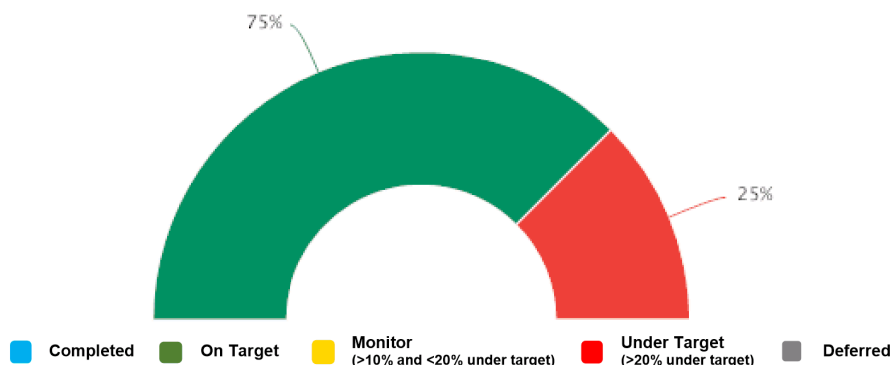


**A CITY THAT CELEBRATES
RICH CULTURAL HISTORIES,
WHERE PEOPLE CAN VISIT AND
ENJOY UNIQUE EXPERIENCES**

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.

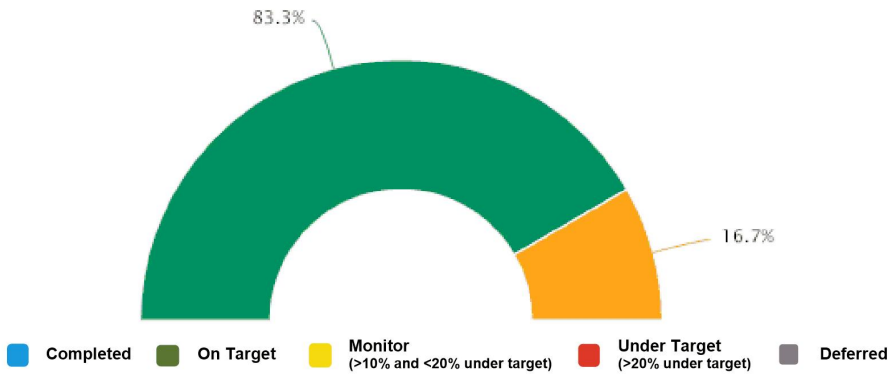
2021/22 Quarter 2 Corporate Performance Report

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
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2021/22 Quarter 2 Corporate Performance Report

GOAL 4



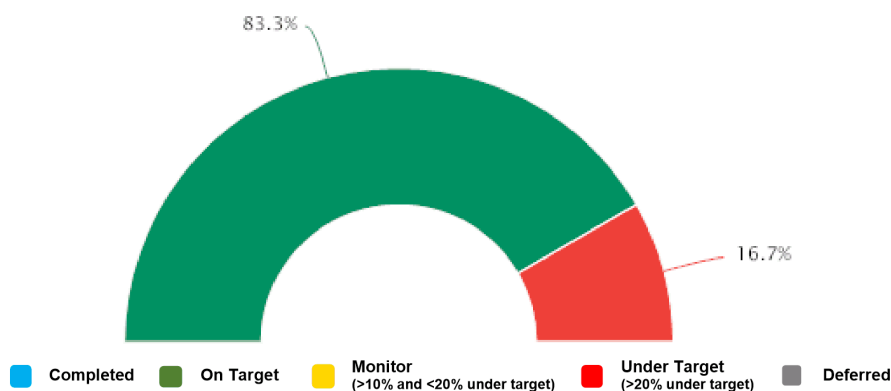
A SUSTAINABLE CITY THAT BALANCES THE RELATIONSHIP BETWEEN URBAN GROWTH AND THE ENVIRONMENT

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

2021/22 Quarter 2 Corporate Performance Report

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.

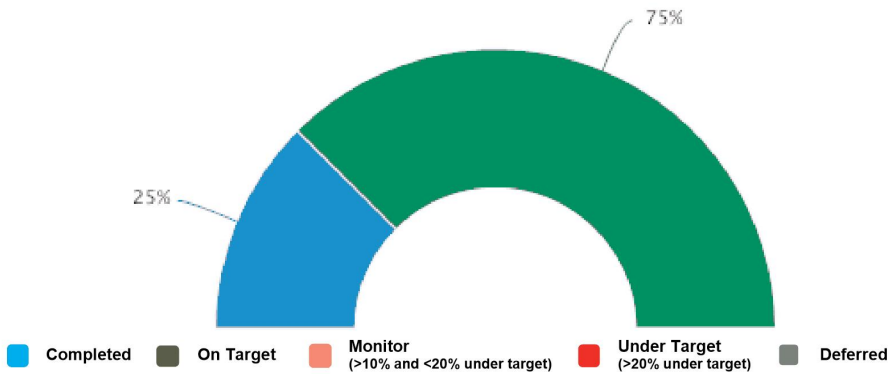
2021/22 Quarter 2 Corporate Performance Report

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

2021/22 Quarter 2 Corporate Performance Report

GOAL 7



A WELL-GOVERNED AND MANAGED CITY THAT MAKES INFORMED DECISIONS, PROVIDES STRONG COMMUNITY LEADERSHIP AND VALUED CUSTOMER FOCUSED SERVICES

