

# COUNCIL AGENDA

## Ordinary Council Meeting

6:00pm, 14 June 2022

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

[wanneroo.wa.gov.au](http://wanneroo.wa.gov.au)

# PROCEDURE FOR ORDINARY COUNCIL MEETING

## 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 14 June, 2022** commencing at **6:00pm**.

D Simms  
Chief Executive Officer  
9 June, 2022

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# A G E N D A

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

## **Item 4 Confirmation of Minutes**

### **OC01-06/22 Minutes of Ordinary Council Meeting held on 10 May 2022**

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That the minutes of Ordinary Council Meeting held on 10 May 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**

### **UP01-06/22 District Planning Scheme Amendment 198 (Proposed Modification of Table 1 – ‘Car Parks’) (PT01-05/22)**

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*Cr Miles presented a petition of 54 verified signatures (and 1 unverified signature) requesting that Council not approve the proposed Scheme Amendment 198 (AMD198) allowing the Additional Use of Car Park at Lot 108 (252) Neaves Road, Mariginup.(HPe 22/177583)*

### **Update**

Administration advises that a report is included in the current Agenda at item PS05-06/22.

## **Item 8 Reports**

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

## Planning and Sustainability

### Strategic Land Use Planning & Environment

#### **PS01-06/22 Close of Advertising - Proposed Amendment 200 to District Planning Scheme No. 2 - East Wanneroo Cell 2 Cost Sharing Arrangements**

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File Ref: 43428 – 22/148169  
 Responsible Officer: Director Planning and Sustainability  
 Attachments: 4

### Issue

To consider the submissions received during the public advertising of Amendment No. 200 to District Planning Scheme No.2 (DPS 2) and adoption of that amendment.

<b>Applicant</b>	LK Advisory
<b>Owner</b>	Stockland and Various Cell 2 landowners
<b>Location</b>	East Wanneroo Cell 2 - Sinagra
<b>Site Area</b>	214 hectares (Cell 2)
<b>MRS Zoning</b>	Urban
<b>DPS 2 Zoning</b>	Urban Development

### Background

In August 2021, the City received a proposal to alter the Scheme provisions for the East Wanneroo Cell 2 Development Contribution Plan (DCP). **Attachment 1** contains the Cell 2 Agreed Structure Plan.

Council, at its meeting of 7 December 2021 (refer Item PS04-12/21) considered the proposal and resolved (subject to the approval of the Environmental Protection Authority and the Western Australian Planning Commission) to advertise Amendment No. 200 to District Planning Scheme No. 2.

Council resolved that Amendment No. 200 to District Planning Scheme No. 2 is a complex amendment because it is amending a development contribution area provisions and therefore an advertising period for a period of not less than 60 days was required pursuant to Regulation 38 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### Detail

#### **Proposal**

Amendment 200 was submitted on behalf of Stockland Property Group and Acumen Development Solutions (for Quito Pty Ltd), the two largest landowners in Cell 2. These landowners own a total of 72.25 ha (64%) of the remaining developable land in Cell 2.

The applicant proposes the introduction of higher ELY of 15 lots per hectare to reflect their projected lot yields for this Cell and therefore reduce ICPL rate charged on a per lot basis for future subdividers. This in turn would mitigate the potential for significant excess funds being received, as has occurred in some other Cells due to higher than estimated lot yields occurring.

The proposal (as described in **Attachment 2**) seeks to amend the relevant clauses of DPS 2 that relate to East Wanneroo Cell 2 (clauses 9.6.2 to 9.6.4) to:



- Replace 9 lots per hectare with 15 per hectare to enable the gross costs of Cell Works to be estimated and apportioned over a greater number of estimated lots; and
- Introduce a smaller lot area for calculating and charging contributions for group housing sites in Cell 2, where an R25 density code (or higher) would be charged by dividing the group housing lot area by 350m<sup>2</sup> (currently DPS2 refers to 450m<sup>2</sup> irrespective of density coding).

In relation to the above, an increase in the ICPL rate from 9 to 15 lots would necessitate a reimbursement to previous contributing landowners, where the ICPL rate was calculated at the original 9 lots per hectare. Any re-imbursement or reconciling payment to previous contributors would be need to be apportioned based with consideration for equity and fairness. It is anticipated that Councils consideration for calculating a revised ICPL rate and the associated reimbursement will occur through the annual review process, subsequent to the final approval by the Minister for Planning and gazettal of Amendment 200.

## Consultation

In accordance with the Council's decision, the amendment was referred to the Environmental Protection Authority (EPA) for comment. On 14 January 2022, the EPA advised the City that the scheme amendment did not warrant an environmental assessment. On 1 March 2022, the WAPC's consent to advertise was given subject to several minor modifications (refer **Attachment 3**). The modifications required by the WAPC were relatively minor and did not have a material impact on proposed Amendment 200 and were therefore incorporated into the amendment by Administration to facilitate public consultation.

A 60-day public advertising period was carried out between 17 March 2022 and 17 May 2022 by way of an advertisement in the local newspaper, a notice in Council offices, the City's website and letters mailed to the affected and nearby landowners. The City received 4 submissions, comprising no objections, although one submission requested that Council consider adopting a lower contribution rate to reflect the intent of Amendment 200 ahead of finalisation of the Amendment (refer below).

## Comment

**Attachment 4** includes the submissions and a response by Administration. All submissions supported the administrative changes to DPS No. 2 proposed by Amendment 200.

### Detailed Submission

The landowner (Quito Pty Ltd) representative (Len Kosova) has specifically requested that Council apply an interim contribution rate for Cell 2, pending final determination of Amendment 200. The request was based on the initial estimates prepared by the applicant, which indicates the ICPL rate could reduce from approximately \$25k to \$15k. The submission further requested that the interim rate could be implemented as follows:

- *For all Cell 2 landowners, the contribution fee payable for subdivision clearance of lots in Cell 2 from 1 June 2022 until "determination" of Amendment No. 200 would be based on the proposed ICPL of 15 lots/ha.*
- *If the Minister for Planning refuses to grant final approval to Amendment No. 200, then a further contribution fee would be payable by any landowner who paid the 'interim contribution fee', equating to the difference between the contribution liability calculated at the existing ELY of 9 lots/ha compared to the proposed ELY of 15 lots/ha, plus interest on that amount.*

- *If Amendment No. 200 is finally gazetted, then no further contribution fee would be payable for lots created under this arrangement.*

#### Administration response

Administration does not have the delegation to vary the ICPL rates for a Cell without Council approval. Whilst the applicant has previously prepared calculations to demonstrate a higher lot yield would result in a lower ICPL contribution rate, further review of the ICPL rate (and potential returns to previous contributors) is yet to be performed by Administration.

In this regard, Council consideration of Amendment 200 was premised on introducing a higher ELY and the associated provisions into DPS2. In turn, this would facilitate consideration of estimated costs, lot yields and potential returns to previous contributors through the annual review process.

The annual review process provides the correct framework to consider the revision of costs and the calculation of the ICPL rate in accordance with the provisions of DPS2. This process would provide the opportunity for affected landowners (both previous and future contributors) to properly review the various factors involved in determining the ICPL rate for the Cell. In this regard, it would not be appropriate to apply a reduced ICPL rate or determine the value of any reimbursement until such time as the following has occurred.

- Amendment 200 has received final approval and gazettal;
- Administration has properly interrogated the revised cost methodology/reimbursement to affected landowners; and
- Council has considered any landowners submissions through the annual review process.

It is noted that until such time as a higher lot yield is introduced into DPS2, the Cell will continue to collect funds based on the current ICPL and these funds will form part of any reimbursement to previous contributors (if approved by Council in due course).

Following Council's consideration of this amendment, it will then be submitted to the WAPC for endorsement by the Minister for Planning, which could take between 6 and 12 months. Subject to gazettal of Amendment 200, Administration would then prioritise the annual review to consider the ICPL rate based on 15 lots per hectare.

The Cell 2 annual review is scheduled for consideration by Council later this year and the applicant could make comment on this matter as part of the public consultation process, where Council will consider submissions in relation to the revised cost estimates and determine ICPL rates at that time.

Considering the matters noted in the submissions, it is recommended that proposed Amendment 200 be adopted without further modification and forwarded to the Western Australian Planning Commission.

#### **Statutory Compliance**

Amendment No. 200 has been processed in accordance with the *Planning and Development Act 2005* and the *Town Planning Regulations 2015*.

In accordance with Regulation 17(2), Council is required to consider the submissions received in respect of Amendment No. 200 and must resolve to either (a) adopt the amendment with or without modification, or (b) not proceed with the amendment.

Further, pursuant to Regulation 18(1), within 28 days of the passing of that resolution, the City must provide the WAPC with (among other things) a schedule of submissions and Council's

recommendation and response to the submissions, together with particulars of any modifications recommended to the amendment.

Administration recommends that Council adopts Amendment No. 200 in accordance with Regulation 17(2)(a) without modification in accordance with Regulation 18(1)(c).

## 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-G09 Long Term Financial Plan	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

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

The above risks have been identified and considered within the City's Strategic and Corporate Risk Registers. The annual review of the DCP and associated provisions of DPS2 assist Council to address the strategic risk relating to Long Term Financial Planning (LTFP) as ensure that appropriate budget monitoring, timing and provisions are considered. The strategic risk relating to Stakeholder Relationships applies as a key element in the DCP review process to maintain effective engagement with relevant stakeholders. In addition, the Corporate Risk relating to Financial Management would apply as awareness of financial policies and financial management to promote accountability by business owners and an integrated approach to risk assurance

## Policy Implications

Nil

## Financial Implications

The developer contribution arrangements in East Wanneroo is subject to an annual review process to ensure that the cost contribution amount is correctly set to ensure the collection of sufficient funds to cover the cost of approved infrastructure items over the life of the DCP. Whilst DCP costs will vary from time to time, significant excesses in funds should not normally occur. The proposed Amendment will address the possibility that the East Wanneroo Cell 2 DCP will result in excess funds.

DPS2 provides the head of power in relation to the East Wanneroo Cells and does not require excess funds be returned until full development, however, draft SPP3.6 recommends that in these situations, the contributions should be reconciled as soon as circumstances permit. If the annual reviews are compliant with the requirements of DPS2, then this will go some way to mitigate the potential for financial fluctuations within the DCP and ensure the completion of Cell Works in a timely and economical manner. In order to minimise any financial risk to the City in relation to a potential closure of a Cell, Administration will ensure that a thorough review of the outstanding works estimates, consideration for financial impacts and risk levels will be undertaken to inform Council in making a decision in this regard.

## Voting Requirements





Simple Majority

## Recommendation

That Council:-

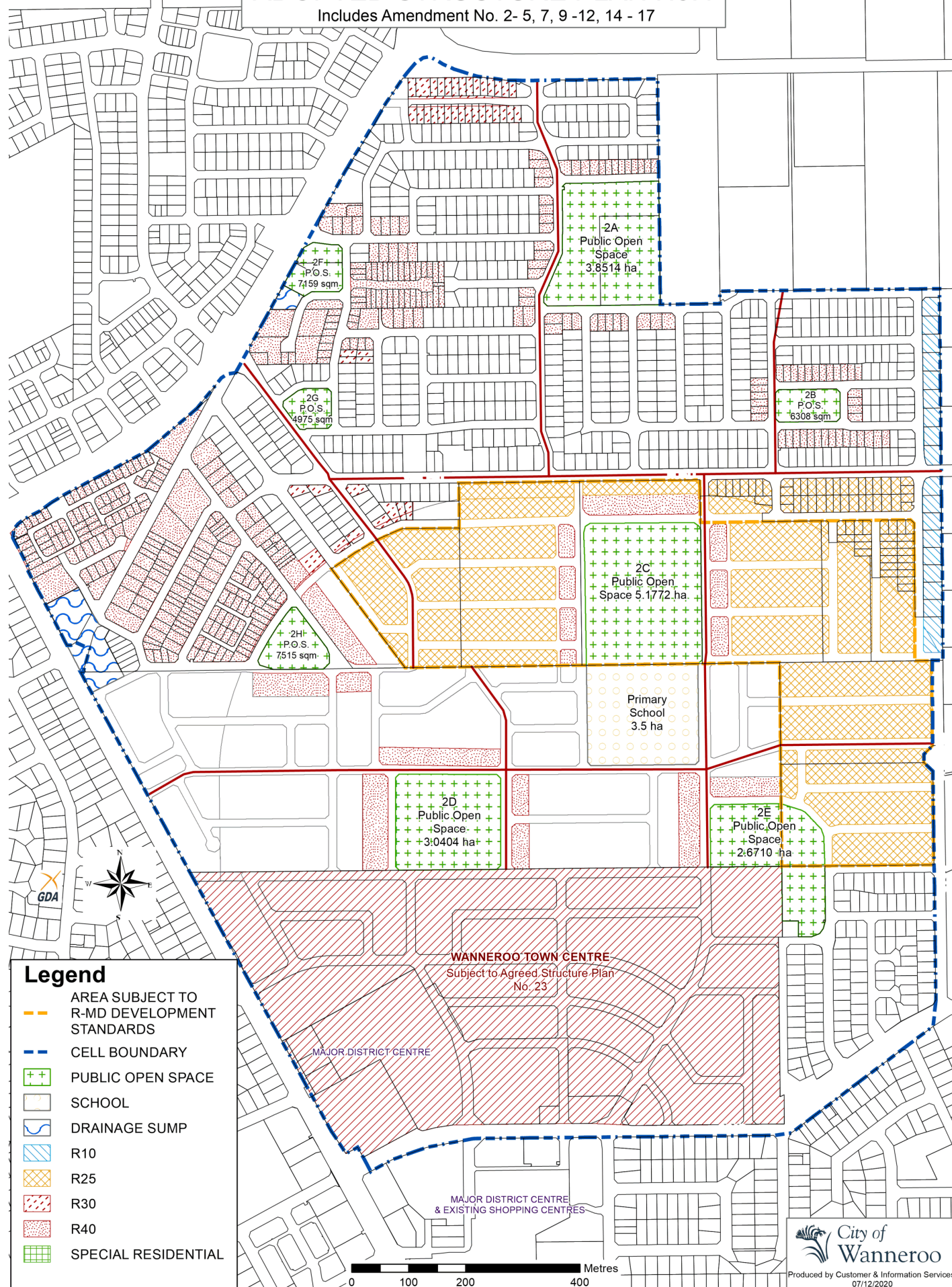
1. Pursuant to Regulation 41(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, NOTES that the submissions received in respect of Amendment No. 200 to District Planning Scheme No. 2, as included in Attachment 4;
2. Pursuant to Regulation 41(3)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015, SUPPORTS Amendment No. 200 to District Planning Scheme No. 2 as modified by the Western Australian Planning Commission as per Attachment 2;
3. AUTHORISES the Mayor and the Chief Executive Officer to SIGN and SEAL the Amendment No. 200 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. 200 to District Planning Scheme No. 2 to the Western Australian Planning Commission; and
5. NOTIFIES submitters that the City will prioritise the annual review of the Cell 2 costs estimates upon gazettal of Amendment No. 200.

### Attachments:

1 	Attachment 1 - Cell 2 ASP	22/83667
2 	Attachment 2 - Amendment 200 Report (Includes WAPC Modifications for Advertising - March 2022)	22/79084
3 	Attachment 3 - WAPC Schedule of Modifications - Amendment 200	22/194141
4 	Attachment 4 - Amendment 200 - Submissions Table	22/174346

# EAST WANNEROO CELL 2 - ADOPTED STRUCTURE PLAN No.4

Includes Amendment No. 2- 5, 7, 9 -12, 14 - 17





# **DISTRICT PLANNING SCHEME NO. 2**

Amendment No. 200

22/79084



## FORM 2A

PLANNING & DEVELOPMENT ACT 2005  
RESOLUTION TO ADOPT AMENDMENT TO A LOCAL PLANNING SCHEME

**CITY OF WANNEROO**  
**DISTRICT PLANNING SCHEME NO. 2**  
**AMENDMENT NO. 200**

Resolved that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Replacing the second sentence of sub-clause 9.6.2 with the following:

*This will be calculated by determining the number of hectares in the Area of a Cell and multiplying that area by 9 in the cases of Cell 1 and Cells 3 to 6, multiplying that area by 13 in the case of Cell 9, and multiplying that area by 15 in the case of Cell 2;*

2. In sub-clause 9.6.3 (a) (i), replacing the description for variable B (1) in the Infrastructure Cost Per Lot calculation with the following:

*in the case of Cell 1 and Cells 3 to 6 the lots produced at the rate of 9 lots per hectare for the Area equivalent of the land holding of an owner, in the case of Cell 9 at the rate of 13 lots per hectare for the Area equivalent of the land holding of an owner, and in the case of Cell 2 at the rate of 15 lots per hectare for the Area equivalent to the land holding of an owner; or*

3. In sub-clause 9.6.3 (a) (ii), replacing the description for variable D in the Infrastructure Cost Per Lot calculation with the following:

*D = in the case of Cell 1 and Cells 3 to 6 the number of lots to be produced to achieve 9 lots per hectare for the Area equivalent of the unsubdivided balance area of a Cell, in the case of Cell 9 the number of lots to be produced to achieve 13 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell, and in the case of Cell 2 the number of lots to be produced to achieve 15 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell.*

4. Amending sub-clause 9.6.4 (a) to read as follows:

*where Council identifies land as having the potential or the capability of being developed for grouped dwellings, or any other non-public purpose land uses, the Infrastructure Cost per lot will be charged on the basis that the lot has residential subdivision potential at the time it is created. This shall be calculated by Council as follows:*

- (i) *In the case of land in Cells 1, 3, 4, 5 and 6, by dividing the total area of the lot by 450m<sup>2</sup>;*
- (ii) *In the case of land in Cell 2, by dividing the total area of the lot by 450m<sup>2</sup> for land coded R20 or lower, and by 350m<sup>2</sup> for land coded R25 or higher;*

22/79084

- (ii) *In the case of land in Cell 9, by dividing the total area of the lot by 500m<sup>2</sup>.*

The Amendment is complex under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* because it is amending development contribution area provisions.

Date of Council Resolution: 7 December 2021 (As modified by WAPC – Schedule of Modifications)

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Daniel Simms  
CHIEF EXECUTIVE OFFICER

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## SCHEME AMENDMENT REPORT

### 1 INTRODUCTION

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This Scheme Amendment is submitted on behalf of Stockland Property Group and Acumen Development Solutions (for Quito Pty Ltd), the two largest landowners in Cell 2. Together, Stockland and Quito own a total of 72.25 ha (or around 64%) of the remaining 113 ha of developable land in Cell 2.

The third-largest landholding in Cell 2 is 31.5 ha (Lot 9000 Wanneroo Road, Sinagra, owned by the The Order of the Servants of Mary Inc). McGees Property represents the owner of Lot 9000 and has been consulted on the proposed Scheme Amendment. McGees has advised that it supports the proposed ELY increase from 9 to 18; however, has expressed concern with the calculation methodology that applies to Cell 2 under existing Scheme provisions, which this Amendment does not proposed to alter.

The purpose of this Amendment to District Planning Scheme No. 2 (DPS 2) is to correct the current misalignment between the estimated and actual lot yields for the East Wanneroo Cell 2 Development Contribution Plan (DCP).

It is proposed to increase the Estimated Lot Yield (ELY) for Cell 2 from 9 lots per hectare to a more realistic 15 lots per hectare. This will reduce the Infrastructure Cost Per Lot (ICPL) for land that remains to be developed in Cell 2, from \$25,476 per lot to approximately \$14,928 per lot (as at the last DCP review date in June 2021) while still yielding the same or higher overall value in development contributions. Importantly, this Amendment will not disadvantage any landowner or developer (past or present) within Cell 2.

Currently, under Part 9 of DPS 2 the ICPL for Cell 2 is based on an ELY of only nine lots per hectare. However, subdivision and development within Cell 2 are occurring (and planned to continue) at more than double this rate (around 18 lots per hectare) due to higher residential densities being delivered than were contemplated when the Cell 2 DCP was first established. Hence, the Scheme currently assumes that half as many contributions will be paid from the remaining developable land within Cell 2 than what will likely be paid, meaning the ICPL is effectively double that needed to complete all Cell Works in Cell 2.

### 2 BACKGROUND

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At its Ordinary Meeting on 14 December 2020, the City of Wanneroo Council considered the East Wanneroo Cells 1-9 Development Contributions Arrangements – Annual Review of Costs (2020-2021) (Annual Review) and resolved to advertise the recommended ICPLs and land valuations for each Cell for public comment.

Council again considered this matter on 15 June 2021, after the close of the public advertising period and resolved to apply an ICPL of \$25,476 per lot for Cell 2. Council also resolved as follows:

- "6. *REQUESTS Administration to consider amending DPS 2 to align with SPP 3.6 to address the following improvements:*
- a) Operational monitoring and reporting requirements;*
  - b) Scope of works under the DPS 2 terminology for Cell Works.*
  - c) Define and reconcile (return) potential excess funds to contributors, prior to all the land in the Cell being developed;*

- d) *Increase the estimated lot yield to reflect current average lot density; and*
- e) *Consider options to enable cells to be finalised or closed."*

This Amendment specifically addresses point d) above, as it proposes to increase the ELY to reflect the average lot density being delivered and planned (at the local structure plan level) for land that remains to be delivered in Cell 2.

Retaining the current ELY for Cell 2 would result in a significant overcollection of DCP contributions from the remaining land to be developed. As a result, tens of millions of dollars in excess funds would be collected from Cell 2 and would need to be refunded back to past contributing landowners at the conclusion of all development in the Cell. In the intervening period, the unnecessarily high ICPL would increase the cost to bring residential land to market, thus impacting the price of land and housing affordability.

In the absence of an approved subdivision plan, the most accurate way to estimate lot yield for the remaining developable area of Cell 2 is to divide the actual net developable area (total land area less land for local roads and public open space) by the average lot size corresponding with the designated R-Code on the structure plan or scheme map.

This approach indicates Cell 2 will yield 3,823 lots if subdivision occurs at full potential. This amount includes the 1,204 lots already created (as of the 2020/21 review) plus 2,619 future lots estimated according to the above methodology. This means there could be up to 1,712 more contributions than predicted by the current ELY of 9 lots/ha (which indicates 904 contributions remain) prescribed for Cell 2 under the Scheme. Therefore, if the current ICPL of \$24,880 is charged for every future lot planned to be created in Cell 2, the DCP would collect approximately \$42.7 million more than is necessary to fund all Cell Works.

Recognising that subdivision may not occur at 100% of the planned development potential, the Amendment presents a scenario that subdivision and development will occur at a rate of 90% of development potential, which is consistent with the intended number of lots proposed for the Quito Pty Ltd Landholdings, which could yield 624 lots, whereas 550 – 600 lots are currently proposed to be developed.

Although the undeveloped land in Cell 2 is expected to yield up to 26 lots/ha, this Scheme Amendment proposes to apply a lesser ELY of 15 lots/ha at this time to provide a substantial 48% contingency (of over-collected funds) in the event that lot yield is less than 90% of that anticipated by the planning framework. This approach also ensures the DCP will still collect sufficient funds to refund over \$7.8 million in excess contributions paid by past contributing owners, ensuring past contributors are no worse off as a result of the Amendment.

## 2.1 CONTEXT

The East Wanneroo Cell 2 area is located on the eastern side of Wanneroo Road, approximately 25km north of Perth and incorporates the northernmost part of the Wanneroo Secondary Activity Centre, as depicted in Figure 1 below. Lake Joondalup is 500m to the west, and Lake Jandabup is 1.8km to the east. The land to the north, west and south of Cell 2 is predominantly urbanised and comprises residential, open space, civic and commercial uses. The land to the east is zoned rural and typically comprises two-hectare lots that will be urbanised in the future as part of the East Wanneroo District Structure Planning framework.



**Figure 1 – Cell 2 Regional Context**

2.2 LOCATION, CHARACTERISTICS & OWNERSHIP

The Cell 2 DCP covers the suburb of Sinagra and includes the land generally bounded by Wanneroo Road to the west, Pinjar Road and Caporn Street to the north, Griffiths Road to the east and Dundeebar Road to the south, as identified by the broken black line in Figure 2 below.

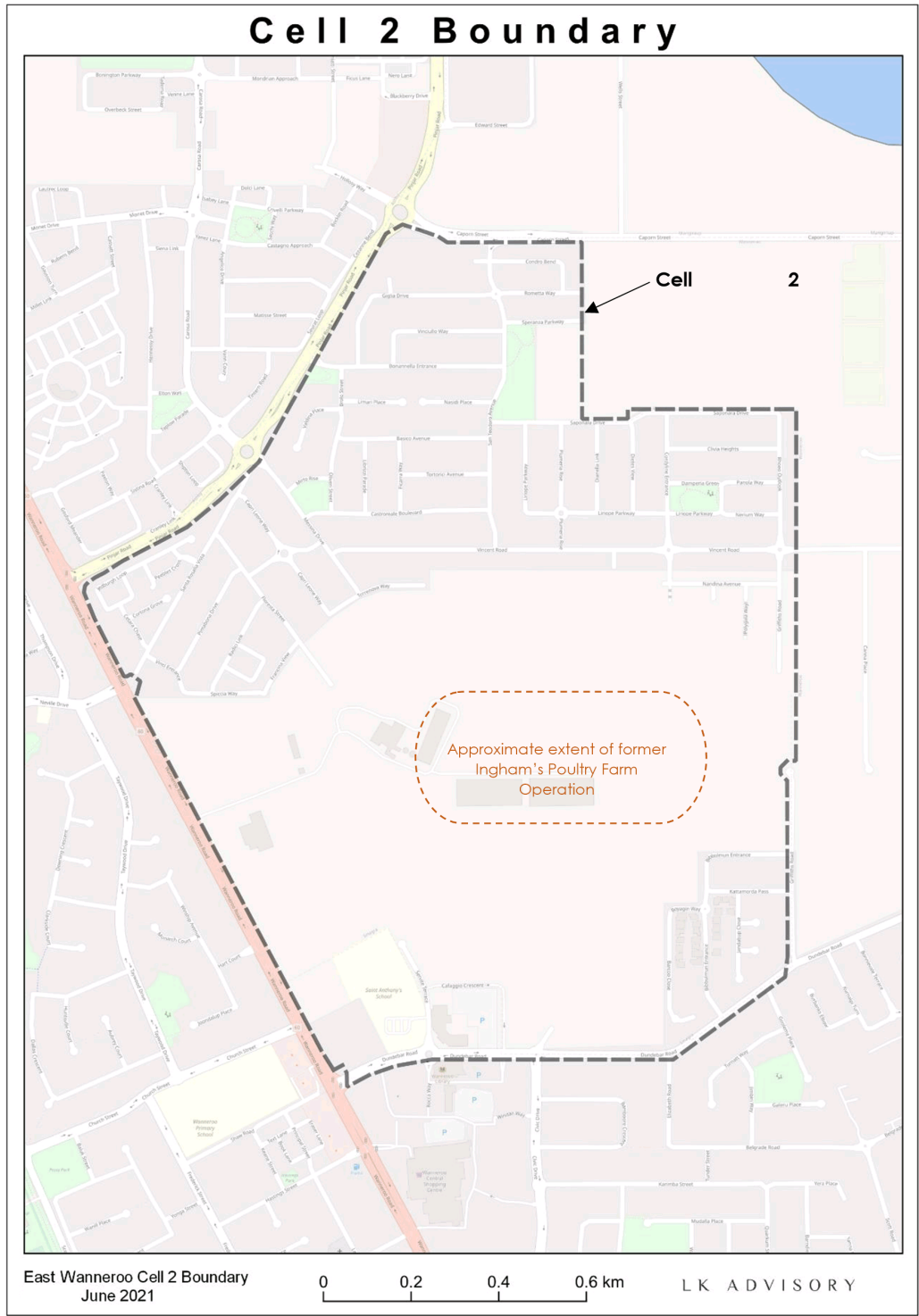
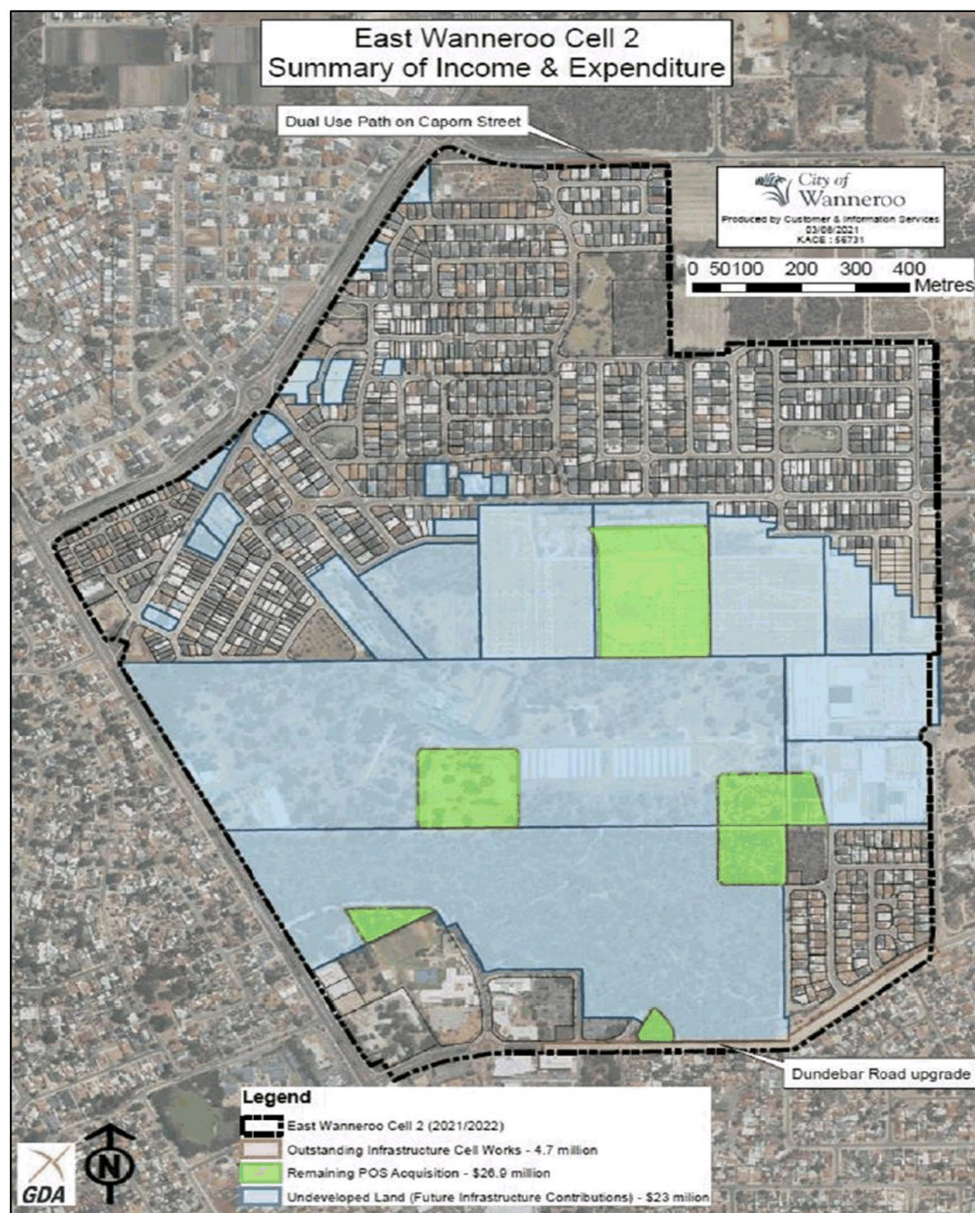


Figure 2 – East Wanneroo Cell 2 Location Plan



Ingham's Enterprises Pty Ltd (Ingham's) has historically operated a poultry farm and animal feed production facility at Lot 1665 (1040) Wanneroo Road, Sinagra (now owned by Stockland Property Group), in the southern, central portion of Cell 2, as generally depicted in Figure 2 on the preceding page. This poultry farming operation and its associated odour buffer have, until recently, sterilised a large portion of Cell 2 from urbanisation. However, the recent closure of the facility and cessation of all poultry farming activities on-site means the remaining area in Cell 2 is now unencumbered and expected to develop rapidly in the coming years.

Figure 3 (over page) illustrates that most of the remaining developable land in Cell 2 falls within the (former) Ingham's poultry farm buffer area.



**Figure 3 – Remaining Land to be Developed (as reported to Council on 7 September 2021)**



Stockland, Quito Pty Ltd and The Order of the Servants of Mary Inc. own the three remaining large undeveloped landholdings within the odour buffer, as shown in Figure 4 below. These landholdings alone will accommodate more than 2,000 dwellings for some 5,000 new residents, along with a primary school and more than 13 hectares of public open space. In addition, one of the two remaining landowners shown in Figure 4 (Jardim) were consulted during the preparation of this Scheme Amendment and supports the proposal.



**Figure 4 – Remaining Major Landholdings**

### 2.3 DCP EXPENDITURE

According to the City's calculations, the total value of the Cell 2 DCP is \$45,454,329. This includes \$33,062,564 for POS, \$11,431,122 for District Distributor Roads (including related infrastructure items) and \$960,643 in administration costs.

As of the 2021 annual review, the City had spent \$6,135,611 on POS, \$6,718,097 on District Distributor Roads and \$734,873 on Administration Costs.

The remaining expenditure for Cell 2 relates to:

- Land acquisition of 13.1 hectares for Public Open Space (POS) (\$26,926,953), most of which is to be provided by our clients and other future developers in Cell 2.
- Infrastructure works amounting to \$4,713,025 for 'Dundebur Road Widening', 'Dundebur Road single carriageway from Civic/Friars Drive to Griffiths Road including Path Civic Drive to Griffiths Road', 'New pathway on Caporn St, Sinagra – San Teodoro Aven to eastern cell boundary on Pinjar Road and 'Dual-Use Path' on Caporn Street. The cost estimate for

the Dundobar Road Upgrade is considered excessive, as the road already exists, the length of upgrade attributable to Cell 2 is only 800m, and the City's cost estimate already includes a 30% contingency.

- Administration costs amounting to \$225,770 for the next five years, equating to an average of \$45,154 per year.

## 2.4 DCP INCOME

At the time of the City's 2021 annual review, the Cell 2 DCP had collected \$22,962,988.

At the adopted contribution rate of \$25,476 per lot, the City estimates the DCP would collect a further \$23,030,304 from 904 lots (excluding interest). This figure combines with income to date to total \$45,993,292, which is \$538,962 more than the total value of the DCP. Accordingly, the ICPL is currently proposed to be reduced by \$596 to \$24,880 per lot. At the time of writing this report, the reduced ICPL had been advertised for public comment and is expected to be considered for endorsement by Council at its meeting on 7 December 2021.

The calculations in the City's annual reviews are based on a historical, outdated ELY of only nine lots per hectare, which is not reflective of actual lot yields and not aligned with the Cell 2 Structure Plan's forecast development yield. This was recognised by Item 6 of Council's resolution from its meeting on 15 June 2021, as follows:

6. *REQUESTS Administration to consider amending DPS 2 to align with SPP 3.6 to address the following improvements:*
  - a) *Operational monitoring and reporting requirements;*
  - b) *Scope of works under the DPS 2 terminology for Cell Works.*
  - c) *Define and reconcile (return) potential excess funds to contributors, prior to all the land in the Cell being developed;*
  - d) *Increase the estimated lot yield to reflect current average lot density; and*
  - e) *Consider options to enable cells to be finalised or closed.*

The R-Codes in the approved structure plans within the DCP (see Sections 3.2.1 and 3.2.2 of this Report) provide a more reliable basis to estimate the lot yield contemplated by the planning framework. A reliable estimate of the number of development contributions payable can be calculated by measuring the net developable area of land still to be developed (total land area less land identified for local roads and public open space) and dividing that by the average lot size corresponding with the designated R-Code on the structure plan map. Further contingency can be incorporated into this methodology by reducing the overall take-up to just 90% of potential.

This approach is set out in Table 1 below, which identifies the various income scenarios based on differing ELYs ranging from 9 to 18 if development occurs at an average of 90% of potential. The only exception is that these calculations are based on Stockland developing 695 lots (as this figure is known), equivalent to 19.43 lots per hectare according to the DPS 2 definition of net developable area (which does not exclude land for local roads).



**Table 1 – Estimated Excess DCP Income (@90% take-up) based on varying ELYs**

NDA (DPS 2 definition)	100.44	Lots / ha	9	13	15	16	17	18
Total expenditure	\$ 45,454,329	ELY	904	1306	1507	1607	1708	1808
Income to date	\$ 22,962,988	ICPL	\$ 24,880	\$ 17,224	\$ 14,928	\$ 13,995	\$ 13,172	\$ 12,440
Total expenditure less income to date	\$ 22,491,341	Total Income	\$ 83,336,824	\$ 64,760,259	\$ 59,187,290	\$ 56,923,271	\$ 54,925,607	\$ 53,149,906
Lots created (2021)	1204	Excess contributions	\$ 37,882,495	\$ 19,305,930	\$ 13,732,961	\$ 11,468,942	\$ 9,471,278	\$ 7,695,577
Calculated likely development yield for remaining land	2427	Less refund required for past contributors	\$ 29,993,243	\$ 11,416,678	\$ 5,843,708	\$ 3,579,689	\$ 1,582,026	\$ 193,675
Total likely yield	3631	Contingency (%)	79.17	59.14	42.55	31.21	16.70	-2.52
Actual average contribution rate to date (2021)	\$ 19,072							
Required/true contribution rate	\$ 12,520							
Difference	\$ 6,553							
Value of refund owed to past contributors	\$ 7,889,253							

Table 1 demonstrates that if subdivision take-up occurs at 90% of potential, Cell 2 is likely to generate a further 2,427 contributions, which is 1,523 more than the 904 currently estimated by the City. Thus, at the proposed ICPL of \$24,880, the DCP would generate \$37,882,495 more in contribution income than is necessary to fund all remaining Cell Works.

Increasing the ELY to 15 lots/ha will reduce the contribution rate to \$14,928 per lot and still collect \$38,657,256 in contributions from the remaining estimated 2,427 lots. In addition to the funds already accumulated, this means the Cell 2 DCP will collect total contribution income in the order of \$59,187,290 or \$13,732,961 more than the total expenditure for the DCP. If we deduct from this figure a total estimated refund amount of around \$7,889,253 owed to past contributors due to their payment of excess contributions, the City will still be required to refund over \$5.8 million in surplus contributions at the closure of the DCP (excluding interest earnings). This equates to a 42.55% contingency, well beyond the 12% contingency adopted by Council for Cell 1 at its meeting on 4 June 2019 (Item PS02-06/19). Even if the City adopted an ELY of 17 and thus reduced the ICPL to \$13,172/lot, the DCP would still collect a sizeable \$9.4 million excess (if 90% take-up were to occur), which less the \$7.8 owed to past contributors, would secure a 16.7% contingency, 4.7% more than accepted by Council for Cell 1 in June 2019.

The approach in this Amendment ensures sufficient contributions are collected to provide an appropriate contingency of funds above and beyond those excess funds already owed to past contributors, eliminating any risk of loss for past contributing landowners and the City.

### 3 PLANNING FRAMEWORK

#### 3.1 REGIONAL PLANNING CONTEXT

##### 3.1.1 Metropolitan Region Scheme

The majority of land in Cell 2 is zoned "Urban" under the Metropolitan Region Scheme (MRS), except for the southernmost large landholding and a two-hectare area immediately east of the Pinjar Road and Messina Drive intersection zoned "Urban deferred", as shown in Figure 5 below.

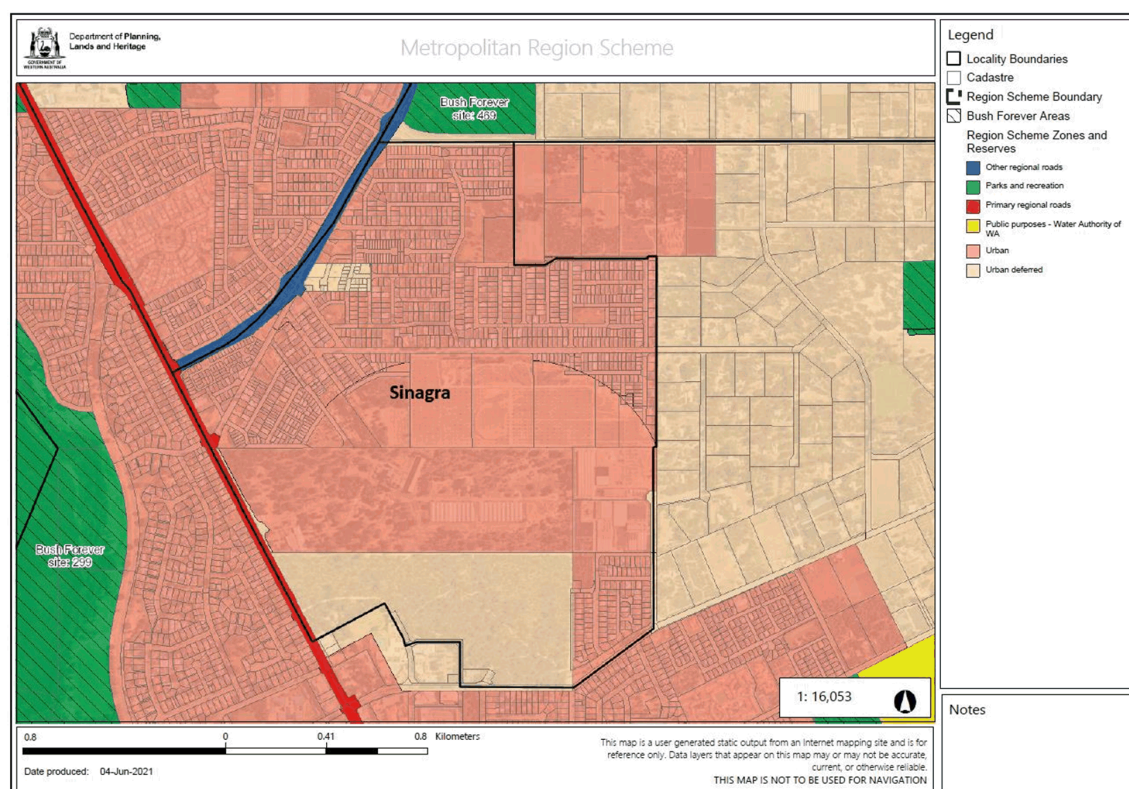


Figure 5 – Metropolitan Region Scheme Map

##### 3.1.2 State Planning Policy 3.6 – Infrastructure Contributions

This Amendment will better align the Cell 2 DCP with State Planning Policy 3.6 (SPP 3.6), gazetted in April 2021, by ensuring that the method for calculating future lot yields and contribution income will be current and correct, as far as is possible.

Although the Cell 2 DCP pre-dates the current version of SPP 3.6, the SPP serves as a valuable benchmark for the structure and function of all DCPs. Relevantly, clause 6.10.4, i) of SPP 3.6 states that "cost-sharing arrangements between owners in the DCP area must be transparent, fair and reasonable". In this respect, we contend that it is not fair or reasonable for the Cell 2 DCP to continue deliberately charging contributions at a rate that is approximately double that needed to deliver all the DCP items.

Continuing with the current Cell 2 calculation methodology will unduly inflate the cost to bring residential land to market, impact housing affordability, and result in an overcollection of contributions in the order of \$40 million. While it is reasonable for a DCP to collect a contingency to account for increases in infrastructure costs, acquisition costs, or variance in

the number of lots created and thus contributions paid, the quantum of surplus expected to be collected in Cell 2 is excessive by any measure.

### 3.2 LOCAL PLANNING CONTEXT

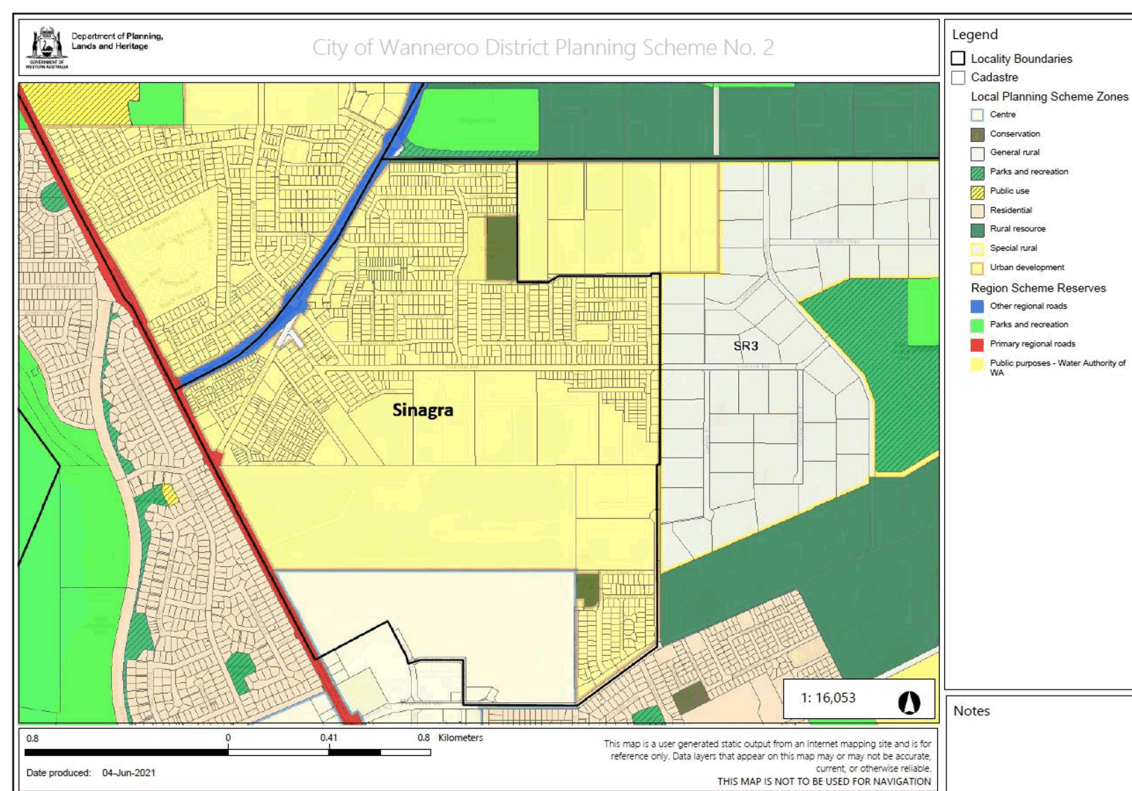
The City's DPS 2, Agreed Structure Plan No. 4 (East Wanneroo Cell 2) (ASP 4), and the portion of Agreed Structure Plan No. 23 (Wanneroo Town Centre) (ASP 23) north of Dundobar Road are the three planning instruments primarily governing future subdivision, development, and infrastructure delivery in Cell 2. These three planning instruments are discussed in the proceeding sections of this report.

#### 3.2.1 District Planning Scheme No. 2

Most of the land in Cell 2 is zoned "Urban Development" under DPS 2, except for the southernmost landholding (The Order of the Servants of Mary Inc.), which is zoned "Centre", as shown in Figure 6.

The "Urban Development" Zone provides for the orderly and proper planning and development of larger land areas by requiring an approved structure plan to be in place prior to most subdivision or development occurs.

The "Centre" zone accommodates existing and proposed business centres that require structure planning to coordinate development. DPS 2 states that land within the "Centre" Zone should not be subdivided or developed until an Activity Centre Plan has been prepared and adopted.



**Figure 6 – District Planning Scheme No. 2 Map**



### 3.2.2 Agreed Structure Plan No. 4 – East Wanneroo Cell 2

Agreed Structure Plan No. 4 has been operational since 30 June 2004, will expire on 19 October 2025 and has been amended 14 times, most recently in November 2020. Many of the amendments have increased the R-Codings throughout the Cell, which is part of the reason that significant overcollections are occurring.

Figures 7 and 8 depict the Agreed Structure Plan and identify (among other things) the extent of the (former) buffer precinct that has recently become developable and the residential density codings currently in place.

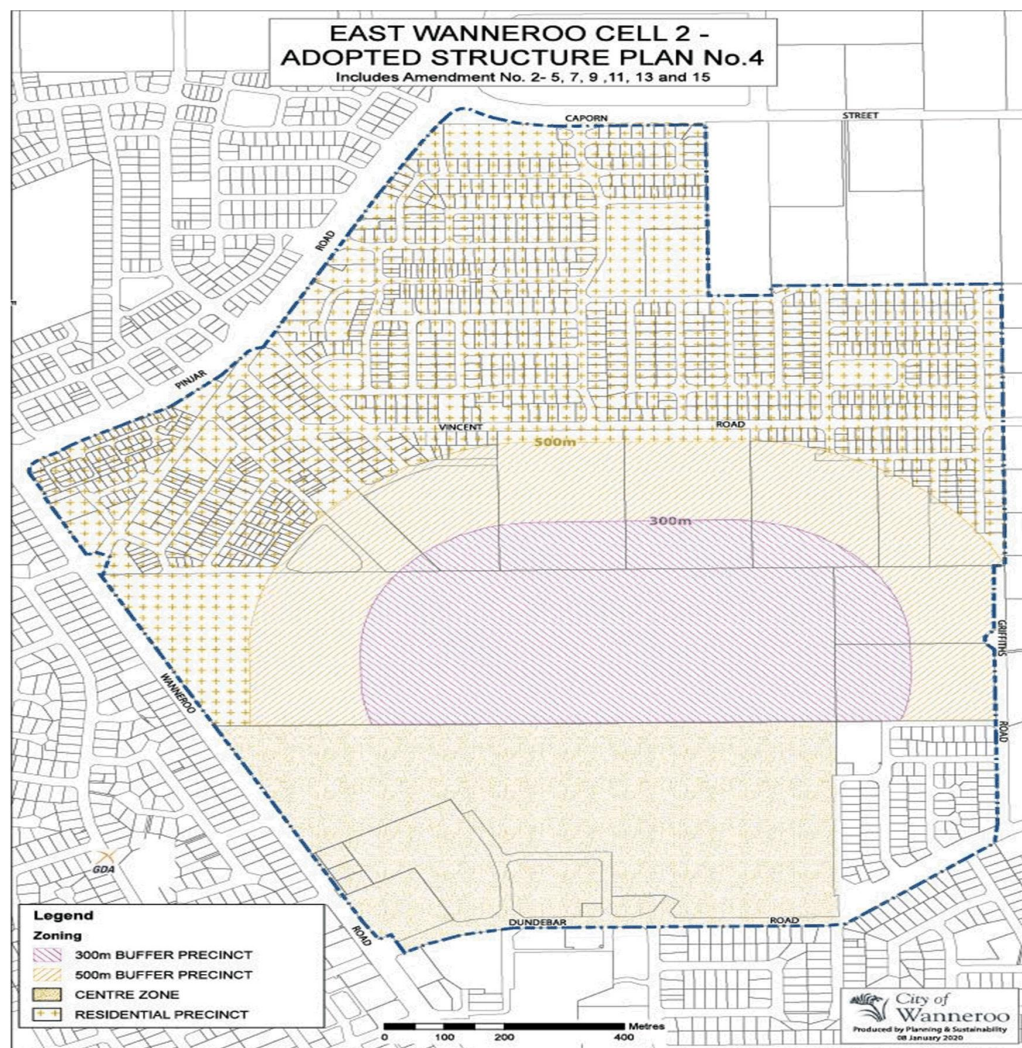


Figure 7 – Agreed Structure Plan No. 4



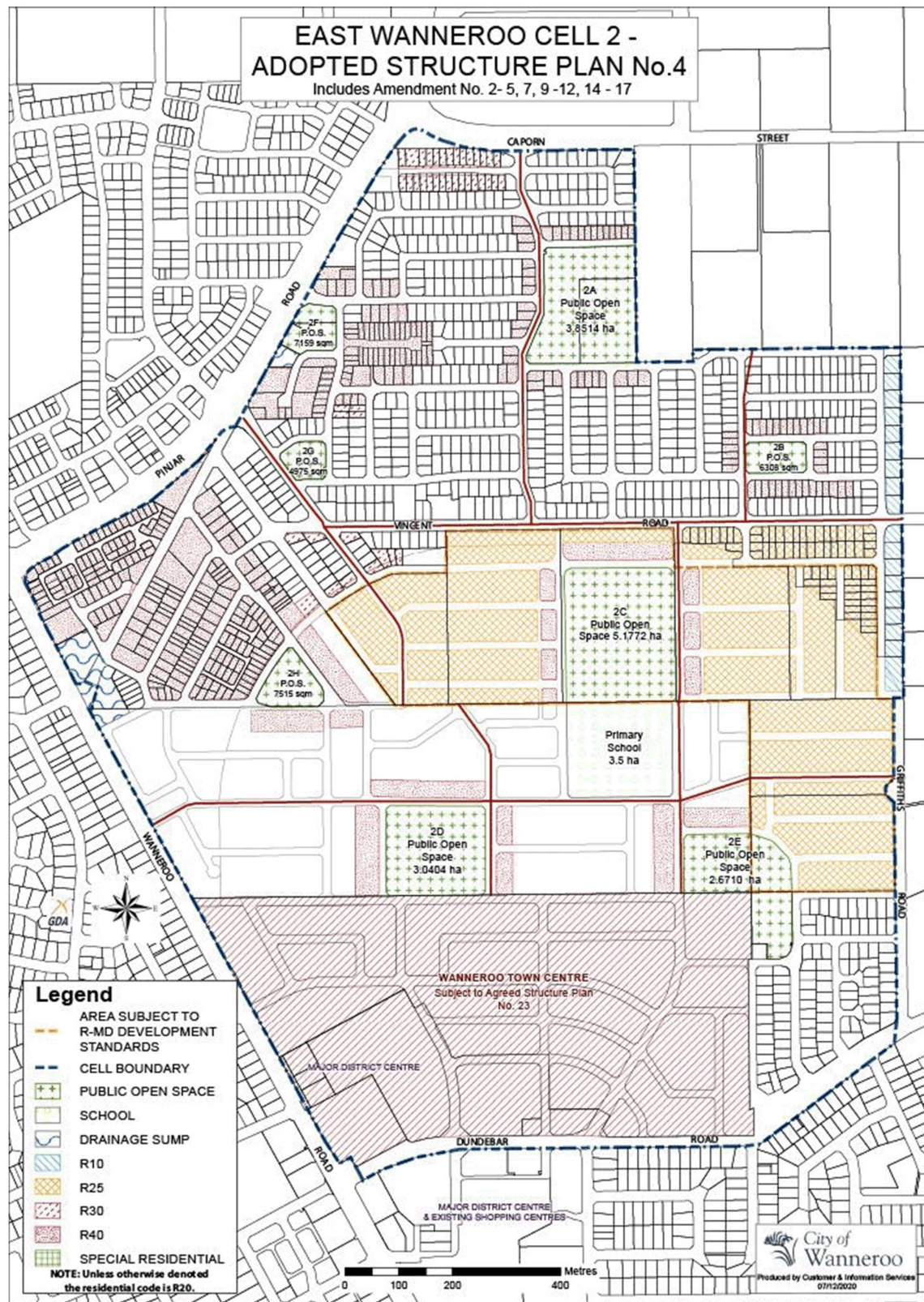


Figure 8 – Agreed Structure Plan 4 (R-Code Plan)

Overcollection of DCP contributions in Cell 2 has primarily arisen from smaller lot sizes being created over time, resulting in higher lot yields than were originally used to calculate the ICPL for Cell 2. This circumstance is not unique to Cell 2 or the City of Wanneroo, as average lot sizes have generally been trending downwards for some time in all outer metropolitan growth areas. Therefore, it is essential to ensure the ELY under a DCP keeps pace with the actual or planned lot yield in the DCP area.

Importantly, Agreed Structure Plan 4 has recently been amended (Amendment No. 18) to increase the lot yield for Stockland's Lot 1665 Wanneroo Road, Sinagra (former Ingham's poultry farm) to at least 695.

### **3.2.3 Agreed Structure Plan No. 23 – Wanneroo Town Centre**

Agreed Structure Plan No. 23 has been operational since 4 May 2001, will expire on 19 October 2025 and has been amended seven times, most recently in July 2018.

The Structure Plan divides the Wanneroo Town Centre into four Precincts. The Residential Precinct and part of the Wanneroo Square Precinct (north of Dundobar Road) fall within the Cell 2 DCP (see Figure 9 over page).

Being the structure plan for the Wanneroo Secondary Activity Centre, ASP 23 aims to facilitate predominantly medium to higher density development.

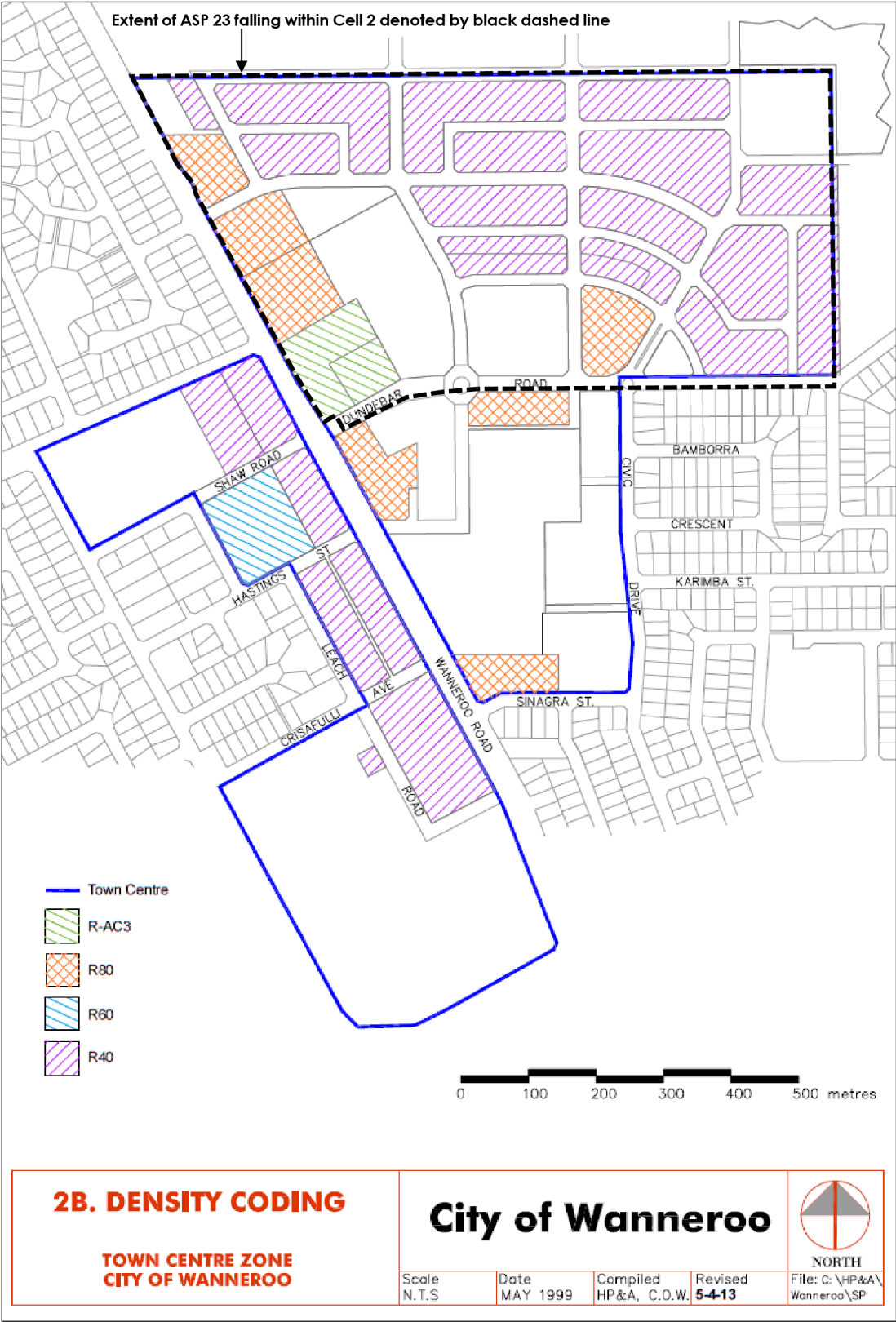


Figure 9 – Agreed Structure Plan No. 23 Density Coding Map

### 3.2.4 Draft Wanneroo Town Centre Activity Centre Plan No. 90

The draft Wanneroo Town Centre Activity Centre Plan No. 90 (ACP 90) is intended to replace ASP 23 and was advertised for public comment from 10 January 2019 until 14 February 2019.

ACP 90 proposes a residential density of R60, R100 and R-AC3 (6 Storey mixed-used development) generally within 400 – 600m of the Town Centre core, as shown in Figure 10 (over page). Once adopted, the ACP will facilitate substantially increased residential densities and, therefore, lot yields for the portion of Cell 2 located south of Stockland's landholding, well beyond the lot yield contemplated by ASP 4 and ASP 23.

Notably, the lot yield calculations included earlier Table 1 do not account for the higher densities promoted by ACP 90, thus magnifying the conservatism of the ELY proposed by this Scheme Amendment (15 lots/ha).

At this juncture, it is unclear whether ACP 90 will proceed in its current draft form or transition into a Precinct Structure Plan in accordance with the *Planning Regulations Amendment Regulations 2020*, State Planning Policy 4.2: Activity Centre (SPP 4.2) and State Planning Policy 7.2: Precinct Design (SPP 7.2).

Whether ACP 90 proceeds in its current form or not, it is abundantly clear that the planning framework for the Wanneroo Town Centre, and therefore the southern extent of Cell 2, facilitates a higher density of development within this area, which will further contribute to the collection of excess DCP contributions unless the ELY is appropriately adjusted in the future.



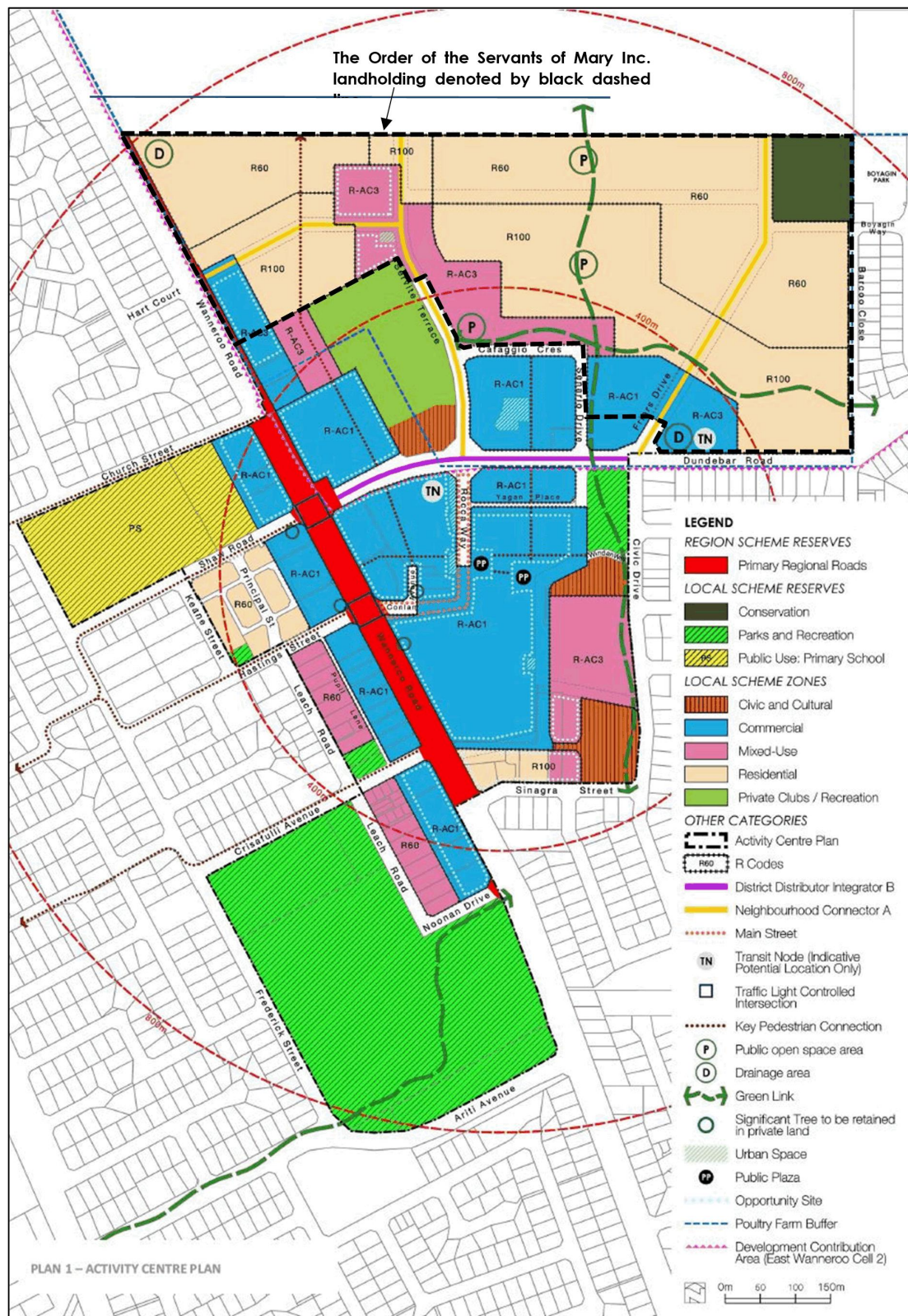


Figure 10 – Wanneroo Town Centre Activity Centre Plan No. 90

## 4 PROPOSAL

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### 4.1 OVERVIEW OF SCHEME AMENDMENT

The purpose of this Amendment is to change the ELY for the Cell 2 DCP from nine lots per hectare to 15 lots per hectare; this will enable the ICPL to be set and charged at a more realistic rate that is closer to the actual and planned lot yield for the land that remains to be developed in the Cell. This reflects both the density of development that has occurred to date (which occurred at a rate of 15 lots/ha) and the density of development projected to occur based on the current planning framework, which is expected to be in the order of 19 lots p/ha.