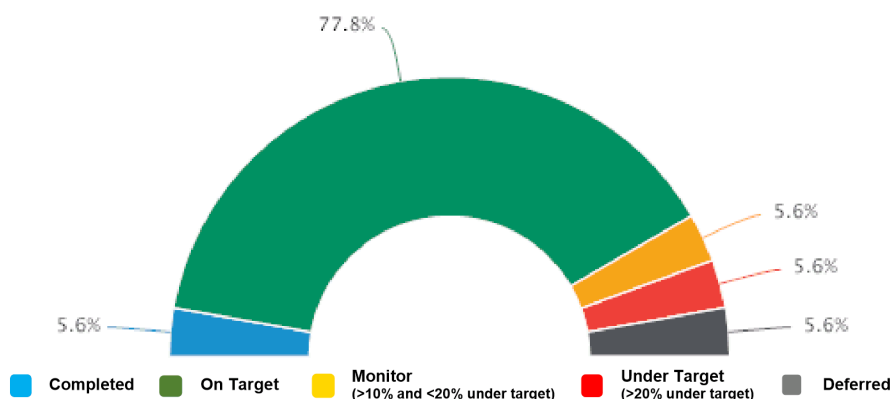
Priority 7.1 Clear direction and decision making

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%):

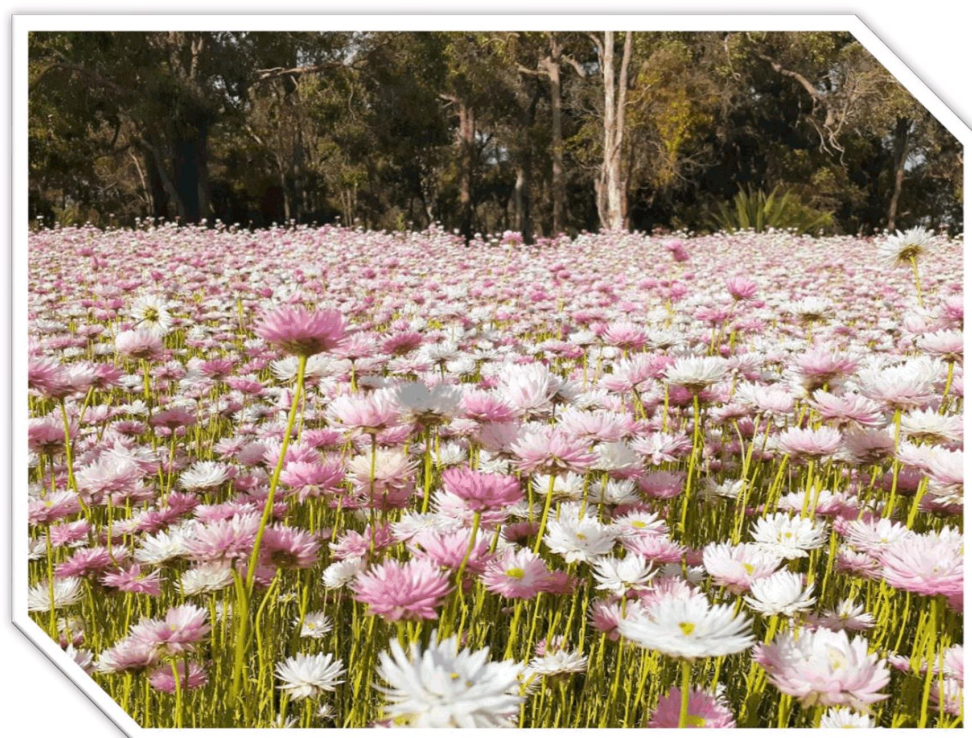
Priority	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	Corrective Action
7.5	Customer Relationship Management System - Vendor selection and detailed design of the new system	Manager Customer & Information Services	50	5	Deferred	The CRM procurement has concluded with no vendors 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

2021/22 Quarter 2 Corporate Performance Report

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

2021/22 Quarter 2 Corporate Performance Report

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				Comments
	Actual \$m	Original Budget \$m	Variance \$m	Variance %	
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 Depreciation.
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.

2021/22 Quarter 2 Corporate Performance Report

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 - Corporate	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.

2021/22 Quarter 2 Corporate Performance Report

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 Gngara 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	