### 4.2 SCHEME AMENDMENT CLASSIFICATION

This scheme amendment is classified as a "complex amendment" (modified by WAPC from Basic) under Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as:

- a) The Amendment corrects an administrative error inherent in the formula for calculating the ELY for Cell 2, which has proven to be outdated and inaccurate, and will result in a forecast surplus exceeding \$40 million in development contributions in Cell 2;
- b) The Amendment will bring the Cell 2 DCP Scheme provisions into closer alignment with State Planning Policy 3.6; and
- c) The Amendment is consistent with the Metropolitan Region Scheme and will have no adverse effect whatsoever on the Scheme or landowners in the Cell 2 DCP area.

### 4.3 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 addresses an administrative matter relating to the existing unrealistic ELY used to calculate the ICPL for the Cell 2 DCP, it has no bearing on any of the approved structure plans 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."*

### 4.4 SCHEME AMENDMENT APPROACH

Principally, this Amendment increases the ELY for Cell 2 by making only minor adjustments to subclauses 9.6.2, 9.6.3, and 9.6.4 of DPS 2, using the same terminology and approach that introduced an ELY of 13 lots/ha for Cell 9 (Amendment No. 102 to DPS 2), compared to only 9 lots/ha for the remaining East Wanneroo residential Cells.

#### 4.4.1 Estimated Lot Yield

Subclause 9.6.2 is reproduced below and establishes the methodology for estimating the lot yield for each Cell to calculate the ICPL:

- 9.6.2 Council will, for the purposes of apportioning Cell Costs to Owners in Cells 1 to 6 and 9, make an estimate of the lot yield for each Cell called the 'Estimated Lot Yield'. This will be calculated by determining the number of hectares in the Area of a Cell and multiplying that area by 9 in the cases of Cells 1 to 6 and multiplying that area by 13 in the case of Cell 9.

This Amendment proposes to re-word the second sentence of this subclause to distinguish between the proposed ELY for Cell 2, and the remaining Cells 1, 3 – 6 and 9, with the revised subclause to read as follows:

- 9.6.2 Council will, for the purposes of apportioning Cell Costs to Owners in Cells 1 to 6 and 9, make an estimate of the lot yield for each Cell called the 'Estimated Lot Yield'. This will be calculated by determining the number of hectares in the Area of a Cell and multiplying that area by 9 in the cases of Cell 1 and Cells 3 to 6, multiplying that area by 13 in the case of Cell 9 and multiplying that area by 15 in the case of Cell 2.

#### 4.4.2 Infrastructure Cost Per Lot

Subclause 9.6.3 is reproduced below and establishes the methodology for calculating the ICPL by first deriving the Net Cell Cost and then dividing the Net Cell Cost by the subdivision potential of the balance of the Area of a Cell remaining to be subdivided:

- 9.6.3 The contribution to be made by each owner of land within a Cell to the implementation of the Cell Works for that Cell (to the extent that the land relates to Cells 1 to 6 and 9) shall be an Infrastructure Cost, based on an Infrastructure Cost Per Lot which is to be calculated by the Council in the following manner:

- (a) The Infrastructure Cost Per Lot is determined by first deriving the Net Cell Cost:

(i)  $A - B = C$

Where:

A = gross cost of Cell Works being the total of fixed actual and estimated future costs which will be based on costs estimated no more than 12 months in advance. Such estimates shall be based on an average for each Cell cost and recognise all factors affecting the development of the relevant Cell and associated constraints the Council will encounter in the provision of the Cell Works. This shall include (but not be limited to) variable market conditions and the nexus between the time frame of development and provision of Cell Works

B = payments made to date by owners of land who subdivide or develop land within a Cell calculated on the basis of whichever is the lesser of:

- (1) in the case of Cells 1 to 6 the lots produced at the rate of 9 lots per hectare for the area equivalent of the land holding of an owner, and in the case of Cell 9 at

*the rate of 13 lots per hectare for the area equivalent of the land holding of an owner; or*

- (2) *the actual number of lots produced by the land holding of an owner;*

*C = Net Cell Costs;*

*and then dividing the Net Cell Cost by the subdivision potential of the balance of the Area of a Cell remaining unsubdivided.*

(ii)  $C \div D = E$

*Where:*

*D = in the case of Cells 1 to 6 the number of lots to be produced to achieve 9 lots per hectare for the area equivalent of the unsubdivided balance area of a Cell, and in the case of Cell 9 the number of lots to be produced to achieve 13 lots per hectare for the area equivalent of the unsubdivided balance area of that Cell;*

*E = the Infrastructure Cost Per Lot.*

- (b) *The Infrastructure Cost payable by each owner of land in Cells 1 to 6 and 9 inclusive is calculated by multiplying the number of lots produced by the Infrastructure Cost Per Lot.*
- (c) *Infrastructure Costs shall not be payable for land that is used for government school sites."*

This Amendment proposes to:

- Replace the description for variable B (1) in subclause 9.6.3 (a) (i) to read as follows –  
*"in the case of Cell 1 and Cells 3 to 6 the lots produced at the rate of 9 lots per hectare for the Area equivalent of the land holding of an owner, in the case of Cell 9 at the rate of 13 lots per hectare for the Area equivalent of the land holding of an owner, and in the case of Cell 2 at the rate of 15 lots per hectare for the Area equivalent to the land holding of an owner; or"*
- Replace the description for variable D in sub-clause 9.6.3 (a) (ii) to read as follows –  
*"D = in the case of Cell 1 and Cells 3 to 6 the number of lots to be produced to achieve 9 lots per hectare for the Area equivalent of the unsubdivided balance area of a Cell, in the case of Cell 9 the number of lots to be produced to achieve 13 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell, and in the case of Cell 2 the number of lots to be produced to achieve 15 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell."*

#### **4.4.3 Determination of Potential lots**

Subclause 9.6.3(a) currently reads as follows:

*"This shall be calculated by Council by dividing the total area of the lot by 450m<sup>2</sup> to derive a lot potential for the lot in Cells 1 – 6. In the case of Cell 9 this shall be calculated by dividing the total area of the lot by 500m<sup>2</sup> to derive a lot potential for the lots in that Cell."*

The Amendment proposes to amend subclause 9.6.3(a) to read as follows:

"(a) where Council identifies land as having the potential or the capability of being developed for grouped dwellings, or any other non-public purpose land uses, the Infrastructure Cost per lot will be charged on the basis that the lot has residential subdivision potential at the time it is created. This shall be calculated by Council as follows:

- (i) In the case of land in Cells 1, 3, 4, 5 and 6, by dividing the total area of the lot by 450m<sup>2</sup>;
- (ii) In the case of land in Cell 2, by dividing the total area of the lot by 450m<sup>2</sup> for land coded R20 or lower, and by 350m<sup>2</sup> for land coded R25 or higher;
- (iii) In the case of land in Cell 9, by dividing the total area of the lot by 500m<sup>2</sup>."

This reduction in lot size for Cell 2 recognises the higher density codes and higher ELY proposed compared to other East Wanneroo DCP Cells. Applying this 350m<sup>2</sup> lot size instead of 450m<sup>2</sup> in sub-clause 9.6.3(a) ensures the City will still collect sufficient funds even in the extraordinarily unlikely scenario that all remaining land in Cell 2 is developed as grouped dwelling sites and contributions are charged in accordance with this provision.

The number of contributions generated through this provision can be estimated by dividing the remaining net developable area (land area less land for roads (including local), public open space and public purposes) of approximately 77.5 hectares by 350, which equals 2,214 and is higher than the 1,507 contributions estimated using an ELY of 15 lots/ha.

In our estimation, the vast majority of contributions still to be yielded from Cell 2 will be paid based on the actual number of lots created, instead of the 'grouped housing site' rate provided under sub-clause 9.6.4(a) of the DPS 2.

## 5 PLANNING JUSTIFICATION

In addition to the matters already outlined in this Scheme Amendment Report, set out below is further planning justification for this proposal:

1. The Amendment will improve the Cell 2 DCP's compliance with SPP 3.6, including its core principles and supporting explanatory guidelines.
2. The Amendment reduces the cost to bring residential land to market by close to \$10,000 per lot, therefore incentivising creation of the higher densities desired by the local planning framework, contributing to housing affordability, and avoiding the wasteful overcollection of DCP contributions in the tens of millions of dollars.
3. The Amendment ensures the City will collect an appropriate contingency of surplus funds, thus mitigating the risk of any future shortfall in contributions (albeit improbable) whilst still collecting sufficient contributions from future developers in Cell 2 to ensure that past developers in Cell 2 are refunded any excess contributions they previously paid.
4. The existing DPS 2 methodology used to calculate lot yields (and therefore DCP income) is highly conservative for the following reasons:
  - a) It ignores the actual and planned lot yields, which far exceed 9 lots/ha;
  - b) It does not consider the proposed Structure Plan Amendment No. 18, which will substantially increase the density coding for land owned by Stockland;

- c) It does not account for ASP 23, which designates much of The Order of the Servants of Mary Inc. landholding as R40. It also does not recognise that the Wanneroo Town Centre ACP 90, will increase the residential density coding for that area to R60, R100 and R-AC3.
  - d) It does not consider the incentives incorporated into Section 1.1 – Site Area, and Table 1 of draft State Planning Policy 7.3: Residential Design Codes Volume 1 Low and Medium Density, which was advertised for public comment in November 2020, noting much of the remaining land in Cell 2 will be developed under the applicable density code range;
  - e) It does not account for or respond to any Structure Plan amendments that may be sought by remaining developable landholdings in Cell 2, which could further increase lot yields;
5. The DCP will generate significant interest earnings over the coming years. This interest income is entirely unaccounted for in the calculations contained in this report. Hence, future interest earnings on DCP funds will only bolster the contingencies incorporated in this proposal.
  6. Based on the latest actual and estimated costs and income projections, the required/true contribution rate is expected to be no more than \$12,520 per lot, which is \$1,408 less than the proposed ICPL of \$14,928 based on the proposed ELY of 15 lots/ha. This estimate does not account for interest income, likely reduced infrastructure costs, or likely increases to the lot yield contemplated by the planning framework. Accordingly, there is every likelihood that the surplus funds held for Cell 2 at the conclusion of the DCP will far exceed the figures estimated in this report.

## 6 CONCLUSION

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This Amendment will correct a flawed and outdated ELY calculation methodology under the Scheme to better accord with actual and planned lot yields. This, in turn, will avoid the wasteful overcollection of DCP contributions in Cell 2 while still maintaining ample contingency of surplus funds to protect the City from any risk of a shortfall in future contributions.

Importantly, the Amendment will benefit *all* past, present and future developers in Cell 2, by ensuring that:

- Ample funds are collected to deliver the remaining Cell Works without any financial risk to the City;
- Surplus contributions paid by landowners/developers in the past are equitably accounted for and refunded; and
- Current and future landowners/developers only make contributions at the rate needed to fund their DCP liabilities, rather than double (or more) the contribution rate required.

It is therefore respectfully recommended that the Scheme Amendment be supported for the reasons outlined in this report.



PLANNING & DEVELOPMENT ACT 2005  
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

**CITY OF WANNEROO**  

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**DISTRICT PLANNING SCHEME NO. 2**  

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**AMENDMENT NO. ...**

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

1. Replacing the second sentence of sub-clause 9.6.2 with the following:

*"This will be calculated by determining the number of hectares in the Area of a Cell and multiplying that area by 9 in the cases of Cell 1 and Cells 3 to 6, multiplying that area by 13 in the case of Cell 9, and multiplying that area by 15 in the case of Cell 2;"*

2. In sub-clause 9.6.3 (a) (i), replacing the description for variable B (1) in the Infrastructure Cost Per Lot calculation with the following:

*"in the case of Cell 1 and Cells 3 to 6 the lots produced at the rate of 9 lots per hectare for the Area equivalent of the land holding of an owner, in the case of Cell 9 at the rate of 13 lots per hectare for the Area equivalent of the land holding of an owner, and in the case of Cell 2 at the rate of 15 lots per hectare for the Area equivalent to the land holding of an owner; or"*

3. In sub-clause 9.6.3 (a) (ii), replacing the description for variable D in the Infrastructure Cost Per Lot calculation with the following:

*"D = in the case of Cell 1 and Cells 3 to 6 the number of lots to be produced to achieve 9 lots per hectare for the Area equivalent of the unsubdivided balance area of a Cell, in the case of Cell 9 the number of lots to be produced to achieve 13 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell, and in the case of Cell 2 the number of lots to be produced to achieve 15 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell."*

4. Amending sub-clause 9.6.4 (a) to read as follows:

*"(a) where Council identifies land as having the potential or the capability of being developed for grouped dwellings, or any other non-public purpose land uses, the Infrastructure Cost per lot will be charged on the basis that the lot has residential subdivision potential at the time it is created. This shall be calculated by Council as follows:*

- (i) In the case of land in Cells 1, 3, 4, 5 and 6, by dividing the total area of the lot by 450m<sup>2</sup>;*

- (ii) *In the case of land in Cell 2, by dividing the total area of the lot by 450m<sup>2</sup> for land coded R20 or lower, and by 350m<sup>2</sup> for land coded R25 or higher;*
- (iii) *In the case of land in Cell 9, by dividing the total area of the lot by 500m<sup>2</sup>."*

Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Amendment No. 200 to District Planning Scheme No. 2 is a complex amendment because it is amending a development contribution area provisions.



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**FORM 6A**

**COUNCIL ADOPTION**

Adopted by resolution of the City of Wanneroo at the Ordinary Meeting of the Council held on the

\_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
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

**City of Wanneroo District Planning Scheme No.2  
Amendment No.200 – Schedule of Modifications**

Replace the amendment resolution with the following:

Resolved that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Replacing the second sentence of sub-clause 9.6.2 with the following:

*This will be calculated by determining the number of hectares in the Area of a Cell and multiplying that area by 9 in the cases of Cell 1 and Cells 3 to 6, multiplying that area by 13 in the case of Cell 9, and multiplying that area by 15 in the case of Cell 2;*

2. In sub-clause 9.6.3 (a) (i), replacing the description for variable B (1) in the Infrastructure Cost Per Lot calculation with the following:

*in the case of Cell 1 and Cells 3 to 6 the lots produced at the rate of 9 lots per hectare for the Area equivalent of the land holding of an owner, in the case of Cell 9 at the rate of 13 lots per hectare for the Area equivalent of the land holding of an owner, and in the case of Cell 2 at the rate of 15 lots per hectare for the Area equivalent to the land holding of an owner; or*

3. In sub-clause 9.6.3 (a) (ii), replacing the description for variable D in the Infrastructure Cost Per Lot calculation with the following:

*D = in the case of Cell 1 and Cells 3 to 6 the number of lots to be produced to achieve 9 lots per hectare for the Area equivalent of the unsubdivided balance area of a Cell, in the case of Cell 9 the number of lots to be produced to achieve 13 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell, and in the case of Cell 2 the number of lots to be produced to achieve 15 lots per hectare for the Area equivalent of the unsubdivided balance area of that Cell.*

4. Amending sub-clause 9.6.4 (a) to read as follows:

*where Council identifies land as having the potential or the capability of being developed for grouped dwellings, or any other non-public purpose land uses, the Infrastructure Cost per lot will be charged on the basis that the lot has residential subdivision potential at the time it is created. This shall be calculated by Council as follows:*

- (i) *In the case of land in Cells 1, 3, 4, 5 and 6, by dividing the total area of the lot by 450m<sup>2</sup>;*
- (ii) *In the case of land in Cell 2, by dividing the total area of the lot by 450m<sup>2</sup> for land coded R20 or lower, and by 350m<sup>2</sup> for land coded R25 or higher;*
- (iii) *In the case of land in Cell 9, by dividing the total area of the lot by 500m<sup>2</sup>.*

The Amendment is complex under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* because it is amending development contribution area provisions.

## Submissions Table – Amendment 200 to District Planning Scheme No. 2

No.	Submission	Cell	Summary of submission	Response
1.	Stockland	2	Owner of property within Cell 2 - Stockland support the administrative change to the Cell 2 as proposed in Amendment 200.	Noted
2.	Jardim Property	2	On behalf of Company - Supports Amendment 200	Noted
3.	Marin Garbin	2	Owner of Property within Cell 2 – Supports Amendment 200	Noted
4.	Len Kosova	2	<p>On behalf of Acumen Development Solutions, acting for landowner (Quito Pty Ltd) - Supports the proposal and requests Council to apply an interim contribution rate for Cell 2, pending final determination of Amendment 200. The interim contribution rate could be implemented as follows:</p> <ul style="list-style-type: none"> <li>For all Cell 2 landowners, the contribution fee payable for subdivision clearance of lots in Cell 2 from 1 June 2022 until “determination” of Amendment No. 200 would be based on the proposed ICPL of 15 lots/ha.</li> <li>If the Minister for Planning refuses to grant final approval to Amendment No. 200, then a further contribution fee would be payable by any landowner who paid the ‘interim contribution fee’, equating to the difference between the contribution liability calculated at the existing ELY of 9 lots/ha compared to the proposed ELY of 15 lots/ha, plus interest on that amount.</li> <li>If Amendment No. 200 is finally gazetted, then no further contribution fee would be payable for lots created under this arrangement.</li> </ul>	Refer Comments section of report.

## PS02-06/22      **Close of Advertising - Proposed Amendment 183: Rezoning of Lots 10, 11 Dundobar Road and Lots 28 and 29 Belgrade Road - Wanneroo**

File Ref: 40628 – 22/178871  
 Responsible Officer: Director Planning and Sustainability  
 Attachments: 3

### Issue

To consider the submissions received during the public advertising of Amendment No. 183 to District Planning Scheme No.2 (DPS 2) and adoption of that amendment.

<b>Owners</b>	Estate of Late Nikola Grubisin, Marija Grubisin, Estate of Late Pasko Vulin, Mrs Neda Vulin, David and Margaret Manners, Thomas and Kathleen Coughlan
<b>Location</b>	Lot 10 (170) Dundobar Road, Wanneroo Lot 11 (176) Dundobar Road, Wanneroo Lot 28 (111) Belgrade Road, Wanneroo Lot 29 (107) Belgrade Road, Wanneroo
<b>Site Area</b>	8.09ha
<b>MRS Zoning</b>	'Urban'
<b>DPS 2 Zoning</b>	'Rural Resource'

### Background

In May 2016, the Western Australian Planning Commission (WAPC) amended the Metropolitan Region Scheme (MRS) to rezone land parcels to form part of the future East Wanneroo District Structure Plan (EWDSP) area from Rural to Urban Deferred. In December 2017, the City received an application to amend DPS 2 to include the subject land in the Additional Use Schedule to enable a number of additional uses (retirement village, nursing home and related uses) to be able to be permitted on this land.

As these lots, at the time, formed part of the EWDSP area, they were subject to the requirements of the City's Local Planning Policy 5.3: East Wanneroo (LPP 5.3). LPP 5.3 stipulates that developer contribution arrangements must be in place prior to the City supporting amendments to DPS 2 in the EWDSP area to facilitate future urban development.

On 26 June 2018, Council resolved to support Amendment No. 163, enable additional uses on the site, subject to a satisfactory legal agreement for development contributions being in place. The landowners requested a voluntary contribution and Administration undertook calculations on relevant primary infrastructure requirements including cost estimates for standard infrastructure and community infrastructure items allowable under *State Planning Policy 3.6: Development Contributions for Infrastructure* (SPP3.6). The items identified for which contributions were required included;

- 10% Land for Public Open Space (POS);
- POS Development Cost;
- Contribution towards local-level community facilities;
- Contribution towards district-level community facilities;
- Land and contribution for Regional Road (Dundobar Road).

Upon presenting the calculations to the applicant, they proposed a counter offer which was significantly less than Administration's estimate and included only partial contributions towards POS (i.e. 1% POS), local and regional community facilities and regional road land and construction costs. The contribution amounts proposed were considered inadequate and in this regard, on 13 November 2018, Council refused to initiate Amendment 163 (PS01-06/18).

On 19 February 2020, in response to an application on behalf of the landowners, the WAPC lifted the Metropolitan Region Scheme (MRS) 'Urban Deferred' zone on Lot 10 & 11 Dundobar Road and Lots 28 & 29 Belgrade Road and applied an 'Urban' zone over the site. Notice of this decision was published in the Government Gazette on 13 March 2020. Under Section 124(3) of the *Planning & Development Act 2005* (WA), this required the City to resolve to prepare an amendment to DPS 2 to make the scheme consistent with the MRS Urban zoning. At the time the City made a deputation to the WAPC not to support the lifting of urban deferment due to the fact that the land was situated within the draft EWDSP area and required the preparation of a local structure plan and Developer Contribution Plan. The City's request was not supported by the WAPC on the basis that developer contributions could be dealt with through subsequent planning stages (i.e. local structure plan).

Negotiations for developer contributions continued and the City presented a methodology for its calculations and costings to the proponents. The proponents advised that they were unable to agree to the proposal, largely based on the fact that they could be required by the State Government to retain some of the existing vegetation on site which was unknown at the stage. If a significant quantity of vegetation is required to be retained, then the development becomes commercially unviable.

Administration proposed an 'Urban development' zoning over the site which would trigger a requirement for a Local Structure Plan (LSP) to be prepared, which would address the need for developer contributions. The intent was for the LSP to be prepared at a later date and set out development contributions to be made through subdivision or development conditions.

In this regard, Council, at its meeting of 30 June 2020 resolved (Item PS03-06/20):

*"That Council:-*

1. *Pursuant to Section 75 of the Planning and Development Act 2005 prepares Amendment No. 183 to City of Wanneroo District Planning Scheme No. 2 to:*
  - a) *Rezone lots 10 and 11 Dundobar Road and lots 28 and 29 Belgrade Road, Wanneroo from Rural Resource to Urban Development, and to amend the Scheme Map accordingly;*
  - b) *Insert the following in the appropriate location in Schedule A – Supplemental Provisions to the Deemed Provisions:*

*"Clause 69*

*(3) The local government may grant development approval subject to a condition that a contribution to the provision of infrastructure related to the development be made at the time of granting of development approval, in accordance with any approved Structure Plan relating to that land."*

2. *Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 resolves that Amendment No. 183 to District Planning Scheme No. 2 is a standard amendment for the following reason*
  - a) *It is 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 assessment.*
3. *Pursuant to Section 81 of the Act, refers Amendment No. 183 to District Planning Scheme No. 2 to the Environmental Protection Authority; and 4. Subject to Environmental Protection Authority approval advertises Amendment No. 183 to District Planning Scheme No. 2 pursuant to Regulation 47 of the Regulations for a period of 42 days."*



**Attachment 1** contains the proposed Scheme Amendment maps.

## Detail

### Site

Although the land was initially included in the draft EWDSP, in response to a submission from the consultants on behalf of the landowners of the subject site, the WAPC determined that as planning had progressed for the site in advance of the rest of the EWDSP area, it would be excluded from the final EWDSP area.

The subject lots are adjacent to the existing residential area of East Wanneroo which forms part of the Wanneroo Cell 3 LSP. The adjoining land to its north-east is Rural Resource and forms part of the EWDSP area. The location of the site and its surrounding context is illustrated in **Attachment 2**.

### Environmental considerations

At the time of the WAPC's consideration of the MRS Amendment, the Environmental Protection Authority (EPA) identified the presence of threatened ecological communities, declared rare flora and associated habitat on the site. Upon its referral to the EPA, it determined that the amendment did not require formal assessment under Part IV of the *Environmental Protection Act 1986*. However, the EPA requested the inclusion of specific provisions in the Scheme, as part of the amendment, to address the protection of environmental values on the site.

Additional scheme provisions were developed in consultation with the Department of Water and Environmental Regulations (DWER) and representatives on behalf of the landowners which were proposed to form part of the amendment and required the proponents to prepare a Local Development Plan (LDP) to include provisions relating to the environmental values of the land, in consultation with the Department of Biodiversity, Conservation and Attractions (DBCA).

The following provisions were proposed to be included in Part 5 – Special Controls of DPS 2 and were advertised as part of Scheme Amendment 183:

“3. *Inserting the following provisions into the appropriate location in Part 5 – Special Controls of the Scheme:*

5.5 LOTS 10 & 11 DUNDEBAR ROAD AND LOTS 28 & 29 BELGRADE ROAD, WANNEROO

5.5.1 *A Local Development Plan to be approved prior to any subdivision and development occurring.*

5.5.2 *Local Development Plans prepared for this land shall include provisions relating to the retention and protection of fauna habitat and flora and vegetation values being incorporated into the design of future on-site development, in consultation with the Department of Biodiversity, Conservation and Attractions; and*

5.5.3 *Subdivision and development on this land is to be in accordance with the approved Local Development Plan.”*

## Consultation

Amendment 183 was advertised as a standard amendment under the *Planning & Development Local Planning Schemes (LPS) Regulations 2015 (WA)* for a period of 42-days commencing 15 March 2022. Letters were sent to nearby landowners and the amendment was published on the City's website through the online community engagement hub. The City received a total of five submissions, comprising of two objections and three submission with no objections.

**Attachment 3** contains the summary of submissions and Administration's responses.

## **Comment**

### Submission from neighbouring landowner

The first of the two submissions received opposing this amendment is from a neighbouring landowner who has outlined that the proposal will have a material impact on the value of all abutting and adjacent properties. The submitter has proposed that Council facilitates the developer/owner of the properties seeking a change in zoning to agree to compensate abutting and adjacent properties for loss in value.

It is noted that the perceived loss of land value for particular sites is not a material planning consideration. Administration advised the submitter, which is reflected in Administration's recommended response to the submission, that the developer will be required to address interface issues and the relationship with surrounding lots through planning processes and contribute towards upgrades of surrounding infrastructure to support the development.

### Submission from proponents who initiated the amendment

The second submission opposing this amendment is from consultants on behalf of the proponents of the amendment. The consultants have requested the City to remove the requirement for a LSP from the amendment, as they believe a LSP and LDP to be an unnecessary duplication of planning instruments. Additionally, they consider a LSP to be unwarranted given the new SPP 3.6 which came into effect after this amendment was initiated. Clause 6.3 of SPP 3.6 provides that development infrastructure may be imposed through subdivision and development processes without the need for a Developer Contribution Plan for items listed in SPP 3.6's Schedule 1 – Standard Infrastructure Contributions.

Administration has considered the submission and notes that as a voluntary agreement for contributions could not be reached when the amendment was initiated, an Urban Development zoning was proposed. In accordance with the provisions of sub-clause 3.14.3 of DPS 2, this zone requires the subsequent preparation of a LSP which, in this case, would outline the infrastructure requirements for the site and associated contributions required from developers. As the site at the time formed part of the EWDSP area, this approach was considered fair and reasonable to ensure all landowners contributed equally towards shared infrastructure and to apply a consistent approach across the EWDSP area.

Whilst the subject land has now been omitted from the EWDSP area, a LSP will still be required as a result of the proposed Urban Development zoning. The LSP will outline infrastructure requirements for the site however, these will no longer be considered in the broader context of the EWDSP area. These developer contributions would be triggered and facilitated through the subdivision and development process with the LSP providing the head of power. These will include:

- 10% Land for Public Open Space (POS);
- The development of POS to a minimum standard in accordance with the City's POS policy; and
- Land and contribution for Regional Road (for the widening of Dundobar Road).

The LSP will also be required to consider the need for a community facility, based on a Needs and Feasibility Assessment, and if a need is determined, outline an appropriate contribution towards this.

### Local Development Plan requirement

A LDP was proposed by informal advice by the DPLH to address the retention and protection of the site's environmental values. LDPs are used to control built form outcomes on particular lots and can include provisions relating to site-specific vegetation. The scope of LSPs and

LDPs typically differ with LSPs providing a broader, more high-level framework for development of an area, whilst LDPs provide site-specific, detailed consideration to matters relating to urban form on particular lots. However, as the LSP required is for four lots only, Administration considers that a requirement for both a LSP and a LDP in this instance is too onerous and that a LSP could address both developer contribution requirements and measures to retain and protect fauna habitat and flora and vegetation values on future on-site development. This would simplify the planning process in line with the usual approach followed by the State Government.

In this regard it is noted that Part 5 – Special Controls of the Scheme of DPS 2 is proposed to be modified to include a LSP, rather than a LDP, to outline provisions relating to the retention and protection of fauna habitat and flora and vegetation values on the site, in consultation with the DBCA. However, these will be incorporated in a LSP rather than a LDP as originally proposed.

The consultants for the proponents also proposed modifications to the wording of Clause 5.5.2 of the proposed amendment to include more specific provisions, particularly around the vegetation to be retained on the site. They noted that the impacts of retaining the full extent of the vegetation could significantly limit the development potential on the site.

Administration advised the consultants that, as the EPA could not confirm the specific extent of vegetation to be retained, this provision was developed with the intent to provide some flexibility for the landowners, DWER and other parties about the fauna habitat and flora and vegetation values to be retained on the site without the direct involvement of the City. This approach is considered to be in the best interests of all parties.

#### Proposed Amendment 172 to DPS 2

It is noted that the consultant's submission also referenced proposed Scheme Amendment No. 172 to DPS 2 to align the scheme with the Model Provisions, which has been advertised but is yet to be considered by Council. The consultants expressed concern that proposed Clause 4.8 (2) Schedule 6 Additional site and Development Requirements could prevail over any inconsistency with an LDP. As Administration is recommending that only a LSP be required, this consideration is no longer relevant. It is noted, however, that as a statutory document the Scheme will always prevail over an LDP (and LSP) anyway.

The other three submissions were from Water Corporation, Atco Gas and DBCA who had no objections to the proposed amendment.

### **Statutory Compliance**

Under section 124(3) of the Act, the City is required to prepare an amendment to DPS 2 to make it consistent with the MRS. Under the Regulations, the amendment is considered to be a 'standard' amendment as the amendment is required to make the scheme consistent with a region planning scheme.

### **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-G09 Long Term Financial Planning	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

## Policy Implication

As the subject land no longer forms part of the EWDSP area, LPP 5.3: East Wanneroo is no longer relevant to this scheme amendment proposal.

## Financial Implications

The *Planning & Development Regulations 2015* provides that a fee cannot be imposed in respect to a request for a local scheme amendment to be amended to be consistent with the MRS.

There may be long-term financial implications for the City in the event of underpayment of developer contributions for infrastructure require to facilitate the development and adjacent area, which may have to be funded by the City.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

1. Pursuant to Regulation 50 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, CONSIDERS the submissions received in respect of Amendment No. 183 to District Planning Scheme No. 2, a summary of which is included in Attachment 3;
2. Pursuant to Regulations 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* SUPPORTS WITH MODIFICATIONS Amendment No. 183 to District Planning Scheme No. 2 to:
  - a) Rezone lots 10 and 11 Dundobar Road and lots 28 and 29 Belgrade Road, Wanneroo from Rural Resource to Urban Development, and to amend the Scheme Map accordingly;
  - b) Insert the following in the appropriate location in Schedule A – Supplemental Provisions to the Deemed Provisions:
 

“Clause 69

(3) The local government may grant development approval subject to a condition that a contribution to the provision of infrastructure related to the development be made at the time of granting of development approval, in accordance with any approved Structure Plan relating to that land.”

c) **Insert the following provisions into Part 5 – Special Controls of the Scheme:**

***“5.5 LOTS 10 & 11 DUNDEBAR ROAD AND LOTS 28 & 29 BELGRADE ROAD, WANNEROO***

***5.5.1 A Local Structure Plan to be approved prior to any subdivision and development occurring.***

***5.5.2 Local Structure Plans prepared for this land shall include provisions relating to the retention and protection of fauna habitat and flora and vegetation values being incorporated into the design of future on-site development, in consultation with the Department of Biodiversity, Conservation and Attractions; and***

***5.5.3 Subdivision and development on this land is to be in accordance with the approved Local Structure Plan.”***

- 3. AUTHORISES the Mayor and the Chief Executive Officer to Sign and Seal Amendment No.183 to the District Planning Scheme No.2 documents in accordance with the City’s Execution of Documents Policy; and**
- 4. FORWARDS the amendment documentation to the Western Australian Planning Commission for its consideration REQUESTING the Minister for Planning to grant final approval of the amendment.**

*Attachments:*

- |                          |  |           |
|--------------------------|--|-----------|
| <a href="#"><u>1</u></a> | Attachment 1 - Proposed Scheme Amendment Maps        | 22/197066 |
| <a href="#"><u>2</u></a> | Attachment 2 - Subject Site and Surrounding Context  | 22/199460 |
| <a href="#"><u>3</u></a> | Attachment 3 - Schedule of Submissions Amendment 183 | 22/201554 |



CITY OF WANNEROO  
DISTRICT PLANNING SCHEME No. 2  
AMENDMENT No. 183

Lots 10 & 11 Wanneroo Road  
Lots 28 & 29 Belgrade Road  
Wanneroo

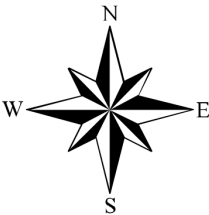
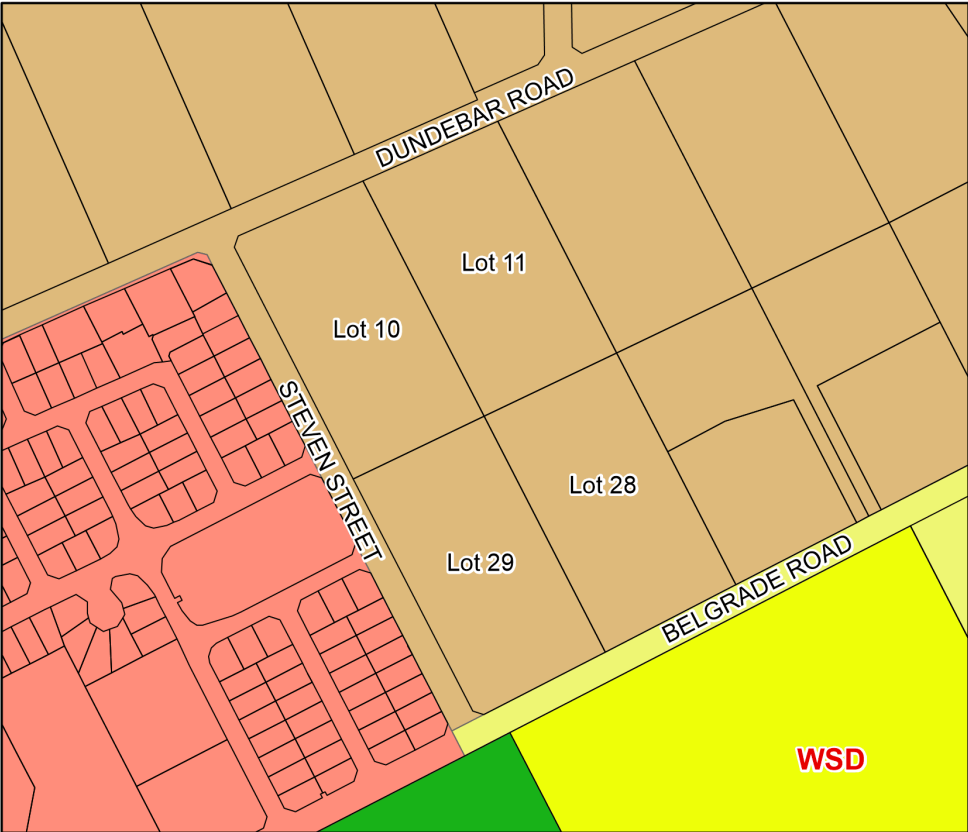
LEGEND

MRS RESERVE

- PUBLIC PURPOSE
- WSD - WATER AUTHORITY of WA
- PARKS & RECREATION

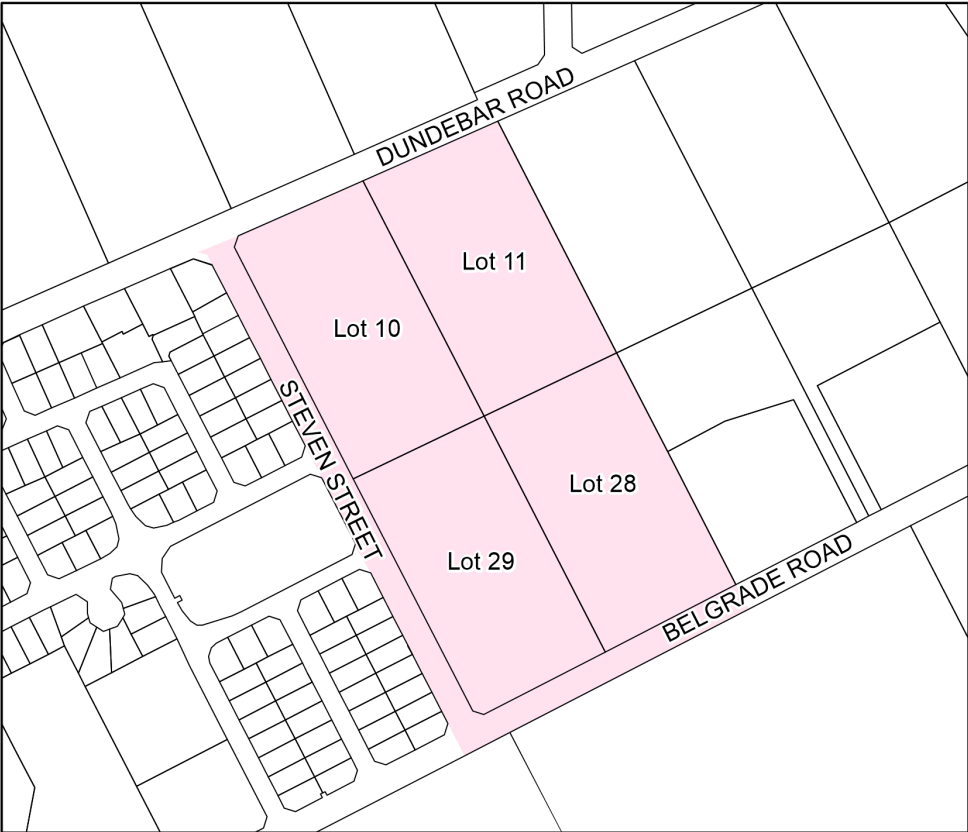
ZONE

- GENERAL RURAL
- RESIDENTIAL
- RURAL RESOURCE



LEGEND

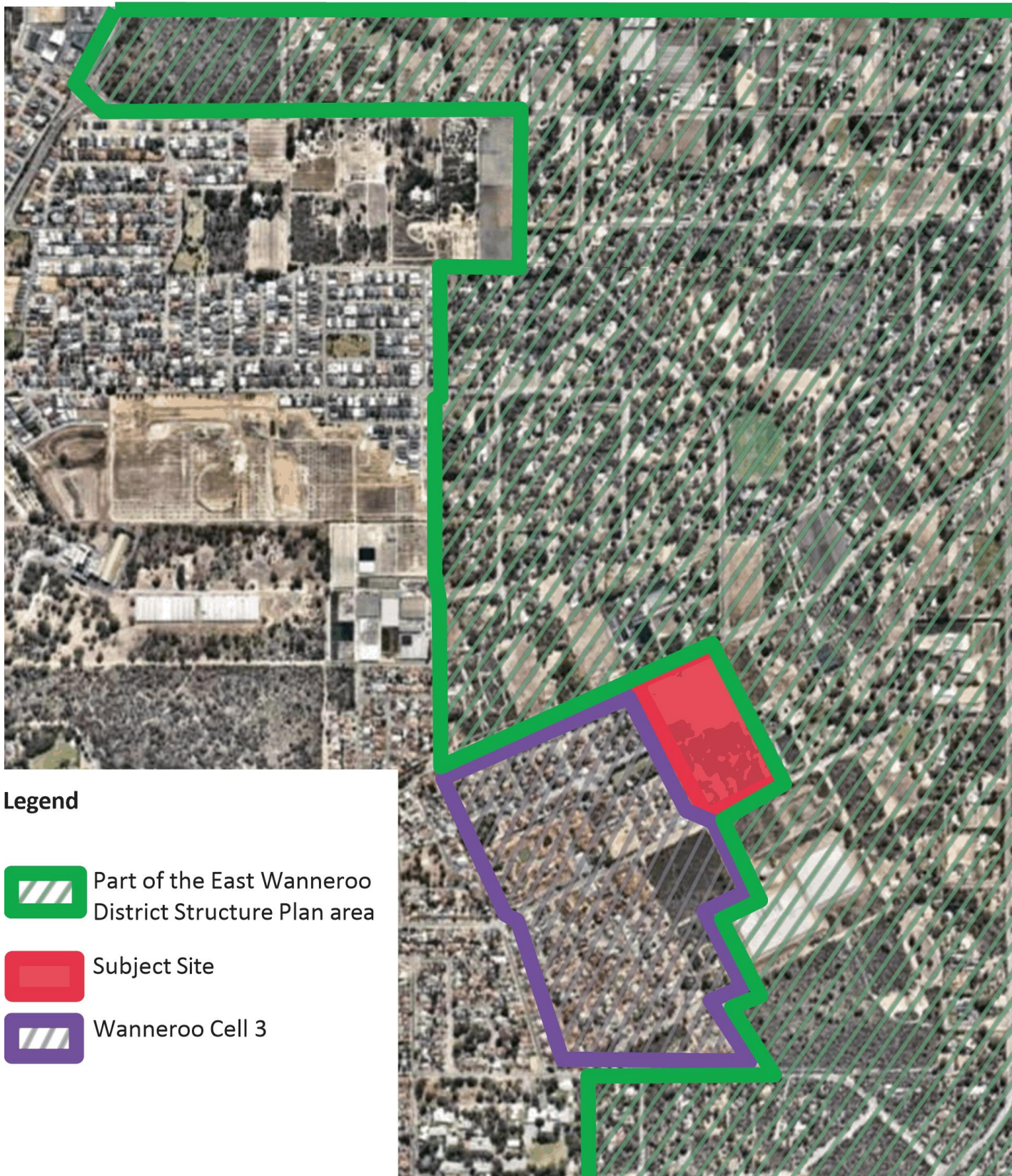
- URBAN DEVELOPMENT



SCHEME (AMENDMENT) MAP



# Attachment 2 - Subject Site and Surrounding Context



Amendment 183 to District Planning Scheme no. 2 – Rezoning of Lots 10 & 11 Dundebur Road and Lots 28 & 29 Belgrade Road, Wannon to Urban			
No	Comment	Administration Response	Modification/Action to Amendment 183
1	<p>The submitter is supportive of a Scheme Amendment to rezone the land under DPS2 for future use. Given the initiation and now advertising of Scheme Amendment 172, review and revisions in respect to the content of Scheme Amendment 183 are required. The two Scheme Amendments will be required to be consistent. In addition to the above, approval SPP3.6 has come into effect since the initial drafting of Scheme Amendment 183 and revisions to the developer contributions are considered to be required. In considering the provisions in respect to vegetation retention relative to Scheme Amendment 183 it is important to note that the site-specific studies determined that the site is not regularly used for foraging, does not offer value as a breeding habitat, does not contain any suitable hollows that can be used for breeding and the survey area does not contain sufficient native Eucalyptus trees with a DBH of greater than 500 mm.</p> <p>The submitter requests the following in respect to Scheme Amendment 183:</p> <ul style="list-style-type: none"> <li>• Modifications are made to remove the requirement for a Local Structure Plan for the reasons set out within this advice.</li> <li>• Modifications are made to provide greater certainty vegetation to be retained for the reasons set out within this advice.</li> <li>• The Developer Contribution clause is removed from the Scheme Amendment given the adoption of State Planning Policy 3.6 Infrastructure Contributions no longer requires this provision to be included. In respect to Scheme Amendment 172, this amendment should incorporate Scheme Amendment 183 outcomes to ensure that the Scheme Amendment 183 survives the gazettal of Scheme Amendment 172.</li> </ul>	<p>What we are recommending is that as the amendment is to rezone the land to 'urban development', that a structure plan is still required.</p> <p>However we believe that in order to simplify the planning process, that we would not be recommending the preparation of a local development plan (LDP) as well. As the proposal is for 4 lots only, the structure plan can deal with both the developer contribution aspects and the environmental aspects. We believe that as this simplifies the process, that this would likely be supported by the WAPC. In this instance, although it is noted that the DPLH/DBCA recommended that the environmental aspects be reflected in a LDP, as a structure plan is required anyway the LSP can deal with both – I don't see a need for both instruments applying to 4 lots.</p> <p>In relation to developer contributions, these would be reflected in the LSP and will be triggered by the subdivision/development process. We are recommending the following:</p> <ul style="list-style-type: none"> <li>• 10% Land for Public Open Space (POS);</li> <li>• The development of POS to a minimum standard in accordance with the City's POS policy; and</li> <li>• Regional Road land and development contribution (for the widening of Dundebur Road).</li> </ul> <p>Although it is acknowledged that the land is no longer in the East Wannon district structure plan area, as the development may trigger the need for more community</p>	<p>It is recommended that the condition relating to the amendment be modified as follows:</p> <p><b><i>Insert the following provisions into Part 5 – Special Controls of the Scheme:</i></b></p> <p><b><i>"5.5 LOTS 10 &amp; 11 DUNDEBAR ROAD AND LOTS 28 &amp; 29 BELGRADE ROAD, WANNEROO</i></b></p> <p><b><i>5.5.1 A Local Structure Plan to be approved prior to any subdivision and development occurring.</i></b></p> <p><b><i>5.5.2 Local Structure Plans prepared for this land shall include provisions relating to the retention and protection of fauna habitat and flora and vegetation values being incorporated into the design of future onsite development, in consultation with the Department of Biodiversity, Conservation and Attractions; and</i></b></p> <p><b><i>5.5.3 Subdivision and development on this land is to be in accordance with the approved Local Structure Plan."</i></b></p>



	<p>Furthermore, as described within this advice provision should be made for the LDP required by Scheme Amendment 183 to prevail over the more general provisions of Schedule 6 Additional site and Development Requirements given the specific site constraints that the LDP is to address. The Applicant requests and would welcome the opportunity to meet and discuss both Scheme Amendments with the City's Officers in light of the issues raised in this advice.</p>	<p>facility capacity to be used by the residents, we recommend that a Needs and Feasibility Assessment should be done to determine if and the level of community facilities that would be required. As part of this, its noted that '55+' residents would still use surrounding facilities, whilst the higher care residents potentially would not. This assessment is an opportunity for you to demonstrate if there is a need for contributions towards such facilities as generated by the proposed development.</p> <p>The intent is to sort out the environmental considerations/requirements with DBCA/EPA as the City needs to be satisfied that they concur with the amount and location of vegetation being retained.</p> <p>The timing of proposed Scheme Amendment 183 coincides with that of proposed Scheme Amendment 172 to align the City's DPS 2 with the State Government's Model Scheme Text. Subsequently, we anticipate that the outcomes of Scheme Amendment 183 will be transferred to DPS 2 as part of Scheme Amendment 172.</p> <p>We consider retirement village and aged care home to primarily accommodate residential uses. In this regard, development proposed for the site would need to comply with the R-Codes and DPS 2 and other relevant planning instruments. The LDP would be prepared and assessed to comply with the provisions of DPS 2. Subsequently, we do not consider that inconsistencies will arise between the LDP and Scheme Amendment 172's Schedule 6 that will result in the need for this Schedule to prevail over the LDP.</p>	
--	---	--	--

2	<p>The Corporation has become aware of the proposed development of this land through previous approaches from the landowners, consulting engineers and through inquiries from the DPLH. The Corporation also commented on the MRS amendment over the subject land.</p> <p>The Water Corporation has prepared conceptual water and sewer planning, which provides a guide to the future developers of this land. Essentially, the future subdivision/development of this land can be provided with water and sewerage services by the proponents undertaking mains extensions off the nearby networks at their cost.</p>	Noted.	No Modification
3	<p>This proposal will have a material impact on the value of all abutting and adjacent properties including my property on Steven St. The council needs to get the developer/owner of the properties seeking change in zoning to agree to compensate for loss in value to all the abutting and adjacent properties.</p>	<p>We do not consider that the amendment will have any impact on the material value of the land for surrounding landowners.</p> <p>The planning framework requires developers to comply with requirements that address the interface between the subject lots and surrounding lots to ensure any future proposals will not impact the amenity of the street or privacy between residential developments.</p> <p>Future development will be required to respond to appropriate bulk/scale and interface with the streetscape.</p>	No Modification
4	<p>DBCA provided advice to the Western Australian Planning Commission dated 29 October 2019, regarding the corresponding Metropolitan Region Scheme amendment to lift the Urban Deferred zoning over the subject lots. A copy of DBCA's previous response is attached as it contains advice relevant to the current DPS amendment. The 'Lot 10 Dundobar Road and 28 and 29 Belgrade East Wanneroo - Environmental Assessment Report' (360 Environmental 2019) (EAR), prepared to support the rezoning of the subject lots to Urban, identifies the site contains approximately 2.2 hectares of banksia woodland in Very Good condition.</p>	<p>The direction of the DBCA submission regarding vegetation requirements to be managed through the LDP has been incorporated into an LSP. This achieves the intent of the DBCAs submission.</p>	No Modification



	<p>This vegetation is recognised as the Commonwealth 'Banksia Woodland of the Swan Coastal Plain' threatened ecological community and provides habitat for threatened black cockatoo species. DBCA notes that the draft concept plan included as Appendix A of the EAR does not propose the retention of any native vegetation in the future development design. Following provision of the Environmental Protection Authority's (EPA) advice, dated 16 February 2022, in response to the current DPS amendment, the City of Wanneroo have modified the proposed text provisions to require the proponent to prepare a Local Development Plan (LDP). The LDP is required to include the retention and protection of important vegetation onsite, in consultation with DBCA. The proponent should consider the specific requirements included in the EPA advice, to maximise the retention of black cockatoo foraging and potential breeding habitat, during the development of the future LDP.</p>		
5	<p>Thank you for your recent e-Referral regarding the above mentioned Rezoning in Wanneroo.</p> <p>ATCO Gas Australia (ATCO) has no objection to the proposed application, based on the information and plan provided.</p> <p>Anyone proposing to carry out construction or excavation works must contact 'Dial Before You Dig' (<a href="http://www.1100.com.au">www.1100.com.au</a>) to determine the location of buried gas infrastructure. Refer to ATCO document AGA-O&amp;MPR24- Additional Information for Working Around Gas Infrastructure <a href="https://www.atco.com/en-au/forhome/natural-gas/wa-gas-network/working-aroundgas.html">https://www.atco.com/en-au/forhome/natural-gas/wa-gas-network/working-aroundgas.html</a></p> <p>Please accept this email as ATCO's written response.</p>	Noted.	No Modification
	<p><b>DPLH</b> No Submission</p>		

	<b>DWER</b> No Submission		
	<b>DFES</b> No Submission		

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**PS03-06/22     Draft Urban Forest Strategy - Approval to Advertise**

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File Ref: 37574 – 22/134879  
Responsible Officer: Director Planning and Sustainability  
Attachments: 1

**Issue**

To consider the draft Urban Forest Strategy (UFS) for approval to publicly advertise.

**Background**

The requirement to address the City's urban forest was identified in the City's Local Environmental Strategy (LES), which acknowledged the City's declining vegetation and increased heat island effects as key environmental issues affecting the City. Considering the importance placed on protecting the urban forest that was identified in the LES, the preparation of the draft UFS has since been included in the City's Corporate Business Plan.

The draft UFS has been developed with the aim to protect, retain and improve canopy cover as part of existing and proposed future initiatives. The draft Strategy has been informed by research to understand and quantify the City's existing tree canopy and vegetation cover, and identify opportunities to retain and potentially expand this. As part of this, the City's street tree audit as well as tree canopy and heat island data from the Department of Planning, Lands & Heritage (DPLH) have been utilised.

The draft Strategy is included in **Attachment 1**, and has been prepared in close alignment with the community's expectations as set out in the Strategic Community Plan, which identifies the enhancement of the natural and built environment, addressing climate change and creating a liveable City as key outcomes.

**Detail**

The draft Strategy has been prepared in alignment with the State Government's *Better Urban Forest Planning – A guide to support the enhancement of urban forests in WA*. The goals and strategy elements provide the strategic direction for the protection and enhancement of the City's urban forest, while the objectives and initiatives establish a clear scope and methodology for canopy retention and improvement.

**Purpose and Scope of the draft UFS**

The draft UFS measures the extent of the City's canopy and sets the direction for the City to protect and enhance its urban forest through a range of objectives and recommended initiatives. For the purpose of the draft UFS, an urban forest refers to all substantial vegetation growing in an urban environment, both native and non-native vegetation, and is inclusive of vegetation on both private and public land that exists prior to development, retained during development or introduced once an area has been established.

The draft UFS has been developed to align with the DPLH *Better Urban Forest Planning – A guide to support the enhancement of urban forests in WA*. This provides guidance for local governments developing their urban forest plans and strategies.

Section 1 of the draft UFS sets out the vision, goals and strategy elements that provide the aspirational and overarching intent of the draft Strategy. The goals and strategy elements identify broad areas for improvement in order to establish an urban forest.

The strategy elements aim to assist the City in maintaining and enhancing the City's urban forest by providing a framework for the implementation of the Strategy. The strategy elements are explained in the draft UFS and summarised as follows:

1. Keep canopy and vegetation;
2. Manage the City's vegetation and canopy assets;
3. Plant canopy and vegetation;
4. Bring the community along; and
5. Work with stakeholders.

The social, environmental and financial benefits of trees and canopy cover are explained in detail in Section 2 of the draft UFS and range from improving air quality to providing habitat for local fauna, to reducing energy consumption and associated costs.

There are also a number of challenges associated with protecting and enhancing the urban forest and these are detailed in Section 3 of the draft Strategy. These include legislative challenges, such as a lack of guidance during the planning process on tree protection, and environmental challenges such as fire risk, climate change, and the heat island effect.

The draft UFS aims to address these challenges and recognise and promote the benefits of a healthy urban forest.

#### Measuring the City's Urban Forest

In order to protect and enhance the City's urban forest, the extent of vegetation and canopy cover must first be measured. Section 4 of the draft UFS summarises the key findings of the data and explains the methodology for the development of the City's draft UFS.

The draft UFS covers both tree cover and vegetation cover. The relevant vegetation and tree canopy data was obtained from the DPLH to determine the overall extent and health of the City's urban forest. Tree canopy data refers to vegetation over 3 metres in height, while vegetation cover measures vegetation of all heights.

Data from the City's street tree audit was used to gain an in-depth understanding of the City's tree assets. The data concluded that the City's overall tree canopy cover is 9.88%, with different suburbs displaying varying percentages. Higher percentages of canopy cover were recorded in the City's older, more established suburbs such as Wanneroo and Yanchep, while newer suburbs such as Jindalee and Alkimos exhibited lower percentages. **Table 1** in the draft UFS provides a summary of tree canopy cover for all suburbs in the City.

Total canopy cover for all land managed by the City has been recorded as 7.74%. While this is lower than the City as a whole, it is land that the City has direct control over and therefore has the greatest potential for an increase in both canopy and vegetation cover.

Thermal mapping was acquired from the Commonwealth Scientific and Industrial Research Organisation (CSIRO) and shows the effects of vegetation (or a lack thereof) and dark surfaces (including roofs) on surrounding temperatures.

With all of the combined data, the draft UFS provides a snapshot of the City's urban forest that can be used to identify the various threats to its health, as well as opportunities for its protection and enhancement. Should Council adopt the draft UFS, a series of detailed maps showing vegetation extent, canopy cover and heat mapping for each suburb will be made available on the City's website.

## Implementation of the UFS

The draft UFS focusses on implementation within the context of the City's available resources. The draft UFS proposes 4 key objectives in order to measure the City's progress with protecting and enhancing the City's urban forest in line with the goals and strategy elements listed above. The objectives are explained in detail in Section 5 of the draft UFS and are listed below:

1. Achieve no net loss of canopy cover in established suburbs;
2. Progressively increase total canopy cover for the City within a range of 15 – 20% by 2040;
3. Progressively increase total canopy cover to a minimum of 5% for selected suburbs by 2040; and
4. Progressively increase canopy cover on City managed land to approximately 10% by 2040.

The achievement of the objectives will be achieved through the implementation of 14 proposed initiatives set out in Section 6 of the draft UFS. The recommended initiatives provide a starting point for the implementation of the Strategy, with each initiative enabling the City to pursue activities and projects that will assist in protecting and improving the City's urban forest. Key components of the initiatives relate to the continuation of the City's current street tree planting program, but to focus this on suburbs with less than 5% tree cover and on heat islands within these suburbs; continuation of the street audit program to inform where future trees could be planted; advocating the State Government to change planning instruments that could facilitate the reduction of tree cover loss and more tree planting; and programs to increase community awareness around tree planting.

In relation to the City's tree planting program, the draft UFS proposes to maintain the City's current investment of tree planting (3000 trees per annum), but to focus tree planting where this would have the most benefit, as part of a 3-staged process. Stage 1 is tree planting in suburbs with less than 5% and to focus this on tree planting in heat islands and places identified as suitable for planting by the street tree audit/survey. Stage 2 will focus on significant heat islands outside of the '5%' suburbs informed by the street survey audit; whilst stage 3 would include gradually increasing tree planting to an ultimate 15-20% in all suburbs. The current approach of splitting the City's tree planting approximately in 40% responding to community request for trees and 60% other tree planting is recommended to be continued to ensure equity across the City, noting that people that request trees to be planted are more inclined to look after these trees.

Initiatives set out a clear direction for further work and investigation that may need to be undertaken in order to effectively enhance canopy and vegetation cover across the City.

## **Consultation**

### *Consultation with the Environmental Advisory Group*

The draft UFS was presented to the EAG in April 2022 and was well received, with some changes proposed by the EAG. These proposed changes include:

- i. Addition of relevant wording to 'Strategy Element 5' on page 9 of the draft UFS to include reference to influencing industry through policy and stakeholder engagement, and driving change in the planning and development process to facilitate tree protection.

Although it is noted that the draft UFS already has one of its key initiatives advocacy with State government to change state planning instruments, additional information has been included in the draft UFS in relation to this, as it aligns with the overall approach to tree protection as proposed through Strategy Element 5.

- ii. The EAG discussed amending the objectives to be more ambitious in order to increase the City's tree canopy in a faster time-frame; and raising the priority of Initiatives 8, 11, 13 and 14.

It is not recommended that this change be made to the draft UFS, as the current scope of the draft UFS is considered to be realistic and achievable at this time, with available resources. Additional resources are not included in the City's Long-Term Financial Plan to increase canopy cover or bring forward the timeframe for Initiatives 8, 11, 13 and 14.

- iii. The EAG also discussed an additional Appendix or new Initiative that addresses tree canopy protection and increase throughout the development of East Wannon.

It is not recommended that further changes be made to the draft UFS in this regard, as the State Government's East Wannon District Structure Plan already includes the intent to protect as many trees and vegetation in the area through the planning and development process. This would further be implemented by local structure plans to be prepared in the area, including the City's requirements for local structure plans to address the vision and sense of place (including tree and vegetation preservation). The UFS also covers the whole local government area and needs to represent a consistent approach across the City.

### *Public advertising*

In addition to the consultation undertaken with the EAG, it is proposed that the draft UFS will be advertised for public comment for a period of 42 days by way of:

- Advertisement in a local newspaper;
- Display on the City's website and Facebook;
- Consultation period listed in Your Say; and
- Letters to key stakeholder groups as determined by the Director Planning & Sustainability.

Following advertising, submissions will be considered in the development of the final version of the draft UFS. The final version of the draft UFS will then be reported to Council for formal endorsement.

### **Comment**

The draft UFS provides an integrated approach to canopy protection and enhancement and establishes a clear direction for the City to effectively meet the objectives set out in the UFS. The objectives suggested in the draft UFS are based on the City's current environment and have been set within the context of the City as a growth Council with an increasing population and ongoing development.

The identification of the objectives has taken into account a number of anticipated trends, including ongoing vegetation removal for development, improved community awareness on the value and benefits of trees, and strengthened policy around tree protection, removal, and replacement. In the City's established suburbs, although immediate losses might be expected in some suburbs as a result of infill development over the period, the undertaking of initiatives in the long-term should complement the natural growth of the City's urban forest in established areas.

Progress towards each of the objectives will be monitored over time through the ongoing release of the DPLH urban forest data; and by using the data from the City's tree survey and tree planting programs. Future reviews of the UFS will refine the Strategy's objectives and initiatives in response to the City's progress, with an overall aim to meet targets by 2040.



In the City's newer areas, where vegetation cover and tree canopy is particularly low, natural growth of trees planted by developers should account for a significant growth of the urban forest over the 20 year period. As part of the implementation of the draft UFS, although the City's current tree planting program (3000 trees per annum) would not be increased due to budget constraints, the approach to tree planting is recommended to be changed to maximise outcomes, by focussing on the suburbs with less than 5% tree cover and on the City's heat islands. As part of this, its current approach to respond to community requests for trees will be maintained.

In addition to the City's focussed tree planting programme, key initiatives of the Strategy includes advocacy to State Government to get planning instruments such as State Planning Policy amended to better facilitate tree retention and planting in urban environments. In addition, the draft UFS also recommends a greater level of community education and awareness to change community attitudes, to encourage the community to retain and plant more trees and vegetation.

### Statutory Compliance

Nil

### Strategic Implications

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

*4 ~ A sustainable City that balances the relationship between urban growth and the environment*

*4.1 - Plan for climate change*

*4.2 Manage and protect local Biodiversity*

*4.3 Manage natural assets and resources*

### Risk Management Considerations

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

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

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

### Policy Implications

Nil

## Financial Implications

The preparation of the draft UFS is covered by the City's operational budget. The draft UFS has been prepared, taking into account the City's current financial environment in the Strategy's implementation. This includes focusing on advocacy and community awareness; and by not increasing the City's current tree planting program budget, but by re-focussing tree planting where it would have maximum benefit in reducing the City's urban heat island effect. Future reviews of the Strategy may include consideration of increased budgets for tree planting, taking into account the budget availability at that time.

## Voting Requirements

Simple Majority

## Recommendation

**That Council APPROVES the advertising of the Draft Urban Forest Strategy included in Attachment 1 for a period of 42 days by way of:**

- 1. Letters to key stakeholder groups as determined by the Director Planning & Sustainability;**
- 2. Advertisement in a local newspaper;**
- 3. Display on the City's website and Facebook; and**
- 4. Consultation period listed in Your Say.**

*Attachments:*

1. [Attachment 1 - Draft Urban Forest Strategy 2022](#) 22/117120 Minuted



## Draft Urban Forest Strategy 2022

## Mayors Message

To be added.

DRAFT

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DRAFT





## EXECUTIVE SUMMARY

Trees are an integral part of the built environment due to the many benefits they provide to amenity, health and well-being, and biodiversity protection. A healthy Urban Forest can provide a range of environmental, social, and economic benefits to a City and its community, in addition to sustaining important ecosystem functions.

The City's *Strategic Community Plan 2021 - 2031* aspires to achieve a sustainable natural, built and healthy environment. In response to this community vision, the City's *Corporate Business Plan 2021 - 2031* includes an action to prepare an Urban Forest Strategy (UFS).

The UFS outlines the City's Vision and Principles for maintaining and improving its Urban Forest, and the Strategies that will be undertaken in order to reach that Vision.

The purpose of the UFS is to enhance the sustainability and liveability of the City by:

- Mapping the extent of canopy and vegetation cover across the City, and identify the benefits and challenges associated with increasing coverage;
- Measuring the extent of canopy and vegetation that can be retained and enhanced through current urban design;
- Setting objectives for the City to undertake that aim to improve canopy cover in developed areas; and
- Identifying a wide range of future opportunities for the enhancement of the City's urban forest in the public and private realms.

The Strategy provides detail on the extensive data analysis that was undertaken utilising Department of Planning, Lands and Heritage tree canopy and vegetation data in order to establish a base line for the City's urban forest. This allows the City to determine the extent that its Urban Forest can be protected, where further canopy and vegetation loss can be reduced, and finally, where the City's Urban Forest can be improved through planting and other initiatives. Objectives are provided as a precursor to further assessment and subsequent confirmation of what will constitute realistic and achievable levels of Urban Forest retention, management and enhancement.

## 1. INTRODUCTION

Australia-wide local governments in metropolitan areas are recognising the importance of urban forest planning and increasing community interest in tree canopy cover in the urban environment. An urban forest is an interconnected, living network of green canopy and vegetation cover that provides habitat, improves health and well-being, and increases amenity within urban areas.

Significant urban growth and increased urban density, as well as social factors such as differing community attitudes towards trees, are placing significant pressure on the City's ability to retain and potentially expand its canopy cover.

The effective management of the City's urban forest can address broader issues such as climate change, heat island effects (temperature in urban environments), conservation, streetscape amenity, community health and wellbeing, as well as contribute to the financial benefits of reduced energy consumption.

The protection of a healthy, resilient and diverse urban forest 'ecosystem' is a shared responsibility across State and Local governments, landowners, the development industry, business and the community. There are opportunities for all stakeholders to contribute to improving the urban forest by retaining trees and by planting more trees and by promoting the value of trees.



## What is an Urban Forest?

An urban forest refers to all substantial vegetation growing in an urban environment, both native and non-native vegetation, and inclusive of vegetation on both private and public land that exists prior to development, retained during development or introduced.

The urban forest can be divided into two categories:

- i. Shrubs and undergrowth less than three metres in height; and
- ii. Vegetation over three metres in height.

(Ref: Department of Planning, Lands and Heritage 2018b, 42).

The City of Wanneroo defines urban forest as:

*An ecosystem of green canopy across the whole City creating a connectivity of green corridors to soften the elements of hardscape, built form, providing shade and cooling effects.*

## Vision and Goals

The City's urban forest vision is:

*To protect and grow an urban forest where the community loves trees and values living amongst the benefits they provide.*

The goals and strategy elements outlined below provide clarity around the intent of the Urban Forest Strategy and how the City will approach initiatives to reach the City's objectives for the retention and enhancement of the urban forest.



The City's goals for an urban forest are:

1. **Maintain a resilient urban forest** – by retaining existing urban canopy where there is risk of loss due to development;
2. **Provide/ increase amenity with canopy and vegetation cover** – by revegetating urban areas where opportunities exist, such as public open space, streetscapes, activity centres, civic spaces and drainage sumps;
3. **Plan for community health and wellbeing** – by creating places of landscape amenity that incorporate cooling and shading effects of trees and providing opportunities for the community to be involved in planting projects;
4. **Reduce the urban heat island effect** – by prioritising planting to cool “hot spots” and designing our public spaces, streetscapes and civic areas to feature less pavement and more trees; and
5. **Design for water sensitivity, sustainability and liveability** – by exploring options for innovative design in future urban areas to maximise opportunities for urban canopy.

## Strategy Elements

The following strategy elements will help the City meet the goals outlined above:

1. **Keep canopy and vegetation**
  - a. Incorporate local natural area protection and canopy retention into the subdivision assessment process in line with the City's Local Biodiversity Plan and Urban Forest Strategy; and
  - b. Ensure that the City's planning mechanisms include environmental provisions for tree protection and canopy enhancement.
2. **Manage the City's vegetation and canopy assets**
  - a. Introduce and maintain protection mechanisms for tree canopy on City managed land;

- b. Apply a valuation system for tree assets and document their economic value for the purpose of establishing the asset value of vegetation and canopy; and
- c. Continue street tree audits to identify planting opportunities and provide condition assessment to street tree assets as appropriate.

**3. Plant canopy and vegetation**

- a. Expand the street tree planting program to focus on heat islands and areas with low percentage canopy cover, and include areas of opportunity identified through the street tree audit process;
- b. Consider opportunities to vegetate the City's drainage sumps through programs such as 'Drains for Liveability' or similar; and
- c. Identify potential planning mechanisms that allow or require the planting of one tree per lot in new developments.

**4. Bring the community along**

- a. Investigate partnerships with Schools;
- b. Create community awareness and improve public education through key messages and programs; and
- c. Conduct planting programs.

**5. Work with stakeholders**

- a. Learn from other local governments and share the City's experiences;
- b. Influence industry through sound policy and stakeholder engagement; and
- c. Drive change in the planning and development process to allow greater consideration of tree protection throughout.



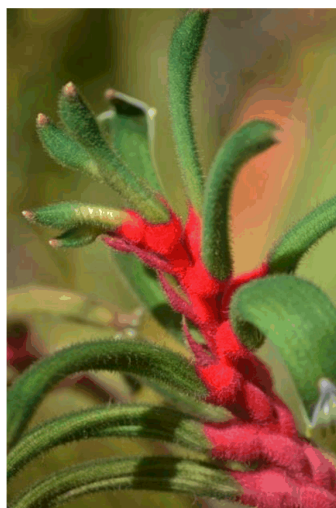
## Terms and Definitions

### Urban Forest

An ecosystem of green canopy across the whole City, creating a connectivity of green corridors to soften the elements of hardscape, and built form providing shade and cooling effects

### Heat Island

Created by hardstand and concrete a heat island is an uninviting place to live that creates uncomfortable heat conditions (i.e. micro-climate), less attractive areas for community and exacerbates the need for increased cooling and corresponding energy consumption.



### Climate Change

Uncertain climatic conditions resulting in increased of heat, fire, flood, and storms which are a challenge to manage. Establishing tree cover is a simple and proven way to demonstrate an effective response to climate change impacts in the City in conjunction with a suite of other mitigation measures.

### Typology

Typology in regards to the Urban Forest Strategy is the term applied to different density development and urban design in subdivision. It is the look and feel of the subdivision, as well as the descriptive metrics (e.g. R Codes, lot size, street widths, and subdivision layout).

### Vegetation Cover

In this Strategy, the vegetation cover is measured 0-3m, 3-8m and 8-15m and 15m and above, and includes the canopy cover.



## Tree Canopy

In this Strategy, the tree canopy relates to trees that are greater than 3m in height. This definition has been used when analysing data for tree canopy.



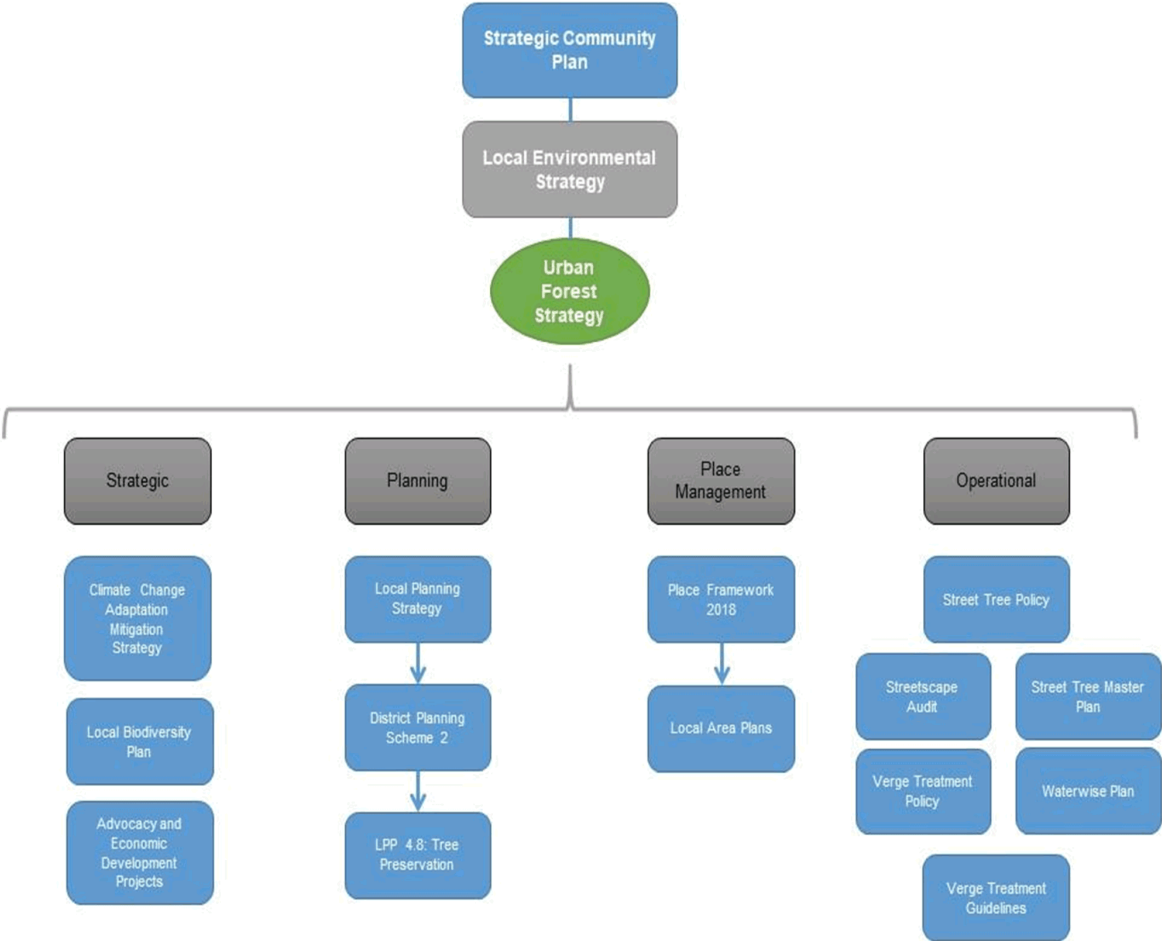
## Strategic Context

The UFS is informed and guided by the City's Strategic Community Plan (SCP) and Local Environmental Strategy (LES). The SCP sets out the community's expectations and priorities for the City, while the LES provides the direction for strategic environmental planning projects across the City. Both of these documents identify the need for the City to investigate ways to enhance and protect its urban forest.

The UFS aims to achieve the City's vision set out in its high level strategic documents by optimising the retention of significant vegetation and habitat thereby improving local amenity by retaining and complementing natural landscapes within the built environment.

The City has a number of strategies, plans, policies and procedures that aim to achieve retention and enhancement of tree-scapes in the City's urban areas. Some of these documents inform the strategy, whilst others assist in its implementation.

These key relationships between the UFS and related strategies, plans, policies and documents are illustrated in **Figure 1**.



*Figure 1 – Urban Forest Strategy Document Linkages*

## 2. THE BENEFITS OF AN URBAN FOREST

The community has a strong relationship with the natural environment and it is recognised that nature and vegetation are essential to human wellbeing. In addition to human intuitive connection with trees, there are proven economic, psychological, physical as well as environmental benefits.



### Social Benefits:

- Contributes positively to the visual aesthetics, character and sense of place;
- Provides sensory and recreational experiences, such as exploring, climbing and being present amongst nature – thereby creating stronger connections between people and their environment;
- Provide a physical connection to culture, history and spirituality through the retention of native flora, sacred trees and educating others on their significance to the local community;
- Improves air quality providing further health benefits through reducing temperatures and cleaning the air;
- Promotes outdoor activity, exercise, increased walkability and contributes to overall mental and physical wellbeing;
- Assists in cooling the physical/built environment, which in turn helps prevent heat-related illness; and
- Boosts the resilience of the local environment by providing food, habitat and other ecosystem functions.

### Environmental Benefits:

- Establishing 'green corridors' of urban forest supports wildlife species retention, migration and genetic resilience of flora and fauna through connectivity. Green corridors also minimise the need for fauna to travel on roadways and reduce incidents with vehicles;
- Shade from canopy creates cooling effects mitigating the impacts of climate change and creation of urban heat islands. This can reduce energy demand for cooling of buildings, which in turn supports the City's contribution to climate change mitigation;
- Established vegetation can reduce water demand and even enhance water availability through micro-climate modification through reduced evaporation and transpiration;
- Green corridors from the coast landwards can function as 'breeze-ways' and facilitate urban ventilation through allowing cooler air to penetrate into the more densely built areas; and
- Certain choices of vegetation can help reduce noise pollution.

### Economic Benefits:

- Creates cooler urban environment which results in reduced energy consumption and cooling costs for buildings and homes;
- Potential for reduced medical costs to both individuals and the State Government arising from heat-related illness; and
- Trees have monetary value as assets to the local government and this value can increase over time; as well as potential increased property values due to an attractive urban environment and street trees.



### 3. CHALLENGES

The retention of trees in the City involves many significant challenges. Although each Local Government in Perth is unique with respect to its canopy retention approaches and outcomes, there are particular challenges associated with a Growth Council such as the City.

The following section outlines each of the key constraints for the City to effectively establishing and maintaining the urban forest.

#### Climate Change

Climate change is resulting in a shift to hotter summer conditions, and possibly milder but much drier winters. Perth is losing its dependable wet winters and consequent replenishment of the groundwater system, while facing a greater occurrence of extreme heat events in summer.

These facts bring a greater degree of urgent focus into the UFS than would previously have been the case. Some of the urban, residential subdivision and housing design in City over the last two decades has been inappropriate for the climatic conditions found in Western Australia: smaller single-storey houses taking up a greater percentage of smaller residential lots, with narrower road reserves and reduced verge widths.

In addition, there is a significant risk of existing/mature trees declining, dying, or not performing well, due to the increase in the number of stressors arising from climate change. These stressors include increased temperatures, reduced water table and availability, and increase in and introduction of new pests and diseases with shifting climatic zones. Newly planted trees are also at risk due to the higher temperatures and shifting climatic patterns, hence species diversity is paramount to the successful establishment of an urban forest.

It is essential that urban design and development respond effectively to the challenges of climate change in terms of both adaptation and mitigation.

## Fire Risk

The State's *Planning for Bushfire Protection Guidelines* provide justification to reduce vegetation and canopy cover by clearing for fire protection. Unjustified clearing of vegetation due to perceived fire risk, or landowners misinterpreting guidance documents and advice, is also a challenge to the retention of tree canopy in larger rural residential lots in the City.

In addition, loss of vegetation and canopy cover due to actual fire happens as urbanisation proximity to conservation areas increases. Species selection can play a crucial role in mitigating bushfire impacts in areas between conservation reserves with potentially high fuel loads and populated urban areas. In order to achieve a sustainable and viable urban forest, there must be a balance between urban forest objectives with the need for bush fire mitigation.

## Heat Island Effect

The urban heat island effect refers to the noticeable difference in the increased temperature levels within urban areas where vegetation is replaced by roads, car parks, buildings and dominant hardscapes. These measurable increases in temperature can be linked to increased heat-related mortality and morbidity.

Increasing the City's tree canopy will contribute to cooling of the urban climate/micro-climate which will help mitigate heat island effects in our suburbs, reduce the energy consumption costs of cooling residences, and reduce heat related illness (i.e. morbidity and mortality rates).

The UFS will address heat islands issues and seek to reduce the heat island impacts on the City.

## Planning Legislation and Policies

Due to the significant growth of the City and the substantial areas yet to be urbanised, it is inevitable that the overall vegetation cover in the City will change and reduce over time if development is left unchecked. The UFS aims to protect, retain and increase vegetation cover as part of the planning and development process; however, this will require the



introduction of a number of mechanisms such as environmental provisions in the City's Local Planning Strategy, Planning Scheme and relevant policies.

The relevant planning legislation associated with the subdivision approvals process is determined by the WAPC which often means that local governments are unable to address key design issues affecting tree retention. As a result, vegetation and trees are often removed during development to facilitate subdivision. The UFS aims to influence planning outcomes by serving as a basis for the City to advocate with State Government and the development industry to maximise tree and vegetation cover through better design at the structure planning and subdivision stages.

The City considers that addressing the urban planning issues associated with greenfield development to better retain existing remnant vegetation within new broad-acre developments ahead of the development front, is a high priority. The issues involved are complex and will involve engagement with many stakeholders, including the development industry sector, Urban Development Institute of Australia (UDIA), WAPC and WALGA. Bringing about change and improved outcomes will take considerable time, but the City considers this matter to be so important, action to engage relevant stakeholders is a matter of the highest priority.

## Urban Design

The City is exposed to rapid expansion as well as large greenfield areas that will be subject to future development. This presents challenges for urban design regarding density, infill development and zoning when looking to retain tree canopy and vegetation. The need to increase urban density to accommodate population growth, results in urban planning and design that is effectively designing trees out of the urban environment. Key factors contributing to this outcome include:

- Increased density and decreasing lot sizes;
- Limited space for trees in streetscapes and exacerbated by generic engineering design approaches to infrastructure provision in road reserves;
- Decreasing road reserve widths;
- Smaller public open space with changes in use and function of parks (i.e. drainage); and
- Bushfire management considerations;

- Smaller to zero residential private open space.

These design challenges for development in the City result in fewer trees and reduced canopy cover. Where trees are retained, they are often subjected to physical disturbance, reduced or damaged roots, and a lack of space for above ground canopy.

Increasingly the City's amenity is becoming defined by roof-scapes, summer glare, lack of wildlife corridors, reduced opportunity for comfortable day-time summer outdoor exercise, obstruction to sea-breeze ventilation, all contributing to a diminished sense of place and reduced liveability and sustainability for residents.

A specific area of opportunity is associated with road and street design, particularly those road/street assets constructed and maintained by the City. The City recognises there is a need to better incorporate early design and forward budgeting of capital works to accommodate 'retention of urban canopy' into road and street design that is within the control of the City. This is both a challenge and an opportunity.

## Attitudes

Not everyone loves trees or appreciates their value. Where development has created small verges and inevitable competition for various needs (e.g. vehicle parking), trees are sometimes considered to conflict with those competing uses for this limited space. Trees and vegetation are often viewed as inconvenient, dispensable and replaceable. This is particularly problematic in the case of certain species that do not propagate well, are part of a Threatened Ecological Community, or take years to replace to the same size and equivalent amenity value.

Equally, both research and practice establish that once residents are made fully aware of the value of trees/tree canopy and the range of benefits they provide, attitudes can change. Key is that the time and effort must be made to change negative attitudes.

The need to strengthen and reinforce recognition of and respect for 'indigenous heritage values' associated with significant trees is recognised by the UFS.

## 4. CAPTURING THE CITY'S URBAN FOREST

### Methodology

The City utilised the 2018 release of Urban Forest Parcel Data and Urban Heat Island imagery from the Department of Planning, Lands and Heritage (DPLH) to create baseline measurements of its canopy and vegetation coverage and assess heat island effect.

*A complete series of maps showing the canopy and vegetation cover, as well as the heat island effect for each suburb can be found on the City's website.*

To enable targeted decision making the City also undertook a mapping exercise to categorise land parcels and urban residential areas into land use typologies clarifying locations where the City has direct control versus indirect influence over the management of vegetation in different areas of the City.

### Typologies & Urban Forest

The City contains diverse land use typologies with direct implications for tree canopy retention, including loss of canopy in older suburbs experiencing infill development and inadequate verge widths in new subdivisions. There are therefore numerous urban design factors influencing establishment and retention of canopy and vegetation cover:

- *Age* – the older the suburb, the bigger the road reserves and lot sizes and potential for urban infill and therefore loss of tree canopy. New subdivisions and suburbs have smaller lot sizes and therefore less ability to retain canopy through their design;
- *Lot sizes* – larger lots can better retain and support more vegetation than smaller lots;
- *Road Layout* – there is often opportunity to save larger trees within certain road layouts. Engineering design should include overlay tree surveys to identify opportunities for tree plantings/positioning, as standard practice;
- *Road Reserve Widths* – a good streetscape design with opportunity for tree canopy can be realised with wider road reserves to integrate service infrastructure with tree

planting requirements, and allowing sufficient space for below ground 'living root zones' and above ground 'canopy volume';

- *Verge Width* – With multiple service alignments, footpaths, kerbing, drainage and smaller lot sizes, verge widths play as important a role as overall road reserve widths. Sufficient space for street trees should have at least equal priority to all other placements (i.e. service infrastructure);
- *Infrastructure requirements* – ground level changes with cut and fill, drainage requirements, road construction and disturbance footprints all contribute to a loss of pre-existing tree canopy and should henceforth factor in tree retention as an essential objective; and
- Urban density and land zoning – differences in density and zoning are relevant to the above points. These differences result in land use typologies

The following typologies are considered the most critical categories, each with particular or unique UFS challenges and solutions. It is noted that the range of UFS initiatives (Section 6) provided in this document reflect the diversity of these land use typologies.

## Typologies Explained

### Residential Lots:

#### **Strata/Lots <400 m<sup>2</sup>:**

- Often result from dense infill developments.
- Typically lot sizes of 400 m<sup>2</sup> or less.
- Lot frontages ~ 10m.
- Road reserves ~ 14m.
- Unlikely to be subdivided any further, tendency to have very little green space available and small verge widths.
- Retaining or reintroducing tree canopy is frequently very difficult with current urban and architectural design approaches.

#### **Lot sizes of 400-700 m<sup>2</sup>:**

- Development that falls between lot sizes 400 – 700 m<sup>2</sup>;
- lot frontages ~10 – 20 m;
- Road reserves ~14 – 18 m.
- Some opportunity to enhance vegetation and canopy cover at these locations, both on private property and in streetscapes.

**Lots >700 m<sup>2</sup>:**

- In the City, most of these lots were developed in the 1970's and 80s where the minimum lot size was 680 m<sup>2</sup>. These locations have relatively large lots resulting in large size private gardens.
- Wide frontages (typically ~20m) providing opportunity for lengths of verge free of driveways.
- Wide road reserves (typically ~18m) that provide opportunity for street trees.
- This lot size category is further divided into three 'sub-types', depending on how they may be affected by R-coding increases:
  - Standard Lot >700 m<sup>2</sup>;
  - Lots >700 m<sup>2</sup> + proposed for Infill;
  - Lots >700 m<sup>2</sup> + approved for Infill.
- In theory, large lots greater than 700 square metres are appropriate for retaining and establishing urban canopy, however, this typology faces the risk of urban infill and redevelopment to higher densities which will inevitably remove canopy.

**Special Residential:**

- Lots generally between 2,000 - 4,000 m<sup>2</sup>.
- Existing controls in place to enhance vegetation retention and minimise clearing (e.g. specified building envelopes).
- The risk with special residential is that there is a progressive loss of canopy cover and vegetation due to poor property maintenance, illicit activities and clearing by land owners, and potential for subdivision over the long term despite current Planning Scheme provisions.

**Special Rural & Rural:**

- Locations zoned rural or special rural with no plans for subdivision or urbanisation in future.
- Some controls in place to prevent clearing of vegetation and encourage retention.
- The greatest risk to existing vegetation cover in this typology is a fundamental change in zoning based on changing land use planning strategies in the future.

**Undeveloped – with structure plan**

- Proposed for residential subdivision development with structure plans in place allocating locations for vegetation retention via POS allocation.
- Successful retention or reinstatement of urban canopy is dependent on final subdivision and urban design outcomes.

**Undeveloped – without structure plan**

- Proposed for residential subdivision development with no structure plan in place, locations for vegetation retention or revegetation not yet determined.
- As above, but with greater potential to make provision for the protection of remnant vegetation.

**Schools**

- Include expanses of active open space and often retained bushland; and
- Potential for enhancing vegetation through programs, e.g. Sustainable Schools.

**Commercial/ Retail/ Industrial**

- Feature large areas of hardstand and building footprint with opportunities for retaining and planting vegetation.
- To retain or establish urban canopy in such areas requires a significantly different approach to the urban design of commercial, retail and industrial areas.

**Public Lands**

- Incorporates all state, federal and local government authority owned or managed land and can be further sub-categorized into:
  - City managed land; and
  - Land owned or managed by the State (including Crown land), State or Commonwealth agencies and utility providers, and includes the following types of properties:
    - parks;
    - road reserves;
    - public or pedestrian access ways;
    - drainage sumps; and
    - land adjacent to public and community buildings.



The Urban Forest Parcel data and Urban Heat Island imagery was then assessed against each of the land use typology categories to provide baseline information on the current state of canopy, vegetation cover within the City.

### Street Tree Audit Data

In 2018 the City commenced its Street Tree Audit Program to collate information on the City's tree assets. The program has focussed on the southern sections of the City with audits completed for the following suburbs:

Wanneroo (part)

Hocking

Pearsall

Wangara

Landsdale

Madeley

Darch

Marangaroo

Alexander Heights

Girrawheen

Koondoola

Butler

Mindarie

The audit costs are budgeted within the City's annual operating budget. The audit comprises all street trees within residential verges and streetscapes.

### Assumptions and Limitations

The Urban Forest Parcel Data provided by the DPLH is a snapshot in time of estimated vegetation and canopy cover. In the suburbs of Yanchep and Pinjar several hectares of undeveloped land were not included in the parcel data. In Mariginiup the parcels extended slightly beyond the suburb boundary. These variations will need to be considered in future years when comparing future Urban Forest Parcel data to this release.

Urban Heat Island imagery is a derived image comprised of collated images over the 2015-16 summer. As such this provides only an estimate of locations subject to urban heat island effects due to urbanisation.

The Street Tree Audit, commenced in 2018, currently extends across the southern portion of the City and more work will be required to complete the project and be able to provide comprehensive information on the City's tree assets, importance and value, as well as identifying opportunities for forward planting.

Land use typologies have been derived by the City’s planners. It provides a generic overview of the different forms of development across the City. It should be noted that the typology does not represent or equate to the City’s District Planning Scheme No. 2 zoning.

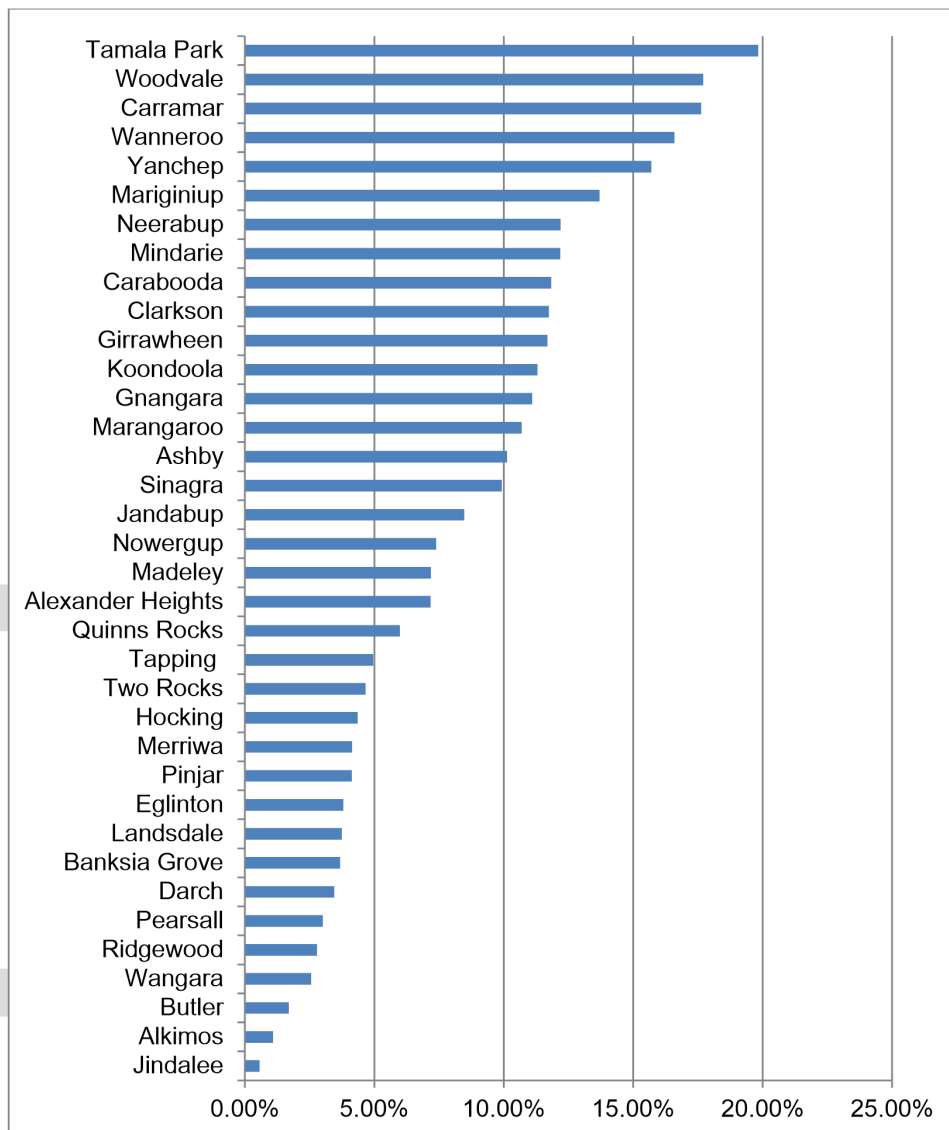
Finally, implementation of the plan can only be as successful as the resources made available to undertake the strategy. Resourcing the Urban Forest Strategy will require long term financial budget commitments and a whole-of-organisation approach.

**Data Analysis and Discussion**

**Total Tree Canopy Cover**

The City’s overall tree canopy cover is 9.88%. Tree canopy is defined as vegetation greater than 3m in height. However, older suburbs tend to have taller vegetation, while coastal suburbs tend to feature vegetation less than 3m in height. The latter is particularly under pressure from development being located in a major urban zoned corridor.

The following table shows the highest to lowest tree canopy cover in the City. For each suburb a map and chart presenting canopy cover is provided on the City of Wanneroo’s website.



*Figure 2 – Tree Canopy by Suburb*

Generally, older suburbs have more tree canopy cover due to trees being retained on larger lots, with a combination of older and more established street trees, and greater degree of canopy in public open space.

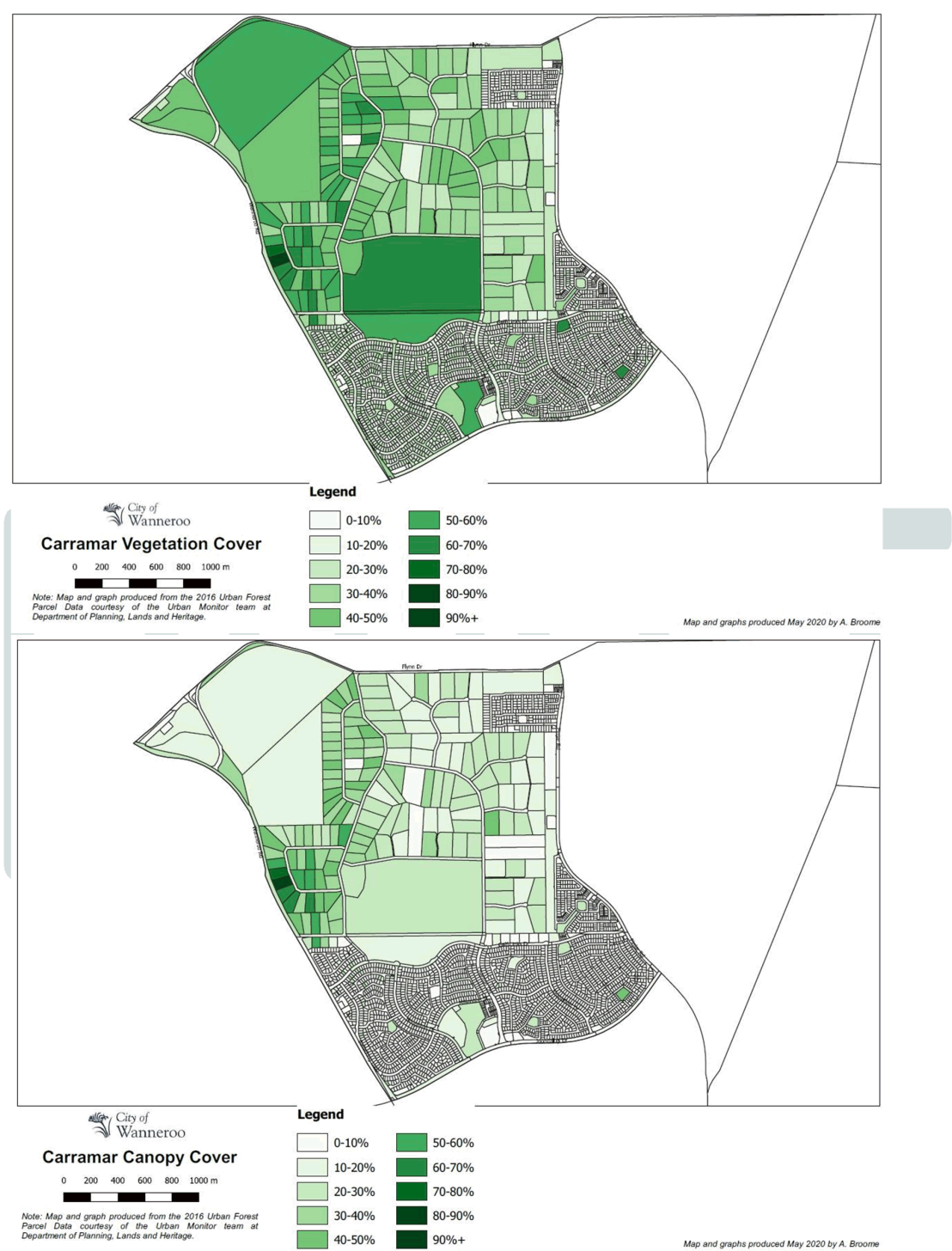
The newer suburbs in the City comprising higher density typologies feature less tree canopy cover (i.e. 3m+ trees). There are many reasons for this, particularly the predominant engineering practice of large-scale earthworks and clearing prior to creation of lots and roadways, which increasingly leaves insufficient room for tree plantings. New trees planted at less than 3m in height tends to result, particularly in new coastal suburbs.

The Urban Forest Strategy needs to consider more than just tree canopy. Vegetation cover is also critical in addressing heat island effects and the retention of biodiversity.

### Total Vegetation Cover

In this strategy vegetation cover includes all vegetation and is measured in increments of 0-3m, 3-8m and 8-15m and 15m and above. Vegetation cover also includes canopy cover. The City's website provides detailed maps illustrating the existing vegetation cover for all of the City's suburbs.

The City has substantial areas of vegetation types at less than 3m in height, most noticeably the vegetation towards the coastal suburbs. While this vegetation contributes to total vegetation cover, it does not add to the City's total canopy cover (which is 3 metres and over). Figure 3 below provides an example of the distinction between canopy versus vegetation cover in the suburb of Carramar. This illustrates Carramar as a suburb that is rich in vegetation cover but relatively poor in total canopy.



**Figure 3 - Comparison Example of the Suburb of Carramar showing a difference between Tree Canopy Cover and Vegetation Cover**

## Urban Heat Islands

Heat islands can be created by hardstand and concrete and they are characterised by uncomfortable and potentially life threatening heat conditions, less attractive areas for community and an increased need for increased cooling and corresponding energy consumption.

The Commonwealth Scientific and Industrial Research Organisation thermal imagery indicates the approximate temperature change since urbanisation to be in a range from 'no change' to more than 8°C hotter in Australian urban environments. Maps illustrating the urban heat island effect for each suburb in the City are available on the City's website.

It is now widely accepted that increased housing density and design correlates to warmer urban environments, for instance higher densities result in increased hard surfaces that reflect heat, and buildings with dark rooftops generally result in increased temperatures.

By contrast, areas with sufficient vegetation cover show up as cool-to-no change since being urbanised, but as vegetation is removed or land remains as open pasture, temperatures increase significantly. This emphasises the need for the UFS to increase canopy and vegetation cover to help mitigate temperature increases resulting from urbanisation. The data also helps guide where retaining or re-establishing plant canopy and vegetation should be focussed, and the areas that should be prioritised through the City's tree planting program.



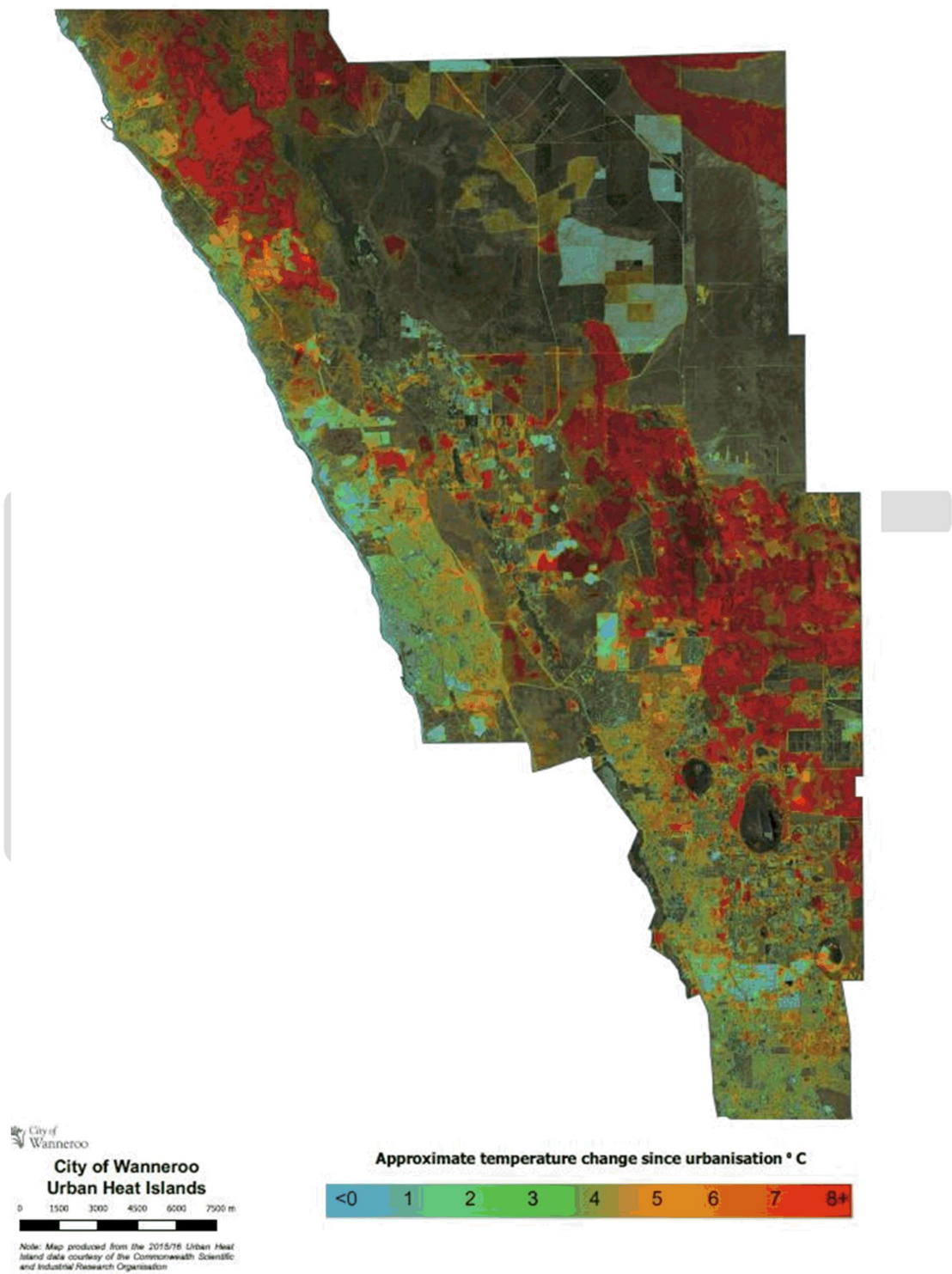


Figure 4 – City of Wanneroo Urban Heat Island Map

The overview map of the City shows large temperature increases where there has been vegetation removal by urbanisation, fire and pine harvesting. Older suburbs are typically

cooler than newer suburbs due to the presence of established tree canopy and vegetation. Rural residential areas, irrigated market gardens and public open spaces show very little temperature increase. Areas immediately adjacent to the coast show a zero increase in temperature given the cooling effect of the proximity to the ocean. Industrial areas with large lighter roofed buildings and the use of heat reflective coating reflect heat very well, resulting in these areas being cooler, demonstrating the cooling effect that some design elements can achieve.

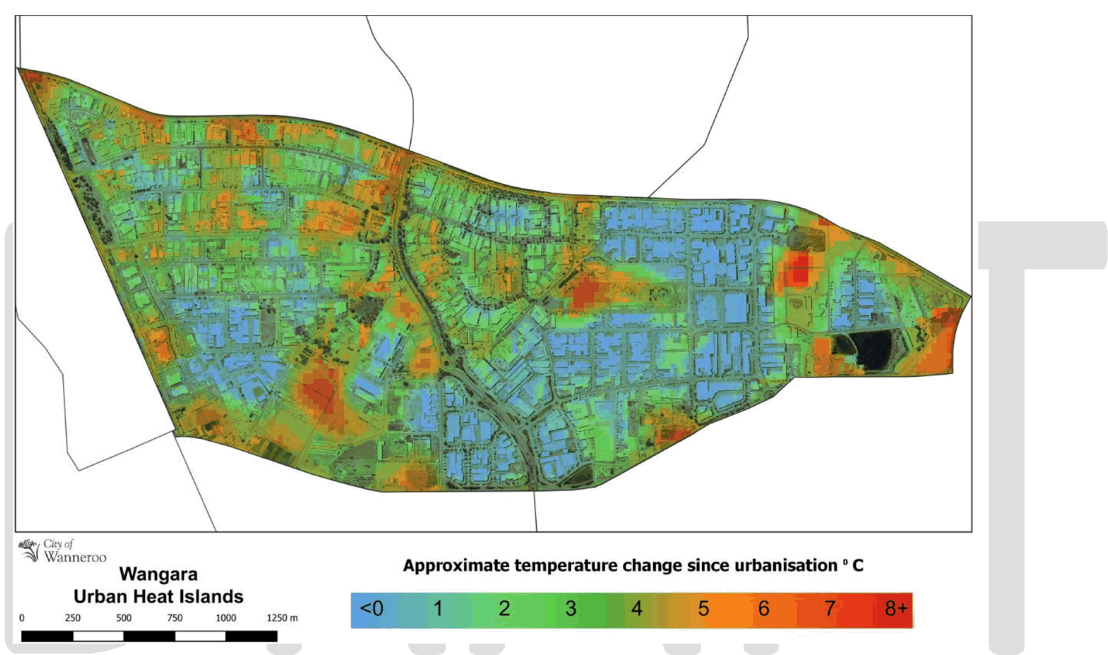


Figure 5 – Wangara Urban Heat Island Map

Figure 5 shows Wangara temperature increases since urbanisation, and also demonstrates the cooling effect of reflective roofing in industrial areas.

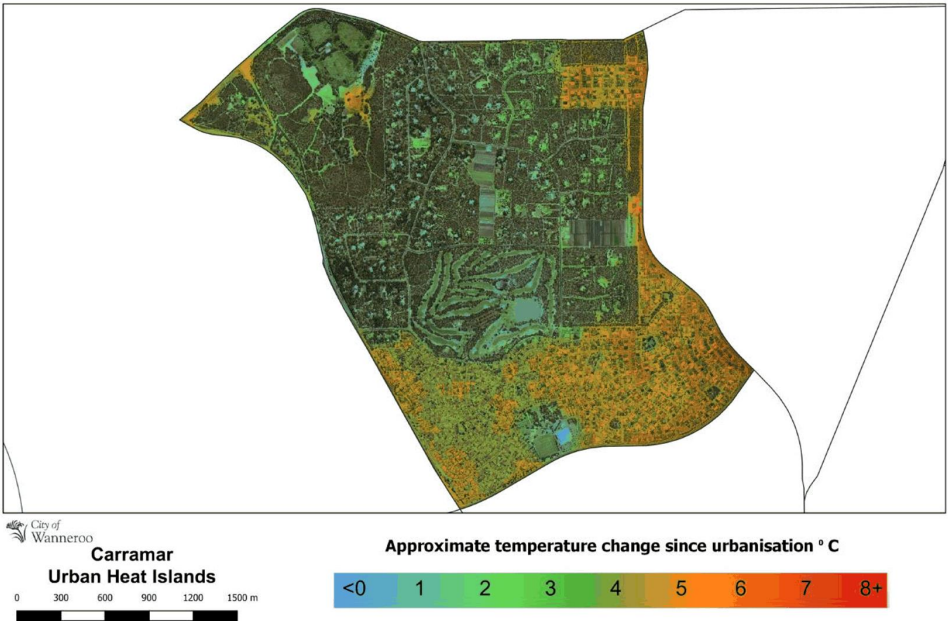


Figure 6 – Carramar Urban Heat Island Map

Figure 6 shows the contrast between highly vegetated areas within Carramar special rural zone and the increased temperatures where urban development has been introduced in the south of the suburb.

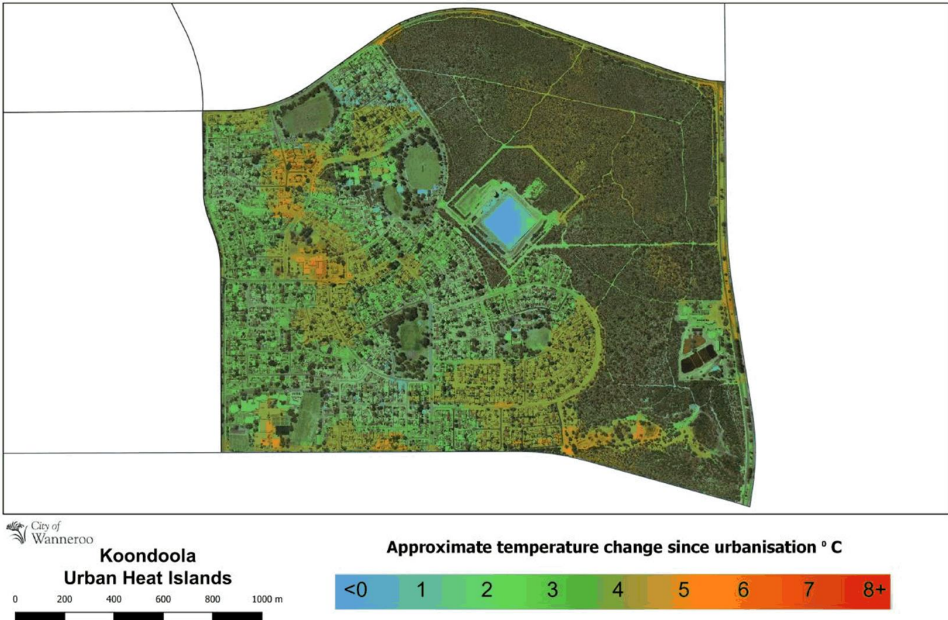


Figure 7 – Koondoola Urban Heat Island Map



Older suburbs such as Koondoola (shown in Figure 7) are shown as being relatively cooler than newer suburbs, but have the potential to increase in temperature due to infill urbanisation. Koondoola also benefits from the buffer around Water Corporation land and regional reserve.

## Street Tree Audit

Through the City's Street Tree Audit, 30,344 trees have been audited to date and 14,099 opportunities for planting trees within streetscapes identified and mapped. It is estimated that the audited trees represent a combined valuation of \$132 million based on Halliwell evaluation.

The City plants approximately 3000 trees annually of which approximately 1000 are requested by ratepayers for street verges and the rest of the tree planting locations chosen by the City. Species selection involves a number of factors including location, species requirements, amenity and preferences such as themed streetscapes or feature trees. Once planted the trees are watered over at least two summers.

The Street Tree Audit Data, along with the City's LPP 4.8 Tree Preservation and Street Tree Policy, will inform the City's efforts in establishing green corridors and the potential retention of significant trees as part of the planning and development process.



*Figure 8 – Street Tree Audit: Example of Resident Requested Verge Trees*

Continuation of the Street Tree Audit into the future will allow the City to track its progress on UFS targets and actions, and will provide further weight to decision making when it comes to prioritising future tree planting locations.

### **Culturally Significant Trees**

Trees recognised as being potentially significant may be of outstanding size and appearance; may be rare for the site, or have a historical association within the community (which includes trees of Aboriginal and European significance). At this time, trees are only noted for being potentially significant. This can be the basis for a future significant tree register.

### **Planting Opportunities**

The City is far more able to retain, protect and enhance vegetation and tree canopy over land that it has direct ownership or control.

One example of City managed land is drainage sumps. There are 316 drainage sumps under the City's management that, in the majority of cases, comprise of unvegetated bare ground which contributes significantly to heat island effects. Looking for opportunities to plant tree canopy into sumps can help strengthen green corridors to enhance biodiversity, provide bird habitat, increase local amenity and improve neighbourhood character, contribute to overall tree canopy and help lower temperature in the surrounding environment.

While it is acknowledged the prime purpose of sumps is for managing surface drainage, it is worth investigating opportunities to integrate of tree plantings into drainage areas such a way that effective maintenance of sumps is not compromised.

An example of a number of sumps in the suburb of Alexander Heights (Figure 9) illustrates opportunities for establishing a green connecting corridor by planting trees in a series of appropriately located sumps. Opportunistic planting in drainage areas (where appropriate) may compliment planting of trees within parks and streetscapes, contributing to an enhanced urban forest.



Figure 9 – Alexander heights – Drainage sump connectivity

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## 5. OBJECTIVES

To protect and improve its urban forest in line with the vision set out in the UFS the City will endeavour to measure its progress and relative success against a range of appropriate objectives. These objectives would be met through the undertaking of recommended initiatives set out in Section 6.

Due to the complex and diverse land use typologies and geographies in the City specific targets are yet to be confirmed, despite the detailed assessment of data referred to in the previous section. Future work will be undertaken to set specific and achievable targets that align with 'on-ground' realities and the City's financial and resource capacity. This further work will be undertaken in future reviews of the Strategy.

Each objective is outlined below:

### 1. **Achieve no net loss of canopy cover in established suburbs**

It is proposed that the following suburbs in the City either increase their canopy cover, or demonstrate no net loss, by 2040. The suburbs selected include the City's more established residential areas (i.e. establish/ developed suburbs with over 5% canopy cover) and align with the larger lot 'typologies' examined in Section 4. Table 1 indicates current tree canopy cover levels in each of these selected suburbs, and illustrates the significant variability.

SUBURB	% TREE CANOPY (APPROX.)
Alexander Heights	7.17%
Ashby	10.13%
Carabooda	11.84%
Carramar	16.34%
Clarkson	5.68%
Girrawheen	12.64%
Gnangara	5.10%
Jandabup	8.47%
Koondoola	11.30%

Madeley	7.19%
Marangaroo	10.69%
Mariginiup	13.71%
Mindarie	16.39%
Neerabup	12.20%
Nowergup	7.39%
Quinns Rocks	5.98%
Sinagra	9.92%
Tamala Park	19.83%
Wanneroo	16.59%
Woodvale	17.70%
Yanchep	15.71%

*Table 1 – Suburbs where the City aims to achieve no net loss in total tree canopy by 2040*

**2. Progressively increase total canopy cover for the City within a range of 15-20% by 2040**

The current total percentage of canopy cover for the City is 9.88%, which is less than optimal. As such, the City aims to increase this to 15-20% canopy cover by 2040. This objective is based on the City's existing land uses as well as the opportunities and constraints that are presented by the City's environment and setting.

Importantly, the objective considers the City's status as a 'growth council' which experiences substantial development in line with significant population growth.

**3 Progressively increase canopy cover to a minimum of 5% for identified suburbs by 2040**

This objective focuses on City managed land, specifically through the City's Street Tree Planting Program. The following methodology has been used to determine the priority for street tree planting in the City:

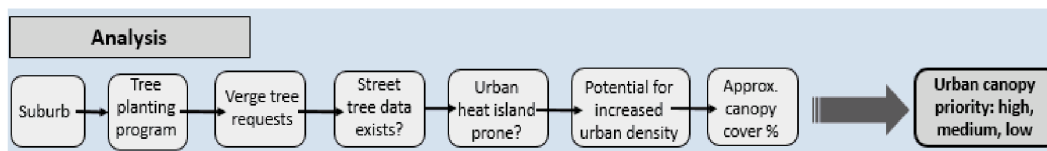


Figure 10 – Proposed Street Tree Planting Prioritisation

The program will firstly focus on suburbs of less than 5% tree canopy cover for which street tree survey data is available. Secondly, once an overall minimum of 5% tree canopy cover has been achieved in each of the identified suburbs, that the focus then change to addressing larger heat island areas outside of these suburbs. Beyond this, the UFS will aim for a gradual increase in tree canopy up to 15-20% over the long term.

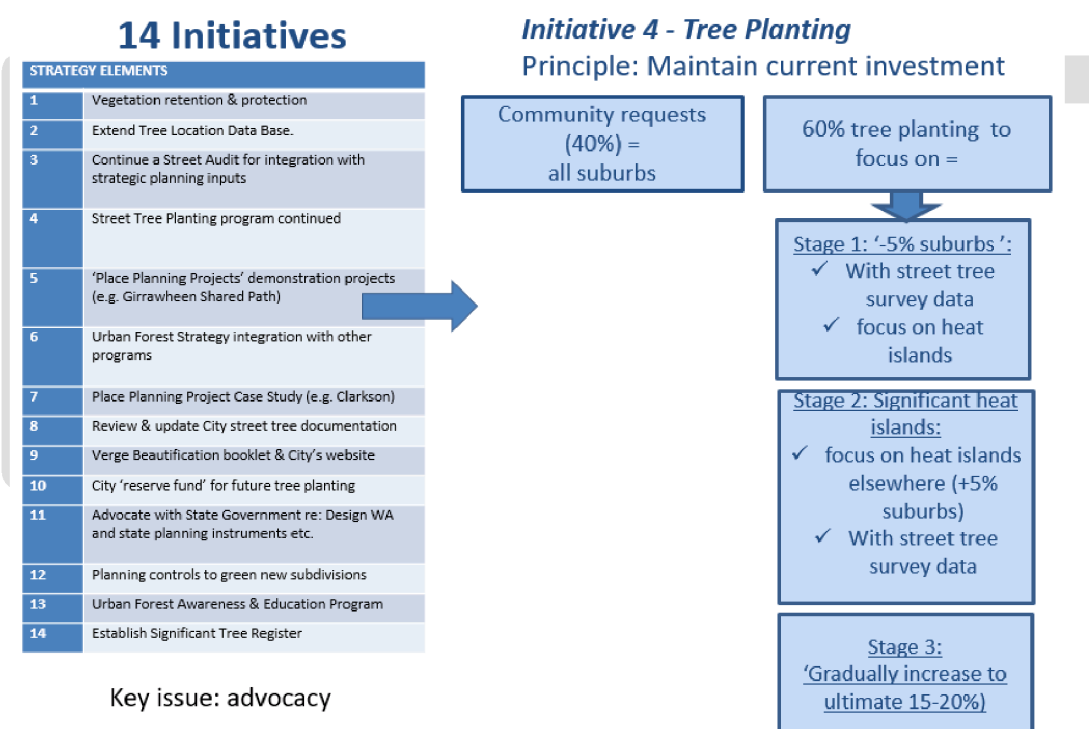


Figure 11 – Staged approach to increasing canopy cover over time through tree planting.

**Appendix 1** provides a more detailed explanation of the methodology for determining priority locations for applying UFS initiatives including street tree planting, the ultimate aim being retention and reinstatement of urban canopy.

The following table identifies key suburbs that the criteria for tree planting will be applied to.

SUBURB	% TREE CANOPY
Banksia Grove	3.68%
Butler	1.71%
Darch	3.45%
Hocking	4.36%
Landsdale	3.74%
Merriwa	4.14%
Pearsall	3.01%
Ridgewood	2.79%
Tapping	4.96%

*Table 2 – Suburbs where the City aims to achieve more than 5% total tree canopy by 2040*

City managed land within these areas is a priority for tree planting as they currently display the lowest canopy cover across the City, which is largely due to ongoing development in these areas as a result of population growth.

**4. Progressively increase canopy cover on City managed land to approximately 10% by 2040**

The City manages 6942.3ha of land which includes street verges and public open space where tree assets can be supported. The total tree canopy cover for City managed lands is 7.74% (the total canopy for all land in the City is 9.88%). Given the City's direct control over such land areas, there is exceptional opportunity to increase canopy in road reserves (street landscaping), public open space, public access ways and drainage sumps. Attention will be given to avoiding any conflict between retention of trees versus useable recreational space, in designated public open space.

### Monitoring and review

A review of the Plan will be undertaken over the first 5 to 10 years of UFS implementation, depending on the availability of new data, confirmation of targets (where applicable), and progress made towards the objectives set out in Section 5. The review will re-examine objectives and recommended initiatives as required to meet refined targets.

## 6. RECOMMENDED INITIATIVES

The following initiatives have been developed to achieve the objectives of the UFS. All initiatives listed in the following table aim to improve and protect canopy cover across the City over the short, medium and long term. They are diverse in nature to meet the various contexts and challenges identified in this UFS.

While some initiatives are current and ongoing, or can be undertaken in the short term, others are long term initiatives and in many cases still need to be developed and refined.

**Table 3 - Initiatives**

RECOMMENDED INITIATIVE		DESCRIPTION/ EXPLANATION	TIMING / PRIORITY	TASK AND PROGRAM IMPLICATIONS
1	Vegetation retention & protection	Incorporate vegetation protection strategies (e.g. UFS, LBP etc.) into the City's urban planning instruments & procedures.	Ongoing	Will require effective translation of provisions in the Urban Forest Strategy, Local Biodiversity Plan, etc. into several of the City's key instruments and procedures in order to achieve the key aims of this strategy element. These instruments include: scheme provisions, development approval procedures, coordination of developer agreements and handover of assets, etc.
2	Extend Tree Location Data Base	Essential data to be able to provide inputs & metrics to tree protection retention, establishment & maintenance initiatives.	Ongoing	Trees are a very diverse resource with varied characteristics (e.g. type/species, age, physical dimensions above and below ground, water regime dependency, lopping/pruning needs, pest/infestation issues, etc.) and therefore have differing value and maintenance requirements, etc. This resource can be better managed if its various characteristics are appropriately documented.
3	Continue a Street Audit for integration with strategic planning inputs	Essential data to be used in combination with various strategic planning inputs, e.g. urban heat island mapping, urban residential density patterns, urban infill intentions, urban airway ventilation, local biodiversity plan objectives, water sensitive urban design objectives, etc.	Ongoing	The tree planting program is guided by reliable survey data: i.e. tree location, where planted to date, where there are vacant sites suitable for planting trees, etc. The data-base enables identification of KPIs of achievement to date, progress throughout the City, shortfalls in the program, etc. This data-base can therefore assist the overall urban forest program, in combination with other analytics (urban lot density, street/road reserve widths, heat islands, etc.) to guide a 'strategic approach' to street tree planting (i.e. where most needed and most practical).
4	Street Tree Planting program continued & expanded	Continue & expand the existing street tree planting program, as data becomes available, & urban development proceeds.	Ongoing	Continuation of an essential program at agreed levels of expenditure, in accordance with the City's annual budgeting process and dependant on water availability.
5	'Place Planning Projects' demonstration projects (e.g. Girrawheen Shared Path)	Place Planning Projects provide opportunity for excellent demonstration projects: for 'urban greening' & urban canopy retrofit in hardscape dominated precincts (commercial, industrial,	Short term	This initiative involves the use of existing 'place management' initiatives as 'demonstration projects' to convey the advantages of 'good design', and is intended to take advantage of existing 'place-making' activities underway in the City.

		infrastructure, residential) & engaging key stakeholders (land owners, institutions, Developers).		
6	Urban Forest Strategy integration with other programs	Urban Forest Strategy to utilise & integrate with various other allied initiatives, e.g. City Waterwise program, Climate Change Adaptation & Mitigation Strategy, Sustainable Schools Program, etc.	Short term	The UFS is a key 'sub-program' to the Local Environmental Strategy and an allied program to the City's Climate Change Adaptation and Mitigation Strategy, the City Waterwise Program, and other initiatives. The UFS therefore supports other programs the City is committed to.
7	Place Planning Project Case Study (e.g. Clarkson)	Opportunity for specific urban greening & canopy retrofit in the Clarkson Railway Precinct development.	Medium term	A specific 'demonstration project' of an existing site almost entirely devoid of trees/planting, provides the opportunity to explore the practicalities and opportunities for retrofitting tree plantings, and re-establishing much needed urban canopy to counter the excessive occurrence and health impacts of urban heat islands.
8	Review & update City street tree documentation	Integration, update & implementation of relevant policies, guidelines etc. (e.g. street verge guidelines, street tree species list etc. and Tree Preservation Policy).	Medium term	Sufficient data to be gathered and available, to help achieve more effective design outcomes through improved guidelines policies and regulatory instruments.
9	Verge Beautification booklet & City's website	A finalised Verge Beautification booklet to be combined with interactive GIS mapping & published (with other relevant materials) on City's website.	Medium term	Agreed landscape design guidelines for street verges to guide an agreed approach to acceptable design for verges and streetscapes. This will involve effective communications and promotion of final guidelines, appropriate to location, conditions and setting – hence suggested publication on the website. Finalised guidelines are intended to be made available on the City's website in due course.
10	City 'reserve fund' for future tree planting	Establishing a 'reserve fund' for tree planting & landscaping in new developments, in consultation with developers and stakeholders.	Medium term	To be pursued through discussion and negotiation with key stakeholders. This is an extension of strategy element 5 (above).
11	Advocate with State Government re: Design WA and state planning instruments etc.	Investigate & advocate to State Government & other stakeholders changes to Design WA and the WAPC requirements for subdivision & development, & incorporating any changes into a suitable planning mechanism or design guideline for the City.	Long term	<p>A significant UFS strategic initiative relevant to all the extensive areas designated for future 'urbanisation' in the City.</p> <p>The intent is to counter the unintended impact of contemporary 'urban design' that too often is resulting in 'DESIGNING TREES OUT OF THE URBAN ENVIRONMENT'.</p> <p>The initiative will require an advocacy program with the state government/WAPC, the UDIA and all major developers, HIA and other relevant sectors.</p> <p>The core challenge is to address the deficiencies of existing adopted guidelines, such as the Residential Design Codes, and to address the current approach to residential subdivision design and housing architecture.</p> <p>Two primary issues are involved: (i) the prevailing industry, community and institutional 'culture' or value system that accepts current outcomes of limited or non-existent urban canopy; (ii) prevailing business practice that militates against innovation and vital urban design and architectural adaptation to climate change trends and scenarios.</p> <p>This initiative will require a sustained effort over a</p>



				considerable period.
12	Planning controls to green new subdivisions	Investigate and establish mechanisms / TPS provisions to ensure all developers install & maintain a minimum of 1 tree per lot in all new residential subdivision developments.	Long term	Installing and maintaining 1 tree per lot is a clear objective, but will require engagement with key stakeholders to achieve a range of pre-requisites to enable success. These include the addressing the issues of road reserve widths, road carriageway design, sub-surface infrastructure installation in road reserves and road verges, vehicle cross-overs, useable private 'open space' at varying lot size and residential densities, etc.).
13	Urban Forest Awareness & Education Program	To address the vital aspect of 'community awareness' with relevant educational & advisory material/information. This is key to the success of any urban forest strategy (e.g. changing attitudes to trees, etc.).	Long term	Research and practice throughout Australia indicates that 'education and awareness raising programs' are an essential aspect of successful urban forest/urban canopy strategies, plans and programs. There are varied positive and negative community attitudes to street trees. These include misconceptions around health and safety issues, as well as practical issues for trees in close proximity to built structures (i.e. perceived nuisance factors e.g. leaves in gutters, bird droppings on parked cars, root damage to below ground pipe-work, etc.). An education program is important to convince residents that the tangible benefits of urban canopy far outweigh the perceived negatives. This initiative will be ongoing.
14	Establish Significant Tree Register	Include Significant Tree Register in LPP No.3 & other planning instruments (e.g. LPS, LPPs etc.).	Long term	There are grounds for special protection of notable 'trees or stands of trees' in their own right, and where they make a significant contribution to the quality of urban and non-urban landscapes. There is additionally the significance of 'eco-system services' notable trees or stands of trees contribute to the built as well as natural environment (e.g. shade, habitat, micro-climate modification, etc.). The challenges in achieving this initiative include: developing sound or defensible criteria for nominating a 'significant tree or trees'; defining meaningful intent of registering significant trees; and, enforcing/monitoring a Significant Tree Register.

## 7. KEY MESSAGES

A key component of the Urban Forest Strategy is to present a series of messages for the City to incorporate into a communications plan for all stakeholders which includes the community, Council and the development industry. Behaviour change towards trees, design changes for development and increased canopy cover will only occur if all stakeholders have an understanding of what the UFS is trying to achieve and the science and messages behind the Strategy's objectives.

Examples of messages, or what may be called 'tag-lines', include:

### Community

- Trees improve our health and wellbeing;
- This is for everyone, for the good of all;
- What's in it for the resident;
- Convey the CRC Water Sensitive Cities research findings;
- Urban forest can reduce the cost of living, improve quality of life and wellbeing (there is evidence from studies on mental health and trees/greenery), improve air quality and combat the effects of those causing climate change; and
- Trees make ordinary places great.

### Council

- Everyone loves trees and being in leafy places – why wouldn't we want that for Wanneroo?
- An urban forest is a complicated ecosystem and needs to include more than just trees to be healthy and productive;
- It won't work unless everyone is on board – residents through to State Government must drive change and empower LGA's and the community to achieve better outcomes;
- Without trees we cannot move into sustainable, innovative, Smart City ways of living that we urgently need in the face of climate change – once trees are gone it's a long and expensive process to replant and replace them;
- The City takes this seriously and we mean what we say, and are going to act;
- Key – urban forest is strategically planned (location and distribution) to create effective canopy cover and green connectivity – and not just plant randomly wherever possible; and
- Without a plan/strategy we risk losing the canopy cover we have.

## Development

- Wanneroo has lots of great trees – we need to protect them but also plant more;
- Vegetation has far more positives than negatives;
- Think about the last time you sat under a tree – places to do so are fewer and far between, yet it's the by far the highest community priority in our engagement for Local Area Planning to date;
- We need to use what influence/power/financial resources are available to retain trees, buy trees, and secure natural landscapes and nature – we cannot rely on market forces to provide it; and
- Look at Wellard and other examples of successful new developments in WA where urban forest and 'green amenity' is happening (more meaningful than overseas examples).

DRAFT

## 8. REFERENCES

*2020 Vision – How to grow an urban forest*

Australian Standard 4970- 2009 – *Protecting trees on development sites*

City of Wanneroo – *Local Biodiversity Plan 2018/19-2023/24*

City of Wanneroo – *Local Environmental Strategy 2019*

City of Wanneroo - *Strategic Community Plan 2017-2027*

Department of Planning Lands and Heritage - *Perth and Peel Green Growth Plan for 3.5 million*. Released March 2018

CRC for Water Sensitive Cities - *Impacts of water sensitive urban design solutions on human thermal comfort*

Dept. PLH, WAPC and WALGA – *Better Urban Forest Planning – A guide to support the enhancement of urban forest in Western Australia*.

Dept. of Planning and WAPC - *The Urban Forest of Perth and Peel Statistical Report (CSIRO 2009 Urban Monitor)*

Dr. Roel Plant The University of Technology Sydney (2017) *Measuring Urban Green Space in Australia (MUGS)*

K. Murugesan, "Extreme Heat Events: Extreme heat events adaptation for activity centres through built form and landscape" (Yanchep, City of Wanneroo case study), Master Research Thesis, 2019, AUDRC, UWA.

*Playscapes – Tree Routes – A community based project to grow greener streets in the City of Wanneroo*

## Appendix 1: UFS Street Tree Planting Priority Assessment

The street tree planting program is a City wide initiative, undertaken according to available budget and street tree audit program to identify sites suitable for planting. Identifying the most appropriate locations for new street tree planting in any given time is necessary. The following table and text provides an explanation of the approach to identifying the highest priority suburbs and most practical locations for establishing urban canopy through ongoing street planting program, at any given time. It is a guide, only. Note that the Verge Tree Request program is additional to this.