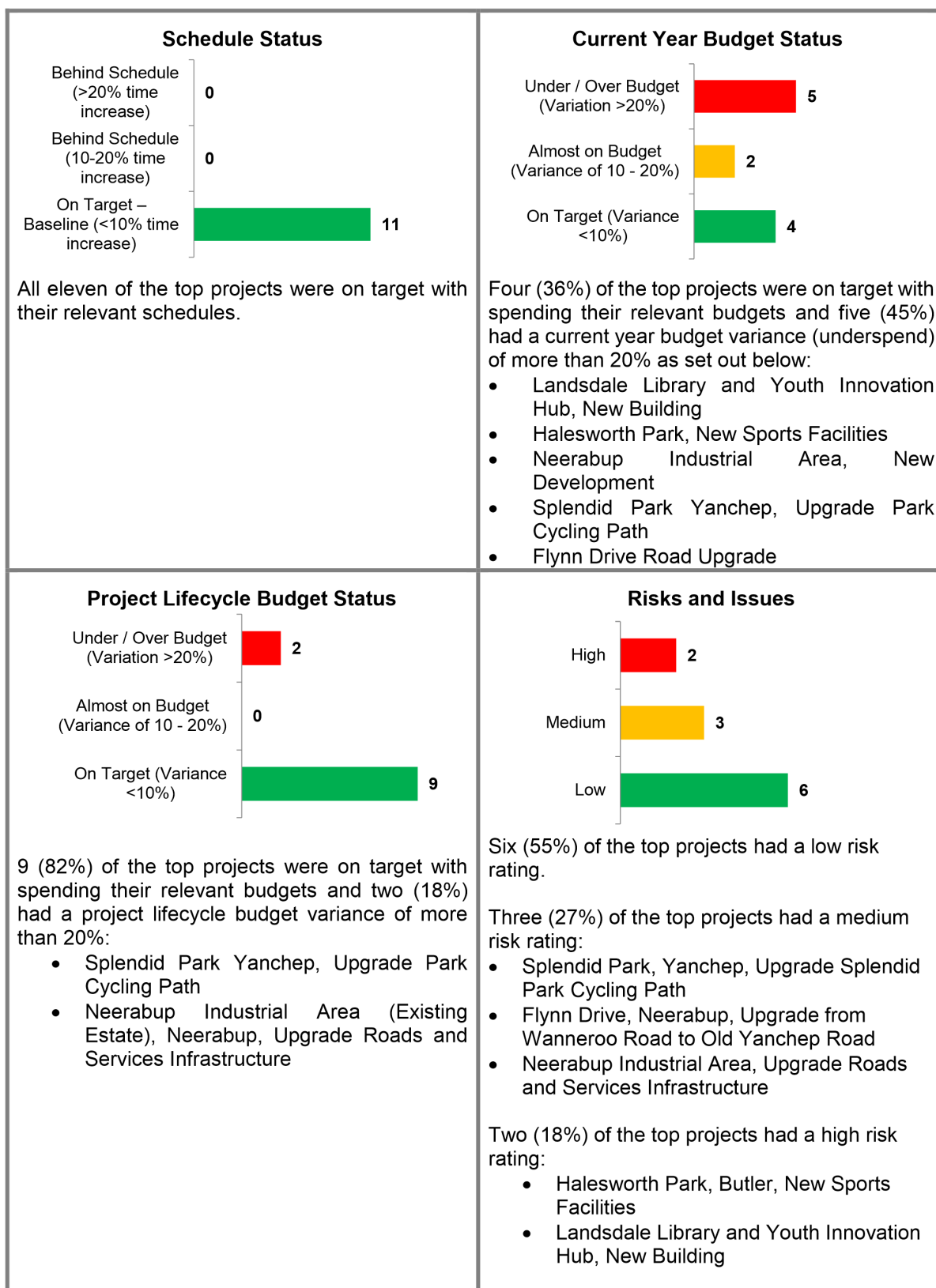
* Represents the total Project Life Cycle progress for multi-year projects.

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



Additional details on all top projects is provided in **Annexure 2**.

Annexure 1

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

Priority Title	Initiative Details				Progress		
	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

Priority Title	Initiative Details			Progress			
	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 as 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 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

Priority Title	Initiative Details			Progress			
	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	<p>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.</p> <p>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.</p> <p>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.</p> <p>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 =.</p>	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 workshoped 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	<p>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.</p> <p>Planning for the new carpets, shelving, and lighting continues with an anticipated start in April 2022.</p>	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	<p>Concept 5 adopted by Council in November 2021 and released for community engagement on 6th December 2021.</p> <p>Advocacy Plan adopted by Council in November 2021 and initiated alongside engagement from 6th December 2021</p>	Nil
1.3 Facilities and activities for all	Southern Suburbs Community and Youth Innovation Hub - Complete detailed design	Manager Cultural Development	50	40	Monitor	<p>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.</p> <p>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.</p> <p>Work continues to progress on the proposed aboriginal naming of the building with a plan to go to Forum in January 2022.</p>	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

Priority Title	Initiative Details			Progress			
	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	<p>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.</p> <p>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.</p> <p>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 and 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.</p> <p>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.</p>	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

Priority Title	Initiative Details			% Complete	Performance	Progress	
	Initiative	Responsible Officer	Target			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	<p>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</p> <p>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.</p> <p>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.</p> <p>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.</p>	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	<p>The Economic Development Fund implementation has been completed.</p> <p>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.</p> <p>Local procurement opportunities were supported during the period where appropriate.</p> <p>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.</p>	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

Priority Title	Initiative Details			Progress			
	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

Priority Title	Initiative Details			Progress			Corrective Action
	Initiative	Responsible Officer	Target	% Complete	Performance	Comment	
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 descope 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

Priority Title	Initiative Details			Progress			
	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


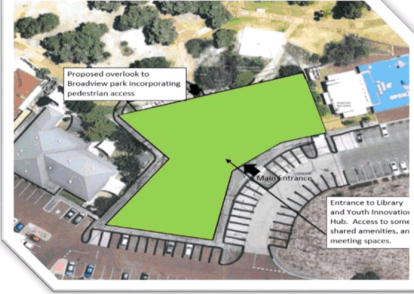
Goal	Priority	Key Performance Indicator	Unit of Measurement (UOM)	Service Unit	Reporting Frequency	2020/21 Jul - Dec Actual	2021/22 Target	2021/22 Jul - Dec Actual	Performance	Comment on Result
Goal 1: An inclusive and accessible city with places and spaces that embrace all	Priority 1.3 Facilities and 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 around 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 around 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 around 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 Gngara 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

CS04-04/22 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.

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	Subsidising 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 subsidising 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.*

(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.

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:

[!\[\]\(21199f22b9d1b26430e2489096a820a5_img.jpg\) Attachment 1 - Minutes of Special Electors Meeting - Wednesday, 16 March 2022 22/112217](#)

COUNCIL MINUTES

Unconfirmed Minutes

Electors' Special Meeting

6:00pm, 16 March, 2022

Council Chamber, Civic Centre 23 Dundebur 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.

CITY OF WANNEROO MINUTES OF SPECIAL MEETING OF ELECTORS 16 MARCH, 2022

II

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.

CITY OF WANNEROO MINUTES OF SPECIAL MEETING OF ELECTORS 16 MARCH, 2022

III

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	Subsidising 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 Stover

That Council plan for retrospectively and into the future subsidising 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 Stroker, MERRIWA

Moved Ian Stroker, 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 Stroker, MERRIWA

Moved Ian Stroker, 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 Stroker, MERRIWA

Moved Ian Stroker, 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.