1 SUBURB	2 Tree Planting Program	3 Verge Tree Requests	4 Street Tree Data Exists	5 Urban Heat Island Prone? [extensive High to Moderate risk]	6 Increase in Residential Density? [<400m <sup>2</sup> lots exist]	7 Approx. Canopy Cover % [< 5%]	8 URBAN CANOPY Priority High Medium Low
Alexander Heights	yes	yes	yes	20% Low		21%	Low
Darch	yes	Yes	Yes	40% Mod to High	<400m <sup>2</sup>	3.5%	High
Girrawheen	yes	Yes	Yes	5% Low	Yes	12%	Medium
Gnangara		Yes		5% Mod to High		11%	Low
Koondoola	yes	Yes	Yes	5% Low	Yes	11%	Medium
Landsdale	yes	Yes	Yes	50% Mod to High	<400m <sup>2</sup>	3.7%	High
Madeley	yes	Yes	Yes	15% Mod		7.2%	Medium
Marangaroo	yes	Yes	Yes	2% Low		11%	Medium
Woodvale	Yes	Yes	Yes	59% High (v small)		18%	Medium
Wanneroo	Yes	Yes		10% Mod to High	Yes	17%	Medium
Tapping		Yes		95% Mod to High		5%	High
Carramar		Yes		30% Mod		16%	Medium
Sinagra		Yes		60% High	<400m <sup>2</sup>	10%	High
Pearsall	Yes	Yes	Yes	50% Mod to High	<400m <sup>2</sup>	3%	High
Mariginiup		yes		60% Very High		14%	Medium
Jandabup		Yes		40% Very High		8.5%	High
Hocking	Yes	Yes	Yes	40% Mod to High	<400m <sup>2</sup>	4%	High
Banksia Grove		Yes		90% Mod to High	<400m <sup>2</sup>	4%	High
Ashby		Yes		60% Mod to High		10%	High
Butler	Yes	Yes	Yes	15% Mod	<400m <sup>2</sup>	2%	Medium
Mindarie	Yes	Yes	Yes	90% Low	<400m <sup>2</sup>	4%	Medium
Quinns Rocks		Yes		95% Low	Yes	6%	Low
Clarkson	Yes (part)	Yes		40% Mod	<400m <sup>2</sup>	7%	Medium

	of)			to High			
Ridgewood		Yes		20% Low	Substantial Urban or Rural zones yet to be developed	3%	Medium
Merriwa		Yes		90% Low		4%	Low
Alkimos		Yes		n/a		1%	n/a
Eglinton		yes		n/a (90% Low)		4%	n/a
Yanchep		Yes		n/a		16%	n/a
Jindalee		Yes		n/a (90% Low)		0.6%	n/a
Two Rocks		Yes		n/a (90% Low)		5%	n/a
Carabooda		Yes		n/a		12%	n/a
Pinjar	Predominantly undeveloped rural, public purposes, natural environment/regional parks, or industry – i.e. Generally A MINOR PROPORTION CURRENTLY DEVELOPED AS URBAN RESIDENTIAL therefore street tree planting opportunities limited.					4%	n/a
Tamala Park						20%	n/a
Neerabup						12%	n/a
Nowergup						7%	n/a
Wangara						3%	n/a

**Table 4 - Suburb Comparison of Relevant Criteria.**

The table summarises a range of key attributes relevant to any consideration of forward Street Tree planting and, by virtue of various implications forward thinking to guide Urban Forest strategy initiatives. All 36 suburbs are included in the table.

Suburbs highlighted in grey (column 1) are those only partly developed with substantial 'greenfield' areas yet to be planned in detail, or with substantial rural and natural (regional park/ROS) land areas. They will generally be subject to future strategic urban forest initiatives, yet to be formulated. An issue in all cases is future detailed urban residential planning to make provision for retention of urban canopy, and to avoid 'designing trees out of the urban setting' resulting from small lot, high density residential areas with inadequate street verges and insufficient road reserve dimensions.

Suburbs highlighted in yellow (column 1) are mainly developed urban areas. The current street tree data audit (column 4) coverage and street tree planting program (column 2) apply to these suburbs. The data includes existing street trees (and their condition etc.) and vacant sites suitable for planting additional trees. Both data sets are included in the City's Intramaps. This is essential data.

Column 3 indicates the 31 suburbs subject to requests for street trees. The number of requests from suburbs ranges significantly. This is a separate program to the Street Tree Planting Program.

Columns 5, 6 and 7 provide an analysis of relevant attributes of the suburbs to help inform future priorities for establishing urban canopy and, by association, programming of future street tree planting and other 'urban greening' initiatives (e.g. trees on private property and City owned or controlled land, etc.). It is noted that various other criteria may be just as important.

A 'coarse' assessment of areas prone to Urban Heat Island Effects (UHIE) indicates suburbs most prone to UHIE (highlighted in purple). Those identified have large areas or proportion of the total suburb with moderate to high temperature thermal mapping



characteristics. Those highlighted are mainly older, developed suburbs located further inland and to the south of the City. Coastal residential suburbs tend to have lower temperature UHIE characteristics.

Urban density is a key issue. Column 6 identifies suburbs with higher residential (R-Code) density changes and likely to experience 'urban infill'. Similarly, suburbs with residential lots at 400m<sup>2</sup> or less are identified. A shift to increased densities in older 'leafier' suburbs will see loss of urban canopy (on private lot and streetscape). Existing small lot areas have less street trees and less opportunity for additional planting.

Column 7 provides a summary of existing urban canopy cover (i.e. trees on private land, in parks/open space, and streets, etc.) as a percentage of each suburb. The data is 'coarse' and interpreted with caution. Thermal mapping imagery has been 'ground-truthed' against on-ground conditions and land use typologies. The resulting analysis is consistent with anticipated correlation between: areas of lower percentage canopy and with more recently developed small lot/higher density residential subdivisions, and being UHIE prone.

On the basis of the above, column 8 identifies the relative priority (high, medium, low) for expanding urban canopy in 23 suburbs. Initiatives to achieve this will focus on tree planting and tree retention, and additionally a range of other urban forest/urban canopy approaches will be required to address a range of issues and challenges. The latter includes: urban subdivisional design, residential development controls, urban ventilation and breeze-ways, solar access, street and lot orientation, verge design and infrastructure placement, community education and awareness raising, etc.

The remaining 11 suburbs (highlighted grey) all require application of various urban forest strategy initiatives to ensure sufficient future urban canopy is secured, but this will be largely over time as future development occurs. Given the forward planning context involved the most effective tools or approaches in each case are yet to be determined.

## Overall Methodology – Assessment for Identifying Priority Locations for Urban Vegetation and Urban Canopy Initiatives

The following graphic illustrates the overall methodology for prioritising locations for urban forest strategy initiatives over time.

This methodology has been developed to address the particular characteristics of outer metropolitan councils, where there are a wide range of land use typologies from rural, to current urbanisation, through to developed suburbs.

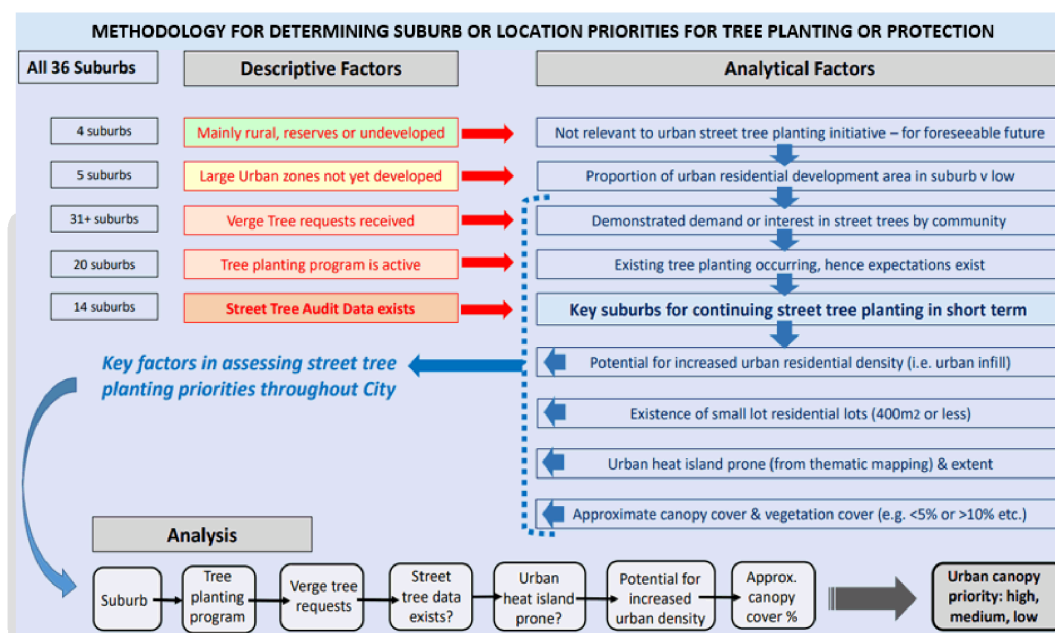


Figure 12 - General Methodology for Determining Priority Locations

## Appendix 2: Place Management & Urban Forest

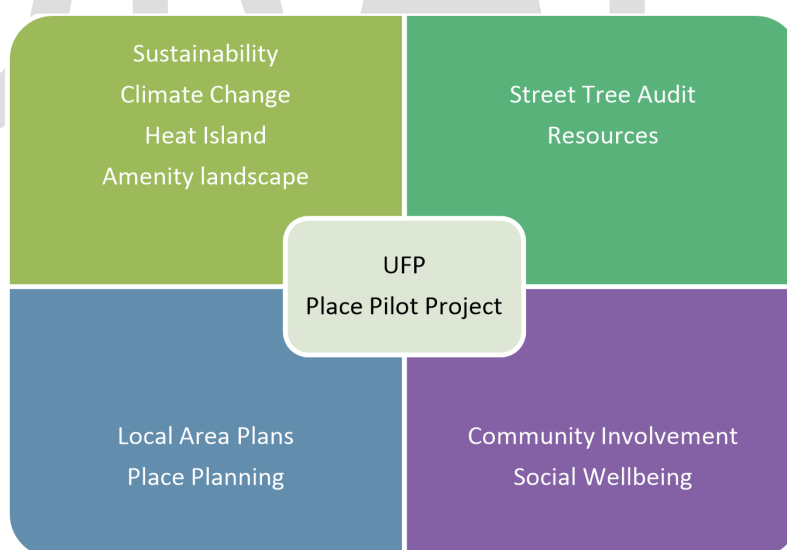
The City of Wanneroo developed a Place Framework in 2017/18 to guide the initial implementation of a place approach here at the City. Place development shapes the vision for the look and feel of a place, creating and enhancing distinctive spaces on identity. Trees and vegetation are integral to shaping the feel of a community, and thus there is a strong connection to place management and the Urban Forest Strategy.

The City's Place Management Team conducts Community Place Profiles (surveys) that inform Local Area Plans. These community surveys provides clear advice on what the community believes are priorities for their area.

The Local Area Plan – Girrawheen and Koondoola shows the community values trees and parks as a priority, and the strong support for protection and improvement of an urban forest in the local area. Because they are older suburbs, Girrawheen and Koondoola will experience infill development and therefore opportunities must be sought to minimise canopy loss and identify the potential for canopy replacement and enhancement.

Community workshops and surveys conducted by Place Management for the suburb of Wanneroo showed sustainability, parks and trees as the key priority for what the community demonstrates is most important to them.

The Urban Forest Strategy significantly aligns with Town Teams, a Place Management Project which is a model for sustainability and longevity to space activation. An example of this space activation is Clarkson business precinct that would benefit from tree canopy planting in its street revitalisation project.



*Figure 13 - Integrated elements to Place Management and Urban Forest*

## Appendix 3: Case Studies

### Place Case Study One – Girrawheen Avenue Shared Path Project

The City's Strategic Community Plan focusses on improving the distinctiveness of neighbourhoods, strengthening local character and improving awareness of features, priorities and needs. Council has adopted a 'place approach' across the City to guide this challenge, and the Girrawheen Koondoola Local Area Plan (2019) is one example of this approach.

In this example, multiple priorities (e.g. accessibility, legibility, safety, sense of place, etc.) are involved with the Girrawheen shared path to run along Girrawheen Avenue and Hudson Avenue, connecting two important activity areas. The route identified, with direct community engagement, connects Girrawheen Senior High School, two primary schools, shopping and commercial centres and community facilities. There will be further exploration of tree planting and place activation opportunities with residents and stakeholders.

Main project findings to date are that substantial 'on-ground' opportunities to protect notable trees and reinstate new tree plantings with sensitive and response landscape design/civic design treatments exist, and for multiple functional and amenity outcomes to be achieved. This will include a focus on the introduction and care of native trees that would provide much needed shade, attract birds, allow potential introduction of fruit trees that could be cared for and harvested by local residents, and planting of under-storey to support habitat and diverse eco-systems.

The City will apply a multi-disciplinary approach to the initiative, and community involvement will involve numerous organizations, interests groups and residents.



*Figure 14 – Mature trees along the shared path route*

## Place Case Study Two – Clarkson Train Station Precinct

Clarkson Train Station precinct comprises the eastern portion of Ocean Keys Boulevard from Clarkson Train Station to Connolly Drive.

The planning framework for the Clarkson Train Station precinct dates back to 2003. The project adopted the principles of the Western Australian Planning Commission's Liveable Neighbourhoods policy and intended to be innovative in various ways.

The development sought to be a best practise example of Transport Oriented Development and walkable communities. It attempted to demonstrate the following qualities:

- Diversity of housing with medium-density residential development designed around the main street commercial area;
- Providing a focal point and sense of place for the new community; and
- Public open space and landscaped areas distributed throughout the estate to support passive and active recreation.

The outcome is a predominantly residential development, in an 800m radius of the train station precinct with the environment for pedestrians and walkability being limited. Trees continue to fail in this environment, the local main street precinct is deteriorating, and there is limited quality public realm.

This project presents a number of opportunities from street scape revitalisation; further enhancement of main street function; train station precinct enhancement, and a demonstration project to address the impacts of 'environmental/landscape' poor design.

The City's Place Management team is currently driving this project, working directly with key stakeholders in the community and bringing in external partners as required. While the City's Master planning process is a mechanism for betterment in the long term, the community want changes in the short term and direct involvement.

The Urban Forest Strategy aligns with the project, and is a case study for the following:

- Measure and analyse urban heat island effects and mitigate their impacts;
- Identify the costs of bad design – e.g. to plant out streets for a quality public realm; and retrofit street scapes not developed correctly in the first place;
- Lessons learnt – how to avoid sub-standard urban environments in the future; and
- Document the social and economic benefits of enhanced streetscapes for local communities.



*Figure 15 – Looking East on Ocean Keys Boulevard towards the train station*



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**PS04-06/22 East Wanneroo Community Reference Group**

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File Ref: 29323V03 – 22/188207  
Responsible Officer: Director Planning and Sustainability  
Attachments: 1

**Issue**

To consider the establishment of the East Wanneroo Community Reference Group (CRG) and associated Terms of Reference.

**Background**

The East Wanneroo District Structure Plan (EWDSP) was formally released in August 2021 and provides the high level planning framework for the urbanisation of 8,300 hectares which will accommodate 150,000 residents in 50,000 dwellings. More detailed planning will occur through the preparation of local structure plans at a precinct level (not by the City), which will guide subdivision and development.

During the development of the EWDSP, the Department of Planning, Lands and Heritage (DPLH) established its own CRG to inform and contribute to the drafting of the plan. This CRG included members of the East Wanneroo community who prepared the vision for the EWDSP area:

*“East Wanneroo will be a place which offers housing and lifestyle choice for all generations, that supports, links and protects natural flora and fauna and wetland systems, and celebrates local historic and cultural values.”*

The DPLH's CRG is no longer operational.

To guide the proponent-led preparation of local structure plans, Administration has commenced development of a District Sense of Place Statement (DSOPS) and further local planning policy (LPP) provisions. The DSOPS will provide an overview of East Wanneroo, past and present, and outline how the past and present will inform the future sense of place to achieve the vision set by the DPLH CRG. The LPP provisions will outline the additional information that is required to address sense of place at the local structure planning stage and provide public realm development guidelines relating to streetscapes, landscaping, parkland links, public open space and public art. Development of the DSOPS and LPP provisions will require input from Council Members, the community, relevant state agencies, developers and a number of internal service units.

There is concern within the community at the lack of clear and definitive information that is available on the urbanisation of East Wanneroo, particularly with respect to timeframes in which landowners affected by future regional reservations may know the ultimate impact on their land. In addition, there are landowners who are concerned that the urbanisation will have significant detriment to the natural environment of East Wanneroo.

A Motion on Notice to establish an East Wanneroo CRG was presented to Council at its meeting on 10 May 2022.

**Detail**

It is proposed to establish the CRG to provide input into the future development East Wanneroo through the preparation of the DSOPS and LPP provisions and to receive periodical updates from the City and relevant agencies on important milestones which will affect the community. The CRG can then share this information through their networks within the community.



The CRG is proposed to comprise of the following members:

a) Voting Members:

- Five (5) Council Members inclusive of the Mayor and four (4) Council Members appointed by Council;
- A maximum of eight (8) community representatives;

b) Non-voting Members:

- The Director Planning & Sustainability (or nominee), Director Community & Place (or nominee) and other staff as required;

Guests and guest speakers may be invited to attend meetings when appropriate, to provide specialist advice to the Group Members on matters relating to the urbanisation of East Wannon. A minimum of four (4) meetings will be held each year.

Community representatives will be appointed by the Director Planning & Sustainability and Director Community & Place and shall be:

- a) residents or property owners who currently reside or own land within the East Wannon area, or can demonstrate strong previous linkages to the East Wannon area;
- b) able to demonstrate genuine interest in how the past and present events, history and places of East Wannon can be represented in its future urban landscape;
- c) preference will be given to:
  - appointing representatives from a range of precincts over multiple representatives from any one precinct; and/or
  - Representatives from precincts within Stage 1 as identified by the East Wannon District Structure Plan Staging Plan.

The appointment of community members to community reference groups by the Administration is in accordance with the standard process for Reference Groups and reflects the operational nature of the group. This process is different to the appointment of community members to a Committee which is a more formal process and would require Council consideration. This ensures a consistent approach is taken for the appointment of community members to groups. In all such appointments, the Administration applies the Membership requirements in accordance with the Terms of Reference as well as any endorsed guiding principles and criteria. Administration will facilitate the establishment of the CRG in a timely and effective manner through this process.

A draft Terms of Reference (TOR) is provided as **Attachment 1**.

## Consultation

Expressions of interest for CRG Members will be advertised for a period of 28 days with nominees being asked to answer the following questions:

Question	Comment
Where do you live?	To identify which precinct the person lives in to ensure broad representation within the group.
If you do not currently reside within the East Wannon District Structure Plan area, please outline your interest (property owner, strong linkage to the area).	To determine there is a legitimate relationship between the person and the EWDSPP area.

Why do you want to join the East Wimmeroo Community Reference Group?	To determine there is a genuine desire to be involved in informing future urbanisation.
Briefly explain the elements (local events, history and places) in East Wimmeroo that are significant to you that you would like to see represented in the future urban landscape.	To identify the interests of the person to ensure there is broad representation across areas of interest within the group.

In addition to seeking nominations for the CRG, Administration will also be seeking wider community input in June and July through digital engagement and workshop(s) to gain preliminary information to inform the DSoPS including local events, history and places in East Wimmeroo that hold significance to people.

## Comment

Community involvement in the development of the DSoPS is crucial and it is important that all community members are given the opportunity to provide input into local events, history and places which hold significance to them. Limiting the ability to provide this feedback to only the CRG members may result in incomplete information being provided and some members of the community (past and present) being upset they were not given an opportunity to contribute. Administration sees the information provided from general community engagement as a baseline from which the CRG can work from.

The CRG members will provide input as to how the baseline feedback from the community (plus any additional feedback from CRG members) has contributed to the past and present sense of place, and how these elements can influence the future sense of place. The CRG members will also act as a conduit between the City and community members to build awareness and understanding on the requirements and status of the many processes that need to progress to enable the urbanisation of East Wimmeroo.

The feedback from the CRG members will inform the development of the DSoPS and local planning policy provisions which will be presented to Council for their consideration and approval in due course.

The CRG members will play an important role in improving communication between the City and local community members on the requirements and status of the multiple processes that are being progressed to enable the urbanisation of East Wimmeroo. Inviting members of relevant agencies and other stakeholders to provide updates to the group on an as-needed basis will provide CRG members with a greater understanding of the timeframes associated with various processes that are required to be undertaken in order for urbanisation to progress.

## Statutory Compliance

Nil

## Strategic Implications

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

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

*1.1 - Value the contribution of all people*

## Risk Management Considerations

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-O26 Heritage	High
Accountability	Action Planning Option
Director Community and Place	Monitor

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

## Policy Implications

The CRG will provide input into future amendments to LPP 5.3.

## Financial Implications

Costs associated with the establishment and operation of the Community Reference Group can be accommodated within the City's existing operational budget.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

- APPROVES** the establishment of the East Wannon Community Reference Group and Terms of Reference as provided in Attachment 1;
- APPOINTS** the Mayor and the following Council Members to the East Wannon Community Reference Group as per the Terms of Reference:

Four Delegates
Councillor:
Councillor:
Councillor:
Councillor:

and

- ENDORSES** the questions as provided in the Consultation section of this report to seek Expressions of Interest from community members to nominate for the East Wannon Community Reference Group.

Attachments:

[!\[\]\(5d954b3e270654ad8ab0d5913161c03c\_img.jpg\) draft Terms of Reference - East Wannon urbanisation Community Reference Group 22/152808](#)



## TERMS OF REFERENCE

<b>Title:</b>	<b>East Wanneroo Community Reference Group</b>
<b>Purpose and Role</b>	
<p>The purpose of this Group is to:</p> <ul style="list-style-type: none"> <li>• Provide input into the preparation of a District Sense of Place Statement for the East Wanneroo District Structure Plan area;</li> <li>• Provide input into the development of place-principles which will inform future local planning policy provisions that will guide the preparation of local structure plans, subdivision and development within the East Wanneroo District Structure Plan area;</li> <li>• Receive periodical updates on relevant milestones which are likely to impact on residents of the East Wanneroo District Structure Plan area including, but not limited to, greater certainty on the final alignment for future regional reservations, construction/upgrading of major infrastructure including roads and local structure planning.</li> </ul> <p>This group will not be involved in the assessment of any local structure plans, subdivision referrals or development applications. This group has not been established to review the East Wanneroo District Structure Plan.</p>	
<b>1. Aims and Functions</b>	
<p>Members of the group will be required to:</p> <ol style="list-style-type: none"> <li>a) Consider input from general community engagement and the City's records on local events, history and places that hold significance in East Wanneroo and provide further input as required;</li> <li>b) Provide input on how the information outlined in a) has contributed to the past and present sense of place of East Wanneroo and how these elements can be incorporated into future sense of place; and</li> <li>c) Act as a conduit between the City and local community members to build awareness and understanding of the requirements and status of the processes that need to be progressed to enable the urbanisation of East Wanneroo.</li> </ol>	
<b>2. Membership:</b>	
<p>2.1 The Group membership shall consist of the following representation:</p> <ol style="list-style-type: none"> <li>a) Voting Members:           <ul style="list-style-type: none"> <li>• Five (5) Council Members inclusive of the Mayor and four (4) Council Members appointed by Council;</li> <li>• A maximum of eight (8) community representatives;</li> </ul> </li> <li>b) Non-voting Members:           <ul style="list-style-type: none"> <li>• The Director Planning &amp; Sustainability (or nominee), Director Community &amp; Place (or nominee) and other staff as required; and</li> </ul> </li> </ol> <p>2.2 Guests and guest speakers may be invited to attend meetings when appropriate, to provide specialist advice to the Group Members on matters relating to the urbanisation of East Wanneroo.</p>	

- 2.3 Community Member representatives are to be approved by the Director Planning & Sustainability and Director Community & Place and shall be:
- Residents or owners of land within the East Wanneroo District Structure Plan area, or persons who can demonstrate strong previous family linkage to the East Wanneroo area;
  - Able to demonstrate genuine interest in how the past and present events, history and places of East Wanneroo can be represented in its future urban landscape;
  - Preference will be given to:
    - Appointing representatives from a range of precincts over multiple representatives from any one precinct; and/or
    - Representatives from precincts within Stage 1 as identified by the East Wanneroo District Structure Plan Staging Plan.
- 2.4 Members will be appointed for a maximum period of up to two years, with membership to cease at each Ordinary Local Government Election. Members are eligible to reapply.
- 2.5 Members must comply with the City's Code of Conduct.
- 2.6 Consideration will not be given to any nomination received from a person who is currently serving as an Elected Member of a neighbouring Council.

### 3. Chair and Deputy Chair:

- a) Group Members will select a Chair and Deputy Chair at the first meeting;  
*(For transparency and accountability it is recommended that City Officer's not be appointed to the position of Chair or Deputy Chair.)*
- b) The Chair will facilitate all meetings;
- c) In the absence of the Chair, the Deputy Chair will assume the Chair; and
- d) In the absence of both the Chair and Deputy Chair, the group members present at the meeting are to choose one of themselves to preside at the meeting.

### 4. Meeting Procedures:

- a) The Group shall meet a minimum of four times per year, with dates of those meetings determined by the Group;
- b) The City will provide an agenda and keep clear notes to be registered in the City's record keeping system; and
- c) A Group meeting may be held without a quorum, but every effort should be made to hold meetings with a quorum present. The quorum is at least 50% of the number of endorsed members.

### 5. Delegated Authority:

- a) The Group has no delegated power and has no decision making authority;
- b) The Group has no authority to commit Council to the expenditure of monies; and
- c) Majority group consensus is required for suggestions to be progressed on behalf of the group.

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:	

HPE #



## Approval Services

### **PS05-06/22      Response to Petition Objecting to DPS 2 Amendment No. 198 to Allow the Additional Use of Car Park on Lot 108 (252) Neaves Road, Mariginiup**

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File Ref: 43051 – 22/176932  
Responsible Officer: Director Planning and Sustainability  
Attachments: 1

## Issue

To consider Petition PT01-05/22 requesting that Council note the objection of petitioners to the proposed DPS 2 Amendment No. 198 to allow the additional use of Car Park on Lot 108 (252) Neaves Road, Mariginiup.

## Background

Council received Petition PT01-05/22 at the 10 May 2022 Ordinary Council Meeting, which contains 55 signatures. The petition requests the following:

*“That the City of Wanneroo note, that while we the petitioners do not object in general to the establishment of storage facilities for caravans and boats outside urban areas, we wish to note our strong objection and do not approve of the proposed DPS 2 Amendment No. 198 allowing the additional use of Car Park on Lot 108 (252) Neaves Road, Mariginiup for the following reasons:*

- 1. The land use application and reports are for a Storage Yard that is semi-industrial and not a Car Park. Commercial vehicles have also been stored/parked on the land.*
- 2. The applicant for Lot 108 seeks permission for a Storage Yard and not a Car Park that is not appropriate for the area and the property is not large enough and cannot accommodate such parking or storage without adversely impacting the neighbours. There needs to be appropriate setbacks from the boundary.*
- 3. The proposed amendment does not integrate into the rural environment, nor the future planning of the area as the East Wanneroo District Structure Plan nominates the area as Residential R15.*
- 4. The proposed amendment will conflict with current rural land uses and the amenities of the area mainly due to its size proximity and position on the land.”*

## Detail

On 4 June 2021, the City received Amendment No. 198 to DPS 2 to introduce an Additional Use of Car Park on Lot 108 (252) Neaves Road, Mariginiup (subject site). The land use of Car Park is a not permitted (X) use in the General Rural zone.

On 7 September 2021, the amendment was presented to Council for initiation and was adopted for the purpose of advertising (Item PS06-09/21). Following advice from the EPA and WAPC the application proceeded to public consultation, commencing on 16 December 2021 and concluding on 22 February 2022.

On 10 May 2022, in accordance with the *Planning and Development (Local Planning Schemes Regulations) 2015* (the Regulations) the proposal was presented back to Council following advertising for a decision to either ‘support’ or ‘not support’ the amendment (Item PS05-05/22). The amendment was supported by Council and has since been forward to the WAPC for further

action. The WAPC will provide a recommendation to the Minister for Planning, who is the ultimate decision maker for scheme amendments.

## Consultation

Amendment No. 198 was advertised for a period of 67 days in accordance with the Regulations, commencing on 16 December 2021 and concluding on 22 February 2022.

## Comment

As noted above, on 10 May 2022 Council supported Amendment No. 198 at its Ordinary Council Meeting. The concerns raised in Petition PT01-05/22 reflect comments provided during the consultation period that were subsequently addressed in Administration's report to Council and considered by Council in its decision to support Amendment No. 198. If the amendment is approved by the Minister for Planning the landowner will still need to submit a development application. A development application will detail the scope of the activity and address matters such as screening and operational measures to ensure the Car Park land use is managed appropriately.

## Statutory Compliance

Amendment No. 198 was processed in accordance with the provisions of the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## Strategic Implications

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

- 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
CO-001 Relationship Management	Low
Accountability	Action Planning Option
Director Community & Place	Manage

Risk Title	Risk Rating
ST-S12 Economic Growth	Moderate
Accountability	Action Planning Option
Chief Executive officer	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 issues contained within this report have been identified and considered within the City's corporate risk register. Action plans have been developed to manage this risk to support existing management systems.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Voting Requirements**

Simple Majority

**Recommendation****That Council:-**

1. **NOTES** Petition PT01-05/22, tabled at the 10 May 2022 Council Meeting and concerns raised by petitioners;
2. **NOTES** that Council supported Amendment No. 198 to Introduce an Additional Use of Car Park at Lot 108 (252) Neaves Road, Mariginiup at its 10 May 2022 Council meeting, which considered the matters raised in Petition PT01-05/22; and
3. **REQUESTS** that Administration advise the petition submitter of Council's decision.

*Attachments:*

1.  Attachment 1: Concept Plan 22/179152

Attachment 1



**Site Plan**  
Neaves Road, Mariginiup

Date: 25 March 2022

Scale: 1:1000 @A3

Drawing No: 21-059SitePlan.ai

Staff: CCG

Checked: EG



**element.**

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T: +61 8 9289 8300 | E: hello@elementwa.com.au | elementwa.com.au

## Land Development

### PS06-06/22 Response to Petition - Removal of Trees - Capricorn Estate, Yanchep

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File Ref: 5775V05 – 22/155125  
Responsible Officer: Director Planning and Sustainability  
Attachments: Nil

#### Issue

The City has received a resident petition and map regarding concern for the removal of trees along Capricorn Esplanade, Yanchep. (Petition reference PT01-04/22)

#### Background

The Coastal Node of Capricorn Estate is located in Yanchep, west of the existing roundabout of Two Rocks Road and Templetonia Boulevard. The majority of the coastal development will occupy the site of the former Club Capricorn Holiday Village.

#### Detail

The Coastal Node will use the existing Capricorn Esplanade as its main entry road. The petition contains 97 signatures and requested Council consideration of the following statement:

*“To revoke the approval of the cutting down and destruction of large, old and native trees along Capricorn Esplanade, Yanchep. This will result in a massive loss of tree life along with a huge amount of native wildlife that have called these trees home for many years.”*

#### Consultation

No consultation with the surrounding residents or the petitioners has occurred before or since the petition submission.

#### Comment

The proposed entry road into the Coastal Node Precinct at Capricorn Beach, Capricorn Esplanade, currently retains most of the high value mature trees in this area of the estate.

The City has worked with the developer to maximise the retention of high value mature trees at Capricorn Estate through the structure planning and land subdivision process. The retention of trees are identified in the developers Tree Retention Masterplan and the Bulk Earthworks Plan. Of the 121 existing trees along Capricorn Esplanade, 27 trees will need to be removed due to level change and road construction with the remaining 94 intended to be retained. It is, however, important to note the exact number of trees to be removed will be determined at the time subdivision approval and submission of detail design drawings to the City. Notwithstanding, the intent of the City and the developer is to retain as many of the trees along Capricorn Esplanade as possible.

The existing Campground Park demonstrates the retention of the existing mature trees within a recently developed location at Capricorn Estate. The developer is proposing that other existing native Tuart trees along Capricorn Esplanade, will retained in a similar manner.

#### Statutory Compliance

Nil

## Strategic Implications

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

- 5 ~ A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places*  
*5.3 - Responsibly managed and maintained assets*

## Risk Management Considerations

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

Risk Title	Risk Rating
CO-022 Environmental Management	High
Accountability	Action Planning Option
Director Planning & Sustainability	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 this risk to improve the existing management systems.

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

**Environment: 3.4 Activated Places.** The City places a high priority on the importance of promoting, protecting and activating local areas including the beaches, bushland and open spaces to meet community expectations. As such community engagement is an important focus as well as building capacity for communities to be involved in place activation and creating distinctive places. The City seeks to pursue initiatives that activate distinctive places and supports improvements made to local amenities that retain or complement natural landscapes within the built environment. Therefore the City will accept a low risk in relation to governance/compliance and reputation.

## Policy Implications

Nil

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

**That Council:-**

- NOTES** that the majority of the trees that the petition is requesting to be saved will be retained within future public open space and road reserve areas along Capricorn Esplanade; and
- ADVISES** the petition organiser of Council's decision.

*Attachments: Nil*



## **Assets**

### **Asset Operations & Services**

#### **AS01-06/22 City of Wanneroo Active Transport Plan 2022/23 to 2025/26**

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File Ref: 44120 – 22/191709  
Responsible Officer: Director Assets  
Attachments: 2

### **Issue**

To adopt the City of Wanneroo Active Transport Plan 2022/23 to 2025/26.

### **Background**

At its meeting of 11 December 2018, Council approved the current *Wanneroo Cycle Plan: 2018/19 to 2021/22*, aiming to create a cycle friendly environment within the City that is desirable, accessible and attractive to a variety of users and provides a credible alternative to vehicle use for 0 - 10km trips. The plan also sought to create an integrated transport movement network to meet the future needs of the City, ensuring efficient access to the principal road and shared path network, key strategic centres, transport hubs, employment centres, recreational/sports facilities and educational precincts within the City.

On 30 June 2020, Council endorsed the Department of Transport's strategic Long Term Cycle Network (LTCN) for the City of Wanneroo. Developed by the Department of Transport (DoT) in consultation with City Administration. The LTCN for the City of Wanneroo sets the aspirational strategic direction of creating an interconnected, safe and reliable network for all modes of active transport utilizing the City's extensive shared pathway network. It is also a funding mechanism for shared pathway projects prioritised by the City's Pathways Policy, whereby projects contained in the LTCN are eligible for 50% funding as part of the Department of Transport Western Australia Bicycle Network (WABN) grants program (subject to successful grant applications).

With the current *Wanneroo Cycle Plan: 2018/19 to 2021/22* due to expire, a renewed four (4) year strategic plan has been developed for endorsement by Council following community consultation, carried out from 8 March to 5 April 2022.

### **Detail**

The *City of Wanneroo Active Transport Plan 2022/23 to 2025/26* (the Plan, **Attachment 1** refers) considers that Active Transport is suitable for people of all ages and abilities, and trips can be done in everyday clothing without any special equipment; with the key transport modes within the City including walking, bike riding (incl. eBike's) and eRideables.

Its purpose is to assist in the delivery of the City's Strategic Community Plan 2021-31 (SCP) Goal 5 aiming to achieve '*a well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places*'. The Plan will assist people to move around easily (SCP Priority 5.4) and feel safe in public places (SCP Priority 5.5) by delivering infrastructure and strategies that encourage the community to consider active modes of transport as a sustainable alternative to the car.

The new plan continues to align with the principles of the outgoing plan with key changes from the old plan primarily being:

- A revised list of proposed aspirational infrastructure projects, prioritised in accordance with the City's Pathways Policy;

- Alignment with Department of Transport's LTCN, enabling maximised grant funding opportunity for projects proposed by the Plan;
- Community Engagement;
- Consideration for eRideables as a sustainable mode of active transport; and
- Formerly a draft at completion of the current Wanneroo Cycle Plan, the new Plan also assists toward achieving the City's Transport Strategy 2019/20 goal of '*Creating a balanced and sustainable transport future*'.

The overall goal of the Plan is to create a safe, connected and reliable active transport environment that is attractive to all potential users; that provides a credible alternative to driving a car for local trips of 0 - 10km, recreational trips and commuting between the home, workplaces, regional / district facilities and schools.

Subject to continued provision of funding through the City's Long-term Financial Plan and annual budget consideration by Council, the Plan's aspiration is to deliver an estimated total of 46km of new and upgraded pathways and 40km of shared pathway line marking from 2022/23 to 2025/26. An overview map of proposed infrastructure extracted from the Plan is shown in **Attachment 2**.

The following objectives proposed by the Plan will guide the delivery of its goal, drawing on strategies to encourage uptake of active transport and cycling.

1. Based on the LTCN and the Pathway's Policy, implement a prioritized program of infrastructure projects that work towards creating a safe, connected and reliable active transport network; aligned to funding allocated in the City's Long Term Financial Plan (LTFP).
2. Collaboration with MetroNet, the PTA and Developers to enhance active transport connection and access to public transport, namely the bus public transport network and Clarkson, Butler, Eglinton, Alkimos and Yanchep train station precincts.
3. Inclusion of end of trip active transport facility assessment within the City planning approvals process to ensure provision of adequate facilities that will encourage use of active transport as an alternative to the car.
4. Educate the community on the benefits and encourage schools, workplaces and residents to choose active transport as an alternative to car travel.
5. Improve route planning with improved data collection, wayfinding on the ground and promoting network mapping.
6. Well-maintained routes, free from debris and uneven surfaces.

The actions that the City will undertake to achieve these objectives and responsibility for their delivery are detailed within the Plan. The City is committed to working closely with government agencies and WALGA to secure grants and optimise network improvements arising from the State Government's transport projects, such as the Yanchep Rail and Mitchell Freeway extension and the duplication of Wanneroo Road.

## Consultation

A 4-week community engagement period inviting public comment on the new Plan was undertaken between 8 March and 5 April 2022 via the City's 'Your Say' website using an interactive online "Social Pin Point" mapping tool. Notice of the engagement period was communicated extensively through social media, media release and written notification to key stakeholder groups by email or letter including all schools in the City. A draft copy of the Plan was provided.

In total, 137 responses were received over the duration of the consultation period with 10 responses received by email and 127 via the social pinpoint engagement tool. The City sent a

reminder to stakeholders at the midpoint of the engagement to encourage further input. Stakeholders targeted include the following:

- City Staff and Council Members
- City of Wanneroo Roadwise Advisory Group
- Workplaces/businesses, their customers and employees
- Residents participating active transport for sport, recreation and leisure
- School children, parents and staff (67 Schools)
- Northern Beaches Cycling Club
- West Coast Masters Cycling Council
- Wanneroo BMX Club
- Audax WA
- North Coast Triathlon Club
- Cycling Without Age Perth

### **External Bodies**

- Department of Transport, includes WABN Grants & Cycling teams
- WestCycle, the peak body for bike riding throughout Western Australia
- WA Local Government Association (WALGA)
- Cities of Joondalup, Swan and Stirling
- RAC
- Main Roads Western Australia
- Public Transport Authority
- MetroNet
- Department of Local Government, Sport and Cultural Industries (DLGSCI)
- Department of Biodiversity Conservation and Attractions (DBCA)
- Western Australian Planning Commission (WAPC)

A detailed review of the consultation responses indicated there were a number of key and recurring themes of key concern identified by respondents, summarised below. A breakdown of all key themes raised by respondents is shown in section 2.2.2 of the Plan:

- Construction of missing pathways;
- Continuous (and connected) shared path facilities and completion of disconnected routes;
- Smooth surfaces and wide shoulders along popular on-road routes;
- Regular maintenance sweeping of popular on-road and shared pathway routes;
- Provision of high quality red asphalt shared path facilities on Primary and Secondary Routes, including renewal/maintenance of existing uneven red asphalt pathways;
- Safe crossing facilities including Roundabout safety for bike riders (e.g. safe and adequate bypass ramps, transitions from road shoulders to shared pathways);
- Acknowledgement and improved connections to Off-Road Trails;
- Separated facilities (Cars from Bikes, Bikes/eRideables from Pedestrians);
- Safe and connected routes to Schools;
- Tourism and connected routes to natural assets; and
- Wayfinding on key routes that connect key activity destinations.

Overall, feedback from the consultation was constructive and remained relevant to the purpose and goal of the Plan. The majority of comments received appear to have been addressed by proposed actions of the draft Plan itself; whilst any feedback that did not appear to have been addressed by the draft Plan was considered where appropriate and incorporated into the final draft of the Plan. A summary of key changes is detailed in section 2.2.3.1 of the Plan.

Where comments related to matters such as missing pathways excluded from the draft Plan or longer-term considerations, these were recorded for action either to be taken by the City in the planning of the next iteration of the Active Transport plan beyond 2025/26, or to be raised for action by internal or external stakeholders. These are also summarised in section 2.2.3.2 of the Plan.

## **Comment**

Since early 2020, the City has seen unprecedented growth in uptake of active transport in the community, supported strongly by the desire of people to keep moving during early Covid-19 pandemic lockdown periods. Also in 2022, the increased price of fuel is an additional driver for people to consider alternative options to car travel.

The Department of Transport's Perth Bike Riding: 2020 data insights reports that by October 2020 there were 1 in 4 Perth & Peel residents riding their bikes every week, revealing a 14% average growth across their Perth metropolitan Bike Counter network compared to 2019. In addition, the recent section of path along the Mitchell Freeway Principal Shared Path (PSP) completed between Hutton St and Glendalough Station by the State Government resulted in nearly a 50% growth at Hutton Street and almost 30% growth along the broader route.

Large increases in bike riders using high quality Freeway and Rail PSP facilities such as this highlights the importance of providing high standard, continuous and safe infrastructure to encourage a greater mode shift to choosing active transport over driving a car. As such, the City strongly encourages State Government via MetroNet to fund and construct the Principal Shared Pathway originally promised by the Yanchep Rail Extension (YRE) Project (discussed further in section 3.4.1 of the Plan).

The 2021 National Cycling Participation survey for WA also reports that 96.6% of residents walk for at least 5 minutes in a typical week outside their home with approximately 95% people walking every week (including mobility devices and wheelchairs). Further, the survey found that 21.4% and 46.7% of residents rode a bicycle in the previous week and year respectively. Interestingly the survey reported that 40% of respondents over the age of 15 as interested in riding that do not ride but would like to, with a further 4.8% being classified as confident riders. The survey shows a clear peak in bike riding participation since its beginning in 2011 with over 60% of households owning at least one working bicycle.

2016 statistics from the census show that in the City of Wanneroo approximately 1.8% of residents ride or walk to their place of work. The City expects that this proportion of residents choosing active transport for trips to work be set to increase in upcoming 2021 data.

A sample taken from Ocean Reef Road east of Trappers Drive in the Yellagonga Regional Park in 2022 shows an average of 93 bike riders daily across a typical week (Mon-Sun) when compared to 27 bike riders in 2018, showing the growth in bike riding as an active transport mode. A comprehensive bicycle count program is also proposed as part of the Plan.

The rise in alternative forms of active transport through the advancement of eRideable technologies and the recent State Government modification of the Road Traffic Act 1974 and Road Traffic Code 2000 to permit their use, has provided a further mechanism for the option to drive a car to be replaced by these other sustainable options. The 2021 National Cycling Participation survey for WA reported that an estimated 1.9% of the population ride an eRideable in a typical week.

While the safe use of eRideables on footpaths and shared paths should be promoted as a more sustainable alternative to car use for short trips, with the path network providing a safer connected route between destinations, it is acknowledged that there are issues relating to the use of eRideables, with some users not adhering to the regulated speeds, nor using the vehicle

in accordance with the road rules. While Local Government provides the infrastructure for their use, as eBikes and eRideables are regulated by the Road Traffic Act, it is only WA Police that has the authority to control their use. Continued public education programmes detailing the regulations by the WA State Government is required, while Local Government, possibly through WALGA, can ensure that a common message regarding their use is promoted.

The upward trend of active transport use highlights the importance of creating a new Plan that will guide the development of future infrastructure to support such rapid growth and the City expects this to continue over the coming four (4) years and beyond.

### Statutory Compliance

Nil

### Strategic Implications

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

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

*5.4 - People can move around easily*

### Risk Management Considerations

Risk Title	Risk Rating
C0-023 Safety of Community	Moderate
Accountability	Action Planning Option
Director Assets	Manage

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Director Assets	Manage

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

### Policy Implications

All pathways projects contained within the Plan have been prioritised in accordance with the City's Pathways Policy.

A score based priority system is utilized by the Policy to consider requests and the need for proposed new pathways in the City, It also sets the minimum requirement expected for new development and subdivision in addition to the City's own Capital Works Program.

## Financial Implications

The Plan contains a combination of projects contained in the City's long-term financial plan over the next four years across the following funding sources:

- City of Wanneroo Municipal Funding under the recurring new pathways program;
- City of Wanneroo Municipal Funding under various other Pathway's & Trails and/or Roads sub-program projects;
- City of Wanneroo Transport Asset Renewal Program;
- 50/50 Western Australian Bicycle Network (WABN) Grant funding;
- State Government funding (e.g. LCRI program, MRRG Road Improvement, major transport or infrastructure projects etc.);
- Private subdivisional land development and/or Developer Contribution Scheme;

Identified projects that are contained on the Department of Transport LTCN are WABN grant eligible, however the number of projects submitted by the City each year will be subject to the value of available State Government funding for the WABN program at the time.

The City will fund unsuccessful WABN Grant projects in accordance with the Pathways Policy, subject to available funding identified as part of ongoing review of the Long Term Financial Plan or through other grant opportunities.

The exact funding allocation for each project will be listed for Council's consideration as part of the annual budget process each year and in alignment with the Long Term Financial Plan.

## Voting Requirements



Simple Majority

## Recommendation

**That Council:**

1. **APPROVES the draft City of Wanneroo Active Transport Plan 2022/23 to 2025/26; and**
2. **REQUESTS the State Government to:**
  - a) **Consider an early review of the Road Traffic Act regulations relevant to the use of eRideables to address the issues highlighted by the recent incidents involving eRideables; and**
  - b) **Continue with the Education Programs regarding the safe use of eRideables.**

*Attachments:*

- |  |   |           |
|--|---|-----------|
| 1.  | City of Wanneroo Active Transport Plan 2022 23 to 2025 26 | 21/568314 |
| 2.  | Active Transport Plan Map 2022                            | 22/192179 |



# City of Wanneroo

## Active Transport Plan

### 2022/23 - 2025/26

*Safe, Connected & Reliable Active Transport Options  
for the Community*



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## 1.0 Introduction

### 1.1 Background

The City of Wanneroo is one of the fastest growing and largest local government authorities in Australia with a current population of 216,162 and a forecast of 285,013 by 2031 (forecast.id 2021); and includes 32 kilometres of coastline, natural environments, agricultural and bush land. The City has 36 suburbs, across 685.1 square kilometres with approximately 1370 kilometres of pathways and 1685 kilometres of roads. Stretching from Girrawheen in the south to Two Rocks in the north, the City lies on the northeastern urban corridor of the Perth metropolitan area, approximately 12km from the Perth CBD at its nearest point and 62km at its farthest point.

The City is characterised by a diverse mix of urban, rural and industrial land uses, as well as a significant area of natural bushland and state forest, including Yanchep National Park, Neerabup National Park and Yellagonga Regional Park. A natural wetland system runs through the City, dominated by the pristine Lake Joondalup that separates the City of Wanneroo from the City of Joondalup.

Urban land is predominantly residential, with a number of commercial centres providing jobs and services, along with the established industrial centre of Wangara and the newly emerging Neerabup Industrial Area site. The City is served by three major north-south arterial roads; Mitchell Freeway, Wanneroo Road and Marmion Avenue running parallel through the City and under the care and control of Main Roads WA (MRWA). Ocean Reef Road, another major arterial road connecting the Ocean Reef Coastline in the west to Ellenbrook in the east is now under the care and control of MRWA.

### 1.2 Unprecedented growth in Active Transport

Since early 2020, the City has seen unprecedented growth in uptake of active transport in the community, supported strongly by the desire of people to keep moving during early Covid-19 pandemic lockdown periods. Also in 2022, with the increasing cost of living including the inflated price of fuel being an additional driver for people to consider alternative options to car travel.

The *Department of Transport's Perth Bike Riding: 2020 data insights*<sup>1</sup> reports that by October 2020 there were 1 in 4 Perth & Peel residents riding their bikes every week, revealing a 14% average growth across their Perth metropolitan Bike Counter network compared to 2019<sup>2</sup>. In addition, the recent section of path along the Mitchell Freeway Principal Shared Path (PSP) completed between Hutton St and Glendalough Station by the State Government resulted in nearly a 50% growth at Hutton Street and almost 30% growth along the broader route.

Large increases in bike riders using high quality Freeway and Rail PSP facilities such as this highlights the importance of providing high standard, continuous and safe infrastructure to encourage a greater mode shift to choosing active transport over driving a car. As such, the City strongly encourages State Government via MetroNet to fund and construct the

<sup>1</sup> Department of Transport's Perth Bike Riding: 2020 data insights - [https://transport.wa.gov.au/mediaFiles/active-transport/AT\\_CYC\\_P\\_EOCY\\_2020\\_WA\\_Bike\\_Riding\\_Data\\_insights\\_summary.pdf](https://transport.wa.gov.au/mediaFiles/active-transport/AT_CYC_P_EOCY_2020_WA_Bike_Riding_Data_insights_summary.pdf)

<sup>2</sup> Data reports yet to be released by DoT for 2021 support these growth figures and the imperative to provide suitable transport facilities



Principal Shared Pathway originally promised by the Yanchep Rail Extension (YRE) Project (discussed further in section 3.4.1).

The rise in alternative forms of active transport through the advancement of eRideable technologies has provided further mechanism for the option to drive a car to be replaced by these other sustainable options. The 2021 National Cycling Participation survey for WA reported that an estimated 1.9% of the population ride and eRideable in a typical week.<sup>3</sup>

The upward trend of active transport use highlights the importance creating a new Plan that will guide the development of future infrastructure to support such rapid growth and the City expects this to continue over the coming four (4) years and beyond.

### 1.3 Active Transport participation in the WA and the City of Wanneroo

The 2021 National Cycling Participation survey for WA also reports that 96.6% of residents walk for at least 5 minutes in a typical week outside their home with approximately 95% people walking every week (including mobility devices and wheelchairs). Further, the survey found that 21.4% and 46.7% of residents rode a bicycle in the previous week and year respectively. Interestingly the survey reported that 40% of respondents over the age of 15 as interested in riding that do not ride but would like to, with a further 4.8% being classified as confident riders. **Figure 1** below extracted from the survey shows a clear peak in bike riding participation since its beginning in 2011 with over 60% of households owning at least one working bicycle.

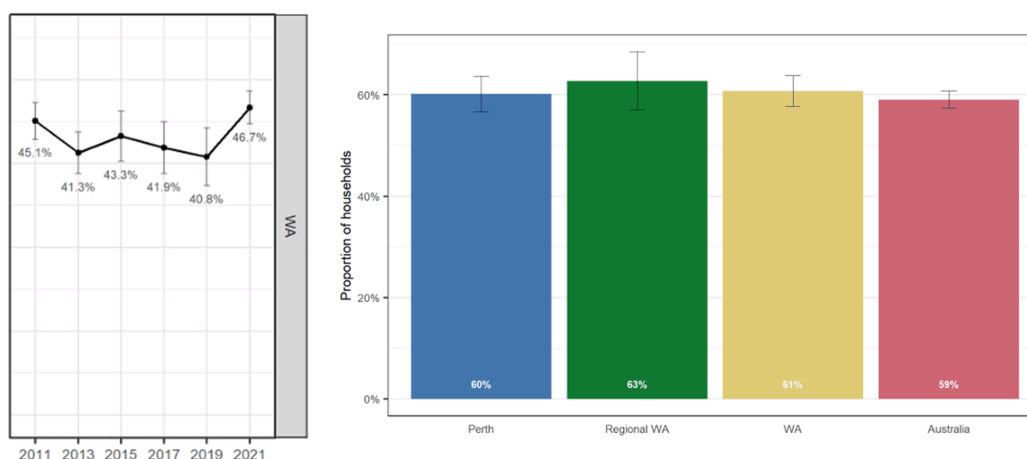


Figure 1 - 2021 National Cycling Participation Survey Extract

2016 statistics from the census show that in the City of Wanneroo approximately 1.8% of residents ride or walk to their place of work. The City expects that this proportion of residents choosing active transport for trips to work be set to increase in upcoming 2021 data.

A sample taken from Ocean Reef Road east of Trappers Drive in the Yellagonga Regional Park in 2022 shows 93 bike riders across a typical week (Mon-Sun) when compared to 27 bike riders in 2018 also shows growth in bike riding as an active transport mode. A comprehensive bicycle count program is also proposed as part of the Plan.

<sup>3</sup> National Walking and Cycling Participation Survey 2021 - <https://www.cwanz.com.au/national-walking-and-cycling-participation-survey-2021/>

## 1.4 Purpose and Goal

The *City of Wanneroo Active Transport Plan* (the Plan) considers that Active Transport is suitable for people of all ages and abilities, and trips can be done in everyday clothing without any special equipment; with the key transport modes within the City including walking, bike riding (incl. eBike's) and eRideables.

Its purpose is to assist in the delivery of the City's Strategic Community Plan 2021-31 (SCP) Goal 5 in **Figure 2** below. The Plan also assists toward achieving the City's Transport Strategy 2019/20 goal of 'Creating a balanced and sustainable transport future'.

The overall goal of the Plan is to create a safe, connected and reliable active transport environment that is attractive to all potential users; that provides a credible alternative to driving a car for local trips of 0 - 10km, recreational trips and commuting between the home, workplaces, regional / district facilities and schools.



### GOAL 5



A WELL-PLANNED, SAFE AND RESILIENT CITY THAT IS EASY TO TRAVEL AROUND AND PROVIDES A CONNECTION BETWEEN PEOPLE AND PLACES

### Priority 5.4

#### *People can move around easily*

Wanneroo will be a City known for having various options to move around in convenient ways, allowing easy access to social and business opportunities. There will be connected infrastructure in place to travel by foot, bicycle, bus, car or train.

### Priority 5.5

#### *People feel safe in public places*

Wanneroo will be a City where people feel safe, and are able to live actively and recreate freely. Local agencies and groups will be at the heart of developing programs to create more connected communities, ensuring all people feel supported and secure.

Figure 2 - Strategic Community Plan 2021-31 (SCP) Goal 5



1.5 Strategic Context

The City of Wanneroo Strategic Community Plan 2021-31 (SCP) is at the highest-level, a view of how the City will reach a vision of ‘A Welcoming Community, Connected through Local Opportunities’. Underpinning the SCP are various informing plans and strategies, which includes the City of Wanneroo Active Transport Plan 2022/23 – 2025/26 (The Plan). The Plan is an outcome of the City’s Corporate Business Plan informed by the Long Term Financial, Asset Management and Strategic Workplace Resourcing Plans as illustrated in the City’s Integrated Planning and Reporting Framework in **Figure 3** below:



Figure 1

Figure 3 - City of Wanneroo Integrated Planning and Reporting Framework

1.6 eRideables

The Plan considers eRideables as a form of active transport user on the City’s pathway network. Changes to the Road Traffic Code 2000 implemented by the State Government on 4th December 2021 now enable the use of eRideables on public roads and pathways. As the regulations controlling the use of these devices are contained in the Road Traffic Code, enforcement is the sole responsibility of WA Police and not by The City. A summary of the laws and classification of eRideables is shown in **Figure 4** below:

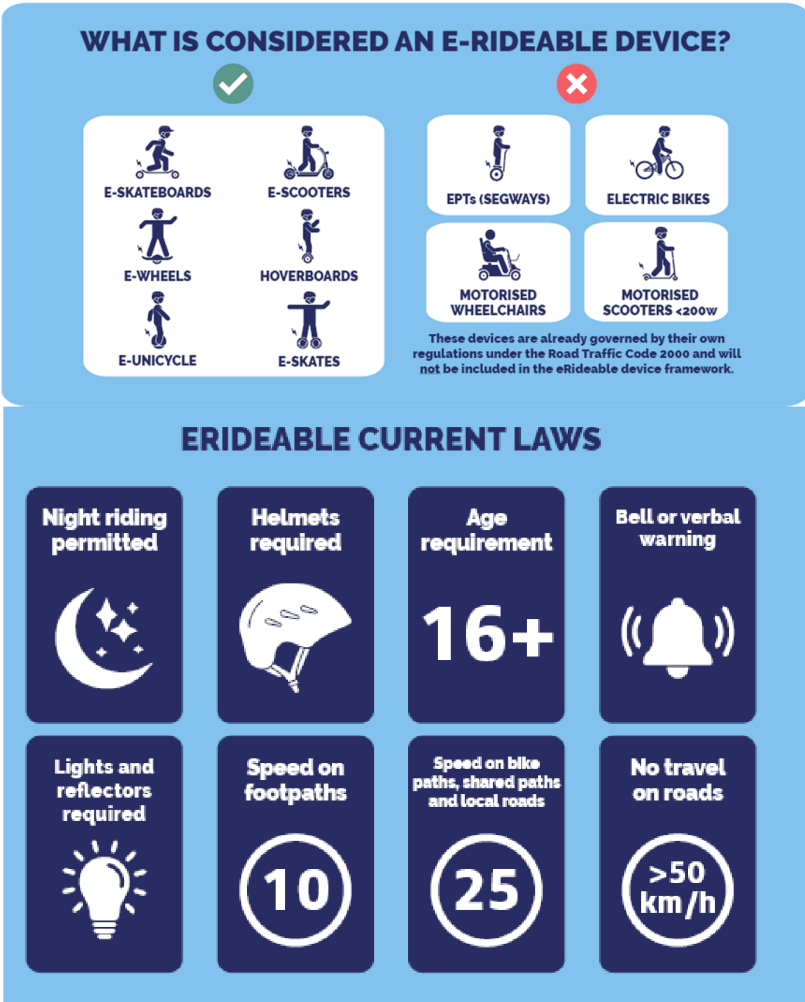


Figure 4 – eRideable Rules

Immediately on release of the new laws, the Road Safety Commission (RSC) implemented at launch and is continuing an ongoing eRideables media campaign, with messaging surrounding their safe use a primary focus in their latest campaign which can be seen state-wide through television advertising and on social media.

Rather than separated facilities, the design of new and upgraded shared pathways by the City will continue to ensure that pathways are constructed with sufficient width and other relevant infrastructure is provided in accordance with current standards, to promote the safe sharing of these spaces by all active transport users.

## 1.7 Department of Transport Long-Term Cycle (LTCN)

Endorsed by Council on 30 June 2020; the LTCN for the City of Wanneroo sets the aspirational strategic direction of creating an interconnected, safe and reliable network for all modes of active transport utilizing the City's extensive shared pathway network. It is also a funding mechanism for shared pathway projects prioritised by the City's Pathways Policy, whereby projects residing on the LTCN are eligible for 50% funding as part of the Department of Transport Western Australia Bicycle Network (WABN) grants program.

The aim of the LTCN is to develop an aspirational blueprint to ensure State and local governments work together towards the delivery of one continuous bike riding network providing additional transport options, recreational opportunities and support for tourism and commercial activity; thus creating a network that caters for all ages and abilities.

The LTCN route hierarchy is made up of three main types of network functions (Primary, Secondary, and Local) as shown in **Figure 5**, as well as two complementary network function designations (Road Cycling Routes and Transport Trails) that are to be developed in future.

The LTCN for Perth and Peel is viewable on the Department of Transport website<sup>4</sup>. For more information, see [www.transport.wa.gov.au/activetransport/long-term-cycle-network.asp](http://www.transport.wa.gov.au/activetransport/long-term-cycle-network.asp)

	1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Function	Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or long-distance commuting / utility, recreational, training and tourism trips.	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities.  Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.
Design Philosophy	An all ages and abilities design philosophy is about creating places and facilities that are safe, comfortable and convenient for as many people as possible.  By planning for and designing infrastructure that caters for the youngest and most vulnerable users, we create a walking and bike riding network that everyone can use.  At the heart of this approach is fairness and enabling all people to use the network regardless of age, physical ability or the wheels they use.		
Form	All routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include: <ul style="list-style-type: none"> <li>• Bicycle only, shared and/or separated paths;</li> <li>• Protected bicycle lanes (uni or bi-directional, depending on the environment); and</li> <li>• Safe active streets</li> </ul> Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high quality shared path built to MRWA PSP standard which generally means the path will be 4m wide, have adequate lighting and be grade separated at intersections (where possible). In some locations, quiet residential streets incorporating signage and wayfinding may be appropriate for local routes.		

Figure 5 - LTCN Three-tier Route Hierarchy

<sup>4</sup> <https://dot-wa.maps.arcgis.com/apps/webappviewer/index.html?id=1e739953bbec461f81ffe3a8157894b5>

## 2.0 Consultation

### 2.1 Stakeholders

Stakeholders that have been identified as most impacted by the Plan are key active transport user groups or external bodies both internal and external to the City of Wanneroo, which include:

#### 2.1.2 User Groups

- City Staff and Elected Members
- City of Wanneroo Roadwise Advisory Group
- Workplaces/businesses, their customers and employees
- Residents participating active transport for sport, recreation and leisure
- School children, parents and staff (67 Schools)
- Northern Beaches Cycling Club
- West Coast Masters Cycling Council
- Wanneroo BMX Club
- Audax WA
- North Coast Triathlon Club
- Cycling Without Age Perth

#### 2.1.2 External Bodies

- Department of Transport, includes WABN Grants & Cycling teams
- WestCycle, the peak body for bike riding throughout Western Australia
- WA Local Government Association (WALGA)
- Cities of Joondalup, Swan and Stirling
- RAC
- Main Roads Western Australia
- Public Transport Authority
- MetroNet
- Department of Local Government, Sport and Cultural Industries (DLGSCI)
- Department of Biodiversity Conservation and Attractions (DBCA)
- Western Australian Planning Commission (WAPC)
- Developers building the City's future infrastructure through subdivision.

## 2.2 Community Engagement

### 2.2.1 Engagement Summary

In 2015, the City undertook community engagement that informed the previous Wanneroo Cycle Plan 2018/19 to 2021/22. As indicated by that Plan, renewed consultation is necessary in the development of the City of Wanneroo Active Transport Plan 2022/23 - 2025/26.

A 4-week community engagement period inviting public comment on the new Plan was undertaken between 8 March and 5 April 2022 via the City's 'Your Say' website using an interactive online "Social Pin Point" mapping tool. Notice of the engagement period was communicated extensively through social media, media release and written notification to key stakeholder groups by email or letter including all schools in the City. A draft copy of the Plan was provided.

In total, 137 responses were received over the duration of the consultation period with 10 responses received by email and 127 via the social pinpoint engagement tool. The City sent a reminder to stakeholders at the midpoint of the engagement to encourage further input.

### 2.2.2 Engagement Findings

A detailed review of the consultation responses indicated there were a number of key and recurring themes of key concern identified by respondents, summarised below, followed by a breakdown of all key themes raised by respondents in Table 1:

- Construction of missing pathways;
- Continuous (and connected) shared path facilities and completion of disconnected routes.
- Smooth surfaces and wide shoulders along popular on-road routes.
- Regular maintenance sweeping of popular on-road and shared pathway routes.
- Provision of high quality red asphalt shared path facilities on Primary and Secondary Routes, including renewal/maintenance of existing uneven red asphalt pathways.
- Safe crossing facilities including Roundabout safety for bike riders (e.g. safe and adequate bypass ramps, transitions from road shoulders to shared pathways).
- Acknowledgement and improved connections to Off-Road Trails;
- Separated facilities (Cars from Bikes, Bikes/eRideables from Pedestrians);
- Safe and connected routes to Schools;
- Tourism and connected routes to natural assets;
- Wayfinding on key routes that connect key activity destinations.

*Table 1 - Engagement Themes*

Theme	Number of times raised
Missing Pathway	33
Connected Route	12
Disconnected Route	10
Maintenance Sweeping	10
Renew Pathway	10
Crossing Safety	9



Wide Shoulders	8
Roundabout Safety	7
Group Ride Route	6
Road Resurfacing	5
Separated Facilities (bike v ped)	5
Commuting Route	4
Off-road Trails	4
eRideables	3
Event Route	3
Intersection Safety	3
Splendid Park	3
Wayfinding	3
Natural Assets	2
Pedestrian Safety	2
School Connection	2
Upgrade Pathway	2
Community Engagement	1
Council Policy	1
Education	1
Environmental Impact	1
Key Messaging	1
Local Route	1
Magpies	1
Monitoring and Evaluation	1
Pedestrian Crossing Safety	1
Planning for the future	1
Safe Crossings	1
Safe Speeds	1
Safe Speeds (car v ped/bike)	1
Separated Facilities (car v bike)	1
Separated Facilities (car v ped)	1
Separated Facilities (car v ped/bike)	1
Tourism	1
<b>Grand Total</b>	<b>163</b>

### 2.2.3 Engagement Outcomes

Overall, feedback from the consultation was constructive and remained relevant to the purpose and goal of the Plan. Majority of comments received appear to have been addressed by proposed actions of the draft Plan itself; whilst any feedback that did not appear to have been addressed by the draft Plan was considered where appropriate and incorporated into the final Plan submitted for approval by Council. A summary of key changes in producing the final Plan is below.

Where comments related to matters such as missing pathways excluded from the draft Plan or longer-term considerations, these were recorded for action either to be taken by the City in the planning of the next iteration of the Active Transport plan beyond 2025/26 or to be raised for actioned by internal or external stakeholders. These are also summarised below.



### 2.2.3.1 *Summary of Key Changes made to the Draft Plan*

- Additional section regarding Splendid Park included.
- Consultation section completed.
- Emphasis added to Plan supporting a high quality principal shared path along the Yanchep Rail corridor by State Government.
- Focus on engaging with Local Area Planning work undertaken by the City's Place Management service unit noted in the Plan.
- Additional section regarding maintenance of existing infrastructure and associated actions.
- Further emphasis in section 3.1 of the Plan on providing wide shoulders for on-road bike riding.
- Plan further highlights the importance of coastal-shared path connections in section 3.8, noting missing coastal connections in the northern corridor are often subject to land development by others.
- Pilot wayfinding project added to the Plan directly based on consultation feedback.
- Section 3.8 Links to the Natural Environment added to the Plan (omitted in draft by mistake), highlighting Yaberoo Budjara Heritage Trail, 10<sup>th</sup> Lighthorse Trail and others including future facilities expected in Yellagonga Regional Park outside of the City of Wanneroo.
- Section 3.3.2 added to highlight the City of Wanneroo Local Planning Policy 4.3 for Public Open Spaces as an informing Policy.
- Action, monitoring and evaluation plans reviewed and updated following stakeholder feedback.
- Network and project map completed and added to plan.
- Other minor document edits including formatting, graphics and other content revisions from consultation feedback.
- Additional statistics and footnote references included.
- Detailed feedback from Department of Transport and other stakeholders considered and adopted throughout Plan where applicable.
- Network map links and references included.

### 2.2.3.2 *Summary of Actions Taken Outside of the New Plan*

- Ongoing consultation to occur with MRWA as part of proposed Salerno Drive improvements at Quinns Education Precinct currently in development by the City with emphasis on access and safety improvements being the primary focus.
- Advice provided to the City's Asset Planning Transport & Drainage Engineer on resurfacing and maintenance of existing asphalt pavements raised in consultation.
- Advice provided to the City's Engineering Maintenance Coordinator on sweeping feedback received as part of consultation.
- Missing pathways not identified by current Plan are to be assessed in accordance with the City Pathways Policy for priority in future active transport planning.
- Ongoing review of future pathway connections once subdivision has progressed in developing areas.

## 3.0 Strategies to Encourage Active Transport & Cycling

### 3.1 Building connected LTCN routes

Supported by Council policy, the focus of the Plan is to complete or upgrade missing links on the LTCN, give priority to enhanced connectivity to activity centres, link transport hubs and ensure safety for active transport users on the City's shared pathway network. In doing so, the Plan supports and advocates for the provision of active transport facilities such as:

- Off-street bidirectional principal shared pathways adjacent to the freeway and railway corridor.
- Bidirectional shared pathways in the road reserve as minimum on LTCN routes, red asphalt (preferred for Primary/Secondary routes) or concrete (preferred for Local Routes) in accordance with the Pathways Policy.
- Bidirectional concrete shared pathways/footpaths in the road reserve on all other streets in accordance with the Pathways Policy.
- Bidirectional shared pathways/footpaths through Public Open Spaces in accordance with Local Planning Policy 4.2
- In order of level of safety and priority, on-road segregated bicycle lanes (median or similar separation), exclusive bicycle lanes, peak period exclusive bicycle lanes, bicycle/car parking lanes, wide kerbside shoulder lanes and narrow kerbsides shoulder lanes for on-road trips as part of major road upgrade capital works projects.
- Well-connected networks of local routes enabling the choice of active transport for short trips of 0 - 10km, recreational trips and commuting between the home, workplaces, regional / district facilities and schools to be encouraged rather than the use of a car.
- Safety, comfort and convenience at intersections along the route
- Safe roundabout crossing treatments where a shared path is provided at roundabout and bicycle lanes exist on the approach in accordance with Austroads Guide to Road Design Part 4B: Roundabouts.

Over the long term, the Plan will continue to implement a comprehensive network of safe, comfortable and continuous active transport routes beginning by work towards completion of the aspirational LTCN set out by the Department of Transport in accordance with the Pathways Policy. Construction of missing pathways linking activity centres is a priority within catchment areas of 0 to 10km illustrated in **Figure 7**.

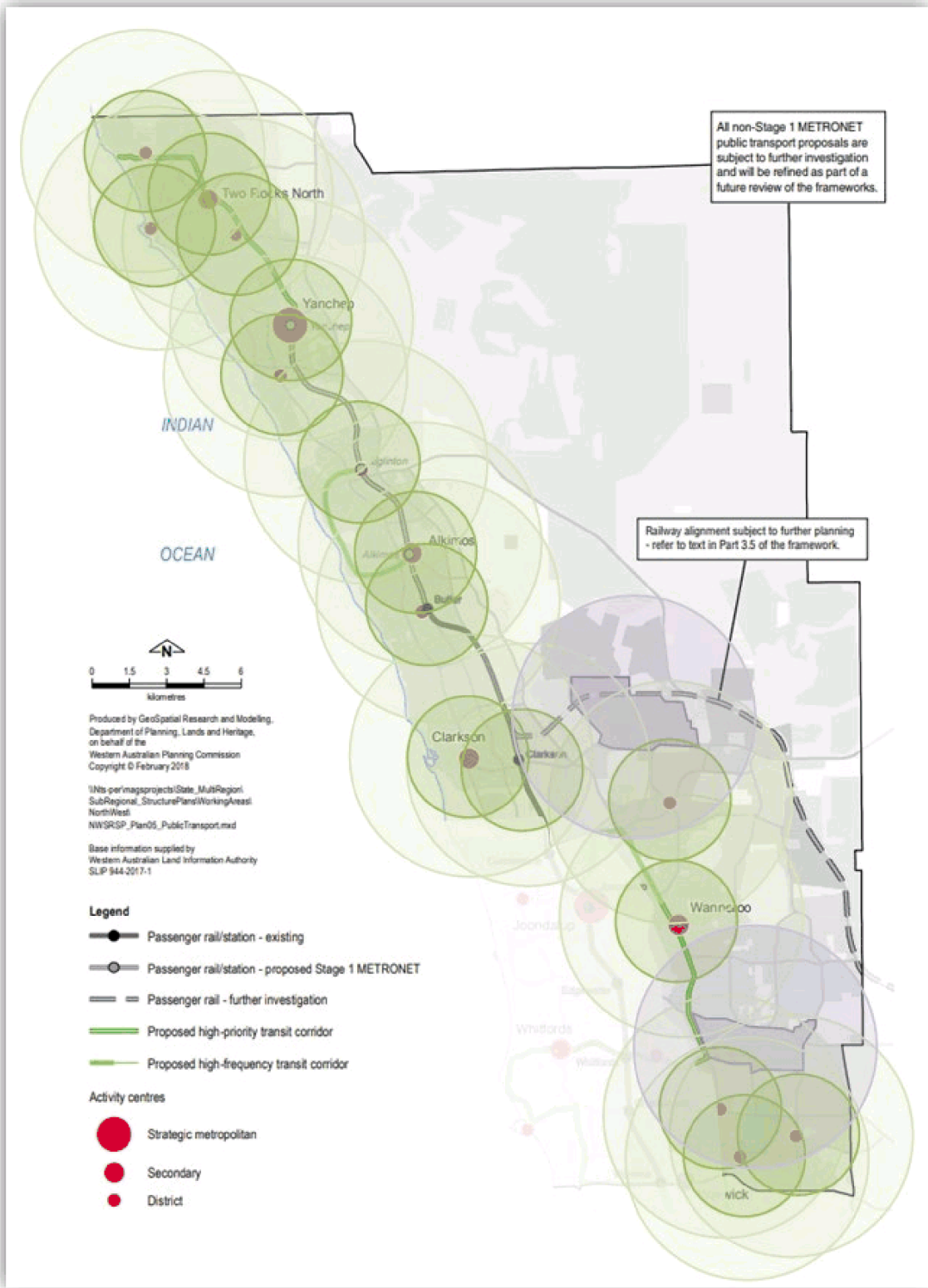


Figure 6 - Activity Hubs with 0 and 10km Catchment Areas

### 3.3.1 The City of Wanneroo Pathways Policy

The City Pathway's Policy informs the Plan, which has been applied consistently since adoption by Council in 2016 to providing a prioritised safe and accessible pathway network to improve the active transport environment, enabling the community to travel actively, improve health, enjoy recreational active travel and reduce car dependency.

This policy applies to metropolitan urban areas (predominantly residential), within the City of Wanneroo including the road reserve, Public Open Space, Crown land, new developments and any other area deemed appropriate by the City, with respect to the provision of pathways to serve the community's needs.

A score based priority system is utilized by the Policy to consider requests and the need for proposed new pathways in the City. It also sets the minimum requirement expected for new development and subdivision in addition to the City's own Capital Works Program.

Members of the community can find the Pathway's Policy by visiting [Pathways Policy - City of Wanneroo](#) on the City's website. Pathways and cycling facilities are also to be provided in accordance with Figure 1 contained within the Policy, Austroads 'Guide to Road Design Part 6A- Paths for Walking and Cycling' and relevant Australian Standards.

### 3.3.2 City of Wanneroo Local Planning Policy 4.3: Public Open Space

Public Open Spaces are integral in enabling the community to maintain an active lifestyle, which in addition, are an opportunity to encourage active transport trips by providing adequate infrastructure within these spaces as well as on LTCN routes connecting to them.

Adopted on 20 April 2021, Local Planning Policy 4.3 articulates Council's position on the planning, provision, location, design, development and interim maintenance of Public Open Space (POS) and is to be considered by applicants, Administration, and Council in the design, assessment, and determination of Scheme amendments, Structure plans, Local Development Plans, Subdivision applications and Development applications.

Schedule 3 of the Policy outlines the standard requirements for a hierarchy of POS facilities with walking/riding pathway and end of trip infrastructure specified for Local, Neighbourhood, District and Regional spaces. Members of the community can find the the Policy by visiting [Public Open Space – LPP 4.3](#) on the City's website.

### 3.2 A Place Management Approach

The Plan also underpins and aligns with the City's Place Framework approach of working collaboratively with key stakeholders and the community to identify and implement projects that provide valuable connections to district and local activity nodes as part of Local Area Planning by the City's Place Management team. There are seven Place Management Areas classified by the Place Framework shown in **Figure 8** below.

One example is the Girrawheen Koondoola Local Area Plan that has incorporated a staged project to construct enhanced 3m red asphalt shared pathways on Hudson Avenue, Girrawheen Avenue, Wade Court and Patrick Court in Girrawheen as part of the Active Transport Plan. It has provided improved local and primary LTCN route connections to schools, shopping centres and other community facilities in addition to amenity improvements to the streetscape desired by the local community.

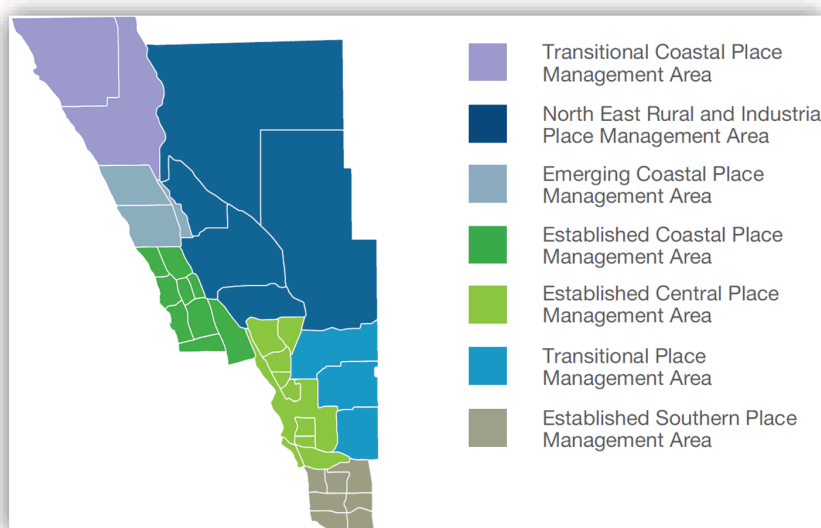


Figure 7 - City of Wanneroo Place Management Areas

### 3.3 Connection to City of Wanneroo Activity Centres

A key mechanism in the Plan achieving its goal and objectives is to consider improving or completing LTCN 'Local Route' connections that are required through/to strategic metropolitan, secondary and district activity Centres as part of Local Area Planning work and consultation with land developers in the subdivision and development approvals processes undertaken by the City.

The City has nine (9) existing district and five (5) proposed activity centres as shown in **Figure 9**. The Plan seeks to ensure these centres serviced by active transport infrastructure to support a shift from car driving dependency to alternative modes.



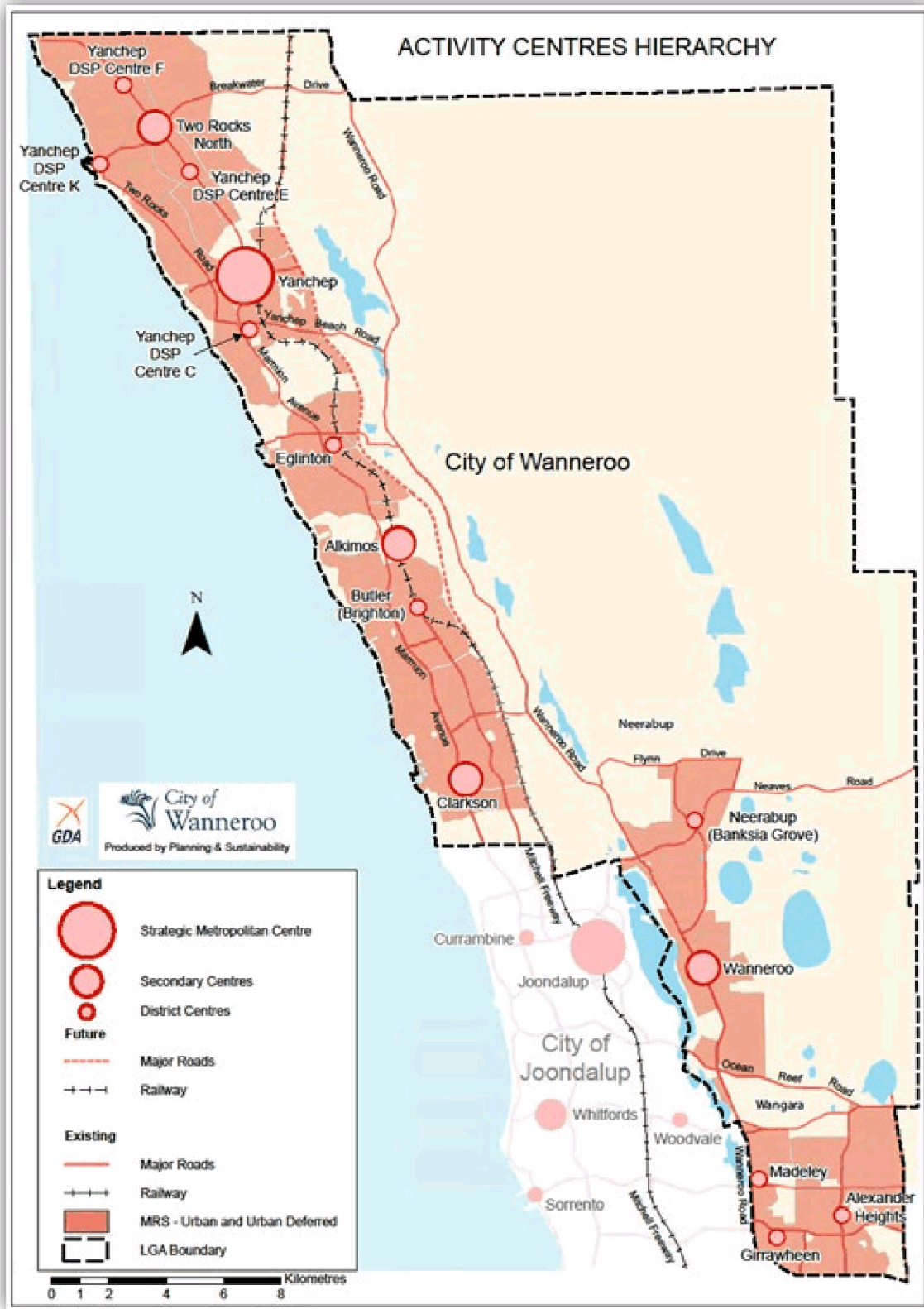


Figure 8 - City of Wanneroo Activity Centres



### 3.4 Linking Public Transport to the LTCN and Activity Centres

#### 3.4.1 A Yanchep Rail Extension Principle Shared Path by State Government

In 2021 support was given to Metronet from the Department of Planning, Lands & Heritage (DPLH), on the request from the Minister for Transport, Planning & Ports for 13.8 kilometres of Principle Shared Path (PSP) from Butler station to Yanchep station be deleted from the YRE project scope.

However, it is the position of the City of Wanneroo, Department of Transport and the wider community including key cycling body stakeholders such as WestCycle and Northern Beaches Cycle Club that this decision is not supported.

The Wanneroo Active Transport Plan considers that a comprehensive and safe PSP network is an important part of achieving the desired travel behaviour changes that underpin the overall transport plan for the YRE and more broadly for the City. Whilst it is recognised that the delivery of the rail line is the primary focus of the YRE project, not providing a PSP as part of the project and linking the stations and activity centres with the active transport network, could potentially compromise the State and City's objective of achieving a sustainable transport network.

The implications of a changed approach whereby the PSP will only be provided at certain locations or not be provided at all, will be significant for all stakeholders across the City, including:

- If a comprehensive PSP is not delivered as was originally anticipated through the YRE extension, there is a risk that the costs of initial construction of parts or the whole PSP as well as ongoing maintenance would need to be met by private developers and/or by the City. Whilst the City does not currently have a cost estimate for this, it would be a significant financial burden for the City which has not been considered as part of the Long-Term Financial Plan and it was never intended to be the City's responsibility. If not constructed as part of the project, the path would be substantially more expensive.
- Although discussions with Metronet to date have been focussed on station connectivity, not the provision of longer distance routes, the alternatives proposed do not consider the delivery timeframe for some areas of development to occur and will mean an incomplete network for a number of years following the opening of the YRE.
- Grade separation of the major road crossings on Marmion Avenue, which the City considers to be critical to provide a safe route for less committed bike riders and a trigger for behaviour change, is unlikely to be achieved. This will result in access to activity centres and station precincts from the north or south being through major traffic intersections in most cases, presenting ongoing safety issues and a compromised access outcome.
- PSP's are intended as a network of safe, connected convenient paths used for long distance trips, but also suitable for less experienced riders and short trips as well as for people walking.
- The PSP along the freeway cannot be considered to be a replacement for the Rail extension PSP as that PSP ends at Romeo Road for the foreseeable future and the railway line integrates with the future urban areas.
- The changed approach potentially represents cost-shifting from State Government to the City and the development industry, and may result in the need to retrofit existing areas adjacent to the rail line that have already been developed to accommodate a PSP.

It is uncertain who would be responsible to fund this; and it could result in a convoluted path that is unlikely to be attractive to users. In order to facilitate this, existing approved local structure plans adjacent to the rail line will also potentially need to be reviewed to accommodate a PSP.

- Majority of the Perth Metropolitan area railway lines such as Mandurah and Fremantle include provision of an adjacent PSP, which follows the length of the rail line.

At its meeting of 7 September 2021, City of Wanneroo Council Members were made aware of this major change to the infrastructure provision which may lead to a significant gap in the City's overall transport infrastructure which could also have potentially significant financial implications for the City and provided Administration and stakeholder views on the matter. It was resolved that Council:

1. NOTES the change in the approach by the State Government in relation to the construction of the Principal Shared Path as part of the METRONET Yanchep Rail Extension as outlined in this report;
2. AUTHORISES the Mayor to write to the Minister for Transport, Planning & Ports and to the Member of Legislative Assembly for Butler, to request the State Government to construct the Principal Shared Path from Butler Station to the Yanchep Station as part of the METRONET Yanchep Rail Extension as was initially anticipated as part of this project; and
3. NOTES that the CEO will write to the Managing Director of METRONET, to request the State Government to construct the Principal Shared Path from Butler Station to the Yanchep Station as part of the METRONET Yanchep Rail Extension as was initially anticipated as part of this project.

The substantive motion as amended was put and CARRIED UNANIMOUSLY

### 3.4.2 Connected Routes to Station Precincts

Many of the City's residents access Warwick, Greenwood, Whitfords, Edgewater, Joondalup, Currabine, Clarkson and Butler train stations located within the City of Joondalup and City of Wanneroo. The Plan encourages connecting users to public transport services (train and bus) by providing continuous routes and convenient 'last-mile' access to transport hubs in order to encourage active transport over car use.

Further, the Plan encourages the PTA (in consultation with the City) to consider eRideable hire/rental schemes by private operators at train station precincts in the future to enable active transport trips from stations to key activity destinations throughout the City.

New train stations are also due to be completed by MetroNet early into the Plan at Alkimos, Eglinton and Yanchep; and are located along the Perth – Joondalup (Yanchep) railway line. By this time, majority of City's activity hubs and residential population are located within 0 to 10km of a train station as shown in **Figure 10**, making active transport a viable alternative to driving a car as part of commuting trips.

The Public Transport Authority (PTA) has also taken proactive steps by undertaking Station Access Strategies at existing train stations and aims to enable a mode shift from dependency on driving a car to an integrated transit solution. The City will actively collaborate with the PTA through Metronet to ensure that actions resulting from the Station Access Strategies align with the Plan's objective of linking key transport hubs.

### 3.4.3 End of Trip Infrastructure

The PTA are also required to provide secure bike/eRideable parking facilities at proposed and existing train stations, with the Plan encouraging maximised capacity of these facilities to cater for users accessing public transport from the City's shared path network and the Railway Principal Shared Path.

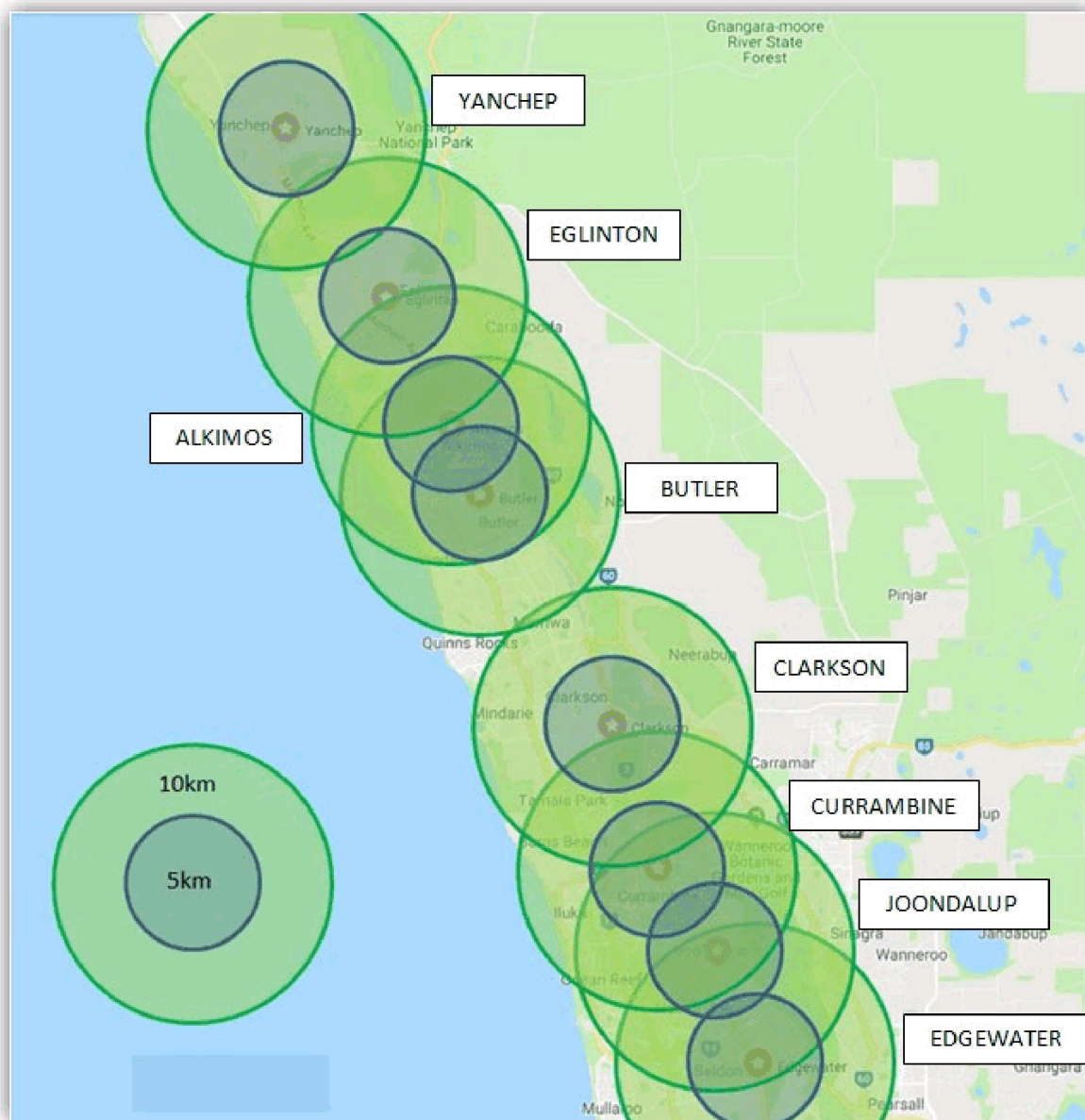


Figure 9 - Northern Corridor Rail Catchment Areas



### 3.5 Easily Accessible End of Trip Facilities

Secure bike/eRideable parking, lockers and showers should be incorporated in new and current developments where there is the potential to attract new or cater for existing active transport users. Benefits of providing end-of-trip facilities can include:

- A healthier, happier workforce or student body;
- Higher productivity and better attitudes towards work;
- Reduced car parking demands and associated costs;
- Reduced car driving and improved safety around schools and in centres; and
- An improved environmental and healthy image for organisations.



Figure 10 - End of Trip Facilities

### 3.6 Educating communities on positive lifestyle benefits of Active Travel

There are many benefits attributed to increased levels of active travel that result in a variety of social, environmental, economic and community benefits, which the Plan proposes to promote by engaging in educational opportunities to encourage active transport participation. Some key benefits include:

- Reduced road congestion – fewer cars equals less congestion and shorter travel times such as in areas surrounding local schools and activity centres where active transport should be prioritised.
- Improved health and fitness – the Heart Foundation recommends 30 minutes of physical activity each day as minimum and up to 150minutes per week as a way to strengthen your muscles, build stronger bones and make you feel better about

- yourself. It also makes you less likely to have a heart attack or develop heart disease.
- Improved accessibility to activities by people of all ages – active transport can provide independent mobility to young people and others without access to a car.
  - Energy efficiency and less use of petrol and fossil fuels - increased active travel contributes to reduced car use and hence reduction in the use of fossil fuels, leading to improved air quality and reduced greenhouse gas emissions.
  - Improved safety – it has been shown that countries with high levels of cycling have a much lower rate of bike rider fatalities and serious injuries than is the case in Western Australia. As more people choose active, travel an increased awareness results, also leading to less conflicts between users.
  - Cost savings – in 2019 a survey by the RAC WA estimated the annual cost of car ownership in WA is more than \$11,000 a year which can be offset by choosing active travel more regularly.

### 3.7 Travel Planning & Wayfinding

#### 3.7.1 Your Move

The Plan strongly encourages schools, workplaces and residents to take part in the Department of Transport Your Move program ([www.yourmove.org.au](http://www.yourmove.org.au)), which provides a comprehensive suite of travel planning and wayfinding tools to make your next car-free active transport journey.

Your Move provides information and support to help you find more active ways to get around so you can spend less time in the car and more time doing the things you really enjoy. It helps schools and workplaces plan activities to increase active travel, earn points by writing stories about what they did and then redeem their points for some great rewards. There are also useful tips, tricks and travel hacks to help you get where you need to go. From handy apps, maps and videos, through to our journey planner, how-to guides and lesson plans, it is a one-stop-shop to get the right information the first time. To plan your active transport journey through the City of Wanneroo, head to the Your Move Journey Planner - [www.yourmove.org.au/journey-planner/](http://www.yourmove.org.au/journey-planner/).

In addition, the latest City of Wanneroo Your Move network maps are available to view or download at [www.yourmove.org.au/resources/map-your-move-wanneroo/](http://www.yourmove.org.au/resources/map-your-move-wanneroo/).

#### 3.7.2 Travel Plans

The Plan also encourages development of active transport travel plans both as a condition for planning approvals and to promote increased community awareness to consider cycling to district activity centres, transport hubs, local schools, education and industrial precincts. Active transport travel plans can be prepared for schools, tertiary education institutions, government departments, local governments, and major employers. Specific approaches are necessary for different travel plans and should include:

- Planning and provision for end of trip facilities such as parking, lockers and showers for new development.
- Provide information and promote safe, convenient routes in the vicinity.
- Provide information and promote the benefits of active transport as part of daily travel.

- Encouraging local schools to engage with parents and children to consider active transport in their planning of trips to/from school.

### 3.7.3 Wayfinding Signage

Successful wayfinding also requires delivery of a well-considered information and signage system that provides clear direction to major activity centres, schools, train stations and natural environment attractors for users.

Over its duration, the Plan will see all primary and secondary shared pathway routes on the LTCN line marked to aid in denotation of these key active transport routes on the City's pathway network that also aids in providing clear direction to eRideable users on facilities that are designed for their safe use.

In addition, the Plan endeavours to implement an enhanced wayfinding signage system aligned to relevant Department of Transport Wayfinding Guidelines that are in development as part of a suite of upcoming guidelines linked to the state-wide LTCN.

In order to develop a strategy for wayfinding improvements to key activity centres, a pilot project is in the plan to implement signage for key routes or destinations identified by the community in the public consultation process, which includes the following.

- Perry's Paddock / Ocean Reef Road Grade Separated Intersection / Yellagonga Regional Park Shared Pathway.
- Anchorage Drive / Coastal Shared Pathway Primary Route from Longbeach Promenade to Quinns beach foreshore / Jindalee Beach Kiosk.
- Route from Clarkson Train Station to Ocean Keys Shopping Centre
- Route from Butler Train Station to Jindalee Beach
- Pinjar Road from Wanneroo Road to Ashby Shopping Centre incorporating a proposed Safe Active Street on Santa Rosalia Vista.
- Shared path networks surrounding access points to the Yaberoo and 10<sup>th</sup> Lighthorse Heritage Trail following completion of the Mitchell Freeway and Yanchep Rail Extensions.
- Wayfinding signage enhancements as part of the scope for proposed construction of new pathways identified by the Plan.

The Plan will also support Wayfinding initiatives as part of ongoing Local Area Planning strategies (Wanneroo Town Centre, Yanchep Town Centre etc.) being developed by the City and in the development of local connections to Yanchep Rail Extension train station activity centres by MetroNet and developers.

### 3.7.4 eRideable Signage

Under new legislation contained within the Road Traffic Code, the enforcement of eRideable laws falls under the sole responsibility of WA Police.

However, there are provisions to restrict their use if the Local Government Local Law permits use of appropriate signage banning their use on designated pathways. The City's position is that such signage shall only be considered in highly pedestrianised areas, locations where identified infrastructure constraints exist or where being ridden in an unsafe manner on an ongoing basis.



### 3.8 Links to the Natural Environment

The City has a significant number of natural environmental assets that the Plan should promote to encourage tourists or members of the wider community to travel to Wanneroo by public or active transport modes and experience them through recreational cycling or walking.

The Plan aims to connect these assets to the shared path network of the 'built' environment from transport hubs and activity centres so that the community can safely and conveniently access them. It also seeks to promote cycling and walking trails through advertising of comprehensive mapping and improving wayfinding.

Whilst predominantly the responsibility of the State Government Department of Biodiversity Conservation and Attractions (DBCA) to provide and maintain, there are a number of off-road cycling and walking trails exist to provide alternative routes of travel and recreational trips through the City's natural environment which are listed below and shown in the overview map in **Figure 12**.

- **Yaberoo Budjara Heritage Trail** – a 28km off-road trail, split into five sections from Neil Hawkins Park to Yanchep National Park.
- **Yellagonga Regional Park** – provides high quality shared pathways from Hepburn Avenue to Joondalup Drive and links the entire Lake Joondalup within the City of Joondalup.

Following the State Election in March 2021 WA Labor pledged to fund trails in Yellagonga Regional Park with a promise of \$8.5 million in the conservation area around Lake Joondalup and Lake Goollelal, including building a 7km mountain bike trail if they won the Election. Although funding has been provided in the City of Joondalup local government area (such as a proposed mountain bike trails located near the northern end of Lake Joondalup, off Lakeside Drive), projects to enhance active transport within Yellagonga Regional Park and promote this natural asset are supported and will be promoted by the City of Wanneroo.

- **Yanchep National Park** - links to the national park are available through shared path construction as part of the rail and Mitchell Freeway extensions. Improvements to shared path linkages along Yanchep Beach Road will also complement access to the national park.
- **10th Lighthouse Trail** – a 1.2km commemorative heritage trail in Neerabup National Park following the site of the second camp of the 10th Light Horse regiment in Wanneroo during World War 2. A project is proposed in the Plan to provide a shared pathway connection to the trail head off Neerabup Road.
- **Cockatoo Walking Trail** - a 17.5 kilometre loop walk through the coastal plain vegetation of Yanchep National Park.
- **South Mindarie Walking Trail** - 408-hectare reserve connecting with the proposed coastal-shared path from Burns Beach to Mindarie.
- **Gumblossom Reserve Walking Trail** - Gumblossom Reserve retains about five hectares of native vegetation typical to the area prior to the development of the Quinns Rocks town site in the 1960s. Active transport routes connecting to Gumblossom Reserve run along the coastal shared pathway and Marmion Avenue and are linked to the trail by Quinns Road.

- **Mindarie Foreshore and Kinsale Park Walking Trail** – a shared path connection on Duncannon Rise between Kinsale Park and Lighthouse Park links this trail to the LTCN.
- **Burns Beach to Jindalee and Yanchep Coastal Shared Pathways** – the City's coastal natural assets are connected by existing high quality pathway infrastructure that provides both local connection to the City's westernmost communities and regional connection along the WA coastline as far south as Fremantle. Yanchep is serviced by coastal-shared path infrastructure from Trumpeter Parade to Capricorn Esplanade.

Whilst not currently extending from Jindalee to Yanchep and Yanchep to Two Rocks, future connections are highlighted under LTCN but will be primarily delivered by developers subject to ongoing subdivision in the City's northern corridor. The City is unable to give an accurate timeframe on its ultimate completion at this time but will continue to work with developers to ensure obligations are met to construct the coastal-shared path network.

### 3.9 Well-maintained infrastructure

The Plan recognises feedback arising from its community engagement period, which highlights an ongoing need for roadside shoulders and shared pathways that have an uninterrupted even surface that is also free from debris (glass, vegetation, sand, rubbish etc.) to enable safe, convenient and hassle-free travel for active transport users.

The City's Assets Directorate is responsible for managing the renewal of road pavement and pathway infrastructure as these surfaces reach the end of their intended design life. The City as part of its ongoing Transport Asset Renewal Capital Works Program prioritises reconstruction of road or pathway surfaces when the assets reach the end of their service life to ensure they remain a safe path of travel for all users.

As was identified in the community engagement period, locations pointed out by the community specifically are noted and resurfacing of road sections and/or pathway will occur once the relevant priority of each road section against the City's extensive pavement network.

In addition, the City's Engineering Maintenance team is responsible for sweeping activities. The City has a prioritised program for sweeping of roads and pathways which, as part of the Plan, will be reviewed to ensure key active transport routes, are prioritised for sweeping in accordance with the LTCN hierarchy.

Sweeping in specific locations identified as part of community engagement on road shoulders or shared paths frequented by active transport users was actioned immediately following consultation and form part of the existing street sweeping program.

### 3.10 Splendid Park

The City is constructing upgrades to existing sporting facilities at Splendid Park, Yanchep to incorporate an asphalt criterium track that has been designed with specifications in mind that allow all levels of cycling, from beginners to elite riders, to access a purpose built facility in the northern corridor. This specialised track length is 1.4km and includes an alternate route of 1.5km. The track width is 6m throughout with expansion to 8m for a 200m stretch across a start/finish straight. An overview of the upgrades follows in **Figure 11** below.

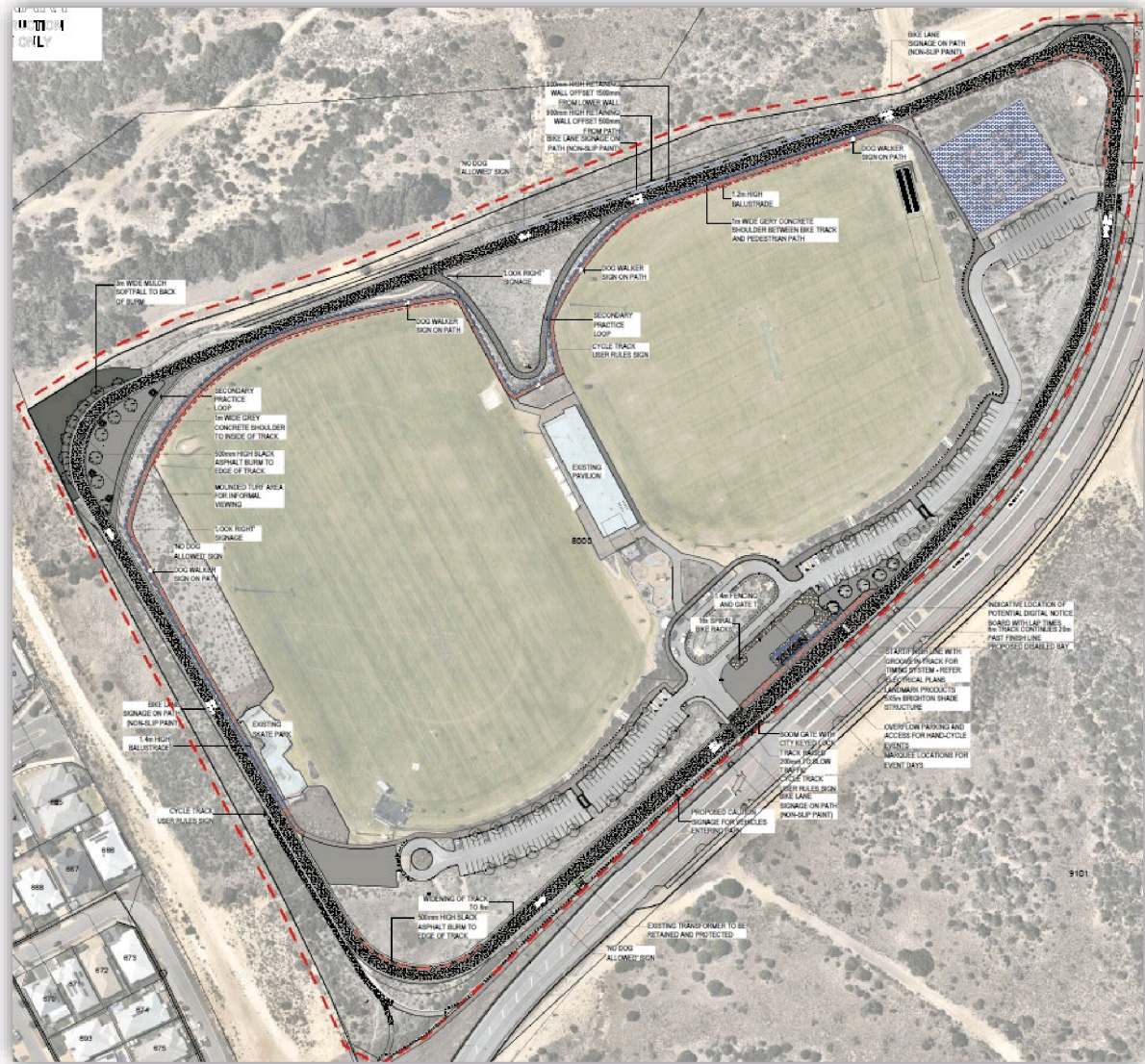
Construction of the facility is anticipated to be completed in the 2022/23 financial year. The project is funded through three separate funding sources including an election commitment from the State Labor Government, Building Better Regions Funding & Local Roads & Community Infrastructure Program.

The City, in consultation with developers through our Land Development and Planning Approvals processes is ensuring that active transport connections provided align with the goal of the Plan. Subject to completion of the transport network that will be constructed by developers as part of subdivision surrounding Splendid Park; active transport connections to Splendid Park from the local and regional transport network including the rail corridor and Yanchep Lagoon are required to align with the City's Pathways Policy and relevant road design standards.

The Plan will also ensure the promotion of the facilities on offer at Splendid Park as a mechanism to encourage uptake of active transport options such as bike riding (either recreationally or competitively) as well as encouraging sustainable transport within the Yanchep Community.

The City also recognises that improved facilities for active transport at Splendid Park provide a valuable opportunity to educate the community on bike riding skills/safety and allow access to a safe, continuous facility separate from vehicular traffic for fitness or recreation purposes. Further, it offers an attractive community hub for the City to host an increased number of community sport and recreation events on a seasonal basis to promote active transport.





## 4.0 Objectives & Actions

As described previously, the Plan's purpose is to assist in the delivery of the SCP, which aims to achieve 'a well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places'. Its goal is to create a safe, connected and reliable active transport environment that is attractive to all potential users; that provides a credible alternative to driving a car use for local trips of 0 - 10km, recreational trips and commuting between the home, workplaces, regional / district facilities and schools.

The following objectives proposed by the Plan will guide the delivery of its goal, drawing on strategies to encourage uptake of active transport and cycling.

1. Based on the LTCN and the Pathway's Policy, implement a prioritized program of infrastructure projects that work towards creating a safe, connected and reliable active transport network; aligned to funding allocated in the City's Long Term Financial Plan (LTFP).
2. Collaboration with MetroNet, the PTA and Developers to enhance active transport connection and access to public transport, namely the bus public transport network and Clarkson, Butler, Eglinton, Alkimos and Yanchep train station precincts.
3. Inclusion of end of trip active transport facility assessment within the City planning approvals process to ensure provision of adequate facilities that will encourage use of active transport as an alternative to the car.
4. Educate the community on the benefits and encourage schools, workplaces and residents to choose active transport as an alternative to car travel.
5. Improve route planning with improved data collection, wayfinding on the ground and promoting network mapping.
6. Well-maintained routes, free from debris and uneven surfaces.

The actions that the City will undertake to achieve these objectives and the responsible service unit areas are summarised in the table below.

Table 2 - Action Plan

Objective	Action	Responsibility
<b>1</b> - Based on the LTCN and the Pathway's Policy, implement a prioritized program of infrastructure projects that work towards creating a safe, connected and reliable active transport network; aligned to funding allocated in the City's Long Term Financial Plan (LTFP);	<b>1.1</b> – Implement four year program by 30 June 2026 as defined in <b>section 7</b> of the Plan  <b>1.2</b> - Application of the City's Pathways Policy in the design process	<b>1.1</b> - Traffic Services, Infrastructure Capital Works, Strategic Asset Management; Main Roads WA (select projects); Developer (select projects); and Department of Transport (WABN funding) <b>1.2</b> - Traffic Services, Infrastructure Capital Works, Strategic Asset Management
<b>2</b> - Collaboration with MetroNet, the PTA and Developers to enhance active transport connection and access to public transport, namely the bus public transport network and Clarkson, Butler, Eglinton, Alkimos and Yanchep train station precincts.	<b>2.1</b> – Actively engage with MetroNet as opportunity arises under the Yanchep Rail Extension project interface with the City to ensure active transport connections to the City's existing network are in line with goal of the Plan. <b>2.2</b> – Consistent application of the City's Pathways Policy in the assessment of new planning and subdivision applications internally <b>2.3</b> - Review historical station access strategies developed by the PTA for Butler and Clarkson train stations and plan for the implementation of any recommendations to improve integration with City assets in the Long Term Capital Works Program	<b>2.1</b> – Approval Services, Land Development  <b>2.2</b> – as above  <b>2.3</b> – Traffic Services
<b>3</b> - Inclusion of end of trip active transport facility assessment within the City planning approvals process to ensure provision of adequate facilities that will encourage use of active transport as an alternative to the car.	<b>3.1</b> – Consistent review of end of trip facilities assessment of new planning and subdivision applications internally <b>3.2</b> - Review existing facilities at City managed premises to identify deficiencies and plan for the implementation of improvements in the Long Term Capital Works Program	<b>3.1</b> – Approval Services, Land Development  <b>3.2</b> – Traffic Services



Objective	Action	Responsibility
<p><b>4</b> – Educate the community on the benefits and encourage schools, workplaces and residents to choose active transport as an alternative to car travel.</p>	<p><b>4.1</b> - Host a community breakfast cycling event or similar during annual WestCycle &amp; Department of Transport's WA Bike Month.</p> <p><b>4.2</b> - Advocate for schools and Workplaces to join the Department of Transport Your Move behavior change program in helping to alleviate traffic congestion problems around activity centers.</p> <p><b>4.3</b> - Quarterly social media messaging to educate and encourage, including promoting WestCycle &amp; Department of Transport initiatives.</p> <p><b>4.4</b> - Encouraging staff at the City to bike ride to work or socially by establishing an internal bike rider user group, organizing regular social ride to work opportunities, continued participation in Your Move as a workplace and encouraging participation in external events/initiatives supported by the Plan.</p> <p><b>4.5</b> – Promote and support events at Splendid Park that enable participation, education and competition in bike riding as a sustainable and healthy form of active transport.</p>	<p><b>4.1</b> – Traffic Services, Events</p> <p><b>4.2</b> - Traffic Services, Approval Services, Ranger Services</p> <p><b>4.3</b> – Traffic Services, Communications &amp; Brand</p> <p><b>4.4</b> – Traffic Services, Communications &amp; Brand</p> <p><b>4.5</b> – Community Facilities, Communications &amp; Brand</p>

Objective	Action	Responsibility
<b>5</b> - Improve route planning with improved data collection, wayfinding on the ground and promoting network mapping.	<b>5.1</b> – establish an enhanced seasonal program to monitor uptake of Active Transport in the community using bike riding and eRideable counts along key LTCN routes.	<b>5.1</b> - Traffic Services
	<b>5.2</b> - Line marking of primary and secondary routes to denote the LTCN on the City's pathways network.	<b>5.2</b> – Traffic Services
	<b>5.3</b> - advertise up to date Your Move shared path and off-road trail route maps on social media as are available on the City's website.	<b>5.3</b> – Traffic Services, Communications & Brand
	<b>5.4</b> – include access to view the City of Wanneroo LTCN through public Intramaps Online mapping available on the City's website	<b>5.4</b> - Traffic Services, GIS Team
	<b>5.5</b> – establish, by implementation of an initial Pilot Project, a wayfinding strategy to promote key active transport routes.	<b>5.5</b> – Traffic Services
<b>6</b> - Well-maintained routes, free from debris and uneven surfaces.	<b>6.1</b> – Implement an enhanced street and shared path sweeping program that prioritises Primary and Secondary routes on the LTCN.	<b>6.1</b> – Engineering Maintenance
	<b>6.2</b> – Review the Long Term Capital Works Transport Asset renewal program to prioritise resurfacing of pathway and road asphalt pavement that resides on the LTCN and is reaching the end its serviceable lifespan.	<b>6.2</b> – Asset Planning

## 5.0 Funding and Projects

Subject to continued provision of funding through the City's Long-term Financial Plan and annual budget consideration by City of Wanneroo Council, the Plan's aspiration is to deliver an estimated total of 46km of new & upgraded pathways and 40km of shared pathway line marking from 2022/23 to 2025/26.

To enable a cost-effective approach, whilst considering competing transport priorities and resources required delivering projects, the Plan comprises of a combination of projects contained in the City's long-term financial plan over the next four years across the following funding sources:

- City of Wanneroo Municipal Funding under the recurring new pathways program;
- City of Wanneroo Municipal Funding under various other Pathway's & Trails and/or Roads sub-program projects;
- City of Wanneroo Transport Asset Renewal Program;
- 50/50 Western Australian Bicycle Network (WABN) Grant funding;
- State Government funding (e.g. LCRI program, MRRG Road Improvement, major transport or infrastructure projects etc.);
- Private subdivisional land development and/or Developer Contribution Scheme;

Identified projects that reside on the Department of Transport LTCN are WABN grant eligible, however the number of projects submitted by the City each year are subject to available State Government funding for the WABN program at the time.

The City will fund unsuccessful projects in accordance with the Pathways Policy subject to available funding identified as part of ongoing review of the Long Term Financial Plan or through other grant opportunities.

An overview map of proposed infrastructure is located in **Figure 12** below followed by and itemised table of the projects the Plan aims to deliver, noted as either construction, line marking or wayfinding projects.

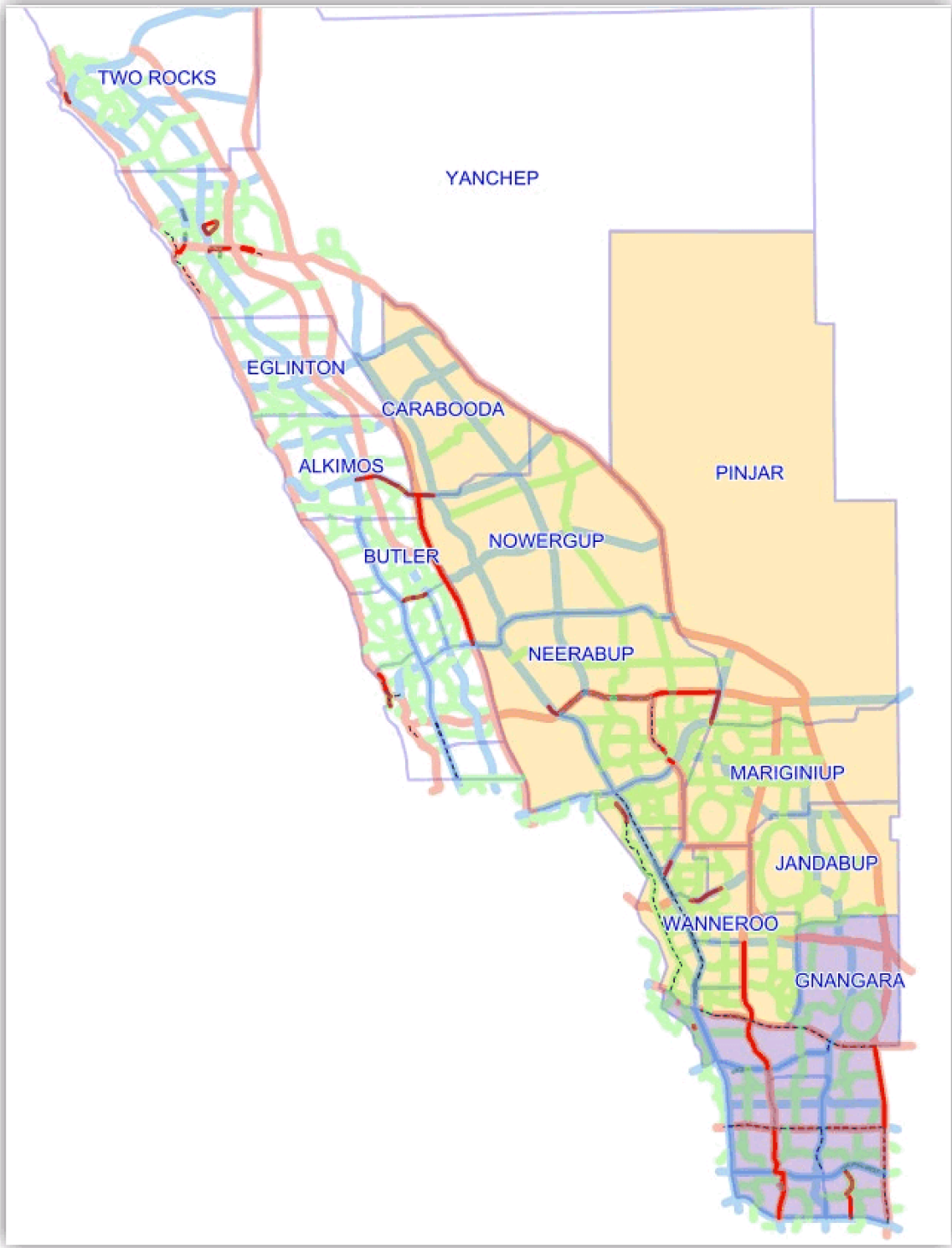


Figure 12 – Network and Project Map

Table 3 - Project Listing (Construction Projects)

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
1	1.01	Girrawheen Avenue	Amberton Avenue	Hudson Avenue	Girrawheen	Upgrade to 400m x 3m red asphalt shared path west (Girrawheen Ave), 120m x 2.5m concrete shared path north (Patrick Court) and 320m x 2.5m concrete shared path north and south (Wade Court)	840
1	1.02	Flynn Drive	Tropicbird Drive	Old Yanchep Road	Neerabup / Carramar / Banksia Grove	Construct 820m x 3m red asphalt shared path south	820
1	1.03	Alexander Drive	Hepburn Avenue	Gnangara Road	Landsdale	Construct 2900m x 3m red asphalt shared path west	2,900
1	1.04	Flynn Drive	Wanneroo Road	Mather Drive	Neerabup / Carramar / Banksia Grove	Construct 3050m x 3m red asphalt shared path north & 2.5m concrete shared path south	3,050
1	1.05	Ocean Reef Road	Hartman Drive	Brady Street	Wangara	Construct 900m x 3m red asphalt shared path south	900

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
1	1.06	Wanneroo Road	East Road	Villanova Street	Wanneroo	Construct 335m x varying width (average 2m) path east	335
1	1.07	Gnangara Road	Klaraborg Drive	Susan Road	Madeley	Construct 500m x 2.5m concrete path south	500
1	1.08	Old Yanchep Road	Joondalup Drive	Flynn Drive	Banksia Grove	Construct 1150m x 3m shared path west	1,150
1	1.10	Yellagonga Regional Park	Path connection at Fiano Pass	Path connection at Panzano Cct	Woodvale	Raise Path and Address Drainage Issues	248
1	1.11	Koondoola Avenue	Marangaroo Drive	Butterworth Avenue	Koondoola	Construct 1000m x 3.0m shared path east	1,000
1	1.12	Butterworth Avenue	Koondoola Avenue	Beach Road	Koondoola	Construct 830m x 3m shared path east	830



Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
1	1.13	Splendid Park	-	-	Yanchep	Upgrade to Splendid Park cycling path facilities	1,500
2	2.01	Mitchell Freeway	Hester Avenue	Romeo Road	Alkimos / Butler / Ridgewood	Construct Freeway PSP west (by MRWA)	6,000
2	2.02	Hartman Drive	Luisini Road	Ocean Reef Road	Gnangara	Construct 833m x 3m red asphalt shared path west	833
2	2.03	Coastal shared path	Rosslare Park Carpark	Quinns SLSC	Mindarie/ Quinns Rocks	Renewal of 850m existing red asphalt shared path with widening to 3.0m	850
2	2.04	Pinjar Road	Joondalup Drive	Shopping Centre Access	Banksia Grove	Upgrade to 290m x 3.0m red asphalt hared path east with Line Marking	290
2	2.05	Pinjar Road	Jewel Way	Porrecta Link (continue from unfinished red asphalt)	Banksia Grove	Upgrade to 170m x 3.0m red asphalt hared path east with Line Marking	170

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
2	2.06	Flynn Drive	Mather Drive	Pinjar Road	Neerabup / Carramar / Banksia Grove	Construct 770m x 3m red asphalt shared path north & 2.5m concrete shared path south	770
2	2.07	Two Rocks Road	Lindsay Beach Boulevard	Berteaux Approach	Two Rocks	Construct 270m x 2.5m concrete shared path east	270
2	2.08	Flynn Drive	Pinjar Road	Tropicbird Drive	Neerabup / Carramar / Banksia Grove	Construct 1500m x 3m red asphalt shared path south	1,500
2	2.09	Rosslare Promenade	Anchorage Drive	Rosslare Park beach carpark	Mindarie	Construct 30m x 2.5m concrete shared path with priority over carpark crossover & Line Mark 330m x 2.5m existing concrete shared path north	30
2	2.20	Wanneroo Road	Church Street	Neville Drive	Wanneroo	Upgrade to 850m x 2.5m concrete shared path west	860
2	2.21	Lukin Drive	Connolly Drive	Marmion Avenue	Merriwa	Construct 870m x 3m red asphalt shared path south	870

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City of Wanneroo Active Transport Plan 2022/23 to 2025/26

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Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
2	2.22	Romeo Road	Marmion Avenue	Mitchell Freeway	Alkimos	Construct 2500m x 3m red asphalt shared path north and south	5,000
2	2.23	Wanneroo Road	Kirkstall Drive	Scenic Drive	Wanneroo	Construct 180m x 2.5m concrete shared path south-east	180
2	2.24	Marangaroo Drive	The Avenue Intersection	-	Marangaroo	Construct north-south signal crossing and include phasing at intersection	-
2	2.25	Yellagonga Regional Park	Ashley Road	Mowatt Close	Ashby	Construct 800m x 3m red asphalt shared path with Line Marking	800
2	2.26	Clubhouse Lane	The Green Fairway Village southern boundary	Lakelands Drive	Gnangara	Construct 170m x 1.8m concrete shared path east	170
2	-	Wayfinding Various	Perry's Paddock / Ocean Reef Road ; Anchorage Drive / Coastal Shared Pathway Clarkson Train Station to Ocean Keys Shopping Centre; Butler Train Station to Jindalee Beach; Pinjar Road; Santa Rosalia Vista; Yaberoo and 10th Lighthorse Heritage Trail access				

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
3	3.01	Hartman Drive	Gnangara Road	Luisini Road	Gnangara	Construct 950m x 3m red asphalt shared path west	950
3	3.03	Coastal shared path	Rosslare Park Carpark	Clarecastle Retreat (south end)	Mindarie/ Quinns Rocks	Renewal of 420m existing red asphalt shared path	420
3	3.04	Two Rocks Road	Zamia Rise	Violacea Road	Two Rocks	Construct 315m x 2.5m concrete shared path east	315
3	3.05	Yanchep Beach Road	Marmion Avenue	Kakadu Road	Yanchep	Construct 300m x 2-2.5m concrete shared path north	300
3	3.06	Jordan Street	Marcon Street	Australis Drive	Two Rocks	Construct 470m x 3m red asphalt shared path west	470
3	3.07	Yanchep Beach Road	Spinnaker Boulevard	St Andrews Drive	Yanchep	Construct 365m x 2-2.5m concrete shared path north	365

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
3	3.09	Marangaroo Drive	Alexander Drive	Marianne Way (west)	Alexander Heights	Upgrade to 540m 2-2.5m concrete shared path north from Northumberland Ave to Alexander Dr (left turn pocket), Construct 91m x 2-2.5m footpath north from Avila Wy east to Avila wy west, Construct 160m x 2-2.5m footpath from Josephine Wy east to Josephine Wy west and Construct 155m x 2-2.5m footpath from Marianne Wy east to Marianne Wy west	950
3	3.10	Santa Rosalia Vista Safe Active Street	Vinci Entrance	Messina Drive	Sinagra	Construct 420m Safe Active Street from Vinci Ent to Capri Leone Wy;and Upgrade to 85m 3.0m red asphalt shared path northern PAW from Capri Leone Wy to Messina Dr	420
3	3.11	Wanneroo Road	Neerabup Road	10th Lighthorse trail carpark	Neerabup	Construct 400m x 3.0m shared path west	400
3	3.12	Wanneroo Road	Calabrese Avenue	Scenic Drive	Wanneroo	Construct 250m x 2.1m concrete shared path west	245

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
3	3.13	Wanneroo Road	Vignerons Loop	Gungurru Avenue	Wanneroo	Construct 80m x 2.1m concrete shared path east	80
3	3.14	Kakadu Road	Peony Boulevard	Shopping Centre Access North	Yanchep	Construct 150m x 1.5m footpath west	150
4	4.01	Girrawheen Avenue	Marangaroo Drive	Hudson Avenue	Girrawheen	Upgrade to 250m x 3m red asphalt shared path west	250
4	4.03	Girrawheen Avenue	Amberton Avenue	Beach Road	Girrawheen	Upgrade to 850m x 3m red asphalt shared path west	850
4	4.05	Brazier Road	Yanchep Beach Road	Capricorn Esplanade	Yanchep	Construct 450m x 3m wide red asphalt shared pathway east	450
4	4.06	Marangaroo Drive	Highclere Boulevard	Girrawheen Ave	Girrawheen	Upgrade to 260m x 3m red asphalt shared path south	260

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City of Wanneroo Active Transport Plan 2022/23 to 2025/26

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Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
4	4.07	Chancellor Rise / Decourcey Way / Le Grand Gardens / Highclere Blvd	Hepburn Avenue	Marangaroo Drive	Marangaroo	Construct 1200m of Safe Active Street from Hepburn Ave to Highclere Blvd. Upgrade 310m of 3m wide red-asphalt path west side along Highclere Blvd from Decourcey Way to Marangaroo Drive	1,200
4	4.08	Lenore Road	Ocean Reef Road	Kemp Street	Pearsall	Construct 650m x 3m red asphalt shared path east	650
4	4.09	Lenore Road	Kemp Street	Elliot Road	Pearsall/Hocking	Construct 2000m x 3m red asphalt shared path east	2,000
4	4.10	Yanchep Beach Road	Marmion Avenue (end of new pathway)	Booderee Road	Yanchep	Renewal of 700m existing red asphalt shared path with widening to 3.0m	700
4	4.11	Dundebar Road	Civic Drive	Steven Street	Wanneroo	Construct 1150m x 3m red asphalt shared path North	1,150

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
4	4.12	Wanneroo Road	San Rosa Road	Ariti Avenue	Wanneroo	Upgrade to 720m x 2.5m concrete shared path west	720
4	4.14	Wanneroo Road	Neville Drive	Thompson Street	Wanneroo	Upgrade to 587m x 2.5m concrete shared path west, up to 1129 Wanneroo Road	587

Table 4 - Project Listing (Line Marking and Wayfinding Projects)

Priority	LTCN Hierarchy / Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
1	1.09	Yellagonga Regional Park	Backshall Place	Ashley Road	Wanneroo / Ashby	Line Mark 6400m existing red asphalt shared path	6,400
2	2.10	Brazier Road/ Capricorn Esplanade	Compass Circle (footbridge)	Seabreeze Drive	Yanchep	Line Mark 2700m existing concrete shared path west	2,700
2	2.11	Coastal shared path	Rosslare Park Carpark	Quinns SLSC	Mindarie/ Quinns Rocks	Line Mark 850m existing red asphalt shared path	850
2	2.12	Hepburn Avenue	Red asphalt shared path 200m west of Wanneroo Road	Alexander Drive	Madeley / Landsdale	Line Mark 5500m existing concrete shared path north	5,500
2	2.13	Long Beach Promenade	Anchorage Drive	Southern end	Mindarie	Line Mark 530m existing concrete shared path west	530

Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
2	2.14	Marmion Avenue	Anchorage Drive	Portofino Promenade	Mindarie	Line Mark 500m existing red asphalt shared path west	500
2	2.15	Marmion Avenue	Neerabup Road	COW Boundary	Clarkson / Tamala Park	Line Mark 2000m existing concrete shared path east	2,000
2	2.16	Gnangara Road	Mirrabooka Avenue	Ocean Reef Road	Wangara	Line Mark 330m existing red asphalt shared path west	330
2	2.17	Mirrabooka Avenue	Hepburn Avenue	Aristos Way	Marangaroo	Line Mark 900m existing concrete shared path west	900
2	2.18	Ocean Reef Road	Alexander Drive	Hartman Drive	Wangara	Line mark 6250m existing shared path south	4,500
2	2.19	Ocean Reef Road	Brady Street	Wanneroo Road	Wangara	Line mark 6250m existing shared path south	850

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City of Wanneroo Active Transport Plan 2022/23 to 2025/26

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Priority	Map Ref	Road / Route	Start Point	End Point	Suburb	Project Summary	Project Length (m)
3	3.02	Coastal shared path	Rosslare Park Carpark	Clarecastle Retreat (south end)	Mindarie/ Quinns Rocks	Line Mark 420m existing red asphalt shared path	420
3	3.08	Yanchep Beach Road	Marmion Avenue	Butterleaf Avenue	Yanchep	Line Mark 700m existing red asphalt shared path & 510m existing concrete shared path south	1,210
4	4.02	Alexander Drive	Hepburn Avenue	Beach Road	Marangaroo / Alexander Heights	Line Mark 3200m existing concrete shared path west	3,200
4	4.04	Pinjar Road	Porrecta Link	Glasshouse Drive	Banksia Grove	Line Mark 1500m existing concrete shared path east	1,500
4	4.13	Wanneroo Road	Joondalup Drive	East Road	Wanneroo	Line Mark 7500m existing concrete shared path east	7,500

## 6.0 Monitoring & Evaluation

Table 5 - Monitoring & Evaluation Plan

Action	Measure	Reporting Timeframe
1.1 – Implement four-year program by 30 June 2026 as defined in the Plan.	1.1 – km of planned active transport infrastructure implemented, number of projects, amount spent on planned projects, % total transport funding spent on pathway projects.	1.1 - annually
1.2 - Application of the City's Pathways Policy.	1.2 – km of future active transport infrastructure prioritised by Policy.	1.2 – annually
2.1 – Actively engage with MetroNet as opportunity arises under the Yanchep Rail Extension project interface with the City to ensure active transport connections to the City's existing network are in line with goal of the Plan.	2.1 – number of interface meetings attended by City staff.	2.1 – bi-monthly
2.2 – Consistent application of the City's Pathways Policy in the assessment of new planning and subdivision applications internally	2.2 – km of pathway assets accepted by the City following completion of new subdivisions.	2.2 – annually
2.3 - Review historical station access strategies developed by the PTA for Butler and Clarkson train stations and plan for the implementation of any recommendations to improve integration with City assets in the Long Term Capital Works Program	2.3 – % of recommendations applicable to the City considered and/or planned to be actioned.	2.3 – annually



Action	Measure	Reporting Timeframe
<p><b>3.1</b> – Consistent review of end of trip facilities assessment of new planning and subdivision applications internally</p> <p><b>3.2</b> - Review existing facilities at City managed premises to identify deficiencies and plan for the implementation of improvements in the Long Term Capital Works Program.</p>	<p><b>3.1</b> – % new development approved with bicycle parking/End-of-Trip facilities included</p> <p><b>3.2</b> – % community facilities reviewed and outcomes considered and/or planned to be actioned, number of public bicycle parking, end of trip change facilities and/or repair stations.</p>	<p><b>3.1</b> – annually</p> <p><b>3.2</b> – annually</p>
<p><b>4.1</b> - Host a community breakfast cycling event or similar during annual WestCycle &amp; Department of Transport's WA Bike Month.</p> <p><b>4.2</b> - Advocate for schools and Workplaces to join the Department of Transport Your Move behavior change program in helping to alleviate traffic congestion problems around activity centers.</p> <p><b>4.3</b> - Quarterly social media messaging to educate and encourage, including promoting WestCycle &amp; Department of Transport initiatives.</p> <p><b>4.4</b> - Encouraging staff at the City to bike ride to work or socially by establishing an internal bike rider user group, organizing regular social ride to work opportunities, continued participation in Your Move as a workplace and encouraging participation in external events/initiatives supported by the Plan</p> <p><b>4.5</b> – Promote and support events at Splendid Park that enable participation, education and competition in bike riding as a sustainable and healthy form of active transport.</p>	<p><b>4.1</b> – Number of participants in attendance</p> <p><b>4.2</b> – number of community stakeholders engaged to participate in the Your Move program.</p> <p><b>4.3</b> – one social media post through the City of Wanneroo Facebook page + one or more shared post from a supported external agencies' event or initiative promoting cycling</p> <p><b>4.4</b> – number of employees traveling to work using active transport one or more times a week.</p> <p><b>4.5</b> – Attendance numbers at events held specific to bike riding</p>	<p><b>4.1</b> – annually</p> <p><b>4.2</b> – ongoing</p> <p><b>4.3</b> – quarterly</p> <p><b>4.4</b> – annually</p> <p><b>4.5</b> – per event</p>

Action	Measure	Reporting Timeframe
<b>5.1</b> – establish an enhanced seasonal program to monitor uptake of Active Transport in the community using bike riding and eRideable counts along key LTCN routes.	<b>5.1</b> – Number of bicycle trips on key LTCN routes, number of regularly monitored sites established.	<b>5.1</b> - annually
<b>5.2</b> - Line marking of primary and secondary routes to denote the LTCN on the City's pathways network.	<b>5.2</b> - km of planned line marking, number of projects	<b>5.2</b> – annually
<b>5.3</b> - advertise up to date Your Move shared path and off-road trail route maps on social media as are available on the City's website.	<b>5.3</b> - social media post through the City of Wanneroo Facebook page and links updated on website	<b>5.3</b> – annually
<b>5.4</b> – include access to view the City of Wanneroo LTCN through public Intramaps Online mapping available on the City's website	<b>5.4</b> – access added for public to view	<b>5.4</b> – 30 June 2022/23
<b>5.5</b> – establish, by implementation of an initial Pilot Project, a wayfinding strategy to promote key active transport routes.	<b>5.5</b> – Pilot project developed, successfully implemented and strategy to continue wayfinding improvements prepared for adoption into next iteration of the Plan.	<b>5.5</b> – 30 June 2023/24
<b>6.1</b> – Implement an enhanced street and shared path-sweeping program that prioritises Primary and Secondary routes on the LTCN.	<b>6.1</b> - km of LTCN routes swept on routine basis per financial year	<b>6.1</b> – Annually
<b>6.2</b> – Review the Long Term Capital Works Transport Asset renewal program to prioritise resurfacing of pathway and road asphalt pavement that resides on the LTCN and is reaching the end its serviceable lifespan.	<b>6.2</b> - km of asphalt LTCN routes resurfaced or planned under the Transport Asset Renewal program, on an as-needed priority basis.	<b>6.2</b> - Annually

Wanneroo Active Transport: 2022/23-2025/26

Network and Project Map



## Strategic Asset Management

### AS02-06/22 Viewing Tower at Eiffel Park, Tapping - Community Consultation Outcomes

File Ref: 33223 – 22/137925  
 Responsible Officer: Director Assets  
 Attachments: 4

#### Issue

To consider the replacement options for the viewing platform tower at Eiffel Park, Tapping.