CS05-04/22 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.

<i>Three Delegates</i>
<i>Councillor : Helen Berry</i>
<i>Councillor: Paul Miles</i>
<i>Councillor: Natalie Sangalli</i>

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 Dundobar 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:	<i>Heritage Services Advisory Group</i>
Purpose and Role	
<p>The purpose of this Group is:</p> <ul style="list-style-type: none"> To recommend to Council on policy matters pertaining to the heritage of the City of Wanneroo. <p>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.</p> <p>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.</p>	
1. Aims & Functions	
<p>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.</p> <p>1.2 Recommend policies to council in relation to the management of the heritage collections of the City of Wanneroo.</p> <p>1.3 Provide advice on a program of events that enhance and promote a positive image of the City.</p> <p>1.4 Provide input to Council's decision making process on development or demolition applications concerning places identified in the Local Heritage Survey.</p> <p>1.5 Provide input to Council on places nominated for inclusion in the Local Heritage Survey.</p>	
2. Membership:	
<p>2.1. The Heritage Services Advisory Group shall consist of the following representation:</p> <ul style="list-style-type: none"> 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 <p>2.2. Community representatives are to be approved by the appropriate Director;</p> <p>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;</p> <p>2.4. Members must comply with the City's Code of Conduct;</p> <p>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;</p> <p>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.</p>	

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

CE01-04/22 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

At the Ordinary Council Meeting of 20 April 2021, Council established a procedure in accordance with Clause 15(2) of the *Local Government (Model Code of Conduct) Regulations 2021* and the City of Wanneroo's Code of Conduct for Council Members, Committee Members and Candidates (the **Code**) for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Code.

On 10 August 2021 (CE01-08/21) Council adopted a Policy to replace the procedure to provide public transparency and accountability and to afford Council a periodical review process. 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 the 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.

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 appropriately 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.

Mandatory Mediation

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.*

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.

Complaint Administrator

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.

Code Complaint Form

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.

Delegation to provide authority to dismiss a Complaint

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*
- (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).

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.

Consultation

Council Members have previously been consulted through Forums and Council Meetings in the development of the current Complaint Handling Policy.

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.





Voting Requirements

Simple Majority

Recommendation

That Council ADOPTS 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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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](http://www.wanneroo.wa.gov.au/council/Good%20Governance%20and%20Conduct/Codes%20of%20Conduct) 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.



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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 probabilities¹; 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.



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- 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.

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- 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.

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- 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;



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- 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 as 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

<i>DEFINITIONS: Any definitions listed in the following table apply to this document only.</i>	
Act	means the <i>Local Government Act 1995</i> .
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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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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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 [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](http://www.wanneroo.wa.gov.au/council/Good%20Governance%20and%20Conduct/Codes%20of%20Conduct)).
- 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 probabilities¹; 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.



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- e)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
 - ii) the submission (if received) by the Respondent pursuant to clause 5.10.

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 follows the 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) be based on proper and genuine consideration of the finding of the Complaint Administrator, their report and recommendation; and
 - iii) 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.

5.85.9 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) If Council resolving to prepare and es to implement an Action Plan, the Council may consider:
 - i) the findings and recommendations of the Complaint Administrator;
 - ii) the Respondent's submission in relation to the ~~Action Plan~~Complaint;
 - 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 dining 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.

5.95.11 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.

5.105.12 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.

5.115.13 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

<i>DEFINITIONS: Any definitions listed in the following table apply to this document only.</i>	
Act	means the <i>Local Government Act 1995</i> .
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

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



Policy Manual

11 RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

Version	Next Review	Record No:
1	July 2024	21/250805



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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](http://www.wanneroo.wa.gov.au/council/Good%20Governance%20and%20Conduct/Codes%20of%20Conduct)).
- 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.
- e)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 probabilities¹; and
 - vi) prepare a report and recommendation to Council based on their findings.
- d) The findings and subsequent recommendation ~~ationed 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.



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- 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.

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- 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.

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- 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;



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- 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 as 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

<i>DEFINITIONS: Any definitions listed in the following table apply to this document only.</i>	
Act	means the <i>Local Government Act 1995</i> .
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

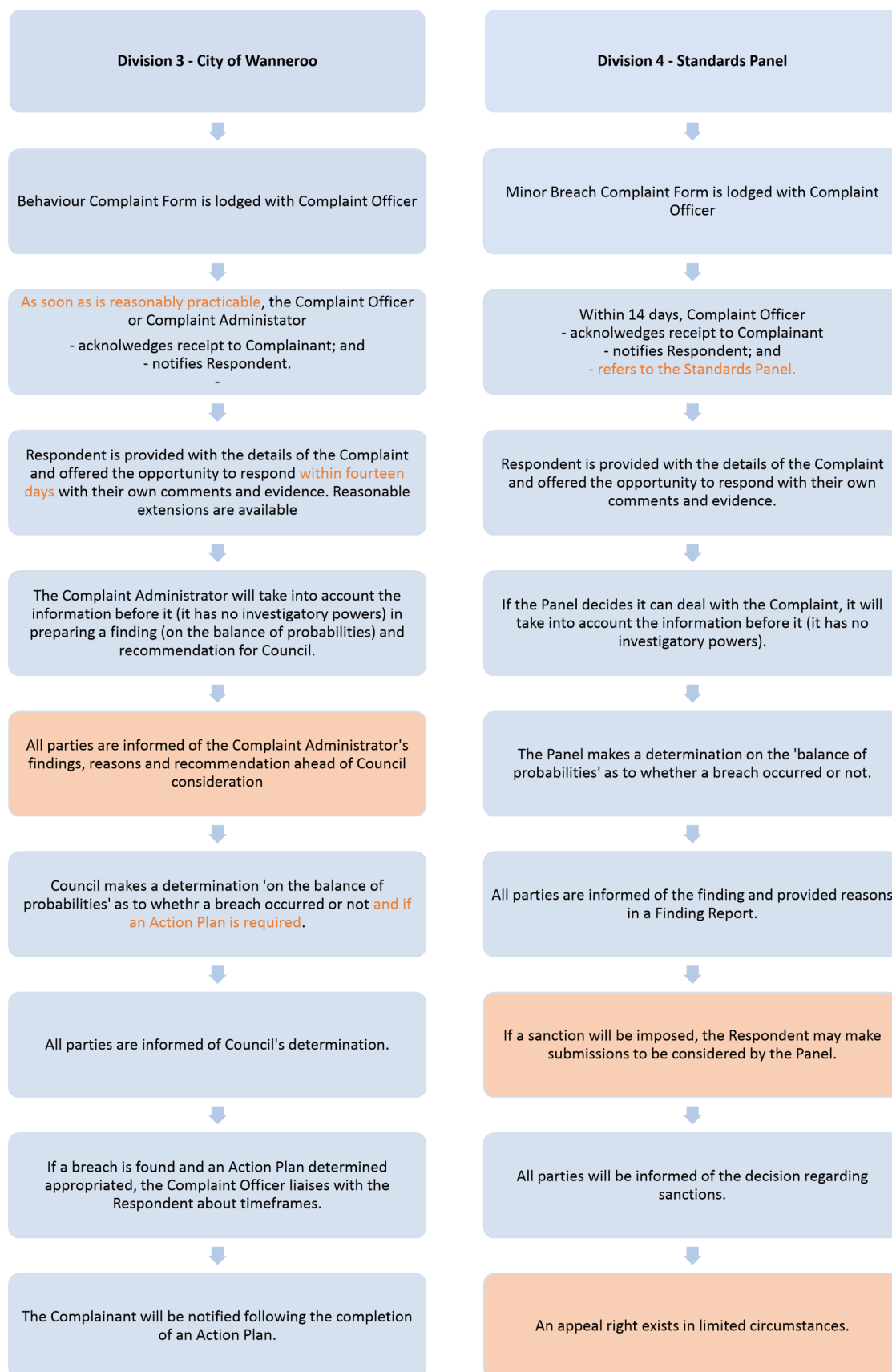
10 REFERENCES

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.
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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

Advocacy & Economic Development

CE02-04/22 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.

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	<ul style="list-style-type: none"> • Your Say/City website • Media release • Surveys (internal and external) • e-news business database (over 11,000 local businesses)

	<ul style="list-style-type: none"> • 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

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



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

ECONOMIC DEVELOPMENT STRATEGY 2022 - 2032 05

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.

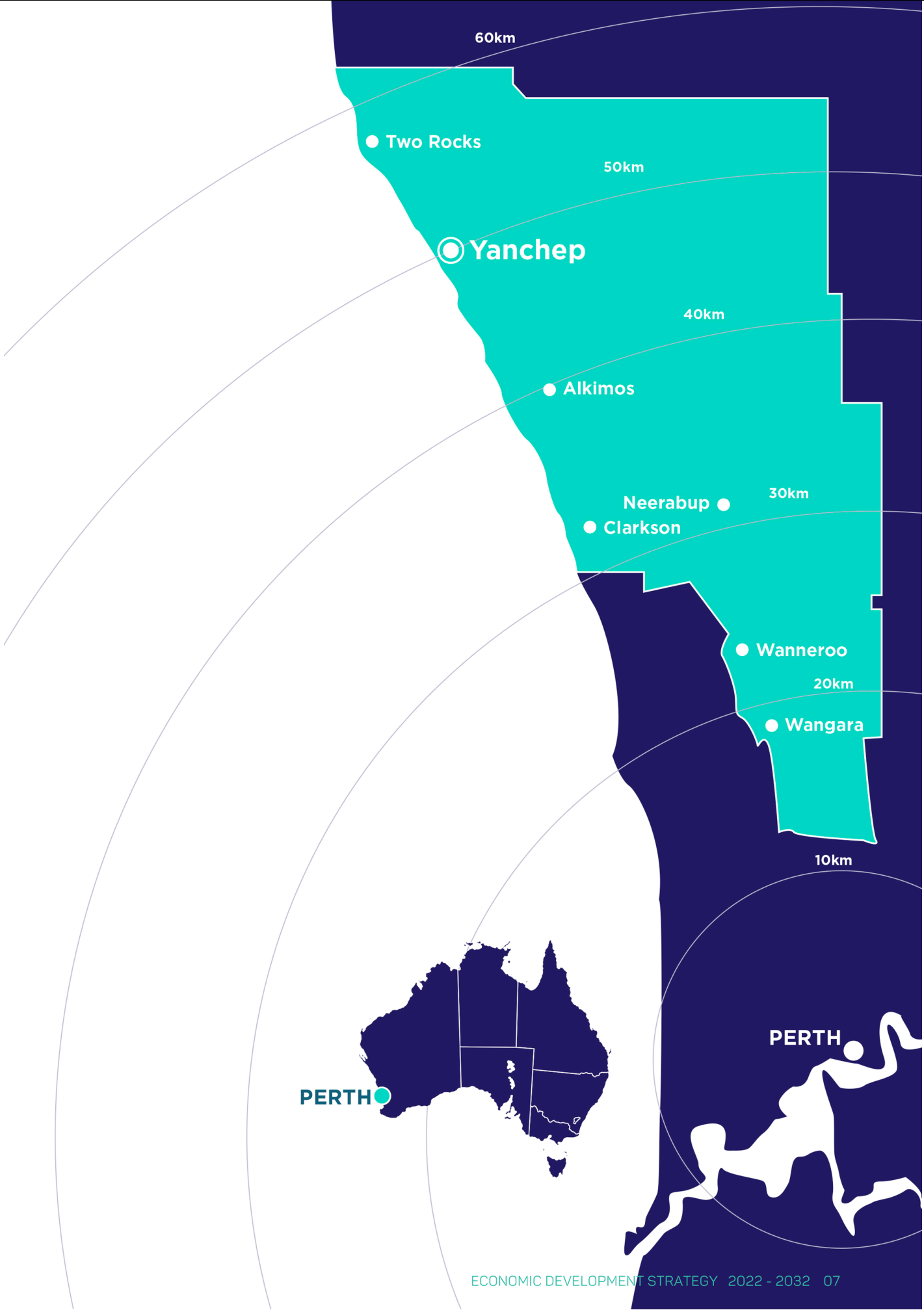
Wanneroo has a proud history of agricultural production and although this industry is facing significant challenges from climate change, agribusiness remains a key niche industry with the industry undergoing transformation and new opportunities presenting.