#### Background

Eiffel Park (the Park) is an existing recreation park located at 30 Eiffel Circuit, Tapping (**Attachment 1**). The Park currently has a viewing platform tower, a playground, two benches, some park lighting and a path network. This Park is classified as a Local Park as per the Local Planning Policy – 4.3 - Public Open Space. The details of the park are as follows:

Item	Current Status
Park Size / Hierarchy	0.88 ha / Local Park
Lot./ Reserve No	708 / 49409
Property Type	Public Recreation
Ownership	Crown Land – City of Wanneroo Managed
Aboriginal Heritage Sites	None listed
Bush Forever	None listed

Project PR-4089 Recurring Program - Renew Park Structures was developed in the Capital Works Program to fund park structures that required renewal and that have reached the end of their useful life. Eiffel Park viewing tower was identified as a structure that has reached the end of its useful life and was subsequently added to this program for renewal.

Enquiries were made with internal stakeholders and it was determined that the tower was constructed as part of the initial subdivision development, possibly circa 2004, making it at least 18 years old. There have been a number of repairs over the years including several repairs to the decking amidst significant rust on the structure. The purpose of this structure is not known by Administration however it is suspected that it was constructed at the time to take advantage of the views towards Lake Joondalup prior to the surrounding residential housing being built. Since the development of residential housing surrounding this park and the maturing of trees in the area, views towards Lake Joondalup and the surrounding area has reduced significantly. **Attachment 4** shows images taken from the roof of the viewing tower using a drone. These views would be further reduced if taken from the deck.

#### Detail

In July 2021, GHD performed a structural assessment report advising that a number of sections will require replacement within 1 – 2 years. The viewing platform consists of a central set of stairs, cantilevered platform supported by four columns and colorbond roof sheeting. There is a steel balustrade around the perimeter of the platform. The viewing platform was found to be in poor to average condition, with several structural components needing replacement within 1

– 2 years at significant costs. The sections recommended for replacement have been itemised in the report and include the rafters, purlins and connections along with the balustrade and timber decking.

Administration determined that the community may benefit from a different type of structure that would be utilised by a larger number of the community. The playground has already been renewed recently under the Park Asset renewal program. There is however only two bench seats installed in this park.

## Consultation

The consultation process has been undertaken in line with the City's Community Engagement Policy. Community consultation was conducted for a period of four weeks from 17 February 2022 and concluded on 18 March 2022 and included the following consultation strategy:

- Distribution of an information letter (**Attachment 2**) with concepts illustrating the options to 713 residents and landowners within 400 metres of the park and;
- Information on the City's website under the 'Your Say' section advising how to make comment and on the concept options.

### *Public Comment Outcomes*

At the close of the community consultation period, Administration received a total of 118 responses offering their responses to the options provided, which is a return rate of approximately 16.5%. Additionally, there was one response in writing that did not support the replacement, querying if an engineering report has been conducted and believed the replacement was unnecessary and the funding should be spent elsewhere where needed.

The information that was provided to the community requested that they select their preferred option. The results of the consultation are outlined below:

Option #	Description	Return #	Percentage in favour
1	Replace the existing viewing platform in similar design and height	43	36.5%
2	Remove the existing structure and replace with a covered picnic shelter	16	13.5%
3	Remove the existing structure and replace with a covered picnic shelter including solar lighting under cover	55	46.5%
4	Remove the existing shelter and replace with bench seating along the pathway	4	3.5%

## Comment

The results show that support for Option 3 (46.5%) is marginally higher than Option 1 (36.5%). However, it is noted that both Option 2 and Option 3 advocates that the existing structure is replaced with a covered picnic shelter. Therefore considering the combined total of these two options of 60% in favour of the replacement with a covered picnic shelter, Administration recommends that the City progress with implementing Option 3. Additionally, a covered picnic shelter will be more accessible to a wider range of park users.

The picnic shelter that Administration are proposing (**Attachment 3**) would include 2 picnic tables and accessible seating under a square gabled colorbond shelter with solar lighting that would use the same footprint as the existing viewing structure.

The detailed design of the proposed structure will consider the use of environmentally suitable/recycled materials and consideration will be given during the procurement process to recycling and/or reuse of components of the existing lookout structure.

## Statutory Compliance

The City will be required to secure the necessary development approvals prior to the commencement of construction.

## Strategic Implications

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

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

*5.3 - Responsibly managed and maintained assets*

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

*1.3 – Facilities and activities for all*

## Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

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

## Policy Implications

In line with the City's Asset Management Policy, the community consultation process has, sought to demonstrate that there is a community need and has sought to provide a facility that is adaptable to changing needs. The replacement of the viewing structure with a more accessible covered picnic shelter has also taken into account of the City's Access and Inclusion Plan.

## Financial Implications

A budget of \$151,000 has been listed in the Draft 2022/2023 Capital Works Budget under PR-4089 to replace the viewing structure at Eiffel Park.

## Voting Requirements

Simple Majority



## Recommendation





### That Council:-

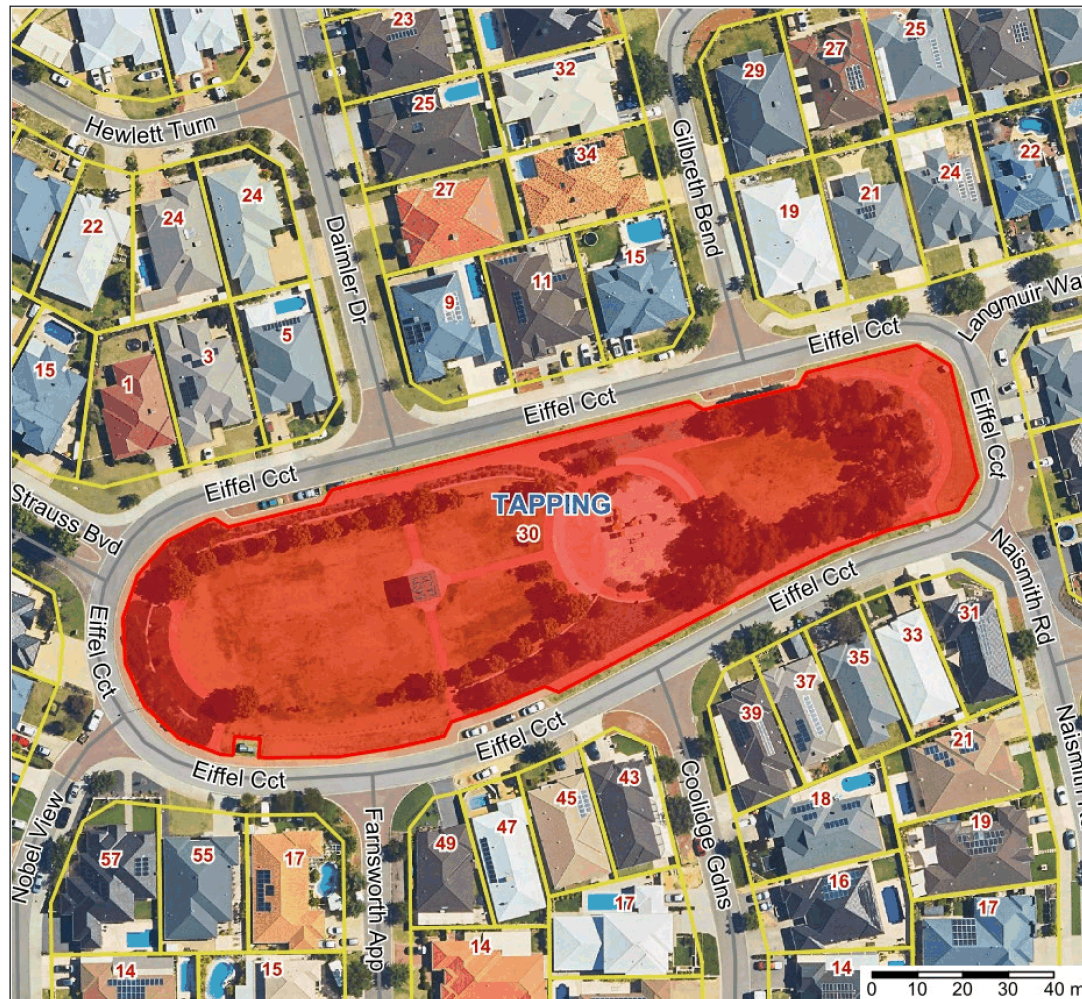
1. **NOTES** the outcome of the Eiffel Park Viewing Tower community engagement process undertaken from 17 February to 18 March 2022, that resulted in 118 respondents with the following outcomes:
  - a) 55 (46.5%) indicated a preference for Option 3 replacing the viewing tower with a covered picnic shelter including solar lighting under cover,
  - b) 43 (36.5%) preferring Option 1 replacing the viewing platform with similar design and height,
  - c) 16 (13.5%) preferring Option 2 replacing the viewing tower with a covered picnic shelter
  - d) 4 (3.5%) preferring Option 4 replacing the viewing platform with bench seating along the pathway.
2. **ENDORSES** Option 3 as the guiding concept for the covered picnic shelter with solar lighting and accessible seating as a replacement to the existing viewing tower.
3. **NOTES** that this project is listed for consideration under PR-4089 in the Draft 2022/23 Capital Works Budget as detailed below:

Year	Detail	Total
2022/23	Construction	\$151,000

4. **NOTES** the construction of the proposed development is to commence in 2022/23.

#### Attachments:

- |  |  |           |
|--|--|-----------|
| 1. <a href="#"></a> | Attachment 1 - Location Plan Eiffel Park, Tapping                                | 22/145123 |
| 2. <a href="#"></a> | Attachment 2 - Consultation - Letter to Residents - Eiffel Park Viewing Platform | 22/10111  |
| 3. <a href="#"></a> | Attachment 3 - Covered shelters with two picnic settings                         | 22/145156 |
| 4. <a href="#"></a> | Attachment 4 - Eiffel Park Views from Tower                                      | 22/208138 |



### Parcel Boundaries

Lot Number 708

### Property

Parcel Number 222379  
 Area 8846.0000 (M)  
 Property Name EIFFEL PARK  
 Address 30 Eiffel CCT  
 Suburb TAPPING 6065  
 Property Type Crown Land - COW Managed  
 Legal Description Lot: 708 DP: 54592  
 Volume 3151  
 Folio 233  
 Reserve Purpose Public Recreation  
 Reserve No 49409



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Eiffel Park, Tapping

Date: 19/04/2022

Printed by Hamling, Lita

Scale = 1:1500



File Ref: 33223 (22/10111)  
Your Ref:  
Enquiries: [assetadmin@wanneroo.wa.gov.au](mailto:assetadmin@wanneroo.wa.gov.au) or 9405 5000

17 February 2022

«OwnerName»  
«OwnerAddr1»  
«OwnerAddr2»  
«OwnerAddr3»

Dear Sir / Madam

### **EIFFEL PARK, TAPPING – VIEWING PLATFORM**

The City is in the process of preparing annual budgets for 2022/2023 and has identified the replacement of the viewing platform at Eiffel Park. The platform was constructed in 2005 and has now reached the end of its useful life.

While considering the replacement options, the City would like to take this opportunity to consult with nearby residents to ensure the best outcome for the community.

The following options are being considered. Photos of these options are shown overleaf.

The options to choose from are:

- ☐ Option 1 - Replace the existing viewing platform in similar design and height
- ☐ Option 2 - Remove the existing structure and replace with a covered picnic shelter
- ☐ Option 3 - Remove the existing structure and replace with a covered picnic shelter including solar lighting under cover
- ☐ Option 4 - Remove the existing shelter and replace with bench seating along the pathway

If you could tick one of the above boxes indicating your preferred option and return in the reply paid envelope or by email to [assetadmin@wanneroo.wa.gov.au](mailto:assetadmin@wanneroo.wa.gov.au) by Friday, 18 March 2022 it would be appreciated.

Yours sincerely



Kirsten Thrush  
**A/MANAGER ASSET PLANNING**



**Eiffel Park, Tapping – Options to renew viewing platform**

Option 1 - Replace the existing viewing platform in similar design and height

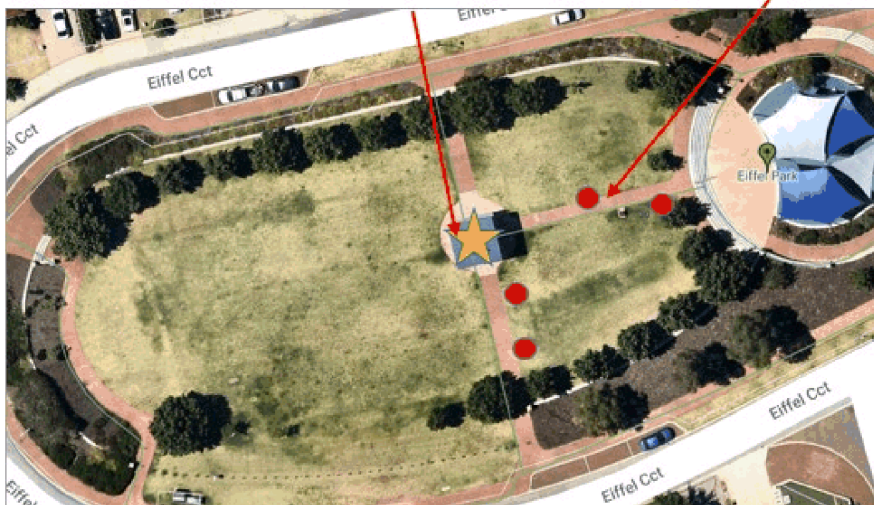


Option 2 - Remove the existing structure and replace with a covered picnic shelter on the ground level

Option 3 – same as Option 2 and include solar lighting under cover



Option 4 - Remove the existing shelter and replace with bench seating along the pathway





Covered shelter with two picnic settings



*Illustration purposes only*



Eiffel Park, Tapping - Viewing Tower Map



Existing Viewing Tower at Eiffel Park



North View (note that image is taken from the roof of the structure)





West View (note that image is taken from the roof of the structure)



South View (note that image is taken from the roof of the structure)



East View (note that image is taken from the roof of the structure)



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**AS03-06/22 Metropolitan Regional Roads Program - 2023/2024**

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File Ref: 6923V02 – 22/194562  
Responsible Officer: Director Assets  
Attachments: Nil

**Issue**

To consider submissions for grant funding from the 2023/2024 Metropolitan Regional Road Program (MRRP) for Road Improvement and Road Rehabilitation Projects.

**Background**

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

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

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

***Road Improvement Projects***

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

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

***Road Rehabilitation Projects***

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

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

**Detail*****Road Improvement Projects***

Two projects have been submitted for the 2023/24 program which are:

- The duplication of Lenore Road between Kemp Street and Elliot Road to facilitate forecast traffic growth in Pearsall/Hocking.
- The upgrade of the Mirrabooka Avenue / Kingsway intersection to provide a dual lane roundabout and increase the capacity of the intersection for traffic on Kingsway by providing two approach lanes to the roundabout.

The project details are summarised below:

Year	Location	Proposed Works	Estimated Project Cost (\$)	Grant (\$)	Muni and contributions (\$)	Points Score
2023/24	Lenore Road, Hocking/Pears all	Upgrade to 4 lane dual carriageway between Kemp Street and Elliot Road	4.45M	2.97M	1.48M	9.43
2023/24	Mirrabooka Avenue / Kingsway, Darch/Landsdale	Upgrade to 2 lane roundabout with two approach lanes on Kingsway	1.100M	0.733M	0.367M	38.24

These road projects were selected based on the overall scores that they achieved in accordance with the Road Improvement Grant multi-criteria assessment.

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

### **Road Rehabilitation Projects**

Pavement Analysis Pty Ltd was commissioned to undertake the road rehabilitation visual assessment and mechanical study of various roads, and to provide technical details and recommendations to comply with the criteria for the assessment of road rehabilitation projects. The table below lists the rehabilitation projects that were submitted for consideration in the 2023/2024 program. All the rehabilitation projects are proposed as asphalt reseals.

Item	Road	Locality	Section	Estimated Project Cost (\$)	Grant (\$)	Muni (\$)	Points Score
1	Beach Road	Girrawheen	Hainsworth Avenue (SLK 2.59) to Mirrabooka Avenue (SLK 3.22)	238,028	158,685	79,343	2,440
2	Gnangara Rd (1)	Madeley	Wanneroo Rd (SLK 0) to 260m east of Susan Rd (SLK 0.63)	344,689	229,793	114,896	2,993
3	Gnangara Rd (2)	Madeley	260m east of Susan Rd (SLK 0.63) to Rigali Way (SLK 1.14)	230,744	153,829	76,915	2,919
4	Gnangara Rd (3)	Wangara	Rigali Way (SLK 1.14) to Hartman Dr (SLK 1.6)	371,981	247,987	123,994	2,932
5	Gnangara Rd (4)	Wangara	Hartman Dr (SLK 1.6) to Mosey St (SLK 2.13)	339,529	226,353	113,176	4,124
6	Gnangara Rd (5)	Wangara	Mosey St (SLK 2.13) to Attwell St (SLK 2.81)	440,010	293,340	146,670	4,004

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

### ***Timelines***

The deadline for Road Rehabilitation submissions was 22 April 2022 while the deadline for Road Improvement submissions was 20 May 2022. The above projects were submitted to MRWA by their respective due dates subject to Council endorsement. Following Council's endorsement, a follow up letter will be sent to MRWA advising of the outcome.

The tight timeframe for the preparation of the grant submissions from the date of invitation (which was 03 March 2022) to the associated deadlines meant that reporting to Council prior to the deadline was not feasible. The City engaged specialist consultants to collate data, evaluate and prepare the submissions in accordance with the criteria set out in the invitation. The scheduling of the work and the time taken to complete these submissions could not be aligned with Council's reporting cycle and as a result, the submissions could not be presented to Council prior to the specified deadlines.

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

Final audited projects are then collated by MRWA and a priority listing developed based on the audited points score. It is anticipated that this list of audited projects will be distributed to all Councils by September 2022.

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

Councils would expect to receive advice from MRWA early in 2023 of the successful projects for the 2023/24 financial year. The final listing of the successful projects in subsequent years' budgets will be considered by Council as part of the annual budget process.

### **Consultation**

Nil

### **Comment**

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

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

## Statutory Compliance

Nil

## Strategic Implications

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

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

*5.3 - Responsibly managed and maintained assets*

## Risk Management Considerations

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

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

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

## Policy Implications

Nil

## Financial Implications

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

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

The City's current Long Term Financial Plan (LTFP) makes provisions for Metropolitan Regional Road Program projects in the 2023/24 financial year, comprising the State government's grant allocation and the City's one third contribution. Should the funding submission for projects submitted to the Road Improvement and Road Rehabilitation Program be successful, the exact matching funding requirements would be adjusted as part of the 2023/24 annual budget deliberations.

## Voting Requirements

Simple Majority



## Recommendation

That Council **ENDORSES** the following projects, which have been submitted to Main Roads WA prior to their respective due dates, for grant funding consideration as part of the 2023/2024 Metropolitan Regional Road Program: -

### 1. Road Improvement Projects – Year 2023/24:

Location	Proposed Works	Estimated Project Cost (\$)	Grant (\$)	Muni and contributions (\$)
Lenore Road, Hocking/Pearsall	Upgrade to 4 lane dual carriageway between Kemp Street and Elliot Road	4.45M	2.97M	1.48M
Mirrabooka Avenue / Kingsway, Darch / Landsdale	Upgrade to 2 lane roundabout with two approach lanes on Kingsway	1.100M	0.733M	0.367M

### 2. Road Rehabilitation Projects - Year 2023/24:

Road	Locality	Section	Estimated Project Cost (\$)	Grant (\$)	Muni (\$)
Beach Road	Girrawheen	Hainsworth Avenue (SLK 2.59) to Mirrabooka Avenue (SLK 3.22)	238,028	158,685	79,343
Gnangara Rd (1)	Madeley	Wanneroo Rd (SLK 0) to 260m east of Susan Rd (SLK 0.63)	344,689	229,793	114,896
Gnangara Rd (2)	Madeley	260m east of Susan Rd (SLK 0.63) to Rigali Way (SLK 1.14)	230,744	153,829	76,915
Gnangara Rd (3)	Wangara	Rigali Way (SLK 1.14) to Hartman Dr (SLK 1.6)	371,981	247,987	123,994
Gnangara Rd (4)	Wangara	Hartman Dr (SLK 1.6) to Mosey St (SLK 2.13)	339,529	226,353	113,176
Gnangara Rd (5)	Wangara	Mosey St (SLK 2.13) to Attwell St (SLK 2.81)	440,010	293,340	146,670

Attachments: Nil

## Infrastructure Capital Works

### AS04-06/22 Tender 22032: Fragola Park, Landsdale, Upgrade Park Facilities

File Ref: 42667 – 22/160474  
 Responsible Officer: Director Assets  
 Attachments: 2

## Issue

To consider Tender No 22032 for the upgrade of park facilities at Fragola Park, Landsdale.

## Background

Council considered a report CP01-06/21 Fragola Park, Landsdale - Community Engagement Outcomes at its meeting on 15 June 2021 and endorsed a guiding concept for the upgrade at this park. Refer **Attachment 1** for the concept plan.

Consequently, a concept and detailed design was developed in consultation with the local community for suitable playground equipment provision including future development of the site requirements. The project will provide a playground area for children, plus connecting path networks and an accessible car park.

## Detail

Tender 22032 for the Fragola Park was advertised on 5 March 2022 and closed on 29 March 2022. No addenda were issued.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Minor Works
Contract Type	Lump Sum
Contract Duration	5 months site works
Commencement Date	Onsite works to commence August 2022
Expiry Date	31 December 2022
Extension Permitted	No
Rise and Fall	NA

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Albra Investments Pty Ltd as trustee for the Horizon West Trust	Horizon West Landscape Constructions	Horizon West
Total Landscape Redevelopment Service Pty Ltd	Total Landscape Redevelopment Service Pty Ltd	Total Landscape

## Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (PEP), which included the following selection criteria:

Item No	Description	Weighting
1	Sustainable Procurement a. Environmental Considerations 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access & Inclusion 2.5%	20%
2	*Demonstrated experience of: • Personnel performing the works • Tenderer/company performing the works	30%
3	*Methodology, resources and capacity for performing the works	30%
4	*Established Occupational Health and Safety Management systems, policies, practices and procedures and demonstrated compliance with those systems, policies, practices and procedures	20%
5	Price (assessed under Value for Money)	Not Weighted

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment. Minimum scores are required for each qualitative criterion identified with (\*).

On initial review of the tender submissions, it was confirmed that all tender submissions were deemed to be conforming tenders.

### **Evaluation Criteria 1 – Sustainable Procurement (20%)**

#### **Sub Criteria a) Environmental Considerations (5%)**

The tenderer's submissions were assessed in order to evaluate construction considerations specifically related to:

- Asset protection,
- Recycling practices and
- Disposal of non-required material in accordance with industry best practice.

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

Tenderer	Ranking
Total Landscape	1
Horizon West	2

#### **Sub Criteria b) Buy Local (10%)**

The respondents' submissions were assessed in order to evaluate construction considerations specifically related to:

- Contribution in terms of labour and/or purchase goods which will directly benefit the local community.
- Location of respondent's and sub-contractors' offices and depots,
- Residential addresses of employees,
- Local purchasing policies,
- Local employment initiative or program.

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

<b>Tenderer</b>	<b>Ranking</b>
Total Landscape	1
Horizon West	2

### **Sub Criteria c) Reconciliation Action Plan (RAP) (2.5%)**

The respondent's submissions were assessed in order to evaluate construction considerations specifically related to:

- Demonstration of inclusive cultures based community action plan based on:
  - Strong relationships,
  - Mutual respect,
  - Inclusion opportunities.

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

<b>Tenderer</b>	<b>Ranking</b>
Total Landscape	1
Horizon West	2

### **Sub Criteria d) Access & Inclusion Plan (AIP) (2.5%)**

The respondent's submissions were assessed in order to evaluate construction considerations specifically related to:

- For people with disabilities, recognition of rights to:
  - Access to services,
  - Access to buildings and facilities,
  - Access to information,
  - Access to employment.

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

<b>Tenderer</b>	<b>Ranking</b>
Total Landscape	1
Horizon West	1

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

<b>Tenderer</b>	<b>Ranking</b>
Total Landscape	1
Horizon West	2

## **Evaluation Criteria 2 – Demonstrated Experience of Personnel and Organisation (30%)**

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract.

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

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
Total Landscape	2

### Evaluation Criteria 3 - Methodology, resources and capacity for performing the works (30%)

The tenderer's resources as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's demonstrated methodology, staff resources, vehicles, plant/equipment and workshop support to manage the contract.

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

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
Total Landscape	2

### Evaluation Criteria 4 - Tenderer's Safety Management Systems (20%)

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

All tenderers provided details of their safety management systems with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
Total Landscape	2

### Overall Qualitative Weighted Assessment and Ranking

Tenderer's submissions were reviewed in accordance with the Procurement and Evaluation Plan with the following key observations:

- Price is not weighted and is included in the overall value for money assessment.
- The respondents' submissions were evaluated in accordance with the selection criteria and were assessed against the necessary resources, previous experience, and capability and safety management systems to undertake the tender.

The overall qualitative weighted assessment resulted in the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
Total Landscape	2

### Evaluation Criteria 5 – Price (non-weighted)

Refer to **Confidential Attachment 2** for the overall lump sum price assessment. The fixed lump sum price (Schedule 1B) plus all of the optional items (Schedule 1C) were applied in the overall value for money assessment, which resulted in the following ranking:

#### Value for Money Assessment

The combined assessment of Price vs Qualitative Scores resulted in the following tender ranking (highest to lowest):

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
Total Landscape	2



## Overall Value for Money Assessment and Comment

In accordance with the PEP, the submissions were assessed for both City and Australian Standard compliance whilst satisfying the overall value for money assessment.

The tender submission from Horizon West offered best overall value for money is therefore recommended as the successful tenderer.

## Consultation

Extensive community consultation occurred early in 2021 when the City sought feedback from local residents through an information letter and an online survey regarding the draft concept plan. Further community consultation occurred in April 2021 as part of the final concept and design development for this project. The Department of Education, the Carnaby Rise Primary School Parents and Citizens (P&C) Committee and the school representatives were also consulted through the duration of the design process.

A general construction notice will be issued to the adjoining properties including the Carnaby Rise Primary School, and signage will be installed on site, prior to the commencement of construction works. Administration will during the construction phase provide regular progress updates on key project milestones or events, post information on City's webpage and media channels.

## Statutory Compliance

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

## Strategic Implications

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

- 1 ~ *An inclusive and accessible City with places and spaces that embrace all*
  - 1.3 - *Facilities and activities for all*
- 4 - *"A sustainable city that balances the relationship between urban growth and the environment"*

## Risk Management Considerations

Risk Title	Risk Rating
CO-020 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community & Place	Manage

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

## Financial Risk

A financial risk assessment was undertaken as part of the tender evaluation process and the outcome of this independent assessment advised that Horizon West has been assessed with a 'very strong' financial capacity to meet the requirements of the contract. Bank guarantees totalling 5% of the contract sum will also be provided as security. Payments will be made following the completion of each stage of works.

### Performance Risk

Horizon West successfully delivered construction services while working with various local governments across Western Australia, including previous projects with the City. In addition, the recommended respondent has no disputes and claims history as stated in the submission.

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

### Policy Implications

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

### Financial Implications

Based on the recommended tender the project financials are summarised as below:

#### PR-4346 – Fragola Park

Description	Expenditure	Budget
<b>Budget:</b>		
Allocated Budget 21/22		\$80,000.00
Allocated Budget 22/23		\$699,378.00
<b>Expenditure:</b>		
Expenditure incurred to date	\$18,747.27	
Commitment to date	\$15,273.50	
Construction Activities		
- RFT 22032 recommended tenderer	\$315,879.60	
- Associated Works (including in-house car park & access road construction)	\$311,720.00	
- Project Management Fees	\$40,000.00	
Contingency including optional footpath upon DOE approval	\$77,757.60	
<b>Total Expenditure</b>	<b>\$779,378.00</b>	
<b>Total Funding</b>		<b>\$779,378.00</b>

It is noted that as part of the 2022/2023 budget process, \$699,378 required during 2022/2023 has been listed in the 2022/2023 Draft Capital Works Budget to enable the completion of this project.

### Voting Requirements

Simple Majority

### Recommendation

That Council:-

1. **ACCEPTS** the tender submitted by Horizon West for Tender No 22032 FRAGOLA PARK, LANDSDALE, UPGRADE PARK FACILITIES, for the Fixed Lump Sum of \$315,879.60 inclusive of main items and all optional items excluding items 4, 6, and 10; and

2. **NOTES that \$699,378 funding is required to be allocated in 2022/2023 Capital Works Budget to undertake the works for the construction of Fragola Park, Landsdale.**

*Attachments:*

1. [!\[\]\(aca6fcc8bd95e8255b9ea1b1d08ef300\_img.jpg\)](#) Attachment 1 - SK002 - Rev C - following community engagement.psd 21/353527
2. Attachment 2 - Confidential attachment - tender Recommendation Upgrade Facilities at Fragola Park Confidential



## ATTACHMENT 2

### Tender Recommendation Upgrade Facilities at Fragola Park

This attachment is confidential under the terms of the *Local Government Act 1995 Section 5.32 e (ii)* as follows:

a matter that if disclosed, would reveal information about the businesses, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the local government

***Administration Use Only***

Attachment 2 – HPE # 22/161315

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**AS05-06/22     Tender 21266 Warradale Clubrooms Upgrades, Landsdale**

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File Ref: 42119 – 22/185872  
Responsible Officer: Director Assets  
Attachments: 2

**Issue**

To consider Tender No. 21266 for the construction of new changerooms, first aid and umpire rooms, refurbishment of existing toilet facilities and the construction of a new communication room at Warradale Park.

**Background**

Warradale Park is located at 31 Warradale Terrace, Landsdale. The site has two lots; Lot Number 12938 located on Reserve No 45966 and Lot 13968 on Reserve No 45966. Warradale Park has an overall land area of approximately 11 hectares classifying it as a District Park. The Park is Crown Land vested to the City of Wanneroo for the purpose of public recreation.

There is an existing community centre (child health nurse, playgroup, playground, multipurpose room, kitchen and toilets) and clubrooms (multipurpose room, kitchen and change rooms). The clubrooms do not meet the City's standard level of provision - change rooms are not to standard, no first aid room and no umpire's room.

In 2020 a preliminary concept plan and cost estimate was undertaken to assist with proposed budgeting and scheduling on to the City's Long-Term Financial Plan. Refer to **Attachment 1** for the location of the works. In 2021 the City received a \$600,000 grant from the State Government's WA Recovery Plan. A sum of \$40,000 muni funds were added to the budget to account for internal project management costs.

The works were to include:

- The construction of unisex changerooms, first aid room and umpire's room;
- Partial demolition of the existing changerooms;
- The upgrade of the community centre toilets; and
- The design of the future clubrooms.

**Detail**

Tender 21266 for the construction of new changerooms (Separable Portion 1), refurbishment of the existing toilet facilities (Separable Portion 2) and the construction of a new communication room (Separable Portion 3) at the Warradale Community Centre at Warradale Park in Landsdale, was advertised on 11 December 2021 and closed on 25 January 2022. A non-mandatory site briefing was held on 18 January 2022 at Warradale Park in Landsdale to provide tenderers with the opportunity to inspect the existing site prior to the closing of the Tender. Six addenda were issued during the tender period.

The Tender included pricing for the works as 3 Separable Portions with each Separable Portion an optional item. This was undertaken to allow the City to determine if Separable Portion 2 and / or 3 will proceed.



Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Major Works AS4000
Contract Type	Lump Sum
Contract Duration	22 weeks (from site possession date plus 12 months defects liability period)
Commencement Date	July 2022
Expiry Date	December 2023 (including DLP)
Extension Permitted	No
Rise and Fall	Not applicable

Tender submissions were received from the following companies:

Company (full entity name)	Company (abbreviated name)
Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust T/A AE Hoskins Building Services	AE Hoskins
BE Projects (WA) Pty Ltd	BE Projects
Candor Contractors Pty Ltd	Candor
Construct360 Pty Ltd	Construct360
Geared Construction Pty Ltd	Geared
Hickey Constructions Pty Ltd	Hickey
LKS Constructions (WA) Pty Ltd	LKS
Solution 4 Building Pty Ltd	S4B

### Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer – Contracts and Procurement

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

Item No	Description	Weighting
1	Sustainable Procurement a. Environmental Considerations (5%) b. Buy Local (10%) c. Reconciliation Action Plan (2.5%) d. Disability Access & Inclusion (2.5%)	20%
2	*Established Occupational Health and Safety Management systems, policies, practices and procedures and demonstrated compliance with those systems, policies, practices and procedures	20%
3	*Demonstrated relevant similar experience of tenderer and personnel performing the services	25%
4	*Demonstrated allocation of resources and sufficient capacity to undertake the works	15%
5	Demonstrated understanding of the methodology to deliver the works	20%
	<b>TOTAL</b>	<b>100%</b>

Pricing is not included in the qualitative criteria but considered as part of the overall Value for Money (VFM) assessment.

\*Tenderers must achieve a minimum acceptable qualitative score (as determined by the City) for each of the mandatory qualitative criteria detailed above to progress for further evaluation.

### **Evaluation Criteria 1 - Pricing for the Goods/Services/Works Offered (20%)**

Evidence of Sustainable (Corporate Social Responsibility) Procurement assessment was based on the tenderers' responses provided within the Questionnaires set out in Schedules 3A, 3B, 3C, 3D that were included in the tender documentation.

#### **Sub-criteria a) Environmental Considerations (5%)**

The City is committed to procuring goods and services that have the most positive environmental, social and economic impacts over the entire life cycle of a product or service. The environmental assessment based on tenderers' response to their Environmental policy and practices.

#### **Sub-criteria b) Buy Local (10%)**

The City encourages the development of competitive local businesses within the geographical boundaries of the City first and secondly within the broader region. The assessment was determined, but not limited to the following commitment:

- Purchasing locally made and sourced goods/services;
- Inviting local businesses to participate in quotation, tender and expressions of interest opportunities;
- Providing an advantage to those businesses based within the City's boundaries;
- Providing an advantage to those businesses demonstrating economic benefit to the City's community such as employing local residents/sub-contractors and/or purchasing goods/services from local providers.

#### **Sub-criteria c) Reconciliation Action Plan (2.5%)**

The assessment based on the tenders' responses to:

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

#### **Sub-criteria d) Disability Access & Inclusion (2.5%)**

The assessment based on the tenders' responses to:

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

- People with disabilities have the same opportunities as other people to participate in any employment opportunities.

The combined assessment of responses for the above Sustainable Procurement criterion resulted in the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
Hickey	1
AE Hoskins	2
Geared	2
Construct360	4
BE Projects	5
LKS	6
Candor	7
S4B	8

**Evaluation Criteria 2 - Established Occupational Health and Safety Management systems, policies, practices and procedures and demonstrated compliance with those systems, policies, practices and procedures (20%)**

The assessment of demonstrated evidence to occupational safety and health policies and practices based on information provided within the respective tender submissions.

All tenderers provided details of their safety management systems with the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
AE Hoskins	1
LKS	1
Construct360	3
Geared	3
S4B	5
BE Projects	6
Hickey	6
Candor	8

**Evaluation Criteria 3 – Tenderer’s relevant similar experience of tenderer and personnel performing the services (25%)**

The assessment of tenderers’ resources as presented evaluated their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderers’ organisation experience and the experience of key personnel who will be involved in the project with consideration given to project experience, relevant industry qualifications and type, size and complexity of projects previously undertaken.

Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
AE Hoskins	1
BE Projects	2
Hickey	2
LKS	2
S4B	2
Geared	6
Candor	7
Construct360	7

#### **Evaluation Criteria 4 - Demonstrated allocation of resources and sufficient capacity to undertake the works (15%)**

The assessment of tenderers' resources evaluated their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderers' available resources and their capacity to fulfil the contract. Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
AE Hoskins	1
BE Projects	2
LKS	2
Construct360	4
Geared	4
Hickey	4
S4B	4
Candor	8

#### **Evaluation Criteria 5 – Understanding of the methodology to deliver the works (20%)**

The assessment of tenderers' methodology evaluated their understanding of the project, methodology and capability to meet the requirements of the contract. This is inclusive of a construction programme to show ability to meet the relevant timeframe of the contract. Based on the response provided by the tenderers, the assessment of this criterion has resulted in the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
AE Hoskins	1
S4B	2
Construct360	3
Geared	3
BE Projects	5
Candor	5
LKS	5
Hickey	8

### Overall Weighted Assessment and Ranking

The tenderers' bids were evaluated in accordance with the selection criteria and were assessed as having the necessary resources, previous experience, capability and safety and quality management systems to undertake the tender.

The overall weighted assessment resulted in the following tender ranking:

<b>Tenderer</b>	<b>Ranking</b>
AE Hoskins	1
Geared	2
LKS	3
BE Projects	4
Construct360	4
Hickey	6
S4B	7
Candor	8

### Tendered Lump Sum Price Ranking

The assessment of Tenderers' lump sum pricing considered pricing for 2 Separable Portions. Separable Portion 3 was not included in the tendered lump sum price ranking due to being over budget and not a condition of the Grant. This assessment resulted in the following tenderer ranking:

<b>Tenderer</b>	<b>Separable Portions 1 and 2 only</b>
S4B	1
Candor	2
Hickey	3
Construct360	4
AE Hoskins	5
Geared	6
LKS	7
BE Projects	8

### Value for Money Assessment

The value for money assessment determined the overall ranking based on the Separable Portion 1 and Separable Portion 2 total lump sum price vs qualitative scores for the works. Separable Portion 3 was not included in the value for money assessment due to being over budget and not a condition of the Grant. This assessment resulted in the following tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
S4B	1
Hickey	2
AE Hoskins	3
Candor	4

Construct360	5
Geared	6
LKS	7
BE Projects	8

### Overall Comment

Prior to the finalisation of this recommendation, an extension of time for bid validity was requested from all 8 Tenderers. AE Hoskins and Geared declined to extend the validity of their bid and Candor didn't respond to the request to extend. This resulted in 5 submissions for final consideration.

The tender submission from **Solution 4 Building Pty Ltd** provided the best overall value-for-money outcome in accordance with the assessment criteria as detailed in the Procurement Evaluation Plan and is therefore recommended as the successful tenderer.

- Solution 4 Building offers a very competitive price in this current market for the completion of the works;
- Solution 4 Building has completed works in the past for the City (PMO18051 - Kingsway City Soccer Clubrooms and PMO18098 - Shelvock Park Sports Amenities Building);
- Solution 4 Building is currently undertaken works for the City (PMO21029 Aquamotion Hydropool Changerooms and Toilets Refurbishment) and has a strong history in the delivery projects for local councils; and
- Solution 4 Building was assessed with a 'strong' financial capacity to deliver the project.

Council considered report CE01-09/20 on 22 September 2020 and resolved to accept external funding of \$600,000 from the Department of Local Government, Sport and Cultural Industries for the expansion of the Warradale Community Centre.

In view of the tender prices, a contact was made with the Department of Local Government, Sport and Cultural Industries and the Local Member for Landsdale requesting further funding; and the additional State funding isn't available. In order to deliver this project to provide a functional facility in line with the funding agreement, the City will be required to provide additional funding from its own sources as explained in the financial implications section of this report.

### Consultation

Throughout the design phase of the project, the City worked collaboratively with key stakeholders, sports clubs and user groups: Ballajura Landsdale Cricket Club, Kingsway Junior Football Club, Landsdale Primary School, regular community centre users and the Office of Local Member, Margaret Quirk. Administration will continue to consult with key stakeholders throughout the project.

Wider community engagement was undertaken between April 2021 and May 2021. An information letter was sent to 1,205 local residents/homeowners within 400m radius of the site and information posted on the City's Your Say page. At the end of the community consultation process the City received two responses, representing a 0.2% response rate. Both responses noted and supported the proposed works.

Given the earlier stakeholder engagement, the low community response to the community information letter is typical for a sporting facility upgrade and is more an opportunity for residents to voice any concerns or objections.



A general construction notice will be issued to the adjoining properties, and signage will be installed on site, prior to the commencement of construction works. Post tender award and during the construction phase, the City will provide regular progress updates on key project milestones or events; post information on City's webpage and media channels.

### Statutory Compliance

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

### Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 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
CO-O20 Productive Communities	Moderate
Accountability	Action Planning Option
Director Community and Place	Manage

### Financial and Performance Risk

#### Financial Risk

A financial risk assessment undertaken as part of the tender evaluation process determined that Solution 4 Building Pty Ltd assessed with a 'strong' financial capacity to meet the requirements of the contract.

As per tender requirements, Solution 4 Building Pty Ltd is required to provide two bank guarantees with a combined total of 5.0% of the contract value, 2.5% to be returned at practical completion and 2.5% to be returned at finalisation of defects liability, which is to be paid to the City within 14 days of acceptance of tender.

#### Performance Risk

Solution 4 Building Pty Ltd provided a very competitive price comparatively and have undertaken a number of similar projects around the same value for the City of Wanneroo and the Cities of Bayswater, Kalamunda, Stirling and Swan. Solution 4 Building Pty Ltd is currently working for the City following the award of 21185 Hydro Pool Changerooms and Toilets Refurbishment at Aquamotion.

## Policy Implications

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

## Financial (Budget) Implications

Based on the tenderer's lump sum price and the type of construction works to be carried out, a calculation was made to determine the estimated value of works as summarised below:

### PR-4327 Warradale Clubroom Upgrades (Separable Portion 1 and 2)

Description	Expenditure	Budget
<b>Budget:</b>		
Allocated Capital Works Budget for 2020/21 Municipal (PR-4327)		\$40,000
Allocated Capital Works Budget for 2021/22 State Government WA Recovery Plan (PR-4327)		\$600,000
<b>Expenditure:</b>		
Expenditure incurred in 2020/2021	\$9,125.12	
Expenditure incurred in 2021/2022)	\$95,651.51	
Commitment to date ( 2021/2022)	\$38,780.00	
<b>New Budget Forecast</b>		
Project Management & Professional Fees	30,000.00	
RFT 21266 for construction of Warradale Clubroom Upgrades – Separable Portion 1 (New Changerooms) (Total Lump Sum) Recommended Tenderer: <b>Solution 4 Building Pty Ltd</b>	\$650,248.36	
RFT 21266 for construction of Warradale Clubroom Upgrades – Separable Portion 2 (Refurbishment to existing toilets) (Total Lump Sum) Recommended Tenderer: <b>Solution 4 Building Pty Ltd</b>	\$78,233.96	
Other works		
- Reticulation and turfing (1%)	\$7,500.00	
- Contingency (5%)	\$38,000.00	
- Procurement fees	\$1,000.05	
<b>Total Expenditure</b>	<b>948,539.00</b>	
<b>Total Funding</b>		<b>\$640,000.00</b>
<b>Further Funding Provision required in 2022/2023</b>		<b>\$308,539.00</b>

Administration's recommendation is to award Separable Portion 1 and Separable Portion 2 of this tender to the recommended tenderer which will result in a funding shortfall of \$308,539. Based on the proposed construction program the additional funding will be required in the 2022/23 financial year. It is proposed to use savings from the 2021/22 Capital Works Program to fund the shortfall. Separable Portion 3 does not form part of the State Government's Grant and will be considered for delivery as part of future upgrade works due to the current budget shortfall.

## Voting Requirements

Absolute Majority

## Recommendation

### That Council:-

1. **ACCEPTS** the tender submitted by Solution 4 Building Pty Ltd for Tender No. 21266 for the construction of Warradale Clubroom Upgrades – Separable Portion 1 (New Changerooms) and Separable Portion 2 (Refurbishment to existing toilets) at a contract lump sum of \$728,482.32 ex GST in accordance with the terms and conditions specified in the tender document and subject to the City receiving all necessary permits and approvals; and
2. **NOTES** the need for an additional \$308,539 of Municipal Funding to cover the shortfall between the existing Municipal funds and the State Government WA Recovery Plan grant for the Warradale Clubroom Upgrades.
3. **APPROVES BY ABSOLUTE MAJORITY** the following changes to the 2021/22 Capital Works Budget to fund the additional cost:

From	To	Amount	Comment
PR-1034 Recurring Program, New Light Vehicles	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$42,000	Funds not required in 21/22
PR-1055 Recurring Program, New Bus Shelter Installations	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$9,800	21/22 Program completed with savings
PR-1101 Recurring Program, Upgrade Protection Fencing at Various Conservation Reserves	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$17,500	Savings due to deferral of Lake Gngangara fencing as a result of material supply issues
PR-2017 Recurring Program, Upgrade Foreshore Fencing	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$21,000	Savings due to deferral of work packages as a result of material supply issues
PR-2565 Recurring Program, Renew Leased Building Assets	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$25,000	Savings due to deferral of Lake Joondalup Pre-school works as a result of increased material costs
PR-4089 Recurring Program, Renew Park Structures	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$11,000	21/22 Program completed with savings
PR-4198 Warradale Park, Landsdale, New Eco-Lighting	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$68,000	Savings due to reduction in scope
PR-4200 Recurring Program, New Park Equipment	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$34,000	21/22 Program completed with savings
PR-4213 Ferrara Park, Girrawheen, Upgrade Sports Floodlighting	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$6,000	Savings on completed project
PR-4241 Recurring Program, Upgrade Accessibility to Community Car Parks	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$11,000	21/22 Program completed with savings
PR-4242 Recurring Program, Upgrade Accessibility to Parks Infrastructure	PR-4327 Warradale Reserve, Landsdale, Upgrade Clubrooms	\$19,000	21/22 Program completed with savings

<b>PR-4249</b>	<b>Abbeville Park, Upgrade Extension</b>	<b>PR-4327</b>	<b>Warradale Reserve, Landsdale, Upgrade Clubrooms</b>	<b>\$22,239</b>	<b>Savings on completed project</b>
<b>PR-4332</b>	<b>Recurring Program, New Community Buildings - Design only</b>	<b>PR-4327</b>	<b>Warradale Reserve, Landsdale, Upgrade Clubrooms</b>	<b>\$15,000</b>	<b>21/22 Program completed with savings</b>
<b>PR-4338</b>	<b>Mindarie Primary School, Mindarie, Upgrade Abbeville Circle Parking Embayment</b>	<b>PR-4327</b>	<b>Warradale Reserve, Landsdale, Upgrade Clubrooms</b>	<b>\$7,000</b>	<b>Savings on completed project</b>

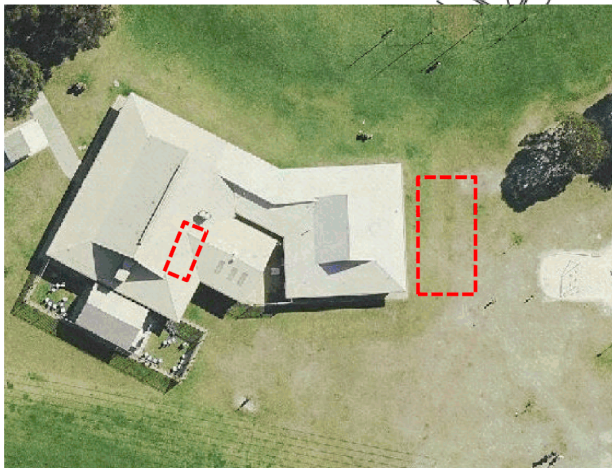
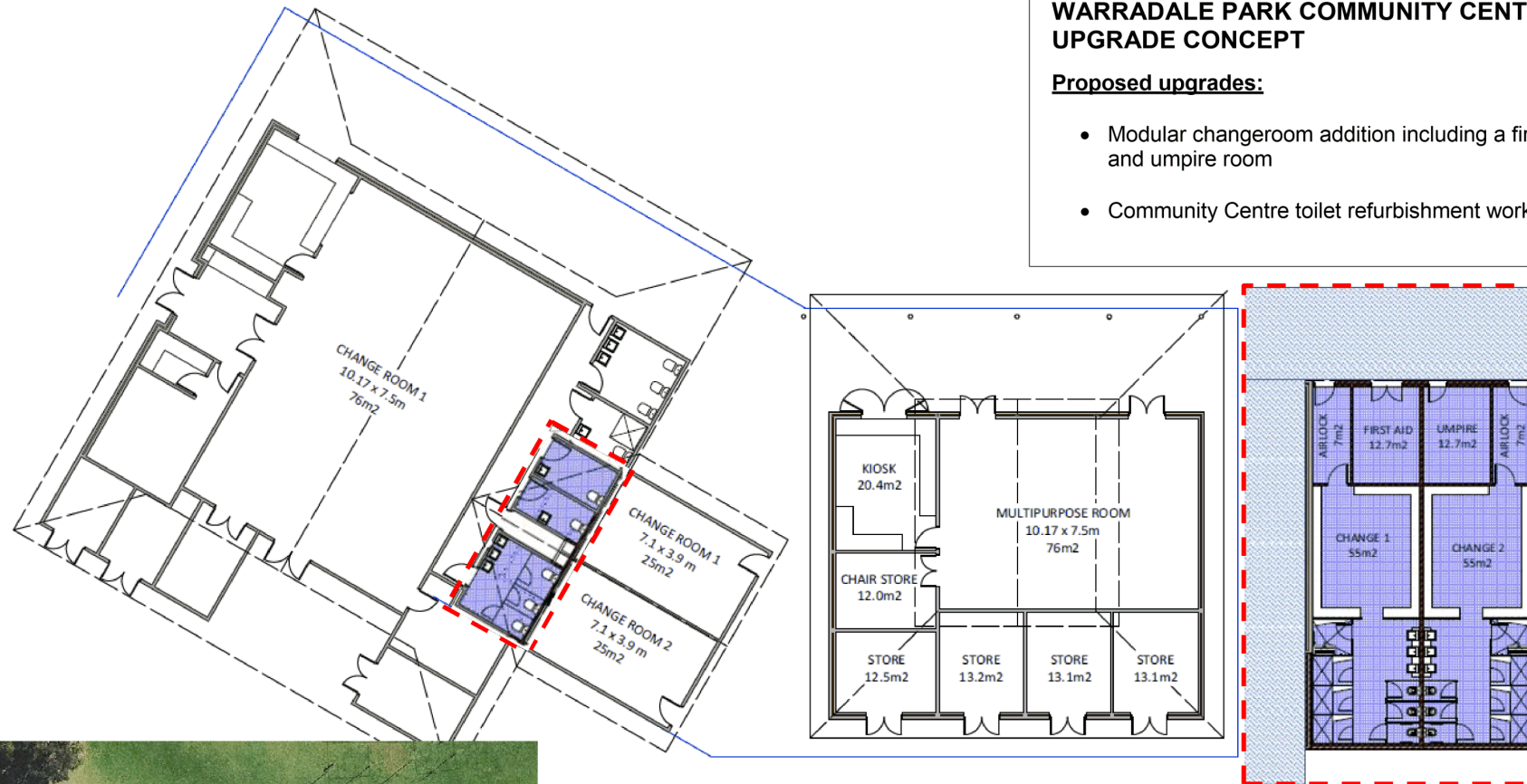
## Attachments:

1. [!\[\]\(cdf2842d82858164c68c92720a337fb9\_img.jpg\)](#) Attachment 1 - Warradale Clubrooms Upgrade - Location Plan 21/145108
2. Attachment 2 - Tender 21266 - Confidential Attachment Confidential

## WARRADALE PARK COMMUNITY CENTRE UPGRADE CONCEPT

### Proposed upgrades:

- Modular changeroom addition including a first aid and umpire room
- Community Centre toilet refurbishment works



## ATTACHMENT 2

### Tender 21266 - Confidential Attachment

This attachment is confidential under the terms of the *Local Government Act 1995 Section 5.32 e (ii)* as follows:

a matter that if disclosed, would reveal information about the businesses, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the local government

***Administration Use Only***  
Attachment 2 – HPE # 22/203857



## Parks & Conservation Management

### AS06-06/22 Tender 22039: Provision of Services for Parks and Streetscape Maintenance of Yanchep

File Ref: 44907 – 22/209037  
 Responsible Officer: Director Assets  
 Attachments: 2

#### Issue

To consider Request for Tender (RFT) No. 22039 for the Provision of Services for Park and Streetscape Maintenance of Yanchep for an initial period of two (2) years with two (2) twelve (12) month, or part thereof, options to extend at the discretion of the City.

#### Background

With growth to the City's northern suburb of Yanchep; there is a need to procure for the park and streetscape maintenance of Yanchep as a separable portion tender. The City is seeking to appoint suitably qualified and experienced contractor/s to provide park and streetscape maintenance services to the suburb of Yanchep with two (2) separable portions; Yanchep West and Yanchep East, for a period of two (2) years with options to extend, at the City's discretion for two (2), one (1) year terms or part thereof.

#### Detail

Tender No. 22039 for the Provision of Services for Park and Streetscape Maintenance of Yanchep was advertised on 6 April 2022 and closed on Tuesday 3 May 2022.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Lump Sum
Contract Duration	Two (2) Years
Commencement Date	18 July 2022
Expiry Date	17 July 2024
Extension Permitted	Yes, two (2) periods of twelve (12) months.
Rise and Fall	Maximum Perth All Groups CPI increases upon extensions.

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
Environmental Industries PTY LTD	Environmental Industries	EI
Horizon West Landscape & Irrigation	Horizon West Landscape & Irrigation	Horizon West
Landscape Elements Pty Ltd	Landscape Elements	Landscape Elements
Sanpoint PTY LTD	LD Total	LD Total

## Probity Oversight

Oversight to the tender assessment process was undertaken by an external Probity Advisor (William Buck Consulting (WA) Pty Ltd) and the City's Contracts Officer.

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

Item	Criteria	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement a. Environmental Considerations 5% b. Buy Local 10% c. Reconciliation Action Plan 2.5% d. Disability Access & Inclusion 2.5%	20%
2	*Demonstrated OSH, established Occupational Health and Safety Management Systems, policies, practices and procedure and demonstrated compliance with those system, policies, practices and procedures OSH	20%
3	* Demonstrated Experience Relevant to this Request	20%
4	* Methodology for Streetscape Maintenance Services	20%
5.	* Demonstrated Capacity and Resources	20%

Pricing is not included in the qualitative criteria and considered as part of the overall value for money assessment. Tenderers must achieve a minimum acceptable qualitative score (as determined by the City) and for each of the qualitative criteria detailed above (\*) to be considered for further evaluation.

All Tender submissions received were deemed conforming.

### Evaluation Criteria 1 – Sustainable Procurement (20%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement assessed based on the Tenderers' responses provided within the Questionnaires provided in Schedules 3A, 3B, 3C and 3D that were included in the request for quote documentation.

#### Environmental Considerations (5%)

The City is committed to procuring goods and services that provide the most positive environmental, social and economic impacts over the entire life cycle of a product or service. Tenderers are encouraged to provide credentials of any environmental claims of the goods and/or services submitted in this RFT.

All Tenderers provided details of their environmental considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
EI	1
Landscape Elements	1
LD Total	1
Horizon West	4

### Buy Local Considerations (10%)

The City encourages the development of competitive local businesses within the geographical boundaries of the City first and secondly within the broader region. This commitment includes, but is not limited to:

- Purchasing locally made and sourced goods/services;
- Inviting local businesses to participate in quotation, tender and expressions of interest opportunities;
- Providing an advantage to businesses based within the City's boundaries;
- Providing an advantage to businesses, which can demonstrate economic benefit to the City's community such as employing local residents/sub-contractors and/or purchasing goods/services from local providers.

All Tenderers provided details of their buy local considerations within Schedule 3B, with the following ranking:

Tenderer	Ranking
LD Total	1
Horizon West	2
EI	3
Landscape Elements	4

### Reconciliation Action Plan (RAP) (2.5%)

The City's vision for reconciliation is to create an inclusive community with strong relationships across cultures based on mutual respect and understanding. The Reconciliation Action Plan (RAP) was developed to realise this vision. As part of the RAP, the City is committed to procuring goods/services from suitably qualified Aboriginal and Torres Strait Islander businesses where practical.

Tenderers were encouraged to provide how their request for quote submission can contribute to the achievement of this/these outcome(s), or what similar initiatives undertaken within their own organisation.

All Tenderers provided details of their RAP considerations within Schedule 3C, with the following ranking:

Tenderer	Ranking
EI	1
Landscape Elements	1
LD Total	3
Horizon West	4

### Access & Inclusion Plan (AIP) (2.5%)

The City's commitment to access and inclusion demonstrated within the City's core business and *Strategic Community Plan 2017/18 – 2026/27*. Consistent with the Strategic Community Plan and the City's AIP, agents and contractors are required to read and to the extent practicable, implement the relevant strategies of the City of Wanneroo AIP.

The City encourages our agents and contractors to adopt similar initiatives as outlined in the City's AIP within their own organisations. Tenderers are encouraged to provide how their request for quote submission can contribute to the achievement of this/these outcome(s), or what similar initiatives undertaken within their own organisation.

All Tenderers provided details of their AIP considerations within Schedule 3D, with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
EI	1
Landscape Elements	2
LD Total	2
Horizon West	4

The overall assessment of this Sustainable Procurement evaluation criterion has resulted in the following overall ranking:

<b>Tenderer</b>	<b>Ranking</b>
LD Total	1
EI	2
Horizon West	3
Landscape Elements	4

### **Evaluation Criteria 2 - Tenderer's Safety Management Systems (20%)**

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

All Tenderers provided details of their safety management systems with the following ranking:

<b>Tenderer</b>	<b>Ranking</b>
Horizon West	1
LD Total	1
EI	3
Landscape Elements	3

### **Evaluation Criteria 3 - Tenderer's Demonstrated Experience Relative to this Tender (20%)**

The Tenderer's demonstrated relevant experience in meeting similar contracts and within similar time frames, as presented in their respective submissions were assessed in order to evaluate their capacity to meet the requirements of the contract.

Assessment of this criterion specifically considered the Tenderers experience in undertaking parks and streetscape maintenance on a large scale.

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

<b>Tenderer</b>	<b>Ranking</b>
LD Total	1
EI	2
Landscape Elements	3
Horizon West *	4

\* Horizon West did not achieve an acceptable minimum score for this evaluation criterion.

## Evaluation Criteria 4 – Tenderer’s Methodology for Streetscape Maintenance (20%)

Assessment of this evaluation criterion considered the Tenderer’s ability to demonstrate a clear understanding of parks and streetscape maintenance services required within a large suburb, including why it is carried out and what is to be achieved in order to manage the contract.

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

<b>Tenderer</b>	<b>Ranking</b>
LD Total	1
EI	2
Horizon West	3
Landscape Elements *	4

\* Landscape Elements did not achieve an acceptable minimum score for this evaluation criterion.

## Evaluation Criteria 5 – Tenderer’s Demonstrated Capacity and Resources (20%)

Assessment of this evaluation criterion considered the Tenderer’s ability to demonstrate adequate capacity and resources to meet the terms of the contract including staff, qualifications, plant and equipment for each separable portion.

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

<b>Tenderer</b>	<b>Ranking</b>
LD Total	1
EI	2
Landscape Elements	3
Horizon West *	4

\* Horizon West did not achieve an acceptable minimum score for this evaluation criterion.

## Overall Qualitative Weighted Assessment and Ranking

Tenderer’s submissions reviewed in accordance with the PEP with the following key observations:

- Price is not weighted and is included in the overall value for money assessment; and
- Responses evaluated were in accordance with the selection criteria as to having the necessary resources, previous experience, capability and safety management systems to undertake the contract.

The overall qualitative weighted assessment resulted in the following Tenderer ranking:

<b>Tenderer</b>	<b>Ranking</b>
LD Total	1
EI	2
Landscape Elements *	3
Horizon West *	4

## Price Assessment

The price assessment is assessed on the Tenderers fixed lump sum pricing as listed in the Pricing Schedules 1C and 1D. Prices are ranked from lowest to highest with all details listed in the **Confidential Attachment 1**.

The price assessment of Separable Portion A (Yanchep West) resulted in the following ranking:

Tenderer	Ranking
LD Total	1
Landscape Elements *	2
EI	3
Horizon West *	4

The price assessment of Separable Portion B (Yanchep East) resulted in the following ranking:

Tenderer	Ranking
LD Total	1
Horizon West *	2
EI	3
Landscape Elements *	4

## Value for Money Assessment (VFM)

Both EI and LD Total met the minimum acceptable baseline for Qualitative Criteria and therefore progressed to the Value for Money Assessment.

The combined VFM assessment of Price vs Qualitative Scores resulted in the following Tenderer ranking for Separable Portion A (Yanchep West) (highest to lowest):

Tenderer	Ranking
LD Total	1
EI	2

The combined VFM assessment of Price vs Qualitative Scores resulted in the following Tenderer ranking for Separable Portion B (Yanchep East) (highest to lowest):

Tenderer	Ranking
LD Total	1
EI	2

## Overall Assessment and Comment – Separable Portion A (Yanchep West)

The Tender submission from LD Total achieved the highest overall qualitative criteria ranking, satisfied the relative value for money assessment in accordance with the assessment criteria and weightings as detailed in the PEP; and is therefore recommended as the successful Tenderer for Separable Portion A (Yanchep West).

LD Total demonstrated extensive experience carrying out similar contracts while confirming they have the capacity and resources required to achieve the scope of contract for Separable Portion A works. LD Total is a local business that has validated a superior understanding of the required methodology; and their evidence of safety policies and practices were found to be of a very good standard.



## Overall Assessment and Comment – Separable Portion B (Yanchep East)

The Tender submission from LD Total achieved the highest overall qualitative criteria ranking, satisfied the relative value for money assessment in accordance with the assessment criteria and weightings as detailed in the PEP; and is therefore recommended as the successful Tenderer for Separable Portion B (Yanchep East).

LD Total demonstrated extensive experience carrying out similar contracts while confirming they have the capacity and resources required to achieve the scope of contract for Portion B works. LD Total is a local business that has validated a superior understanding of the required methodology; and their evidence of safety policies and practices were found to be of a very good standard.

### Consultation

Nil

### Statutory Compliance

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

### Strategic Implications

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

*4 ~ A sustainable City that balances the relationship between urban growth and the environment*

*4.3 - Manage natural assets and resources*

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

*5.3 – Responsibly managed and maintained assets*

### Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Risk Title	Risk Rating
CO-008 Contract Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Risk Title	Risk Rating
CO-011 People Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-O17 Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy & Performance	Manage

## **Financial and Performance Risk**

### Financial Risk

A recent financial risk assessment undertaken determined that LD Total has been assessed with a 'sound' financial capacity to meet the requirements of the contract.

### Performance Risk

LD Total currently undertake five (5) parks and streetscape maintenance contracts for the City, with all works undertaken to a high standard and in a timely manner.

Independent reference checks have also indicated that the recommended tenderer has outstanding references from three (3) referees.

## **Policy Implications**

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

## **Financial (Budget) Implications**

The costs associated with the Parks and Streetscapes Maintenance of Yanchep under the proposed contract are \$1.971M and are included in the Parks and Conservation Management Annual Operational Budget. The scheduled maintenance is as per the scope and specification of the contract with fixed pricing per year. All additional works required are reactive and undertaken using the schedule of rates listed in the price schedules.