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.



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



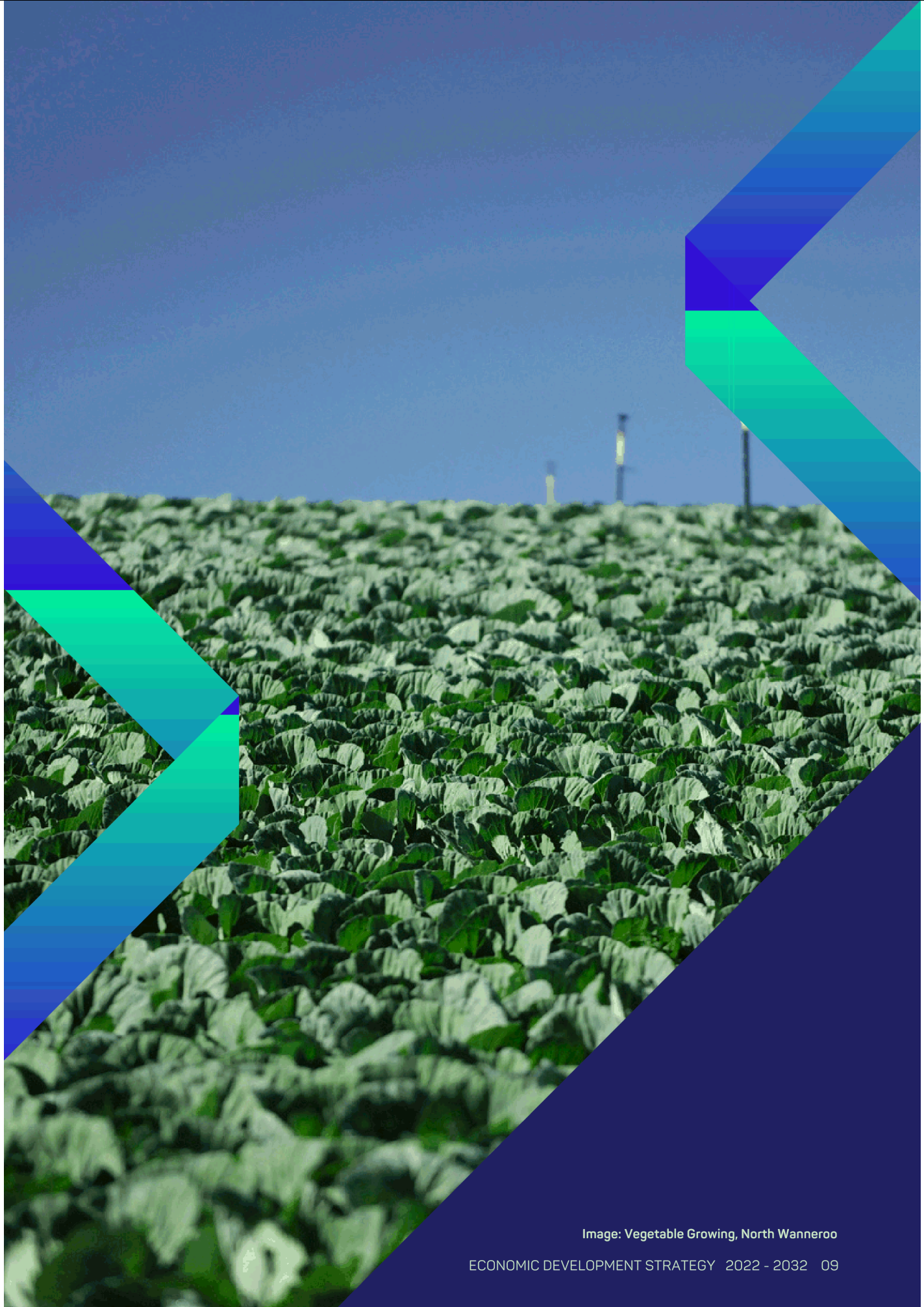


Image: Vegetable Growing, North Wanneroo

ECONOMIC DEVELOPMENT STRATEGY 2022 - 2032 09



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.

JOB

- 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)

ECONOMIC DEVELOPMENT STRATEGY 2022 - 2032 11

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



SMALL BUSINESS FRIENDLY APPROVALS

Highlight Project:

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





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

BUSINESS WANNEROO

Highlight Project:

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.

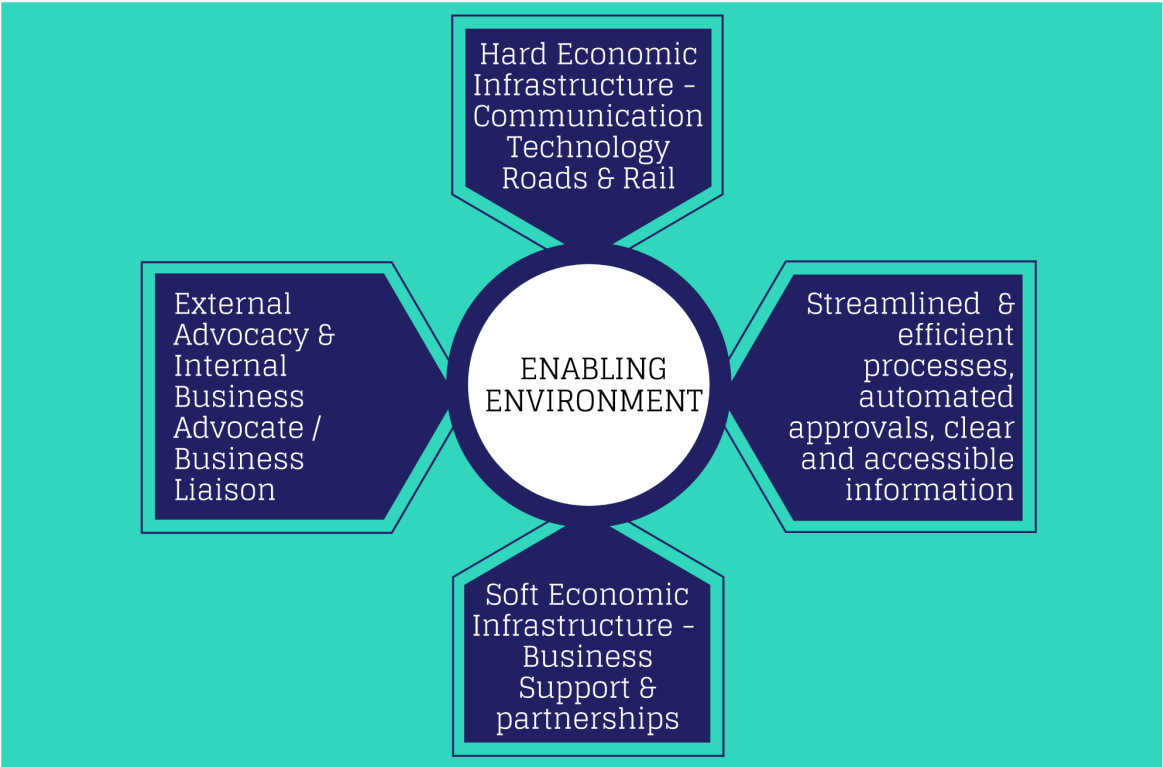
The strategy is a 10 year strategy aligning to the SCP timelines and will be reviewed and updated after 5 years (2027).

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.



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

Item 9 Motions on Notice**MN01-04/22 Cr Chris Baker – Restricted Recreational Beach Fishing Near Surf Lifesaving Activities**

File Ref: 39125V05 – 22/111794
Author: Cr Chris Baker
Action Officer: Director Community and Place
Attachments: Nil

Issue

To consider the merits of restricting recreational fishing in the vicinity of beach locations used for or in relation to surf lifesaving activities in the City of Wanneroo.

Background

There is some community concern that recreational fishing on the beach is affecting surf lifesaving activities creating a potential conflict situation that needs to be addressed.

Currently there are no City legislated fishing restrictions along the City's coastline. There are fishing restrictions at the Mindarie Marina that is under the authority of the Department of Transport. There are no fishing restriction at the Two Rocks Marina.

There are signs at three locations along the coast that indicate no fishing, however these only apply to beach areas where flags have been installed by Surf Life Saving WA. This is to ensure there is no conflict between people swimming and people who want to fish. With no relevant local law these are not enforceable by the City.

Detail

To provide some context in regard to this issue there have been 6 conflict issues reported to the City over the past 5 years. These related to people fishing close to or within the flagged safe swimming areas at Jindalee (1), Quinns Rock (1) and Yanchep Lagoon (4).

Other Local Governments have various provisions in regard to fishing with most, Fremantle, Joondalup, Kwinana, Rockingham, Stirling and Gingin providing for a prohibition for fishing from a jetty or bridge so as to not obstruct a boat or other person.

Local Governments such as Cottesloe, Mandurah, Bunbury and Busselton have gone further in terms of prohibiting:

- fishing at various locations by installation of signage;
- fishing in an area set aside as a designated bathing area;
- fishing for sharks within 200m of a beach.

The City of Fremantle is currently seeking submissions from the public in regard to proposed amendment of their Public Property Local Law to prohibit fishing specifically for sharks. It does not propose to prohibit any other type of recreational fishing. Public submissions are open until 11 April 2022.

Consultation

No community consultation has taken place in regard to recreational fishing activity in the vicinity of beach locations used for or in relation to surf lifesaving activities, or for any other uses.

It is suggested that there would need to be high level consultation with residents to gauge the level of support for considering restrictions to recreational fishing.

Surf Life Saving Clubs would also need to be consulted in regard to the level and affect fishing may have on their activity and the use of the beach by swimmers or other aquatic usage.

Comment

The level of complaint in regard to this matter would not suggest justification for introducing restrictions to recreational fishing in the vicinity of beach locations used for or in relation to surf lifesaving activities.

Broader community consultation will provide additional information to enable Council to form an opinion as to the significance of this issue and the need for consideration of any prohibitions.

Considering the potential ramifications and effect on the community of introducing restrictions to recreational fishing, it is suggested that community consultation is essential.

Statutory Compliance

The City's Public Places and Local Government Property Local Law 2015 would be instrument to amend should any restrictions be considered. This local law is due for review in 2023 and it may be an opportune to consider any amendment regarding recreational fishing at that time.

Strategic Implications

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

1 ~ An inclusive and accessible City with places and spaces that embrace all

1.2 - Valued public places and spaces

Risk Management Considerations

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

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

The above risk/s relating to the issue contained within this report has been/have been identified and considered within the City's Strategic/Corporate risk register. Action plans will need to be developed to manage/mitigate this risk.