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council ACCEPTS the tender submitted by Sanpoint Pty Ltd, trading as LD Total for Tender No. 22039, for the Provision of Services for Park and Streetscape Maintenance for the lump sum price of \$1,086,559.40 for Separable Portion A (Yanchep West) and for the lump sum price of \$885,155.12 for Separable Portion B (Yanchep East) over the initial two year term, subject to appropriate funding availability, for each of the financial years within the two year contract term and with two further options of 12 months (or part thereof) to extend at the City's discretion.**

### *Attachments:*

1. Attachment 1 - 22039 - Confidential Attachment      Confidential
2. Attachment 2- 22039 - Final Probity Report          Confidential

## ATTACHMENT 1

### Tender 22039 - Confidential Attachment

This attachment is confidential under the terms of the *Local Government Act 1995 Section 5.32 e (iii)* as follows:

a matter that if disclosed, would reveal information about the businesses, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the local government

### ***Administration Use Only***

Attachment 2 – HPE # 22/209299

## ATTACHMENT 2

### Tender 22039 - Final Probity Report

This attachment is confidential under the terms of the *Local Government Act 1995 Section 5.32 e (iii)* as follows:

a matter that if disclosed, would reveal information about the businesses, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the local government

***Administration Use Only***

Attachment 2 – HPE # 22/190855

## **Community & Place**

### **Community Development**

#### **CP01-06/22      Transition of Yanchep Two Rocks Community Bus Service**

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File Ref: 125V04 – 22/188979  
Responsible Officer: Director Community and Place  
Attachments: Nil

### **Issue**

To consider the transition of the Yanchep Two Rocks Community Bus Service and associated disposal of assets.

### **Background**

Since 1983, the Yanchep Two Rocks Community Bus Management Committee (Committee) has operated the Yanchep Two Rocks Community Bus (YTRCB) as transport for medical appointments, a volunteer-led shopper bus service and a monthly social outing service for residents of Yanchep and Two Rocks.

The Committee is an External Committee of Council that includes Council Members as delegate and deputy delegate under an expired Memorandum of Understanding (MoU).

The City owns the bus that was purchased through funds raised by the Committee, and holds funds that have been raised by the Committee in a reserve for a replacement bus. Although the assets have been funded by the Committee, as they are held and owned by the City, this arrangement classifies the YTRCB as a City service.

Under the arrangement, the City funds all vehicle costs (licensing, insurance, maintenance, compliance checks) excluding fuel. The Committee raises funds through social activities, the receipt of donations, sponsorship (\$5,000 for the cost of fuel) and charges from the external hire of the bus to local community groups. Due to the historical nature of the service there is a lack of alignment with City governance practices and together with changes to the Work Health and Safety Act 2020, has driven a review of this arrangement.

### **Detail**

Current arrangements between the City and the Committee are articulated within a MoU that expired in 2013. In 2016 the MoU was extended to continue until otherwise agreed. This has allowed time for the City to undertake a historical and current-state review of the arrangements.

The Committee has autonomy in decision making and day to day operations of the service, while the City acts as a partner in the continuation of the service through the City's ownership of the bus, funding of running costs (excluding fuel), management of an associated Reserve account, and provision of a range of administrative supports. The bus is due for replacement towards the end of the 2021/22 financial year.

A substantial review into the operations and arrangements of the YTRCB service highlighted the following:

- Significant voluntary effort and enthusiasm from the Chairperson and bus drivers;
- High dependence on the Chairperson, creating risk to the sustainability of the service and lack of City oversight on operational practices;

- Demonstrated community need and desire for the service;
- Financial management of funds that are outside of the City's audit process and differ from City's practices;
- No endorsed constitution, and the service is not an incorporated Association therefore all legal risks become the City's responsibility;
- In addition, City Working Groups and Committees do not have decision making powers; the Chairperson currently makes all decisions and informs the Committee through its monthly meeting process.

Following a governance review, a number of high risk practices have been resolved such as:

- All volunteers are now registered as a City volunteer; this means they are now insured for any liability claims not covered by compulsory third party;
- The City has provided a significant number of processes and trained the Committee and volunteers i.e. bus OSH checks, COVID-19 safety procedures, private hire guidelines and insurance compliance requirements. Note: Whilst this work has been undertaken, it is not possible to know if these practices are being regularly followed due to the independent management of the service;
- YTRCB fees are now incorporated in the City's Fees and Charges Schedule.

Changes to the Work Health and Safety Act 2020, which came into effect in March 2022, incorporates volunteers under the definition of a worker requiring the City to ensure adequate supervision, training, and a safe workplace and practices. Should the service remain with the City, there will be a need to make changes to the operations of the service that may be considered onerous by the Committee and volunteers.

Feedback from the Committee and volunteers has recognised that if they were to comply with the City's governance practices, it would significantly alter and/or hinder the way in which they currently operate. In considering these factors, the Committee has indicated an interest in becoming independent, however, they have concerns over their financial capacity without City support. The Committee has also recognised that due to the changing local demographic, impending delivery of a new train station and extended bus routes, the YTRCB service model will need to adapt and become financially independent, therefore indicating that they will likely reduce/alter their service offering in five years.

This report recommends that through a fixed term formal agreement (Agreement), that the City provide the YTRCB service a five year financial and in-kind contribution to assist their transition towards independence. As part of a transition of the YTRCB service from the City, the assets (bus and monetary balance of the Yanchep Bus Reserve) will require transfer of ownership to the new entity.

#### Transition of the service to an independent service model

The Yanchep Two Rocks Community Recreation Association Inc. (Association) was identified as not-for-profit incorporated association with a similar purpose and ties to the community. The Committee have a longstanding relationship with the Association and have been in discussions regarding a future merger (subject to the fixed term agreement with the City referenced previously). The Association is enthusiastic about the opportunity and have committed to support the continuation of the service under a sub-committee arrangement.

At its meeting held on 10 February 2022, the Committee moved that the Yanchep Two Rocks Community Bus Management Committee supports a future merger with the Yanchep Two Rocks Community Recreation Association Inc. The Association, with support of their



committee, have subsequently amended their constitution to support this arrangement with both organisations agreeing to the formation of a Yanchep Two Rocks Community Bus Sub-Committee (Sub-Committee) with delegated authority under the Association's Rules. Administration has supported both parties through this process and will continue with governance and capacity building support.

Completion of a merger between the Association and the current Committee is expected to by 30 June 2022, including the establishment of the Sub-Committee's terms of reference.

### Transfer of Assets

As previously mentioned, the City currently holds money raised by the Committee in a cash backed reserve "Yanchep Bus Reserve" with the description "*To be used for the Yanchep Community for the costs associated with the replacement of the community bus*". As at 30 April 2022 the balance of the Reserve is \$126,652.62.

If the transition to an independent model is supported, the bus and balance of Yanchep Bus Reserve will need to be transferred to the Yanchep Two Rocks Community Recreation Association Inc. for use by the Sub-Committee for the purposes of operating the YTRCB service. The merger of the two aforementioned groups will need to be completed prior to any transfer of these assets.

### Continued City Support / Agreement

Administration propose to enter into an agreement with the Yanchep Two Rocks Community Bus Sub Committee providing financial and governance support for a fixed five-year period (the Agreement). It is proposed that the terms of the agreement be negotiated and executed through the Chief Executive Officer's delegation and will include the following objectives:

- Roles and responsibilities of the City and the Sub-Committee;
- Recognition that the funding is for the sole purpose of the delivery of the YTRCB service;
- Details of the City's financial support (outlined in the Financial Implications section below);
- A mechanism to acknowledge the City's support;
- An expectation that the Committee explores alternative sustainable sources of funding to deliver the service in future years;
- Expectation that the Sub-Committee ensures safe work practices;
- Continued City support through:
  - community capacity building and governance support for the Sub-Committee;
  - support to ensure the Sub-Committee's alignment to the Work Health and Safety (WHS) Act, relating to the effective management of the volunteer drivers;
  - Advice to support the purchase of a new bus.
- The Sub-Committee is to provide an annual report, including financials to the City to demonstrate the financial support is being utilised as intended.

### **Consultation**

Administration has had extensive consultation with the Committee and the Association. Both groups recognise the unique and extensive history of the service and have been proactive in undertaking the collaborative transition to ensure the service continues to support the community of Yanchep and Two Rocks into the future.

### **Comment**

The Committee is providing a valued service to the community that would otherwise not be available. The external bus hire also provides a low cost option for many local community groups and sporting clubs.

Considering the Committee is planning to reduce and/or adjust the level of service in five years, an annual financial contribution for no more than five years is considered sufficient.

As the Association is the legal entity, the bus and balance of the Yanchep Bus Reserve will require disposal to the Association; however the Agreement will outline that the disposed funds and the proposed financial support is for the purpose of the YTRCB service and should be redirected to the Sub-Committee for its intended purpose.

It is intended that the full transition of the service will take place between June and July 2022. As such it is expected that the External Committee of Council (Yanchep Two Rocks Community Bus Management Committee) will cease on 30 June 2022 to allow for the transfer of assets to be accepted by the Association and Sub-Committee.

On commencement of the new Agreement, the current Memorandum of Understanding will cease.

### Statutory Compliance

The transfer of services will be undertaken to ensure compliant with the Local Government Act.

The disposal of the bus will be dealt with via private treaty pursuant to section 3.58(3) of the Local Government Act 1995 requiring local public notice and consideration of any submissions received. Following an assessment of the submissions, the disposal of the bus can be dealt with under delegated authority 1.1.20.

### 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*

*1.4 - Bringing people together*

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

*1.1 – Value the contribution of all people*

### Risk Management Considerations

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

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

Risk Title	Risk Rating
CO-O13 Workplace Health and Safety	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-C01 Compliance Framework	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Executive Manager Governance and Legal	Manage

<b>Risk Title</b>	<b>Risk Rating</b>
CO-O17 Financial Management	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy and Performance	Manage

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

## **Policy Implications**

Disposal of assets (balance of the Yanchep Bus Reserve and bus) will adhere to the City's Asset Management Policy and Procedures.

## **Financial Implications**

### Current Running Costs

As the bus is currently a City asset, the City funds the full running costs of the vehicle (excluding fuel) and new volunteer recruitment expenses. These costs vary each year, depending on the level of maintenance required for the vehicle (noting that the bus is no longer under warranty) and the number of new volunteers. These annual costs to the City have been estimated at \$7,500 per annum.

The City also provides an historical facility hire subsidy for the Committee's fundraising activities and meetings; this subsidy is approximately \$10,000 per annum.

The Committee's current expenses are approximately \$8,900 per annum however approximately \$5,000 of this offset by an annual philanthropic donation for fuel expenses.

The Committee has advised they have the financial capacity to fund the costs of vehicle licencing and registration, vehicle compliance checks, volunteer recruitment.

### Proposed financial contribution following transition of service

It is proposed that the City offers the following financial contribution for a period of five years through a formal Agreement:

- Annual cash contribution of between \$4,500 - \$6,000 (possible sliding scale between years one and five) towards vehicle insurance, vehicle maintenance and other costs to support the delivery of the bus service;
- Fee waiver of annual facility hire costs for the Sub-Committee's fundraising activities, as per their current facility hire booking program (estimated between \$10,000 - \$11,000 per annum).

### Value of the Yanchep Two Rocks Community bus

Administration engaged a consultant to undertake a valuation of the Higer bus in April 2022; this returned a Fair Market Value of \$35,000 and an Orderly Liquidation Value of \$23,000.

### Yanchep Bus Reserve

As at 30 April 2022 the balance of the cash backed reserve “Yanchep Bus Reserve” was \$126,652.62. This balance will continue to accumulate interest until the funds are transferred and the reserve is closed.

The newly formed Sub-Committee will use the transferred Yanchep Bus Reserves to replace the current bus as soon as possible.

The intention is to transfer the balance of the Reserve to the Yanchep Two Rocks Community Recreation Association and close the Reserve. This will be presented for Council consideration as part of the 2022/23 budget adoption.

### **Voting Requirements**

Simple Majority

### **Recommendation**

#### **That Council:-**

1. **APPROVES** the transition of the Yanchep Two Rocks Community Bus to the Yanchep Two Rocks Community Bus Sub-Committee under the legal entity of the Yanchep Two Rocks Community Recreation Association;
2. **AUTHORISES** the Chief Executive Officer to enter into a five year Agreement with the Yanchep Two Rocks Community Bus Sub-Committee in accordance with the objectives and financial contribution outlined in this report;
3. **AGREES** that at the end of the Agreement term, the City’s financial contribution will cease;
4. **NOTES** that the Chief Executive has delegated authority to undertake the disposal of the current Yanchep Two Rocks Community Bus as outlined in the report, in accordance with section 3.58(3) of the Local Government Act 1995;
5. **NOTES** the closure of the Yanchep Bus Reserve and transfer of the reserve balance, including accumulated interest at the date of closure, to the Yanchep Two Rocks Community Recreation Association (for the purpose of the Yanchep Two Rocks Community Bus service) as an inclusion in the 2022/23 budget; and
6. **NOTES** the intention to disband the Yanchep Two Rocks Community Bus Management Committee (an External Committee of Council) from 30 June 2022.

*Attachments: Nil*

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**CP02-06/22      Regional Homelessness Plan 2022/23-2025/26**

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File Ref: 32240V02 – 22/184277  
Responsible Officer: Director Community and Place  
Attachments: 1

**Issue**

To consider and approve the Regional Homelessness Plan 2022/23-2025/26.

**Background**

At the March 2015 Council meeting, a Motion on Notice (MN06-03/15) was supported to consider and respond to homelessness and sleeping rough in the northern corridor in conjunction with the City of Joondalup. This was prompted as a result of increased homelessness, increased unemployment and housing affordability, and housing availability pressures within the Cities of Wanneroo and Joondalup (the Cities). To provide further information on the impact of homelessness in the northern metropolitan region, Shelter WA was commissioned by the Cities to investigate and provide a report on the prevalence, contributing factors and options to reduce homelessness.

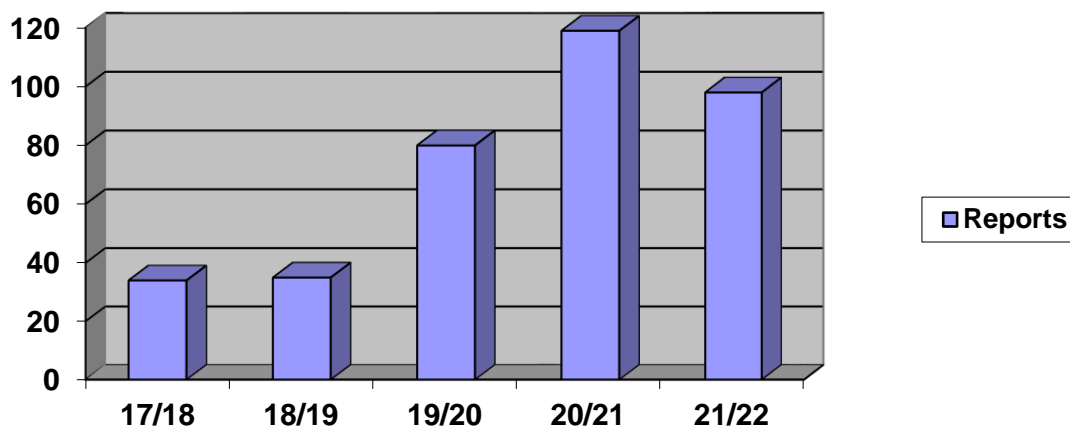
As a result of the key findings and recommendations in the report, Council endorsed the development of a Regional Homelessness Plan 2018/2019-2021/2022 (RHP) in collaboration with the City of Joondalup. The inaugural RHP was adopted by Council on 11 December 2018, and was simultaneously adopted by Joondalup's Council.

**Reported Homelessness Statistics**

Findings in the 2018 Australian Bureau of Statistics (ABS) *Estimating Homelessness Report* state that of the 199,882 individuals living in the City (in 2018), 367 of them are experiencing homelessness. Of these 367 persons, eight are living in boarding houses, 26 are in supported accommodation for the homeless, 95 are staying temporarily with others and 232 are living in 'severely' crowded dwellings. These numbers are not an accurate representation of homelessness in the City as identifying people sleeping rough, in vehicles or couch surfing is incredibly difficult, particularly with the City's vast geographical spread.

Reports received from the City by local residents and service providers also challenge the ABS data. Over a 12-month period, from 31 March 2021 to 31 March 2022, the City received 98 reports of people sleeping rough in the community. In 2018, the City received 34 reports over a similar 12-month period. This significant increase in numbers is likely a result of improved data collection methods and increased awareness of homelessness. People experiencing homelessness are often transient, making it challenging to collect accurate data on the number of people experiencing homelessness. Improving data collection and alignment with state practices and methodologies continues to be a priority in the RHP.

### Reports of homelessness received by City of Wanneroo Over a 5-year period



### Outcomes of the Regional Homelessness Plan 2018/2019-2021/2022

The inaugural RHP resulted in a number of positive outcomes to support people experiencing homelessness. Examples include:

- The development and implementation of a City Management Procedure on Responding to Homelessness;
- Training for key staff on important topics such as Local Government's role in responding to homelessness and challenging existing beliefs and stereotypes to broaden understanding and foster empathy;
- Research and engagement with businesses located in areas where people sleeping rough frequent;
- Responding to people sleeping rough through engaging agencies to provide emergency services and subsequent referral pathways, case conferencing and collaboration;
- Capacity building and collaboration with the Joondalup Wanneroo Ending Homelessness Group (JWEHG) resulting in various initiatives such as a standardised approach to data collection;
- The implementation of a Food Relief Collaboration Group aiming to maximise food relief services for community, and reduce duplication across the region;
- The Cities worked with Community Field Officers from the Australian Bureau of Statistics in 2021 to aid accurate data collection for the Census.

During this period, the City has experienced several complexities in responding to homelessness. The City often receives reports of people sleeping rough; however, a lack of Assertive Outreach (AO) services prevents people from receiving timely, consistent and extensive assistance. The State Government has funded AO services since the implementation of the Plan; however, the funding does not meet the level of demand, resulting in support services being at capacity, or not prioritised for the northern suburbs.

Additionally, the wrap around services that are essential to make AO effective are incredibly limited. An emphasis on advocacy for such services is a strong theme recognised throughout the revised RHP and the City's Social Advocacy agenda that is currently in development.

### WA State Government 10 Year Strategy on Homelessness

Since the development of the RHP, the State Government has released a 10 Year Strategy on Homelessness - [All Paths Lead to a Home](#). The revised RHP aligns with the principles and key outcomes of the State Strategy.



The RHP emphasises the role of Local Government being a co-ordinator, supporter, facilitator, collaborator and advocate. This mirrors WALGA's policy position on Homelessness:

*"WALGA recognises that Local Government through its planning, health, community development and regulatory powers can facilitate positive local and regional responses to end homelessness, however does not see that it has a lead role. Rather, Local Government's role is one of a stakeholder that requires early engagement in the understanding of collaborative approaches that improve the quality of life for people experiencing homelessness in all of its manifestations."*

## Detail

With the RHP due to expire in June 2022, the Cities and key members of the Joondalup Wanneroo Ending Homelessness Group (JWEHG) have been working collaboratively to review the existing RHP. The Cities have identified that the intention, purpose and aims of the RHP are still current and applicable and wish to extend the current Plan with a minor review and update, particularly the action plan for ongoing relevancy to the situation and environment. Continuing the RHP is important in supporting vulnerable community members at risk of or experiencing homelessness and providing support and advice to residents and businesses who may be impacted by people sleeping rough in their neighbourhoods.

The revisions to the RHP are minimal and serve to strengthen the Cities' approach in achieving the vision of the RHP. The vision and intent of the RHP remains unchanged. The three pillars underpinning the RHP remain responsive to community need and suitable to the role of local government.

### Vision

The Cities of Joondalup and Wanneroo are committed to ensuring that people at-risk of or experiencing homelessness have the optimum opportunity to improve their circumstances. The purpose of the plan is to articulate publicly the collaborative commitment of preventing and responding to end homelessness in the region.

Actions in the plan will be achieved through the development and implementation of agreed actions through each City's role to coordinate, support, advocate, collaborate and facilitate within their respective communities. This regional vision is underpinned by three key pillars:

- Building community capacity, understanding and engagement;
- Prevention and early intervention; and
- Responding to homelessness.

The plan will:

- Clarify the Cities' roles in addressing homelessness;
- Work towards a strong and co-ordinated response to homelessness;
- Maximise efficiency of community resources in responding to homelessness;
- Seek to understand the nature and breadth of homelessness;
- Use data wisely to inform evidence based change and decision making;
- Engage and inform the community;
- Provide strategic direction for the Cities in relation to homelessness; and
- Advocate at State and National Level.

The body of the Plan has been updated to recognise that this is the second Plan, acknowledging the changing landscape as a result of COVID-19 and a housing crisis. The reviewed Plan also highlights key achievements and challenges experienced in the inaugural Plan.

Completed actions, and actions that constitute business as usual, have been removed from the revised RHP. Additions include advocacy, increased responsibility of JWEHG, and a greater focus on a centralised shared data system. The proposed term of the revised RHP is 2022/23 – 2025/26. The pillars, goals and focus areas of the revised RHP are as follows, with the proposed actions of the RHP 2022/23 – 2025/26 available in **Attachment 1**.

	Pillar	Goal	Focus Areas
1	Building Capacity, Understanding and Engagement	Stakeholders communicate and collaborate effectively with clear purpose to end homelessness	<ul style="list-style-type: none"> <li>• Strengthening JWEHG</li> <li>• Data collection and analysis</li> <li>• Strategic relationships</li> <li>• Community and stakeholder education</li> </ul>
2	Prevention and Early Intervention	People have a strong sense of wellbeing and are capable of recognising triggers that lead to homelessness enabling early action	<ul style="list-style-type: none"> <li>• Services</li> <li>• Community connection and support</li> <li>• Housing accessibility</li> </ul>
3	Responding to Homelessness	People experiencing homelessness or sleeping rough have their basic needs met and ultimately are transitioned into appropriate support services	<ul style="list-style-type: none"> <li>• Direct response</li> <li>• Advocacy</li> </ul>

Both Cities recognise that the homelessness landscape has changed over the past four years, with a global pandemic and housing crisis impacting the availability and affordability of housing, and other social factors. The background and contextual information included in the Plan has been updated to reflect this.

## Consultation

Extensive consultation was undertaken between 2016 and 2018 to inform the development of the RHP. This consultation process included a community stakeholder workshop which was well attended by a wide range of agencies including government departments, not for profit organisations, real estate practitioners and people with lived experience of homelessness. In addition, the Cities held workshops with their Council Members who welcomed the opportunity to provide input into the RHP. Key agencies such as Shelter WA and WALGA were also given the opportunity to provide feedback on the draft RHP.

Throughout February 2022, the Cities engaged in further consultation with JWEHG and peak bodies in the sector to ensure the revised Plan aligns with current community need and priorities in relation to homelessness. As the revised Plan has retained the same vision and aims and has only undergone a minor review to update context and actions, no further consultation is proposed by both Cities.

## Comment

The continuation of a RHP is considered important to articulate the role of Local Government in the homelessness space, to provide an appropriate and relevant level of support to those community members experiencing or at risk of homelessness and to provide support and advice to residents and businesses who may be impacted by people sleeping rough in their neighbourhoods.

The City supported a project to target data collection of people sleeping rough on the evening of the 2021 census. The data from the 2021 census is yet to be released however once this information is available, the new RHP's commentary will be amended to reflect the most recent data.

The Cities of Wanneroo and Joondalup are following similar internal approval processes on the proposed RHP 2022/23 – 2025/26, with the intention that the new RHP is presented to the June 2022 Ordinary Council Meetings of each Local Government for simultaneous consideration.

## Statutory Compliance

Nil

## Strategic Implications

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

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

*1.3 - Facilities and activities for all*

## Risk Management Considerations

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

Risk Title	Risk Rating
ST-26 Resilient and Productive Communities	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 and Corporate risk register. Action plans have been developed to manage this risk to support existing management systems.

## Policy Implications

Nil

## Financial Implications

Financial requirements for implementing the proposed RHP 2022/23 – 2025/26 will be considered as part of the City's annual budgeting processes, noting that the majority of actions can be implemented within existing resources.

## Voting Requirements

Simple Majority

## Recommendation

**That Council ENDORSES the Regional Homelessness Plan 2022/23-2025/26.**

Attachments:

1. [DRAFT Regional Homelessness Plan 2022 23-2025 26 PDF](#) 22/194671

# Regional Homelessness Plan 2022/23 – 2025/26

DRAFT



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## Message from the Mayors

To be included following the Plan's adoption by both Councils.

Mayor, City of Joondalup

Mayor, City of Wanneroo

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## Background

In 2015, the Cities of Joondalup and Wanneroo were asked to consider a response to homelessness and rough sleeping in the northern corridor. This was prompted as a result of increasing homelessness and unemployment, and housing affordability pressures within the Cities. Together, the Cities developed a Regional Homelessness Plan 2018/19 – 2021/22 which was adopted by both Councils in 2018.

With the Plan due to expire in 2021/22, the Cities recognised that its intention and purpose were still applicable and relevant, therefore, the Cities have decided to extend the Regional Homelessness Plan, with revisions to reflect the current environment. These revisions, most notably address that the homelessness landscape has changed over the past four years, with a global pandemic and housing crisis impacting both the availability and affordability of housing, and other social factors.

The Cities continue to play a key role in responding to homelessness by coordinating, supporting, facilitating and advocating for support services that will improve the lives of our most vulnerable residents. Collaboration with key agencies has been paramount to facilitating successful outcomes, and continues to be a strong theme recognised in the Plan.

The Cities of Joondalup and Wanneroo recognise that homelessness is a complex and growing issue affecting people in the northern suburbs as well as more broadly across Australia. Homelessness is an extreme representation of disadvantage and social exclusion in the community. Adding to the complexity can be a lack of community understanding through negative stigma or stereotypes which can hinder efforts to address homelessness.

The multi-dimensional nature of homelessness necessitates involvement by a wide range of organisations, including all spheres of government, community organisations and groups, the private sector and the broader community. The sharing of resources and knowledge is essential for enhancing social impact in the provision of policy settings, services, infrastructure and awareness raising to support those at risk of and experiencing homelessness.

In 2020 the State Government launched its first strategy to address homelessness. The *All Paths Lead to a Home: 10-Year Strategy on Homelessness 2020-2030* defines a clear role for Local Government authorities as being best placed to understand communities, facilitate local partnerships and coordinate place-based responses to homelessness.

## Understanding homelessness

According to the Australian Bureau of Statistics (ABS) 2016 *Census of Population and Housing*, it is estimated that on any given night in Western Australia around 9,000 people are considered homeless and / or street present. Of these 9,000 people, approximately 1,000 of them are sleeping rough; with the remaining 8,000 experiencing 'hidden homelessness' – people with no choice but to couch surf or sleep in their cars. There are however, more people who are homeless yet not counted as such. The *Specialist*

*Homelessness Services annual report 2020-21* revealed that 24,500 people in Western Australia received homelessness assistance, with family and domestic violence as the top reason 93950 for people accessing services.

While there is no broadly agreed definition of homelessness, the Australian Institute of Health and Welfare (AIHW) considers the cultural definition of homelessness incorporating three tiers of homelessness as:

- Primary homelessness: people without conventional accommodation (living in the streets, in deserted buildings, improvised dwellings, under bridges, in parks, etc.);
- Secondary homelessness: people moving between various forms of temporary shelter including friends' houses, emergency accommodation, youth refuges, hostels and boarding houses; and
- Tertiary homelessness: people living in single rooms in private boarding houses without their own bathroom, kitchen or security of tenure.

It is recognised that people will often move between these three tiers adding to the complexity of gathering accurate data of the current state of homelessness.

The Australian Bureau of Statistics defines homelessness as: When a person does not have a suitable accommodation alternatives, they are considered homeless if their current living arrangement:

- Is a dwelling that is inadequate; or
- Has no tenure, or if their initial tenure is short and not extendable; or
- Does not allow them to have control of, and access to space for, social relations.

The ABS definition of homelessness emphasises the core elements of 'home' in Anglo American and European interpretations as identified in research evidence (Mallet, 2004). These elements may include a sense of security, stability, privacy, safety, and the ability to control living space. Homelessness could therefore be considered as a lack of one or more of the elements that represent a 'home'.

It is known that the causes of homelessness are incredibly varied with each person having a unique set of circumstances that impacts their experience. During Homelessness Week in 2018 the Department of Communities published its, *Homelessness in Western Australia: A review of the research and statistical evidence* report, prepared by The Centre for Social Impact, University of Western Australia. This report outlined the key causal factors, drivers or associations that commonly present in populations of homeless people, these include but are not limited to:

- Trauma and Post Traumatic Stress Disorder (PTSD)
- Mental health issues
- Substance use problems
- Domestic and family violence
- Interactions with the justice system.

According to the report, the above factors may be co-occurring and / or interconnected. Trauma, substance use, and physical and mental illness often occur before, during and after periods of homelessness. Interactions with the justice system are similar in that there is

research to indicate that there are high rates of ex-prisoners without a secure home, but also those experiencing homelessness especially chronic forms of homelessness such as rough sleeping, which lack safety, leave people more vulnerable to criminal activities and interacting with police. Domestic violence is the other key individual antecedent for homelessness. The link between domestic and family violence and homelessness is validated across a wide range of statistical data sources, as well as qualitative studies.

## Housing stress

Provision of adequate and affordable housing is fundamental to tackling homelessness, acknowledging that causal factors are also required to be considered in the response. A Housing First approach, with wrap-around service support if required, is critical to preventing homelessness; so too is immediate access to suitable crisis accommodation. Understanding the local data to inform what is needed, tracking change and developing evidence-based solutions is critical to guide effective responses to homelessness.

COVID-19 changed the landscape of homelessness and exacerbated the housing crisis in Western Australia. Fiscal policy measures implemented during the first year of the pandemic have had a compounding impact on the economy, driving increased inflation and subsequently impacting the housing market. This has reduced the amount of affordable homes available for purchase and rent, affecting a cohort of people who have not previously required support services or been at risk of experiencing homelessness.

In the *Unlock Housing Heat Map Summary Homelessness and Housing Stress 2021 report*, Shelter WA revealed that as of July 2021 the waitlist for social housing across WA was 17,320 households (over 30,000 people), with an average wait time of approximately two years. These wait times result in short and medium term accommodation options being filled to capacity, with 66% of requests for accommodation not being met.

With a strong demand for rental properties, a slow supply of new rental homes and rising rental fees, securing a rental property is more challenging now than ever before. Anglicare's *Rental Affordability Snapshot 2022* revealed that advertisements for rental home have plummeted by over a third since the previous year. The national rate has fallen to record lows, halving from 2% to 1%. With these factors in play, there is even more pressure on low income renters to find an affordable home. The report also revealed that couples out of work, single parents on Centrelink payments and people on disability support all face a market where 0.1% of rentals are affordable to them.

Considering these alarming statistics and recognising that access to housing is a primary factor to reducing homelessness, improving opportunities for people to access social and affordable housing in a timely manner, is one of the focuses of this Plan.

## Homelessness in the Cities of Joondalup and Wanneroo

### City of Joondalup

In March 2018, the ABS *Estimating Homelessness* report found that of the 154,455 City of Joondalup residents (2016), there were approximately 143 people experiencing homelessness, or 0.1% of the population. It was estimated that 80 individuals were staying temporarily with others, 30 were in supported services accommodation, 22 were in 'severely' crowded dwellings, six were living in boarding houses and four were sleeping rough or in an improvised dwelling. It is likely that the numbers were much higher. People experiencing homelessness are not easily captured in research. Additional resources were provided for the 2021 Census which engaged people with local knowledge to assist with data collection outreach to people who are street present. It is anticipated this has helped to build a more accurate picture of homelessness in the City.

In 2021 the City of Joondalup received 106 reports of people who were street present, with additional reports made by service providers and community run organisations through the Joondalup Wanneroo Ending Homelessness Group.

The City has a Strategic Position Statement in relation to homelessness:

"The City of Joondalup recognise that a whole of community response is required to reduce and prevent homelessness and minimise the impact of homelessness on families, individuals and the community.

The City's role in addressing homelessness will be one of coordination, support and advocacy in responding to homelessness in collaboration and partnership with the State and Federal Government, neighbouring local governments, homeless support services, community organisations and other relevant stakeholders to ensure that people experiencing homelessness are provided with effective and coordinated responses."

The City of Joondalup also has an internal protocol which guides staff on the process for reporting rough sleepers and how to engage with a person experiencing homelessness. Under the protocol, staff are provided training on understanding and responding to homelessness, and rough sleepers are offered information, support and referral if they are open to it.

The City of Joondalup CBD is a service provider hub for the greater northern corridor, with 17 service providers and the Joondalup Health Campus including an Emergency Department and Mental Health division. The city centre is considered a safe place for people who are street present, providing a high level of amenities including access to transport, services and the Joondalup Library which provides access to free Wi-Fi and computer use.

In 2020, the poverty line benchmark income was \$457 a week or less (*Poverty in Australia 2020* Australian Council of Social Services). There were approximately 11,000 City of Joondalup residents with a weekly income of \$499 or less (ABS 2016 Census data). The Joondalup local government area is ranked in the top ten most advantaged local government areas in the Western Australia Socio Economic Index, which may contribute to residents



who are of low socio-economic status being further marginalised. The City of Joondalup has a higher than average Western Australian median house price, which has been compounded by the current housing crisis. As a result, some residents, for example, young people leaving home, women escaping domestic violence and older women separating from long term partners with a lack of superannuation and divided assets, have been priced out of the local market possibly resulting in a need for them to relocate away from Joondalup and away from their local community and support networks.



## City of Wanneroo

Findings in the 2018 ABS *Estimating Homelessness Report* state that of the 199,882 individuals living in the City of Wanneroo, 367 of them are experiencing homelessness, 0.18% of the total population. Of these 367 persons, none are sleeping rough or in improvised dwellings, eight are living in boarding houses, 26 are in supported accommodation for the homeless, 95 are staying temporarily with others and 232 are living in 'severely' crowded dwellings. These numbers are not an accurate representation of homelessness in the City due to difficulties in identifying people sleeping rough, in vehicles or couch surfing, particularly with the City's vast geographical spread. People experiencing homelessness are often transient, making it challenging to collect accurate data on the number of people experiencing homelessness.

Reports received from the City by local residents and service providers also challenge the ABS data. Over a 12-month period, from 31 March 2021 to 31 March 2022, the City received 98 reports of people sleeping rough in the community. Comparatively, in 2018 the City received 34 reports over a similar 12 month period. This significant increase in numbers is a result of improved data collection methods, increased awareness of homelessness, which was prompted by the development and implementation of the Plan, and an actual increase in the number of people experiencing homelessness. Improving data collection and alignment with state practices and methodologies continues to be a priority in the Plan.

The City of Wanneroo has many suburbs in the bottom 50<sup>th</sup> percentile on the SEIFA Index, with Girrawheen in the bottom sixth and Koondoola in the bottom third percentile. The ABS report identified a number of suburbs in the South Ward as most at risk of or affected by homelessness. The suburbs of Pinjar and Wanneroo are in the top three suburbs in Australia experiencing mortgage stress, with Merriwa also included in the top ten. Furthermore, the Shelter WA Unlock Housing Heat Map 2021 highlighted that nearly 43% of residents in Butler and 40% of residents in Girrawheen are experiencing rental stress.

The City has seen a large increase in the complexity and severity of homelessness reports, with a 37.6% increase in cases requiring agency involvement from 2020 to 2021. The City has also experienced the challenge of accommodating and supporting persons experiencing homelessness who are not yet ready to accept long-term support. Another challenge the City has experienced is the increasing demand for outreach and support services. Local volunteer organisations are overwhelmed and unable to meet the demand for their services, compounded by funded outreach services stating they have limited timely, or no capacity, to provide responsive assistance.

Preventative measures such as financial counselling, tenancy support and social connection are increasingly important given the high numbers of people at-risk, forecasted population growth, and economic factors such as increasing cost of living and lack of available and affordable housing. Additionally, responsive measures are needed to address those who are experiencing homelessness. In addressing this, the City will direct advocacy efforts to the State Government for increased funding towards assertive outreach programs and crisis accommodation within the City.

#### *Case Study*

Since the development of the Plan, the City's response to homelessness has been evolving. The Plan led to the development of an internal procedure to guide City staff on how to respond to reports of homelessness in the community. The procedure supports a compassionate, person-centric approach, aligning with the vision of the Plan, ensuring that people at-risk of, or experiencing homelessness, have the optimum opportunity to improve their circumstances.

In May 2020, a number of tents were erected at a local park by people experiencing homelessness. The City made contact with homelessness support services to engage with the individuals and also increased patrols in the area for the period. The City's compassionate approach to the situation, provided the opportunity for the people experiencing homelessness to stay in situ whilst local voluntary organisations provided essential supplies. Unfortunately, due to the limited funded Assertive Outreach services and other resources available, this situation lasted approximately three months and the City was



inundated with community enquiries; some voicing compassionate welfare concerns for the people sleeping rough, and others raising complaints about community safety and disruption to the local amenity. Eventually, as a result of collaboration between homelessness support agencies and the City, the majority of these people were supported to move into more appropriate accommodation and transition out of homelessness.

This compassionate approach has proved to be effective in supporting people to transition into appropriate housing; however has associated challenges, including meeting community expectations of moving people on quickly. The City strives to continue to build awareness of homelessness in the community to broaden understanding and empathy with the goal of removing negative stigma. The City also continues to advocate for the appropriate level of funded outreach services and transitional accommodation to be made available for this region.

## Joondalup Wanneroo Ending Homelessness Group

In 2011, the Cities of Joondalup and Wanneroo were founding members of the Joondalup Wanneroo Homelessness Action Group (JWHAG) which was renamed the Joondalup Wanneroo Ending Homelessness Group (JWEHG) in 2018 to encapsulate the vision of the group.

The ambition to end homelessness aligns with the WA Alliance to End Homelessness which released its state-wide plan in 2018. Led by a not-for-profit homelessness service provider (currently Red Cross), JWEHG meets regularly and membership is open to members of government, community members with lived experience, not for profit, corporate and faith based organisations, and anyone else who works within the homelessness sector or related industry, in and around the Joondalup and Wanneroo region. The aims and functions of the group include:

- Providing a space where coordinated responses, partnerships and collaboration between stakeholders are encouraged.
- Promoting an integrated approach to service delivery and accommodation services in the region.
- Data collection and analysis, identifying service gaps, raising awareness, and advocacy.
- Information sharing on early intervention and homelessness services, programs, and events.
- Implementing responsibilities and actions in the Regional Homelessness Plan.
- Monitoring and responding to related industry and government developments including policy, funding and trends.

Since the development of the Plan, JWEHG have continued to strengthen and prosper in the homelessness space. The structure of the group has transformed to include subgroups of identified key priorities including advocacy, data collection and food relief. This serves to separate strategic goals and operational challenges, acknowledging the importance of both elements. Case conferencing at each meeting has lead to a number of positive outcomes for vulnerable people, including people transitioning out of homelessness.

The group has experienced some challenges over the past few years, resulting in delays to the progress of the Plan. These challenges include limited resourcing and lack of a centralised, uniform approach to data collection. Recognising the challenges and identifying capacity building opportunities for JWEHG continues to be paramount to the success of the group.

The Chair of JWEHG has active involvement in both the Food Relief Collaboration Group, and the North West Metropolitan District Leadership Group (NWM DLG), ensuring that localised knowledge and data regarding homelessness in the region is shared. This allows the NWM DLG to support outcome based initiatives and advocate for local needs to be addressed and/or funded by relevant government agencies.

#### *Case Study – A collaborative approach to ending homelessness*

In 2020, JWEHG discussed a local family of five that were made homeless due to sudden unplanned unemployment. The children attended a local school in the area, and one of the family members presented with health conditions. The family experienced homelessness for the majority of a year.

To maintain hygiene standards and food security, the family accessed City facilities such as beach showers and barbeque stations; encountering a variety of challenges whilst experiencing homelessness, including the breakdown of their vehicle. This made accessing essential services such as food relief and washing facilities more difficult, resulting in further entrenchment in poverty which saw both the physical and mental health of the family decline.

Through a multi-agency response and effective collaboration, JWEHG came together to identify opportunities to support the family to transition out of homelessness into appropriate accommodation. The follow up, wrap-around services provided by JWEHG members were also vital to ensure the family maintained their new housing arrangement.

Whilst the above case study highlights the role of JWEHG in an operational capacity, the strategic element of JWEHG is paramount to preventing homelessness.

## **Community consultation**

In 2015, the Cities of Joondalup and Wanneroo simultaneously adopted recommendations to develop a joint Regional Homelessness Plan; continuing to collaborate on strategic and operational initiatives and discussions since then.

In October 2016, a community stakeholder workshop was jointly hosted with 64 attendees from local government, State government departments, faith-based organisations, shopping centres, community-based homelessness and hardship services, real estate agents and people with lived experience.

In 2017, each City held workshops with their respective Elected Members who welcomed the opportunity to contribute towards the development of the Plan. Pertinent actions in the plan were formed as a result of these workshops.

Key themes that emerged from all consultation include a targeted advocacy program to State and Federal governments to fund early intervention services; an exploration of partnership opportunities with service providers, local churches and businesses; the establishment of ongoing specialist homeless support programs and the identification of affordable housing options.

In 2018, consultation and contributions to the development of the Regional Homelessness Plan were focussed on key external stakeholders such as peak bodies, other local governments, and industry drivers such as Shelter WA, Red Cross Australia and the Western Australian Local Government Association.

In 2022, both Cities worked with JWEHG to assess the progress of the 2018/19 – 2021/22 Regional Homelessness Plan's actions, and reviewed information and data from local service providers and industry bodies over the period, with a particular focus on the past twelve months. This consultation acknowledged that the vision, and three key pillars are still relevant today and should continue to form the basis of the revised Action Plan, while also identifying revisions within the Action Plan that update the Plan in the current environment.

## Snapshot of outcomes from the 2018/19 – 2021/22 Regional Homelessness Plan

The Regional Homelessness Plan 2018/19-2021/22 has resulted in a number of positive outcomes to support and improve the lives of people experiencing homelessness. Examples include:

### **Pillar 1: Building Capacity, Understanding and Engagement**

- ✓ Training was delivered for key employees on important topics such the role of Local Government in responding to homelessness and challenging existing beliefs and stereotypes to broaden understanding and foster empathy. This supports the Cities in delivering a compassionate, person-centric response to homelessness.
- ✓ Capacity building and collaboration with JWEHG resulted in multiple targeted initiatives such as the implementation of a Food Relief Collaboration Group, which aims to maximise food relief services for community, and reduce duplication across the region.
- ✓ Partnerships were formed with agencies that deliver support to people at risk of, or experiencing homelessness to facilitate collaboration and support people transition out of homelessness.
- ✓ Assistance provided to community groups to support development and submission of successful funding applications to facilitate local community initiatives that benefit the wider community including vulnerable community members.
- ✓ National Volunteer Week 2019 campaign featured a series of videos developed to profile local volunteer services delivering support to people at risk of, and experiencing homelessness. The aim of this was to acknowledge the importance of volunteers and highlight the impact they can have.

- ✓ The Cities worked with Community Field Officers from the Australian Bureau of Statistics in 2021 to aid accurate data collection for the census to better inform homelessness statistics in the north metropolitan region.
- ✓ Research and engagement with businesses located in areas where people sleeping rough frequent to broaden understanding of homelessness and facilitate a more effective and compassionate response.
- ✓ Delivery of the Regional Homelessness Networking Forum in August 2021, highlighted key state priorities and funding opportunities in the homelessness space. The forum was attended by approximately 85 people from across the homelessness sector including CEOs and senior executives.

### **Pillar 2: Prevention and Early Intervention**

- ✓ Development and distribution of the Joondalup and Wanneroo Hardship and Homelessness Directory which incorporates local and metro key service providers so information on homelessness support services is easily accessible.
- ✓ Facilitation of Partnerships with a number of agencies that align with the prevention of homelessness such as financial counselling and food relief groups to ensure the community have access to key support services.
- ✓ Advocacy for the continuation or implementation of key homelessness support services that support vulnerable community members and enable them to improve their circumstances.
- ✓ Development and implementation of the Community Response and Recovery Fund in July 2021 which supported community response and recovery during the COVID-19 pandemic.
- ✓ Delivery of annual awareness campaign throughout Homelessness Week and Anti-poverty Week to increase community understanding on the issues that surround poverty and raise awareness on available support services.
- ✓ Implementation of a variety of supports initiatives in response to the COVID-19 Pandemic such as “Emerge Stronger” and provision of community care packs to minimise social isolation and facilitate community connection.

### **Pillar 3: Responding to Homelessness**

- ✓ Development of a Homelessness Management Procedure guiding City employees on demonstrating a compassionate approach to people experiencing homelessness. The procedure is delivered in collaboration with service providers and considers both public and private property.
- ✓ Coordinating services to respond and support people experiencing homelessness on public property to ensure access to essential good such as food and to facilitate opportunities to transition out of homelessness.
- ✓ Program of regular engagement with community groups and organisations and individuals has enabled better understanding of community need, the development of targeted responses, connections, and collaborations, and contributed to the Local Impact Assessment and Recovery Response report, which was presented to the State Government
- ✓ The Cities worked together to identify and liaise with agencies to encourage them to apply for state funding to provide homelessness outreach services in the northern suburbs.

## The Vision of the Plan

The Cities of Joondalup and Wanneroo are committed to ensuring that people at-risk of or experiencing homelessness have the optimum opportunity to improve their circumstances. The purpose of the plan is to publicly articulate a collective commitment of prevention and response, to end homelessness in the region.

Actions in the plan will be achieved through the development and implementation of agreed actions through each City's role to coordinate, support, advocate, collaborate and facilitate within their respective communities. This regional vision is underpinned by three key pillars:

- Building community capacity, understanding and engagement;
- Prevention and early intervention; and
- Responding to homelessness.

### **The Plan aims to:**

- Clarify the Cities' roles in addressing homelessness;
- Work towards a strong and co-ordinated response to homelessness;
- Maximise efficiency of community resources in responding to homelessness;
- Seek to understand the nature and breadth of homelessness;
- Use data wisely to inform evidence based change and decision making;
- Engage and inform the community;
- Provide strategic direction for the Cities in relation to homelessness; and
- Advocate at State and National Level

## The Role of Local Government

The Cities of Joondalup and Wanneroo role in responding to and addressing homelessness in our communities is to:

- Facilitate local partnerships;
- Coordinate place-based responses to homelessness;
- Advocate in identified areas where resource allocation or policy changes are needed;
- Ensure that information on local services and supports are available and accessible;
- Utilise land and assets to create places that are inclusive and can support vulnerable people, such as libraries and community centres; and
- Ensure Rangers, Field Officers and front line staff are informed and supported to interact with people experiencing homelessness.

The Cities acknowledge that different sectors and levels of government play different roles in responding to homelessness, and that collaboration and partnerships are vital to ensure best practice.

Further information regarding the roles of others can be found in the State Homelessness Plan – [All Paths Lead to a Home.](#)

## Measurement and accountability

The Cities of Joondalup and Wanneroo will oversee the implementation, review, evaluation and reporting of the plan in context of their own Local Government area.

This includes ensuring the plan is distributed both externally and internally, integrated into the business plans and budgets of relevant business units and reported on annually.

DRAFT



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## Action plan

### Pillar 1: Building Capacity, Understanding and Engagement

**Goal:** Stakeholders communicate and collaborate effectively with clear purpose to end homelessness

	Focus	Action	Timeline	Responsibility
1.1	<b>Joondalup Wanneroo Ending Homelessness Group (JWEHG)</b> Collaborative approach to identify, understand and improve local needs and outcomes	a. Support JWEHG to develop annual priorities b. Build capacity of JWEHG as the group responsible for leading this collaborative approach c. Bi-annual review of the Joondalup Wanneroo Ending Homelessness Group (JWEHG) and its alignment to sector strategies, policy and membership d. Support JWEHG to collaborate with the North West Metropolitan District Leadership Group to generate strategic support and awareness of homelessness matters within the region	Annually Ongoing  2023/24 & 2025/26  Ongoing	CoW & CoJ CoW & CoJ  CoW & CoJ  CoW, CoJ & JWEHG
1.2	<b>Data Collection &amp; Analysis</b> Ensure relevant, accurate and consistent data is collected and made available in the region to inform advocacy and sound decision making by stakeholders	a. Research different approaches and mechanisms for centrally collecting and sharing data between local governments and service providers in the region b. Define the type and potential uses of data collection and opportunities for sharing of analytics across the region c. Collect and share meaningful qualitative data on homelessness with stakeholders and different levels of government d. Advocate for local government and service providers within the Perth metropolitan area to have access to a centralised data sharing platform	2022/23  2022/23 Ongoing  2022/23 & 2023/24	JWEHG  CoW & CoJ JWEHG CoW, CoJ & JWEHG
1.3	<b>Strategic Relationships</b> Build effective relationships and partnerships to address	a. Build effective relationships with key government and peak bodies and ensure awareness of and respond to strategic and policy directions and funding opportunities for the region	Ongoing	CoW & CoJ

	homelessness in the northern suburbs	b. Improve understanding and build knowledge capacity of stakeholders within the region to deliver services and focussed effort that addresses homelessness	Ongoing	JWEHG
1.4	<b>Community &amp; Stakeholder Education</b> Engage the wider community to better understanding homelessness and promote an individualised approach	a. Coordinate and support initiatives that challenge negative stereotypes, dispel myths and foster understanding b. Build capacity of local businesses and stakeholders in hotspot areas to respond to reports of homelessness c. Educate community on options available to assist in the prevention of and direct response to homelessness	Ongoing Ongoing Ongoing	CoW & CoJ CoW & CoJ CoW & CoJ

### SPOTLIGHT PROJECT

#### Capacity building for businesses

The Cities of Joondalup and Wanneroo are investigating capacity building for local businesses and shopping centre management to address homelessness, in line with the *No Wrong Door* approach.

**Pillar 2: Prevention and Early Intervention**

**Goal:** People have a strong sense of wellbeing and are capable of recognising triggers that lead to homelessness enabling early action

	Focus	Action	Timeline	Responsibility
2.1	<b>Services</b> Supporting the region to have an optimal supply of services to meet demand	<ul style="list-style-type: none"> <li>a. Explore service gaps, oversupply or duplicated effort in the region.</li> <li>a. Collaborate with service providers to address and/or advocate for required service provision in the region</li> </ul>	2022/23 Ongoing	CoW, CoJ & JWEHG CoW, CoJ & JWEHG
2.2	<b>Community Connection and Support</b> Support opportunities that benefit the wellbeing of the community, keep people connected and enable access to services.	<ul style="list-style-type: none"> <li>a. Advocate for and support programs that enhance community wellbeing and address social isolation.</li> <li>b. Provide and facilitate access to affordable services to the community to enhance social connection.</li> <li>c. Advocate, facilitate, support and promote community initiatives and services that address prevention and early intervention of homelessness consistent with the role of local government.</li> <li>d. Raise awareness of the early warning signs of homelessness and encourage people to seek help if they are experiencing them.</li> </ul>	Ongoing  Ongoing  Ongoing  Ongoing	CoW & CoJ  CoW & CoJ  CoW & CoJ in partnership with organisations CoW & CoJ
2.3	<b>Housing Accessibility</b> Improve opportunities for people to access social and affordable housing in a timely manner.	<ul style="list-style-type: none"> <li>a. Advocate for more social and affordable housing in the region</li> <li>b. Support the provision of affordable housing in local housing strategies</li> </ul>	Ongoing  2022/23 & 2023/24	CoW, CoJ & JWEHG CoW & CoJ

**SPOTLIGHT PROJECT****Social connection for isolated people**

Investigate gaps, resources and models to improve social connection for isolated people and trial models to develop tailored approaches to reduce loneliness in the northern suburbs.

**Pillar 3:** Responding to Homelessness

**Goal:** People experiencing homelessness or sleeping rough have their basic needs met and ultimately are transitioned into appropriate support services

	Focus	Action	Timeline	Responsibility
3.1	<b>Direct Response</b> Respond proactively to reports of people who are experiencing homelessness, being cognisant of differing needs.	a. Provide information about available services and support for people who identify as experiencing homelessness b. Support the provision of homelessness support services in the region. c. Support and participate in key initiatives to identify and address homelessness in the region. d. Provide a person-centric direct response to people experiencing homelessness in the region.	Ongoing  Ongoing  Ongoing  Ongoing	CoW, CoJ & JWEHG  CoW & CoJ  CoW, CoJ, JWEHG  CoW, CoJ, Service Providers
3.2	<b>Advocacy</b> Advocate for crisis and social accommodation services and funded outreach in the region.	a. Advocate for the expansion of funded, specialised homelessness outreach services in the region. b. Advocate for the provision of crisis accommodation, social housing and associated wrap around services in the region.	Ongoing  Ongoing	CoW, CoJ & JWEHG  CoW, CoJ & JWEHG

**SPOTLIGHT PROJECT****Local government collaborative approach**

The Cities of Joondalup and Wanneroo are contributing to the Local Government Homelessness Knowledge Hub Project being led by Shelter WA, and are members of the Reference Group to help inform and guide the project.

**SPOTLIGHT PROJECT****Local government collaborative approach**

The Cities of Joondalup and Wanneroo will advocate for Government funded assertive outreach services and crisis accommodation in the region to support people to improve their situation.



## Cultural Development

### **CP03-06/22 Corporate Risk Profile - CO-026 Heritage Risk Rated High**

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File Ref: 45226 – 22/198990  
Responsible Officer: Director Community and Place  
Attachments: Nil

#### **Issue**

To provide an update on the City's Corporate Risk CO-026 Heritage that is currently rated high.

#### **Background**

The risk description is lack of appropriate management leads to damage to, or loss of Aboriginal and non-Aboriginal heritage. The details for causes, consequences, preventative and mitigating controls have been populated and this risk was rated as a moderate consequence and likelihood of likely, therefore the risk rating is high.

In accordance with the City's Enterprise Risk Management framework and the Terms of Reference for the Audit and Risk Committee (the Committee), all risks rated high and extreme are to be reported on a quarterly basis to the Committee and Council.

#### **Detail**

The City's Corporate Risk CO-026, rated as high was first reported to the Committee on 1 December 2020 and subsequently on 30 March, 7 September and 23 November 2021, and then Council. The Committee meeting was not held in June 2021 so no report was presented and due to an oversight, a report was not presented in the first quarter of 2022. The Heritage risk was identified as part of the audit conducted of the City's Environmental Management systems and processes.

Progress on actions for the period December 2021 to April 2022 captured for this high rated risk are contained within this report.

#### **Consultation**

No external consultation has been undertaken.

#### **Comment**

The City has allocated staff resourcing to work through recommendations from the Heritage Report completed in July 2021 by heritage consultants Element WA that outlined a range of actions to be undertaken to address the issues raised and develop a work plan. The following priorities have been the focus to date:

1. Commencement of legislated review of the Local Heritage Survey with Element WA appointed as heritage consultants;
2. Membership of the WALGA based Aboriginal Heritage Reference Group (AHRG) which will guide sector input into the co-design of documentation associated with the Aboriginal Cultural Heritage Act 2021. The Group is made up of key stakeholders including Local Government with a focus on co-designing key documents that will support the implementation of the new Act.

3. Data analysis and research of Aboriginal Cultural Heritage sites within the Wanneroo area to inform major projects e.g. development of East Wanneroo, Yanchep Lagoon, and draft management plans for Lake Gngara and Lake Badgerup.
4. Development of a prioritised schedule for review of current plans and development of future conservation management plans to be undertaken following the Local Heritage Survey review; and
5. Working collaboratively with external and internal stakeholders in relation to heritage places proposed for entry into the State Register of Heritage Places – North West Stock Route and the Sun City Precinct, Two Rocks.

The development of a work plan by Element WA, the allocation of resourcing to implement the plan, and progress commenced on the preventative controls associated with Heritage, resulted in a recommendation to the Audit and Risk Committee (the Committee) at the meeting held on 24 May 2022 that the current risk rating be reduced from high to moderate. The Committee subsequently resolved to recommend to Council that the risk rating be reduced from high to moderate.

### Statutory Compliance

Nil

### Strategic Implications

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

*2 ~ A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences*

*2.1 - Valuing cultures and history*

### Risk Management Considerations

Risk Title	Risk Rating
CO-026 Heritage	High
Accountability	Action Planning Option
Director Community & Place	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 and mitigate this risk to support existing management systems.

Alignment with all risk appetite statements should be considered in particular, 2.1 Valuing cultures and history.

The City's Strategic Community Plan acknowledges that a fundamental emerging need in the community is to create accessible, local, place-based services to maintain and improve our commitment to providing Distinctive Places. The City is aware that this would require ongoing financial cost and capital expenditure, which is accepted at a moderate level through a demonstrated approach subject to a robust cost benefit analysis being undertaken to mitigate any potential financial loss.

The City also acknowledges that segments of the community will resist change and hence have a negative impact on its reputation. In view of this, the City is prepared to accept risk, which can be mitigated by sharing risk and appropriate community consultation and engagement through partnering with appropriate agencies. The City acknowledges that it

needs to manage the change to a place-based approach and the impact this may have on the current way of doing business. Therefore, the City will accept a moderate amount of reputational and financial risk in order to meet these changing community service expectations.

### **Policy Implications**

Nil

### **Financial Implications**

Funds of \$50,000 have been allocated in the City's 2021/22 budget for the completion of the Local Heritage Survey review.

### **Voting Requirements**

Simple Majority

### **Recommendation**

**That Council APPROVES the recommendation from the Audit and Risk Committee to reduce the Corporate Risk CO-026 Heritage from high to moderate.**

*Attachments: Nil*

## **Corporate Strategy & Performance**

### **Business & Finance**

#### **CS01-06/22 Financial Activity Statement for the Period Ended 30 April 2022**

File Ref: 42309V04 – 22/169473  
Responsible Officer: Director, Corporate Strategy & Performance  
Attachments: 6

### **Issue**

To consider the Financial Activity Statement for the period ended 30 April 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) and Mid-Year Statutory Budget Review on 15 March 2022 (SC04-03/22). The figures in this report are compared to the revised budget.

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

#### *Results from Operations*

The Financial Activity Statement report for the month of April 2022 shows an overall favourable variance of \$7.2m, mainly due to favourable variance of \$5.4m from Operating Revenue and the favourable variance of \$1.7m from Operating Expense.

The favourable operating revenue variance of \$5.5m due to higher income from Operating Grants, Subsidies & Contributions of \$6.1m as a result of 2022/23 Financial Assistance Grants (**FAG**) received in advance and Other Revenue of \$55k partially offset by the lower income from Rates of \$400k, Fees & Charges Income of \$112k, and Interest Earnings of \$183k.

The favourable operating expense variance of \$1.7m is due to lower expenses from Employee Costs of \$577k, Material & Contracts of \$526k, Depreciation of \$461k and Utility Charges of \$190k partially offset by higher expenses from Interest Expenses of \$15k and Insurance Expenses of \$13k.

Description	Current Month - April 2022					Comments
	Actual \$m	Revised Budget \$m	Variance \$m	Variance %		
Operating Revenue	8.3	2.8	5.5	196.4	R	Overall favourable variance is mainly due to higher revenue from Operating Grants, Subsidies & Contributions and Other Revenue, partially offset by lower revenue from Rates, Interest Earnings and Fees & Charges. Please refer to Notes 1, 2, 3, 4 and 5.
Operating Expense	(15.5)	(17.2)	1.7	9.9	G	The favourable variance is mainly due to lower Employee Cost, Materials & Contracts expenses, Utility Charges, and Depreciation expenses partially offset by higher Insurance expenses. Please refer to notes 6, 7, 8, 9 and 10 for further details.
Result from Operations	(7.2)	(14.4)	7.2	50.0		

### Capital Program

During April 2022, \$2.4m was spent on various capital projects of which \$1.0m was spent on Sports Facilities.

Description	Month Actual \$m	Month Revised Budget \$m	% Complete of Month Revised Budget
Expenditure	2.4	5.9	40.7%

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

#### Results from Operations

The Financial Activity Statement report for the year to date 30 April 2022 shows an overall favourable variance from Operations (before Non-Operating Revenue and Expenses) of \$15.4m.

The favourable variance is mainly due to lower Materials & Contracts expenses of \$4.9m, lower Depreciation expenses of \$4.3m, lower Utility Chargers of \$1.2m, lower Employee Costs of \$995k, higher Operating Grants, Subsidies & Contributions of \$6.1m, Interest earnings of \$85k and higher other revenue of \$180k partially offset by lower income from Rates of \$1.2m and Fees & Charges of \$979k and higher expenses from Insurance of \$127k and Interest Expenses of \$53k.

Description	Year-To-Date April 2022					Comments
	Actual \$m	Revised Budget \$m	Variance \$m	Variance %		
Operating Revenue	200.8	196.5	4.3	2.2	A	Overall favourable variance is mainly due to higher revenue from Operating Grants, Subsidies & Contributions, Other Revenue and Interest Earnings partially offset by lower revenue from Rates and Fees & Charges. Please refer to Notes 1, 2, 3, 4 and 5.
Operating Expense	(162.2)	(173.4)	11.2	6.5	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 6, 7, 8, 9 and 10 for further details.
Result from Operations	38.6	23.1	15.5	67.1		

### Capital Program

At the end of April 2022, \$34.7m was expended on various capital projects of which \$7.2m was spent on Sports Facilities, \$5.2m on Roads, \$4.3m on Fleet Management, \$4.2m on IT Equipment & Software, \$4.0m on Park Furniture, \$1.3m on Pathways and Trails and a further \$1.4m 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	34.7	59.3	58.5%	71.2	48.7%

*Investment Portfolio Performance*

Portfolio Value \$m	Monthly Weighted Return	Comments
464.0	0.67%	Portfolio balance has decreased by \$1.4m from March 2022. The monthly weighted return is 0.67% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.65%. (Refer to <b>Attachment 4</b> for more details)

*Detailed Analysis of Statement of Comprehensive Income (**Attachment 1**)*

Comments relating to the Statement of Comprehensive Income are provided under the following two sections:

- a) Current month comparison of Actuals to Budgets; and
- b) Year to date Actuals to Budgets;

where the variance is higher than the reporting threshold or the item is of interest to Council.



CITY OF WANNEROO  
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE  
FOR THE PERIOD ENDED 30 APRIL 2022

Description	Current Month				Year to Date				Annual				Attachment 1	
	Actual \$	Revised Budget \$	Variance		Notes	Actual \$	Revised Budget \$	Variance		Original Budget \$	Revised Budget \$	Variance		Notes
			\$	%				\$	%			\$	%	
Revenues														
Rates	24,231	424,000	(399,769)	(94.3)	R 1	139,310,534	140,462,080	(1,151,546)	(0.8)	A 141,191,680	141,191,680	0	0	1
Operating Grants, Subsidies & Contributions	6,454,583	374,697	6,079,886	1,622.6	G 2	11,978,294	5,892,639	6,085,655	103.3	G 8,015,370	8,067,170	51,800	1	2
Fees & Charges	1,642,809	1,754,567	(111,758)	(6.4)	A 3	46,463,109	47,442,071	(978,963)	(2.1)	A 50,296,600	50,296,600	(454)	(0)	3
Interest Earnings	50,332	233,631	(183,299)	(78.5)	R 4	2,244,491	2,159,915	84,576	3.9	A 2,283,458	2,283,458	0	0	4
Other Revenue	115,310	60,488	54,842	90.7	G 5	763,791	583,578	180,213	30.9	G 725,295	725,295	0	0	5
Total Operating Revenue	8,287,265	2,847,363	5,439,902	191.1		200,760,218	196,540,283	4,219,935	2.1	202,511,857	202,563,203	51,346	0	
Expenses														
Employee Costs	(6,155,471)	(6,731,979)	576,508	8.6	G 6	(63,528,203)	(64,522,326)	994,123	1.5	G (77,092,475)	(77,144,625)	(52,150)	(0)	6
Materials & Contracts	(4,972,320)	(5,498,240)	525,921	9.6	G 7	(54,422,596)	(59,325,151)	4,902,555	8.3	G (73,738,173)	(73,737,635)	538	0	7
Utility Charges	(628,645)	(818,888)	190,243	23.2	G 8	(6,954,936)	(8,112,899)	1,157,963	14.3	G (9,755,555)	(9,755,555)	0	0	8
Depreciation	(3,240,336)	(3,700,952)	460,616	12.4	G 9	(32,674,863)	(37,009,520)	4,334,657	11.7	G (44,411,424)	(44,411,424)	0	0	9
Interest Expenses	(358,146)	(342,730)	(15,416)	(4.5)	A 10	(3,482,946)	(3,429,533)	(53,413)	(1.6)	A (4,115,430)	(4,115,430)	0	0	10
Insurance	(111,537)	(98,629)	(12,908)	(13.1)	R 10	(1,115,452)	(988,790)	(126,662)	(12.6)	R (1,285,633)	(1,285,633)	0	0	10
Total Operating Expenditure	(15,466,454)	(17,191,418)	1,724,964	10.0		(162,178,997)	(173,388,219)	11,209,223	6.5	(210,398,690)	(210,450,303)	(51,613)	(0)	
RESULT FROM OPERATIONS	(7,179,190)	(14,344,055)	7,164,866	50.0		38,581,222	23,152,064	15,429,158	66.6	(7,886,833)	(7,887,100)	(267)	0	
Non Operating Revenue & Expenses														
Non Operating Grants, Subsidies & Contributions	519,715	2,178,528	(1,658,813)	(76.1)	R 11	8,897,458	16,982,946	(8,085,488)	(47.6)	R 19,076,024	18,994,033	(81,991)	(0)	11
Contributed Physical Assets	0	0	0	0.0	G 12	5,477,920	7,484,975	(2,007,055)	(26.8)	R 12,180,000	12,179,866	(134)	(0)	12
Non Operating Contract Expenses	0	0	0	0.0	G 13	(14,168,717)	0	(14,168,717)	0.0	R (15,000,000)	(15,000,000)	0	0	13
Profit on Asset Disposals	106,910	139,166	(32,256)	(23.2)	R 14	1,441,773	3,653,430	(2,211,657)	(60.5)	R 4,945,035	4,945,035	0	0	14
Loss on Assets Disposals	(78,553)	0	(78,553)	0.0	R 14	(78,553)	0	(78,553)	0.0	R (1,013,273)	(1,013,273)	0	0	14
TPS* & DCP** Revenues	484,652	4,320,315	(3,835,663)	(88.8)	R 15	6,408,445	9,954,458	(3,546,013)	(35.6)	R 25,630,638	25,630,638	0	0	15
TPS* & DCP** Expenses	(541,592)	(905,877)	364,285	40.2	G 16	(1,891,628)	(6,021,718)	4,130,090	68.6	G (19,907,771)	(19,907,371)	400	(0)	16
Total Non Operating Revenue and Expenses	491,133	5,732,132	(5,240,999)	(91.4)		6,086,700	32,054,091	(25,967,391)	(81.0)	25,910,653	25,828,928	(81,725)	(0)	
NET RESULT (OPERATING & NON OPERATING)	(6,688,057)	(8,611,923)	1,923,866	22.3		44,667,922	55,206,155	(10,538,233)	19.1	18,023,820	17,941,828	(81,992)	(0)	
Other Comprehensive Income	0	0	0	0.0		0	0	0	0.0	0	0	0	0	
TOTAL COMPREHENSIVE INCOME	(6,688,057)	(8,611,923)	1,923,866	22.3		44,667,922	55,206,155	(10,538,233)	(19.1)	18,023,820	17,941,828	(81,992)	(0)	

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 \$24k, Revised Budget \$424k)***

The variance is unfavourable by \$400k mainly due to timing differences of Interim Rates.