Policy Implications

Nil

Financial Implications

There is no budget available for community consultation on merits of restricting recreational fishing in the current financial year and the statutory review of the local law is not due until 2023. Should Council adopt the recommendation, funds for community consultation will be included in the 2022/23 budget for consideration.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **REQUESTS Administration to conduct community consultation to gauge the level of interest or support for considering restrictions to recreational fishing in beach locations associated with surf lifesaving activities;**
2. **REQUESTS Administration to provide a report to Council regarding the outcome of consultation and merits of introducing restrictions on recreational fishing in beach locations associated with surf lifesaving activities.**

Administration Comment

It is suggested that any restriction to recreational fishing in the vicinity of beach locations associated with surf lifesaving activities would need to be supported by the broader community, noting that current customer data does not support introducing such restrictions.

Community consultation will identify the desire for and the need for any restrictions. Once this community consultation is undertaken a further report will be presented to Council to consider the outcomes of the consultation and the need to review the City's Public Places and Local Government Property Local Law 2015 accordingly.

The outcomes of the community consultation will inform if there is a need to more specifically define the locations where it is proposed to restrict recreational fishing and this will be considered in the context of a further report to Council.

Attachments: Nil

MN02-04/22 Cr Paul Miles – Discussion Paper on Assessment of Traffic Noise Mitigation for the City's New Transport Infrastructure

File Ref: 3120V010 – 22/117746
Author: Cr Paul Miles
Action Officer: Director Assets
Attachments: Nil

Issue

To consider the preparation of a discussion paper on Assessment of Traffic Noise Mitigation for the City's New Transport Infrastructure.

Background

Council from time to time has received requests from the community for the provision of measures to mitigate against traffic noise from the City's transport infrastructure. Council has considered these requests on a case-by-case basis.

Detail

Over the last number of years, Council has considered requests for the provision of noise walls as a measure to mitigate against the traffic noise from the transport infrastructure such as Hepburn Avenue, Mirrabooka Avenue, Ocean Reef Road, Lenore Road and other similar roads. Such requests have usually been received when the City undertook the upgrades of these roads to four lane dual carriageways. Council considered these requests mainly under guidance provided by the Western Australian State Planning Policy (*SPP5.4*) covering *Road and Rail Transport Noise and Freight Consideration in Land Use Planning*. So far the decisions made by Council have not resulted in the provision of noise walls as part of these road upgrades.

As the City continues to approve new transport infrastructure in the new land developments and upgrade the existing transport infrastructure, the community may be concerned with traffic noise emanating from this infrastructure. The City should have a consistent approach and it is proposed that a discussion paper on the assessment of traffic noise mitigation for the City's new transport infrastructure be prepared.

Consultation

Consultation with identified stakeholders on this matter would be required should Council decide to develop a policy on this matter.

Comment

Instead of considering each request for the provision of noise mitigation measure in relation to the traffic noise; and to facilitate a consistent decision-making, it will be appropriate for Council Members to discuss the matter associated with the assessment of traffic noise mitigation for the City's new transport infrastructure. This Motion requests Administration to prepare a paper for discussion with Council Members at a Forum by the end of September 2022.

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

5.1 - Develop to meet current need and future growth

Risk Management Considerations

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

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

Policy Implications

Nil

Financial Implications

Subsequent to consideration of the proposed discussion paper, should Council decide to develop a policy on this matter, any financial implications resulting from the development and application of such a policy would need to be considered by Council before adopting the policy.

Voting Requirements

Simple Majority

Recommendation

That Council REQUESTS Administration to prepare a discussion paper on the Assessment of Traffic Noise Mitigation for the City's New Transport Infrastructure for discussion with Council Members at a Council Forum by the end of September 2022.

Administration Comment

The consideration of the provision of noise walls under SPP5.4 occurs in relation to major arterial roads (Regional and Other Regional Roads) such as the Mitchell Freeway, Wanneroo Road, Marmion Avenue, Ocean Reef, Gnaragara Road, and Joondalup Drive among others. SPP5.4 does not apply to lower order roads that are managed and maintained by the City. Establishing standards for the provision of noise walls similar to the provisions of SPP 5.4 for when constructing or upgrading local roads should be carefully considered in relation to the visual and social impacts noise walls can have on local communities. While noise walls may address or mitigate one particular concern they can through concealing properties from visual surveillance create anti-social issues such as graffiti, and opportunities for illegal activity.

When considering subdivision applications, land developers are also required to undertake noise/acoustic assessments and required to provide mitigation measures, which may be in the form of walls, and/or their own design guidelines by way of covenants requiring the construction of quiet home designs.

Traffic noise from licensed vehicles is exempt from complying with the assigned noise levels in the Environmental Protection (Noise) Regulations 1997. As a consequence, Administration is unable to take compliance action in relation to traffic noise.

The City has assessed all previous requests for the provisions of noise walls as a mitigation measure against the traffic noise from the City's transport infrastructure as per the Western Australian Planning Commission developed *State Planning Policy (SPP) 5.4 Road and Rail Transport Noise and Freight Consideration in Land Use Planning* (the Policy) for major roads. This has served the purpose and allowed Council to consider such requests on a case-by-case basis.

Subject to Council's decision on the recommendations made in this Motion, a discussion paper will consider the above Administration comments.

Attachments: Nil

Item 10 Urgent Business

Item 11 Confidential

Nil

Item 12 Date of Next Meeting

The next Council Members Briefing Session has been scheduled for 6:00pm on 3 May 2022, to be held at Council Chambers, Civic Centre, 23 Dundobar Road, Wanneroo.

Item 13 Closure



COUNCIL CHAMBER SEATING DIAGRAM