#### ***Year to Date - (Actual \$139.3m, Revised Budget \$140.5m)***

The unfavourable variance of \$1.2m mainly due to timing differences of Interim Rates.

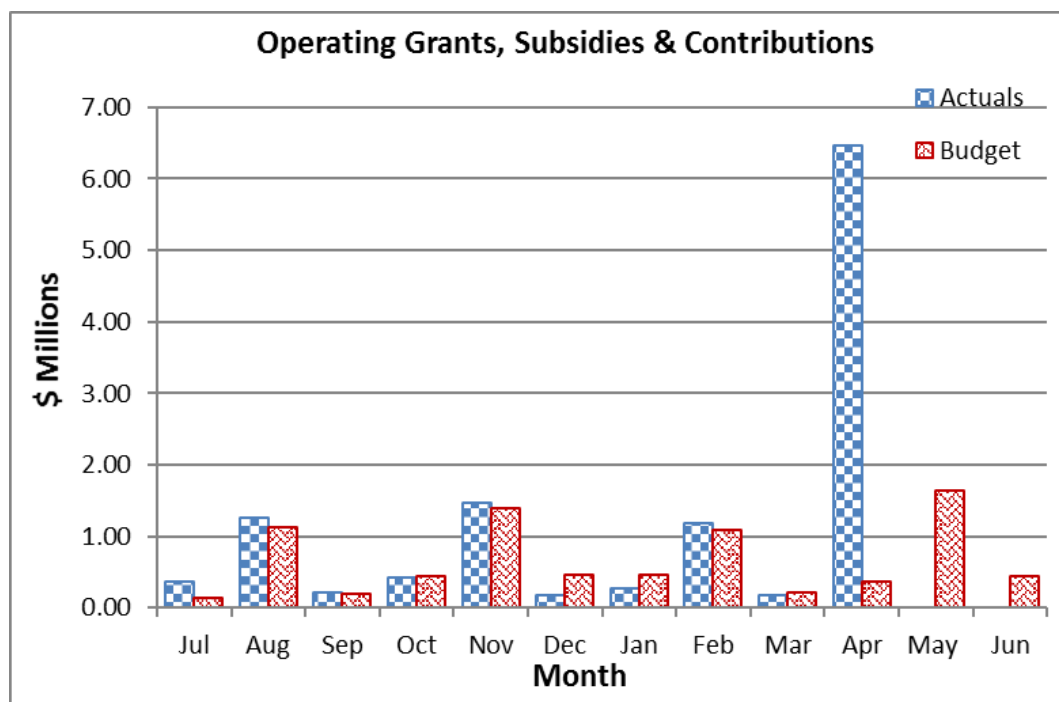
### **Note 2 Operating Grants, Subsidies & Contributions**

#### ***Month to Date - (Actual \$6.5m, Revised Budget \$375k)***

The favourable variance of \$6.1m for the month is mainly due to receipt of 2022/23 Financial Assistance Grant in advance, which has not been budgeted.

#### ***Year to Date - (Actual \$12.0m, Revised Budget \$5.9m)***

The variance is favourable by \$6.1m due to receipt of 2022/23 Financial Assistance Grant in advance, which has not been budgeted.



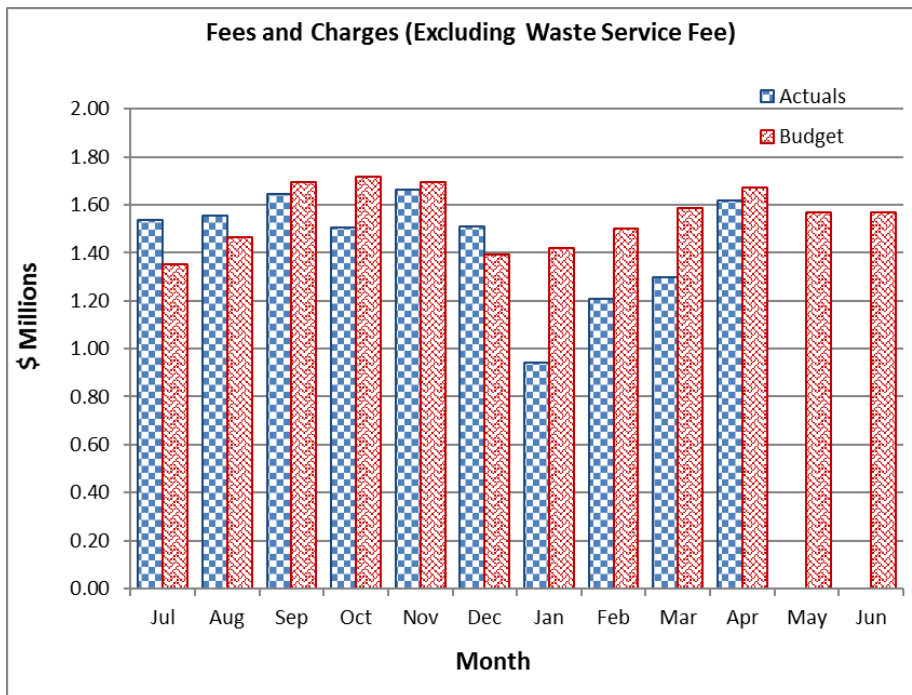
### **Note 3 Fees and Charges**

#### ***Month to Date - (Actual \$1,6m, Revised Budget \$1.8m)***

The unfavourable variance of \$112k for the month is mainly due to lower Booking Fee income of \$110k, lower Building Application Fee income of \$60k and lower Inspection Fee income of \$51k, lower Rubbish Collection Fee income of \$58k and lower Property Lease or Rental Fee income of \$73k partially offset by the higher User Entry Fee income of \$260k.

**Year to Date - (Actual \$46.5m, Revised Budget \$47.4m)**

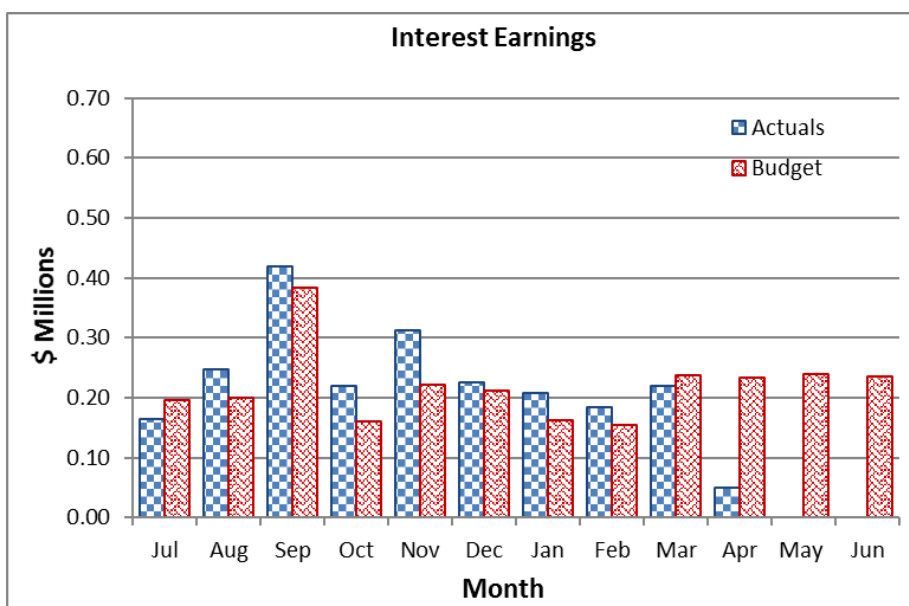
The variance is unfavourable by \$979k and is mainly due to the lower Facility Booking Fees of \$740k lower User Entry Fee income of \$236k and lower Rubbish Collection Fee income of \$115k partially offset by higher Search Fee income of \$133k.

**Note 4     Interest Earnings****Month to Date - (Actual \$50k, Revised Budget \$234k)**

The unfavourable variance of \$183k for the month is mainly due to lower Interest Earnings from various municipal activities.

**Year to Date - (Actual \$2.2m, Revised Budget \$2.1m)**

The variance is favourable by \$85k due to higher Interest Earnings from reserve funds.

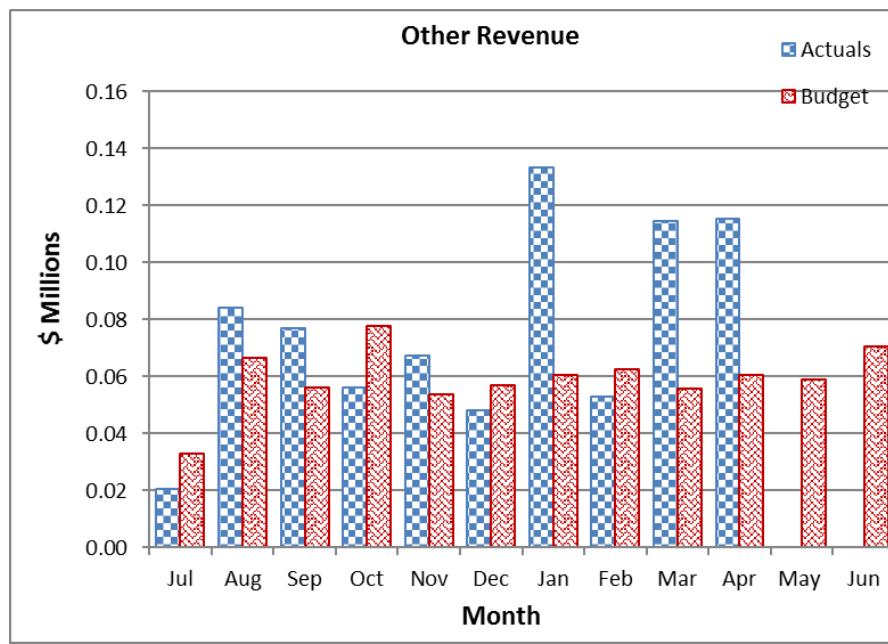


**Note 5     Other Revenue****Month to Date - (Actual \$115k, Revised Budget \$60k)**

The favourable variance of \$55k for the month is mainly due to Miscellaneous Revenue related to Advocacy and Economic Development investment attractions.

**Year to Date - (Actual \$764k, Revised Budget \$584k)**

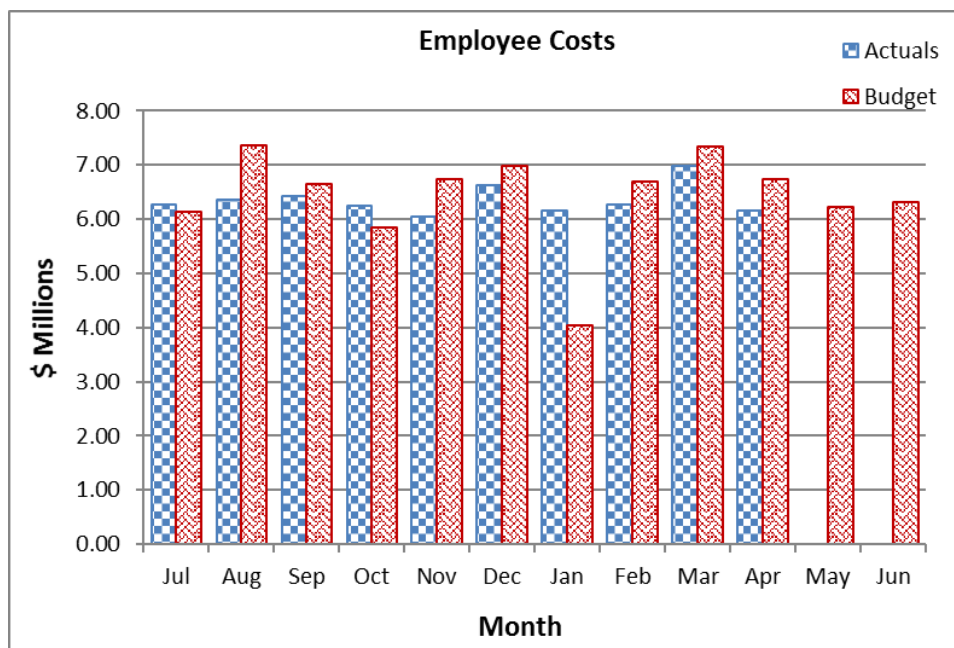
The variance is favourable by \$180k due to Miscellaneous Revenue related to Advocacy and Economic Development investment attractions.

**Expenses****Note 6     Employee Costs****Month to Date - (Actual \$6.2m, Revised Budget \$6.7m)**

The favourable variance of \$577k is mainly arising from deferment in backfilling certain vacant roles due to current market conditions.

**Year to Date - (Actual \$63.5m, Revised Budget \$64.5m)**

The variance is favourable by \$995k mainly due to deferment in backfilling certain vacant roles due to current market conditions.



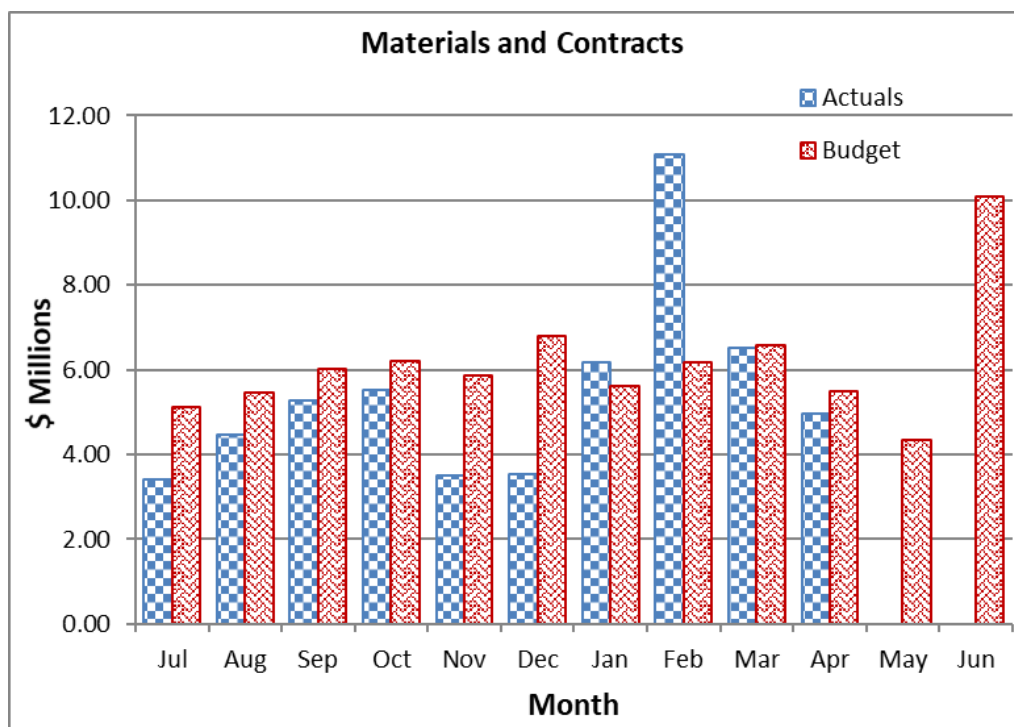
**Note 7     Materials & Contracts**

**Month to Date - (Actual \$5.0m, Revised Budget \$5.5m)**

The favourable variance of \$528k is mainly due to lower Engineering Maintenance Contract Expenses for the month of April.

**Year to Date - (Actual \$54.4m, Revised Budget \$59.3m)**

The variance is favourable by \$4.9m mainly due to deferment of Refuse Removal Expenses.

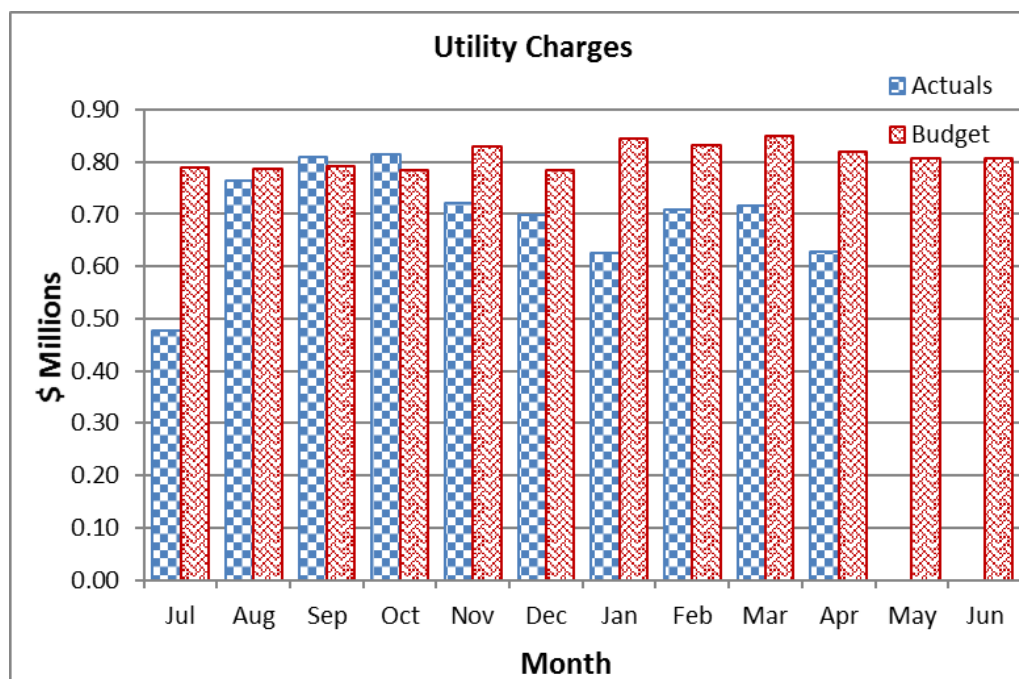


**Note 8      Utility Charges****Month to Date - (Actual \$629k, Revised Budget \$819k)**

The favourable variance of \$190k is mainly due to lower electricity expenses of \$126k and lower water consumption charges of \$13k.

**Year to Date - (Actual \$7.0m, Revised Budget \$8.1m)**

The favourable variance of \$1.2m is mainly due to lower electricity expenses of \$873k, lower water consumption expenses of \$234k and lower gas expenses of \$39k.

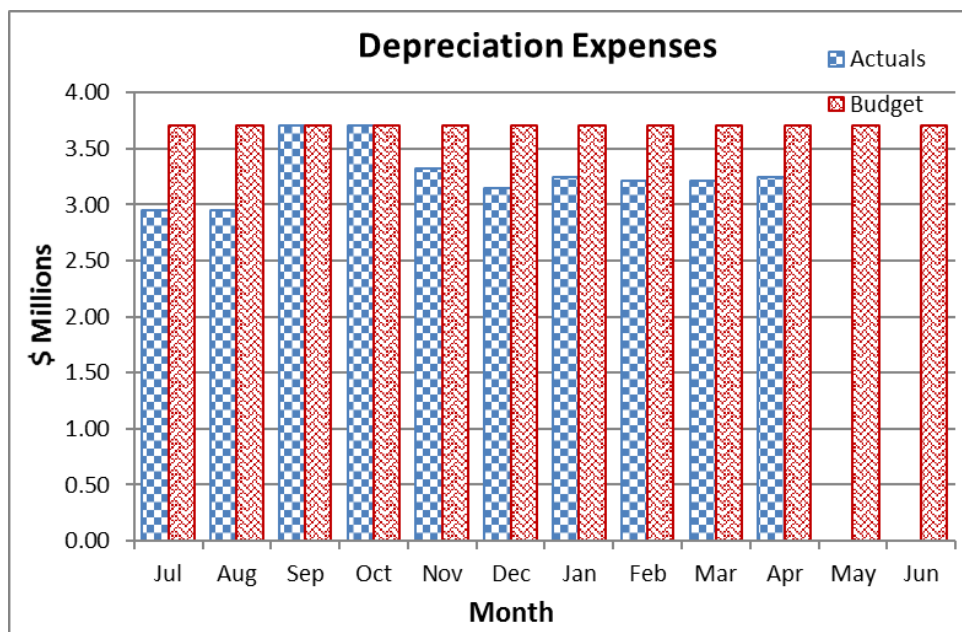
**Note 9      Depreciation****Month to Date - (Actual \$3.2m, Revised Budget \$3.7m)**

The favourable variance of \$461k is due to lower depreciation related to various Buildings of \$226k, Roads of \$185k, Pathways of \$99k, and Furniture & Equipment of \$35k, partially offset by higher depreciation expenses related to Plant & Equipment of \$79k.

**Year to Date - (Actual \$32.7m, Revised Budget \$37.0m)**

The favourable variance of \$4.3m is mainly due to lower depreciation related to various Buildings of \$2.3m and \$1.9m related to Roads.





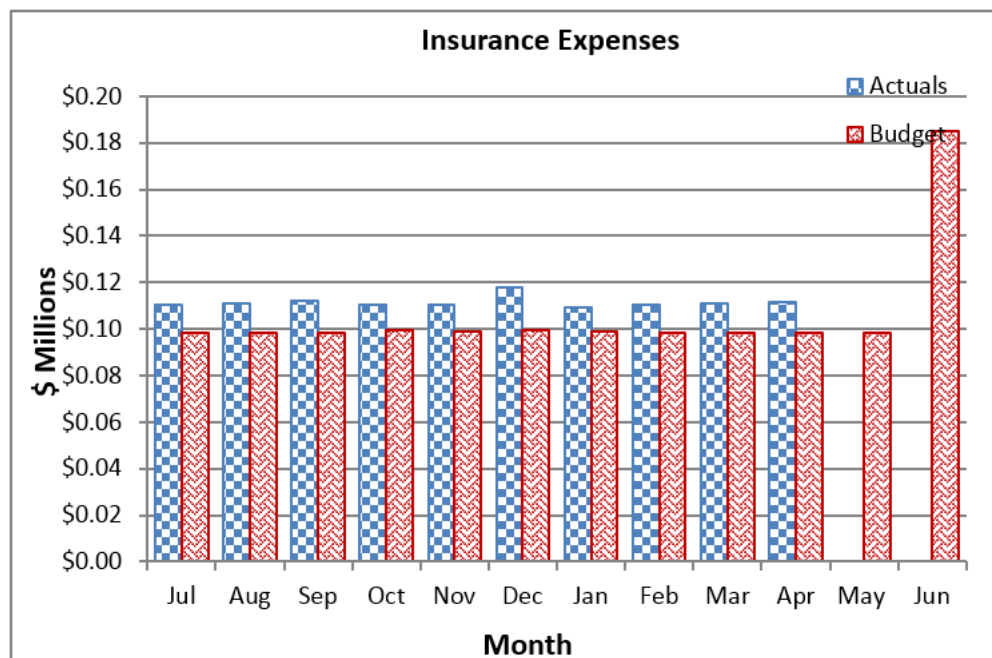
#### **Note 10 Insurance Expenses**

##### **Month to Date - (Actual \$112k, Revised Budget \$99k)**

The unfavourable variance of \$13k is due to higher insurance premium costs than budget.

##### **Year to Date - (Actual \$1.1m, Revised Budget \$989k)**

The unfavourable variance of \$127k is due to higher than anticipated insurance premium costs.



**Non Operating Revenue & Expenses****Note 11 Non Operating Grants, Subsidies & Contributions*****Month to Date – (Actual \$520k, Revised Budget \$2.2m)***

The unfavourable variance of \$1.2m 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 \$8.9m, Revised Budget \$17.0m)***

The unfavourable variance of \$8.1m is mainly due to Capital Grants received from Commonwealth Government and State Government, however relevant performance obligations have not been met as per the AASB 1058 explained above.

**Note 12 Contributed Physical Assets*****Month to Date – (Actual \$0k, Revised Budget \$0k)***

Not Applicable.

***Year to Date – (Actual \$5.5m, Revised Budget \$7.5m)***

Unfavourable variance of \$2.0m due to delay in contributing various physicals assets by residential land developers.

**Note 13 Non Operating Contract Expenses*****Month to Date – (Actual \$0, Revised Budget \$0)***

Not Applicable

***Year to Date – (Actual \$14.2m, Revised Budget \$0.0m)***

The unfavourable variance of \$14.2m is due to the payment being budgeted to take place on 15 June 2022 (the City's Budgeted share was \$15m) and the actual payment was finalised on 31 of August 2021, causing a timing difference between the Budget payment date and the actual transaction date.

**Note 14 Profit / Loss on Asset Disposals*****Month to Date – (Combined Actual \$28k, Combined Revised Budget \$139k)***

The unfavourable variance of \$110k is due to delay in disposal of residential land.

***Year to Date – (Combined Actual \$1.3m, Combined Revised Budget \$3.7m)***

The variance is unfavourable by \$2.3m mainly attributed to delay in disposal of land.

**Note 15 TPS & DCP Revenues****Month to Date – (Actual \$485k, Revised Budget \$4.3m)**

The unfavourable variance of \$3.8m is due to lower Cash Capital Contributions from cells.

**Year to Date – (Actual \$6.4m, Revised Budget \$10.0m)**

The favourable variance of \$3.5m is due to lower Cash Capital Contribution Income.

**Note 15 TPS & DCP Expenses****Month to Date – (Actual \$542k, Revised Budget \$906k)**

The favourable variance of 364k is due to deferred Contract Expenses.

**Year to Date – (Actual \$1.9m, Revised Budget \$6.0m)**

The favourable variance of \$4.1m is due to deferred Contract Expenses.

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

CITY OF WANNEROO  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 APRIL 2022

Description	30 June 2021 Actual \$	30 April 2022 Actual \$	Movement		Notes
			\$	%	
Current Assets	430,809,267	481,966,223	51,156,956	11.9	
Current Liabilities	(89,865,838)	(97,729,279)	(7,863,441)	(8.8)	
<b>NET CURRENT ASSETS</b>	<b>340,943,429</b>	<b>384,236,944</b>	<b>43,293,515</b>	<b>12.7</b>	<b>1</b>
Non Current Assets	2,338,323,308	2,339,667,792	1,344,484	0.1	<b>2</b>
Non Current Liabilities	(161,585,978)	(161,555,541)	30,437	0.0	<b>3</b>
<b>NET ASSETS</b>	<b>2,517,680,758</b>	<b>2,562,349,195</b>	<b>44,668,437</b>	<b>1.8</b>	
<b>TOTAL EQUITY</b>	<b>(2,517,681,273)</b>	<b>(2,562,349,195)</b>	<b>44,667,922</b>	<b>1.8</b>	

**Note 1 - Net Current Assets**

Compared to the opening position as at 30 June 2021, Net Current Assets have increased by \$43.3m, 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 \$1.7m and a net increase of Investments and Cash of \$49.4m, partially offset by increase of Payables by \$7.8m.

**Note 2 - Non-Current Assets**

Non-Current Assets as at 30 April 2022 have increased \$1.3m, from 30 June 2021, mainly due to increase in Work in Progress Infrastructure Assets of \$26.9m partially offset by disposal of infrastructure Assets of \$21.3m, disposal of Furniture and Fittings of \$2.3m and depreciation of Buildings of 3.2m.

### Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 30 April 2022 have decreased by \$30k 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 30/04/2021	As at 30/04/2022	For the month - Minimum Standard Met
<b>Current Ratio</b>				
The ability to meet short term financial obligations from unrestricted current assets.				
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	2.01:1	1.5:1	YES
Current Liabilities (CL) - CL Associated with RCA				
<b>Debt Service Cover Ratio</b>				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	26.25:1	19.48:1	YES
Principle & Interest Repayments				
<b>Own Source Revenue Coverage Ratio</b>				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.18:1	1.2:1	YES
Operating Expense				
<b>Operating Surplus Ratio</b>				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.21:1	0.21:1	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	19	69,432	979,506	2,389,774	41%
Community Safety	9	8,230	729,463	2,579,416	28%
Conservation Reserves	4	57,158	213,660	482,000	44%
Corporate Buildings	4	46,808	742,703	1,037,467	72%
Environmental Offset	4	22,676	176,524	406,575	43%
Fleet Management - Corporate	6	19,597	4,348,055	11,481,880	38%
Foreshore Management	8	21,864	222,756	1,762,185	13%
Golf Courses	3	-	62,568	649,404	10%
Investment Projects	11	9,200	693,429	2,431,382	29%
IT Equipment and Software	16	305,217	4,190,594	9,513,463	44%
Parks Furniture	12	148,419	4,009,901	4,429,045	91%
Parks Rehabilitation	1	20,686	892,002	1,486,800	60%
Passive Park Development	9	219,474	1,108,715	1,282,219	86%
Pathways and Trails	7	39,544	1,346,818	3,863,249	35%
Roads	18	45,025	5,191,995	7,752,496	67%
Sports Facilities	48	1,049,232	7,174,724	13,823,828	52%
Stormwater Drainage	2	13,912	210,268	570,000	37%
Street Landscaping	7	30,167	119,259	334,675	36%
Traffic Treatments	13	220,241	869,676	2,747,521	32%
Waste Management	3	9,685	1,371,021	2,154,661	64%
<b>Grand Total</b>	<b>204</b>	<b>2,356,567</b>	<b>34,653,636</b>	<b>71,178,040</b>	<b>48.7%</b>

During the month of April 2022 month \$2.4m was spent. Up to 30 April 2022, the City has spent \$34.6m, which represents 48.7% of the \$71.2m Capital Works Revised Budget.

### Capital Expenditure to April 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**).

### **Capital Changes**

The following changes are proposed to be made to the 2021/22 Capital Works Budget.

PR-4377 Neerabup Industrial Area, Neerabup, New Development of Lot 9100 Mather Drive – It is proposed to split the existing subdivisional component of project from the material extraction component. This will provide greater transparency for individual elements of the development. A budget of \$450,000 will be transferred from PR-4088 Neerabup Industrial Area, Neerabup, New Development to the new project.

PR-4342 Kingsway Little Athletics Centre, Madeley, New Kiosk – An additional \$6,469 is required to balance a minor overspend on this completed project. It is proposed to fund the overspend from savings identified in PR-4187 Butterworth Park, Koondoola, Sports Field Path Network.

PR-4280 Ashby Operations Centre, Ashby, Upgrade Insulation in Main Mechanical Workshop – An additional \$8,043 is required to cover a minor overspend on this completed project. It is proposed to fund this overspend from savings identified in PR-4329 Recurring Program, Various Locations, Upgrade Buildings for Climate Change Actions.

PR-4328 Civic Drive, Wanneroo, Renew Asphalt Dundobar Rd to Celestine St – An additional \$16,664 is required to cover an overspend due to extended traffic management costs. It is proposed to fund this from savings identified in PR-4325 Beach Rd, Girrawheen, Renew Asphalt Wanneroo Rd to Hainsworth Ave East Bound.

PR-4331 Kingsway Regional Sporting Complex, Madeley, Upgrade Soccer Field Floodlighting – It is proposed that an additional \$28,500 be brought forward from grant funds already received to cover design costs.

### **Local Roads and Community Infrastructure Program (LRCIP) Changes (Attachment 6)**

The following budget movements are proposed between LRCIP Phase 1 funded projects, as already approved by the Department of Infrastructure, Transport, Regional Development and Communications, to ensure full expenditure of grant funds:

- PR-4290 Splendid Park, Yanchep, New Toilet Block at Netball Courts (\$2,653 reduction) – Savings on completed project for reallocation to LRCIP Phase 1 portfolio.
- PR-4294 Road Reserves, Verges and Parks, Various locations, New Tree Planting (\$2135 increase) - Additional funds required for replanting trees following failures during hot summer. Uses savings from other Phase 1 projects.
- PR-4301 Kingsway Olympic Soccer Club, Madeley, Upgrade External Accessibility (\$1,725 increase) - Additional funds required for completed project. Uses savings from other Phase 1 projects.
- PR-4311 Gungurru Park, Hocking and Houghton Park, Carramar, Upgrade BMX Tracks (\$1,207 reduction) - Savings on completed project for reallocation to LRCIP Phase 1 portfolio.

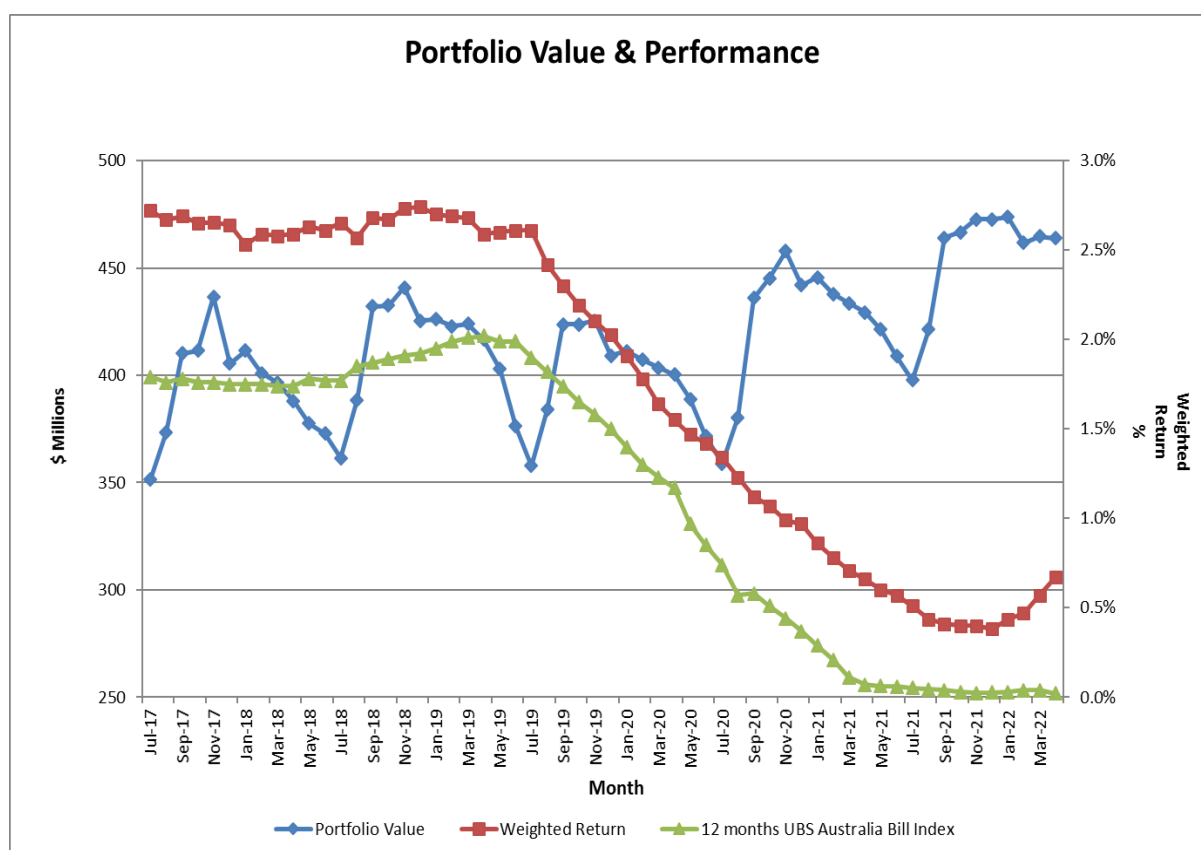
The following budget movements are proposed between LRCIP Phase 2 funded projects, as already approved by the Department of Infrastructure, Transport, Regional Development and Communications, to ensure full expenditure of grant funds:



- PR-2568 Bellport Park, Mindarie, New Playground (\$25,000 reduction) - Savings on completed project for reallocation to LRCIP Phase 2 portfolio.
- PR-4265 Shelvock Park, Koondoola, Upgrade Car Park (\$26,400 increase) - Additional funds required for completed project. Uses savings from other Phase 2 projects.
- PR-4312 Community Safety, New CCTV Platform and Operating System (\$35,000 reduction) - Surplus due to shortage of equipment available to complete all sites. Reallocate funds to LRCIP phase 2 portfolio.
- PR-4315 Various Locations, New Bus Shelters (\$4,300 reduction) - Savings on completed project for reallocation to LRCIP Phase 2 portfolio.
- PR-4320 Civic Drive, Wanneroo, Upgrade access to Aquamotion and Wanneroo Shopping Centre (\$37,900 increase) - Additional funds required for completed project. Uses savings from other Phase 2 projects.

### **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 April 2022, the City held an investment portfolio (cash & cash equivalents) of \$464.8m (Face Value), equating to \$464.0m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.65% pa (0.67% pa vs. 0.02% pa), which is 0.24% greater than the Interest Earnings budgeted at a 0.43% yield.

The Reserve bank of Australia has increased its cash rate from historical low of 0.10% to 0.35% in April 2022, 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 progressively 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 30 APRIL 2022

Description	30 June 2021 Actual \$	30 April 2022 Actual \$	30 June 2022
			Adopted Budget \$
<b>Current Assets</b>			
Cash & Cash Equivalents - Unrestricted	66,255,665	121,516,929	5,098,612
Cash & Cash Equivalents - Restricted	348,357,435	342,478,430	344,199,497
Receivables	15,892,600	17,598,976	16,539,300
Inventory	304,083	371,888	326,400
<b>TOTAL CURRENT ASSETS</b>	<b>430,809,782</b>	<b>481,966,223</b>	<b>366,163,809</b>
<b>Current Liabilities</b>			
Payables*	(68,221,797)	(75,738,827)	(29,724,590)
Provisions	(21,644,041)	(21,990,452)	(21,687,259)
<b>TOTAL CURRENT LIABILITIES</b>	<b>(89,865,838)</b>	<b>(97,729,279)</b>	<b>(51,411,849)</b>
<b>Net Current Assets</b>	<b>340,943,944</b>	<b>384,236,944</b>	<b>314,751,960</b>
<b>Adjustments for Restrictions</b>			
Cash & Cash Equivalents - Restricted	(348,357,434)	(342,478,430)	(344,199,497)
Provision for leave liability (Cash Backed)	13,280,492	13,781,491	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	468,522	-
<b>TOTAL RESTRICTED ASSETS</b>	<b>(307,945,150)</b>	<b>(300,606,451)</b>	<b>(317,132,516)</b>
<b>Surplus/(Deficit) Carried Forward</b>	<b>32,998,794</b>	<b>83,630,493</b>	<b>(2,380,556)</b>

*\*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

<b>Risk Title</b>	<b>Risk Rating</b>
Financial / Commercial	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy & Performance	Manage

The above risk relating to the issue contained within this report has been identified and considered within the City's 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:-

1. **RECEIVES** the Financial Activity Statement and commentaries on variances year to date Budget for the period ended 30 April 2022 consisting of:
  - a) April 2022 year to date Financial Activity Statement;
  - b) April 2022 year to date Net Current Assets Position; and
  - c) April 2022 year to date Material Financial Variance Notes.
2. **ACCEPTS BY ABSOLUTE MAJORITY** the \$83,456 grant funding from the Department of Industry, Science, Energy and Resources to facilitate awareness project to increase the community's ability to withstand and recover from bushfires; and
3. **APPROVES BY ABSOLUTE MAJORITY** the following changes to the 2021/22 Capital Works Budget:

Number	From	To	Amount	Description
PR-4377	PR-4088 Neerabup Industrial Area, Neerabup, New Development	PR-4377 Neerabup Industrial Area, Neerabup, New Development of Lot 9100 Mather Drive	\$450,000	Splitting of existing subdivisional component of project from material extraction component
PR-4342	PR-4187 Butterworth Park, Koondoola, Sports Field Path Network	PR-4342 Kingsway Little Athletics Centre, Madeley, New Kiosk	\$6,469	Additional budget to cover minor overspend on completed project.
PR-4280	PR-4329 Recurring Program, Various Locations, Upgrade Buildings for Climate Change Actions	PR-4280 Ashby Operations Centre, Ashby, Upgrade Insulation in Main Mechanical Workshop	\$8,043	Additional budget to cover minor overspend on completed project.
PR-4328	PR-4325 Beach Rd Section A, Girrawheen, Renew Asphalt Wanneroo Rd to Hainsworth Ave East Bound	PR-4328 Civic Drive, Wanneroo, Renew Asphalt Dundobar Rd to Celestine St	\$16,664	Additional budget to cover overspend due to extended traffic management costs.
PR-4331	State Government Grants	Kingsway Regional Sporting Complex, Madeley, Upgrade Soccer Field Floodlighting	\$28,500	Additional budget brought forward from grant funds already received to cover design costs.

### Attachments:

1. Attachment 1- Statement of Comprehensive Income April 2022 22/190081
2. Attachment 2 - Statement of Financial Position April 2022 22/201047
3. Attachment 3 - Top Capital Projects April 2022 22/190090
4. Attachment 4 - Investment Report April 2022 22/190094
5. Attachment 5 - Rate Setting Statement April 2022 22/201044
6. Attachment 6 - LRCIP Capital Changes April 2022 22/190106

CITY OF WANNEROO  
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE  
FOR THE PERIOD ENDED 30 APRIL 2022

Attachment 1

Description	Current Month					Notes	Year to Date					Annual					Notes
	Actual	Revised Budget	Variance				Actual	Revised Budget	Variance			Original Budget	Revised Budget	Variance			
	\$	\$	\$	%			\$	\$	\$	%		\$	\$	\$	%		
Revenues																	
Rates	24,231	424,000	(399,769)	(94.3)	R	1	139,310,534	140,462,080	(1,151,546)	(0.8)	A	141,191,680	141,191,680	0	0	1	
Operating Grants, Subsidies & Contributions	6,454,583	374,697	6,079,886	1,622.6	G	2	11,978,294	5,892,639	6,085,655	103.3	A	8,015,370	8,067,170	51,800	1	2	
Fees & Charges	1,642,809	1,754,567	(111,758)	(6.4)	A	3	46,463,109	47,442,071	(978,963)	(2.1)	A	50,296,054	50,295,600	(454)	(0)	3	
Interest Earnings	50,332	233,631	(183,299)	(78.5)	R	4	2,244,491	2,159,915	84,576	3.9	G	2,283,458	2,283,458	0	0	4	
Other Revenue	115,310	60,468	54,842	90.7	G	5	763,791	583,578	180,213	30.9	G	725,295	725,295	0	0	5	
Total Operating Revenue	8,287,265	2,847,363	5,439,902	191.1			200,760,218	196,540,283	4,219,935	2.1		202,511,857	202,563,203	51,346	0		
Expenses																	
Employee Costs	(6,155,471)	(6,731,979)	576,508	8.6	G	6	(63,528,203)	(64,522,326)	994,123	1.5	G	(77,092,475)	(77,144,625)	(52,150)	(0)	6	
Materials & Contracts	(4,972,320)	(5,498,240)	525,921	9.6	G	7	(54,422,596)	(59,325,151)	4,902,555	8.3	G	(73,738,173)	(73,737,635)	538	0	7	
Utility Charges	(628,645)	(818,888)	190,243	23.2	G	8	(6,954,936)	(8,112,899)	1,157,963	14.3	G	(9,755,555)	(9,755,555)	(0)	(0)	8	
Depreciation	(3,240,336)	(3,700,952)	460,616	12.4	G	9	(32,674,863)	(37,009,520)	4,334,657	11.7	G	(44,411,424)	(44,411,424)	0	0	9	
Interest Expenses	(358,146)	(342,730)	(15,416)	(4.5)	A		(3,482,946)	(3,429,533)	(53,413)	(1.6)	A	(4,115,430)	(4,115,430)	0	0		
Insurance	(111,537)	(98,629)	(12,908)	(13.1)	R	10	(1,115,452)	(988,790)	(126,662)	(12.8)	R	(1,285,633)	(1,285,633)	0	0	10	
Total Operating Expenditure	(15,466,454)	(17,191,418)	1,724,964	10.0			(162,178,997)	(173,388,219)	11,209,223	6.5		(210,398,690)	(210,450,303)	(51,613)	(0)		
RESULT FROM OPERATIONS	(7,179,190)	(14,344,055)	7,164,866	50.0			38,581,222	23,152,064	15,429,158	66.6		(7,886,833)	(7,887,100)	(267)	0		
Non Operating Revenue & Expenses																	
Non Operating Grants, Subsidies & Contributions	519,715	2,178,528	(1,658,813)	(76.1)	R	11	8,897,458	16,982,946	(8,085,488)	(47.6)	R	19,076,024	18,994,033	(81,991)	(0)	11	
Contributed Physical Assets	0	0	0	0.0	G	12	5,477,920	7,484,975	(2,007,055)	(26.8)	R	12,180,000	12,179,866	(134)	(0)	12	
Non Operating Contract Expenses	0	0	0	0.0	G	13	(14,168,717)	0	(14,168,717)	0.0	R	(15,000,000)	(15,000,000)	0	0	13	
Profit on Asset Disposals	106,910	139,166	(32,256)	(23.2)	R	14	1,441,773	3,653,430	(2,211,657)	(60.5)	R	4,945,035	4,945,035	0	0	14	
Loss on Assets Disposals	(78,553)	0	(78,553)	0.0	R	14	(78,553)	0	(78,553)	0.0	R	(1,013,273)	(1,013,273)	0	0	14	
TPS* & DCP** Revenues	484,652	4,320,315	(3,835,663)	(88.8)	R	15	6,408,445	9,954,458	(3,546,013)	(35.6)	R	25,630,638	25,630,638	0	0	15	
TPS* & DCP** Expenses	(541,592)	(905,877)	364,285	40.2	G	16	(1,891,628)	(6,021,718)	4,130,090	68.6	G	(19,907,771)	(19,907,371)	400	(0)	16	
Total Non Operating Revenue and Expenses	491,133	5,732,132	(5,240,999)	(91.4)			6,086,700	32,054,091	(25,967,391)	(81.0)		25,910,653	25,828,928	(81,725)	(0)		
NET RESULT (OPERATING & NON OPERATING)	(6,688,057)	(8,611,923)	1,923,866	22.3			44,667,922	55,206,155	(10,538,233)	19.1		18,023,820	17,941,828	(81,992)	(0)		
Other Comprehensive Income	0	0	0	0.0			0	0	0	0.0		0	0	0	0		
TOTAL COMPREHENSIVE INCOME	(6,688,057)	(8,611,923)	1,923,866	22.3			44,667,922	55,206,155	(10,538,233)	(19.1)		18,023,820	17,941,828	(81,992)	(0)		

\*TPS=Town Planning Schemes

\*\*DCP=Developers Contribution Plans

Key

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

## Attachment 2

**CITY OF WANNEROO**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 APRIL 2022**

Description	30/06/2021 Actual \$	30/04/2022 Actual \$
<b>Current Assets</b>		
Cash at Bank	3,222,152	121,516,929
Investments	411,390,947	342,478,430
Receivables	15,892,600	17,598,976
Inventories	304,083	371,888
	<b>430,809,782</b>	<b>481,966,223</b>
<b>Current Liabilities</b>		
Payables	(68,221,797)	(75,738,827)
Provisions	(21,644,041)	(21,990,452)
	<b>(89,865,838)</b>	<b>(97,729,279)</b>
<b>NET CURRENT ASSETS</b>	<b>340,943,944</b>	<b>384,236,944</b>
<b>Non Current Assets</b>		
Receivables	4,098,119	3,828,814
Investments	13,175,888	13,584,702
Inventories	21,764,680	21,764,680
Land	121,763,000	121,784,855
Buildings	206,236,901	203,042,796
Plant & Equipment	21,664,781	22,826,606
Furniture & Fittings	8,889,467	6,551,739
Infrastructure	1,886,953,505	1,865,653,528
Work in Progress	53,776,967	80,630,073
	<b>2,338,323,308</b>	<b>2,339,667,792</b>
<b>Non Current Liabilities</b>		
Interest Bearing Liabilities	(74,334,488)	(74,334,488)
Provisions & Payables	(87,251,490)	(87,221,053)
	<b>(161,585,978)</b>	<b>(161,555,541)</b>
<b>NET ASSETS</b>	<b>2,517,681,273</b>	<b>2,562,349,195</b>
<b>Equity</b>		
Retained Surplus	(1,208,806,571)	(1,258,879,965)
Reserves - Cash/Investment Backed	(244,930,312)	(239,521,858)
Reserves - Asset Revaluation	(1,063,944,390)	(1,063,947,373)
<b>TOTAL EQUITY</b>	<b>(2,517,681,273)</b>	<b>(2,562,349,195)</b>



Top Capital Projects 2021/22 - April 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	91,338	5,000	1,435,635	3,985,000	5,429,943	(1,444,943)					28	S4. Design	Project review scheduled for April 2022 as construction approach to be revised due to access constraints. Potential redesign and legal consultation for land access for construction may be required. Construction requires to be repackaged as Request for Tender (previous methodology utilised a term contract and the internal construction crew). Anticipated carry forward \$1.4m for multi-year works.
PMO16061	002955	23756	Halesworth Park, Butler, New Sports Facilities	1,086,464	898,932	137,532	50,000	21,124,937	21,124,937	(0)					71	S5. Delivery	Re-tendering for construction of pavilions anticipated August 2022 based on CSRFF grant conditions. Construction costs have increased by about 10% for the past 8 months. Indications are the remaining funding is insufficient for delivery of two pavilions and a storage sheds as currently designed. Installation of temporary accommodation for sports users and clubs anticipated in May 2022. The revised schedule may be subject to further delays due to continued increases in construction costs, market competitiveness or overarching project decisions. Anticipated carry forward \$50k, for multi-year works.
PMO16175	002664	25883	Landsdale Library and Youth Innovation Hub, New Building	293,991	121,441	62,549	110,001	10,451,250	10,451,250	(0)					54	S4. Design	Report to Council Forum 26 April 2022 incorporating new design concept C to current budget requirements. Canford Hospitality report (updated) and Quantity Surveyor ROM cost estimates (Options A, B, C) provided. A preferred concept was not agreed. Additional request by Council to provide EOI on Hospitality Offering anticipated to be presented to Council in June 2022. Council feedback on Aboriginal naming to be incorporated into final naming of facility for Council endorsement. Anticipated carry forward \$110k for multi-year works.

Top Capital Projects 2021/22 - April 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
PMO18063	004088	30136	Neerabup Industrial Area, Neerabup, New Development of Lot 9003	1,408,531	415,763	(10,860)	1,003,628	15,855,004	15,855,003	1					30	S5. Delivery	Works to be split across four projects: 1) PMO18063 (this project) Neerabup Industrial Area, New Development of Lot 9003. Stage 1 Resource Extraction works continues. 2) PMO21013 Neerabup Industrial Area, New Renewable Energy Delivery 3) PMO21014 Neerabup Industrial Area, New Water Provisions Development and 4) PMO22036 (New project) Neerabup Industrial Area, Development of Lot 9100. Journal to be processed to transfer costs to PMO21013 and PMO21014 prior to EOFY. Anticipated carry forward \$1m for multi-year works.
PMO19001	002792	32947	Dalvik Park, Merriwa, New Sports Amenities Building and Carpark	1,542,780	1,277,000	117,130	148,650	2,213,306	2,213,306	0					96	S5. Delivery	Building practical completion attained. Construction and occupancy certificates issued. Expenses over receipted in 2020/21 and reversed 2021/22 resulting in current year budget variance of \$98,650. Anticipated carry forward \$50k for architectural fees and landscaping.
PMO19071	004180	37143	Alexander Drive, Landsdale, New Shared Pathway from Gngara Rd to Hepburn Ave	1,294,234	15,993	5,000	1,273,241	3,200,000	3,200,000	(0)					27	S5. Delivery	Western Power (WP) design to lower power ongoing. Anticipated carry forward \$1.2m due to WP delays.
PMO19098	004219	37618	Quinns Road, Quinns Rocks, Upgrade Traffic Treatments Tapping Way Roundabout to Marmion Ave	1,105,424	461,101	644,265	58	1,207,638	1,206,067	1,571					81	S5. Delivery	MRWA traffic signals installation anticipated May 2022. ATCO Gas permit approved for works over high pressure gas main for traffic light modifications. City construction team closing out minor civil works and pathway reinstatement and completion of WP street light works anticipated May 2022.
PMO20004	004238	38839	Three Bin Kerbside Collection New System	1,737,769	1,182,729	82,000	473,040	6,794,858	6,321,818	473,040					99	S5. Delivery	Roll out of the new bin system complete. Some minor works still to be carried out at Wangara Greens Recycling Facility to improve signage and traffic flow. Anticipated savings on project.

Top Capital Projects 2021/22 - April 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
PMO20049	004271	40569	Splendid Park, Yanchep, Upgrade Splendid Park Cycling Path	594,690	72,031	594,690	0	4,737,600	4,737,599	1					64	S5. Delivery	Pre-start meeting held with Advanteeing Civil Engineers. Commencement of construction anticipated May 2022 and completion anticipated November 2022. Works to initially comprise of localised clearing of vegetation and earthworks. During construction, temporary traffic / pedestrian management will be implemented in maintaining access to the sporting facility at Splendid Park. Anticipated Carry Forward \$513k for multi-year works.
PMO20057	004277	40645	Alkimos, New Alkimos Aquatic and Recreation Centre	3,449,452	77,035	11,875	3,360,542	40,000,000	40,000,000	0					21	S4. Design	Project on track. Anticipated Carry Forward of \$3.3m for protracted land sale negotiations.
PMO21060	004347	42656	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	614,397	430,511	183,886	(0)	22,750,001	22,750,001	0					41	S4. Design	Design consultant, Consultant Cossill & Webley undertaking review of 100% of detailed design. Design covers Duplication of Flynn Drive from Wanneroo to Old Yanchep Road. Actual construction works will extend as far as possible to Old Yanchep Road with the funds provided MRWA Funding \$20M approved, first 40% received. Federal Government funding \$2.5M approved, first funding payment \$2.0m due in July 2022.
				14,659,705	5,043,874	1,833,067	7,854,795	132,319,594	133,289,925	(970,331)							

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 30 April 2022

Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Current Value \$	YTD Accrued Interest \$		Accrued Interest
<b>Current Account Investment Group</b>										
28,954,000.00	0.01	Commonwealth Bank of Australia Perth	A1	N/A		N/A	28,954,000.00			
<b>28,954,000.00</b>	<b>0.01%</b>						<b>28,954,000.00</b>			
<b>Term Investment Group</b>										
5,000,000.00	0.35	National Australia Bank	A1	14-July-2022	5,000,000.00	13-July-2021	5,013,952.05	13,952.05		13,952.05
5,000,000.00	0.33	Westpac Banking Corporation	A1	18-August-2022	5,000,000.00	18-August-2021	5,003,209.59	11,527.40		3,209.59
15,000,000.00	0.32	Westpac Banking Corporation	A1	24-August-2022	15,000,000.00	24-August-2021	15,008,547.95	32,745.21		8,547.95
20,000,000.00	0.37	Westpac Banking Corporation	A1	10-May-2022	20,000,000.00	10-May-2021	20,034,668.49	61,632.88		34,668.49
10,000,000.00	0.40	Westpac Banking Corporation	A1	19-May-2022	10,000,000.00	19-May-2021	10,017,753.43	33,315.07		17,753.43
15,000,000.00	0.43	Bankwest	A1	10-June-2022	15,000,000.00	10-June-2021	15,057,254.79	53,720.55		57,254.79
5,000,000.00	0.35	Westpac Banking Corporation	A1	20-June-2022	5,000,000.00	18-June-2021	5,006,280.82	14,575.34		6,280.82
5,000,000.00	0.35	Westpac Banking Corporation	A1	28-July-2022	5,000,000.00	28-July-2021	5,013,232.88	13,232.88		13,232.88
15,000,000.00	0.35	National Australia Bank	A1	29-July-2022	15,000,000.00	29-July-2021	15,039,554.79	39,554.79		39,554.79
10,000,000.00	0.34	National Australia Bank	A1	05-August-2022	10,000,000.00	06-August-2021	10,024,871.23	24,871.23		24,871.23
10,000,000.00	0.35	National Australia Bank	A1	12-August-2022	10,000,000.00	11-August-2021	10,025,123.29	25,123.29		25,123.29
15,000,000.00	0.33	Westpac Banking Corporation	A1	12-August-2022	15,000,000.00	12-August-2021	15,010,171.23	35,395.89		10,171.23
20,000,000.00	0.34	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,008,383.56	42,104.11		8,383.56
20,000,000.00	0.33	Westpac Banking Corporation	A1	16-September-2022	20,000,000.00	16-September-2021	20,008,136.98	40,865.75		8,136.98
15,000,000.00	0.35	Suncorp	A1	08-September-2022	15,000,000.00	22-September-2021	15,031,643.84	31,643.84		31,643.84
10,000,000.00	0.35	Suncorp	A1	22-September-2022	10,000,000.00	22-September-2021	10,021,095.89	21,095.89		21,095.89
15,000,000.00	0.35	Suncorp	A1	28-September-2022	15,000,000.00	28-September-2021	15,030,780.82	30,780.82		30,780.82
10,000,000.00	0.35	Westpac Banking Corporation	A1	10-October-2022	10,000,000.00	07-October-2021	10,002,205.49	19,657.53		2,205.49
5,000,000.00	0.62	Commonwealth Bank of Australia Perth	A1	24-October-2022	5,000,000.00	22-October-2021	5,010,106.85	16,136.99		10,106.85
15,000,000.00	0.60	Australia & New Zealand Bank	A1	28-October-2022	15,000,000.00	29-October-2021	15,045,123.29	45,123.29		45,123.29
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	09-November-2022	10,000,000.00	09-November-2021	10,032,986.30	32,986.30		32,986.30
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	29-November-2022	10,000,000.00	29-November-2021	10,029,150.68	29,150.68		29,150.68
10,000,000.00	0.70	Members Equity Bank Melbourne	A2	14-December-2022	10,000,000.00	14-December-2021	10,026,273.97	26,273.97		26,273.97
25,000,000.00	0.75	Westpac Banking Corporation	A1	18-January-2023	25,000,000.00	18-January-2022	25,052,397.26	52,397.26		52,397.26
25,000,000.00	0.80	Westpac Banking Corporation	A1	20-January-2023	25,000,000.00	20-January-2022	25,054,794.52	54,794.52		54,794.52
10,000,000.00	0.89	Australia & New Zealand Bank	A1	30-January-2023	10,000,000.00	28-January-2022	10,022,432.88	22,432.88		22,432.88
10,000,000.00	0.87	Members Equity Bank Melbourne	A2	06-February-2023	10,000,000.00	04-February-2022	10,020,260.27	20,260.27		20,260.27
20,000,000.00	1.00	Australia & New Zealand Bank	A1	23-February-2023	20,000,000.00	23-February-2022	20,036,164.38	36,164.38		36,164.38
20,000,000.00	1.10	Members Equity Bank Melbourne	A2	09-March-2023	20,000,000.00	09-March-2022	20,031,342.47	31,342.47		31,342.47
30,000,000.00	1.66	Suncorp	A1	30-March-2023	30,000,000.00	30-March-2022	30,042,295.89	42,295.89		42,295.89
10,000,000.00	1.91	Australia & New Zealand Bank	A1	11-April-2023	10,000,000.00	11-April-2022	10,009,942.47	9,942.47		9,942.47
15,000,000.00	2.13	Commonwealth Bank of Australia Perth	A1	19-April-2023	15,000,000.00	19-April-2022	15,009,628.77	9,628.77		9,628.77
<b>435,000,000.00</b>	<b>0.71%</b>						<b>435,779,767.13</b>	<b>974,724.66</b>		<b>779,767.13</b>
	<b>Weighted Return</b>									
<b>463,954,000.00</b>	<b>0.67%</b>	<b>Totals</b>					<b>464,733,767.13</b>	<b>974,724.66</b>		<b>779,767.13</b>

0.02% 12 month UBS Australia Bank Bill Index for 30 April 2022

0.65% 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 &amp; 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 30 APRIL 2022**

Attachment 5

Description	Year To Date				Annual			
	Actual	Adopted Budget	Variance		Adopted Budget	Revised Budget	Variance	
	\$	\$	\$	%	\$	\$	\$	%
<b>Opening Surplus/(Deficit)</b>	<b>32,998,794</b>	<b>1,373,000</b>	<b>31,625,794</b>	<b>0</b>	<b>1,373,000</b>	<b>32,998,793</b>	<b>31,625,793</b>	<b>0</b>
<b>OPERATING ACTIVITIES</b>								
<b>Revenues</b>								
Operating Grants, Subsidies & Contributions	11,978,294	5,892,639	6,085,655	103	8,015,370	8,067,170	51,800	1
Fees & Charges	46,463,109	47,442,071	(978,963)	(2)	50,296,054	50,295,600	(454)	(0)
Interest Earnings	2,244,491	2,159,915	84,576	4	2,283,458	2,283,458	0	0
Other Revenue	763,791	583,578	180,213	31	725,295	725,295	0	0
	<b>61,449,684</b>	<b>56,078,203</b>	<b>5,371,481</b>	<b>10</b>	<b>61,320,177</b>	<b>61,371,523</b>	<b>51,346</b>	<b>0</b>
<b>Expenses</b>								
Employee Costs	(63,527,688)	(64,522,326)	994,638	2	(77,092,475)	(77,144,625)	(52,150)	(0)
Materials & Contracts	(54,422,596)	(59,325,151)	4,902,555	8	(73,738,173)	(73,737,635)	538	0
Utility Charges	(6,954,936)	(8,112,899)	1,157,963	14	(9,755,555)	(9,755,555)	(0)	(0)
Depreciation	(32,674,863)	(37,009,520)	4,334,657	12	(44,411,424)	(44,411,424)	0	0
Interest Expenses	(3,482,946)	(3,429,533)	(53,413)	(2)	(4,115,430)	(4,115,430)	0	0
Insurance	(1,115,452)	(988,790)	(126,662)	(13)	(1,285,633)	(1,285,633)	0	0
	<b>(162,178,482)</b>	<b>(173,388,219)</b>	<b>11,209,738</b>	<b>6</b>	<b>(210,398,690)</b>	<b>(210,450,303)</b>	<b>(51,613)</b>	<b>(0)</b>
<b>Non-Cash Amounts Excluded</b>								
Depreciation	32,674,863	37,009,520	(4,334,657)	(12)	44,411,424	44,411,424	0	0
	<b>(68,053,934)</b>	<b>(80,300,496)</b>	<b>12,246,562</b>	<b>15</b>	<b>(104,667,089)</b>	<b>(104,667,356)</b>	<b>(267)</b>	<b>(0)</b>
<b>INVESTING ACTIVITIES</b>								
Non Operating Grants, Subsidies & Contributions	8,897,458	16,982,946	(8,085,488)	(48)	19,076,024	18,994,033	(81,991)	(0)
Contributed Physical Assets	5,477,920	7,484,975	(2,007,055)	0	12,180,000	12,179,866	(134)	(0)
Non Operating Contract Expenses	(14,168,717)	0	(14,168,717)		(15,000,000)	(15,000,000)		
Profit on Asset Disposals	1,441,773	3,653,430	(2,211,657)	(61)	4,945,035	4,945,035	0	0
Loss on Assets Disposals	(78,553)	0	(78,553)	0	(1,013,273)	(1,013,273)	0	0
TPS & DCP Revenues	6,408,445	9,954,458	(3,546,013)	(36)	25,630,638	25,630,638	0	0
TPS & DCP Expenses	(1,891,628)	(6,021,718)	4,130,090	69	(19,907,771)	(19,907,371)	400	0
Capital Expenditure	(29,685,521)	(59,316,667)	29,631,146	50	(82,213,708)	(71,169,810)	11,043,898	16
Proceeds From Disposal Of Assets	(888,997)	7,200,000	(8,088,997)	(112)	8,640,000	8,640,000	0	0
	<b>(24,487,818)</b>	<b>(20,062,576)</b>	<b>(4,425,242)</b>	<b>(22)</b>	<b>(47,663,055)</b>	<b>(36,700,882)</b>	<b>10,962,173</b>	<b>30</b>
<b>Non-Cash Amounts Excluded</b>								
Contributed Physical Assets	(5,477,920)	(7,484,975)	2,007,055	0	(12,180,000)	(12,179,866)	134	(0)
Profit on Asset Disposals	(1,441,773)	(3,653,430)	2,211,657	0	(4,945,035)	(4,945,035)	0	0
Loss on Assets Disposals	78,553	0	78,553	0	1,013,273	1,013,273	0	0
Movement in Non Current Lease Liability	0	0	0	0	0			
Movement in Equity Accounted Investments	(408,814)		(408,814)			(1,269,803)		
Movement in Non- Current Deferred Pensioner Rates	269,305	0	269,305	0	0	209,228		
Movement in Non- Current Leave Liability Provision	(30,437)	0	(30,437)	0	0	(25,805)		
	<b>(7,011,087)</b>	<b>(11,138,405)</b>	<b>4,127,318</b>	<b>(37)</b>	<b>(16,111,762)</b>	<b>(17,198,008)</b>	<b>(1,086,246)</b>	<b>(6)</b>
	<b>(31,498,905)</b>	<b>(31,200,981)</b>	<b>(297,924)</b>	<b>(1)</b>	<b>(63,774,817)</b>	<b>(53,898,890)</b>	<b>9,875,927</b>	<b>18</b>
<b>FINANCING ACTIVITIES</b>								
Contributions from New Loans	0	0	0	0	15,000,000	15,000,000	0	0
Transfers from Restricted Grants, Contributions & Loans	101,087	298,420	(197,333)	(66)	1,709,434	358,104	(1,351,330)	(79)
Transfers to Restricted Grants, Contributions & Loans	0	0	0	0	0	0	0	0
Transfers from Reserves	11,332,316	32,224,138	(20,891,822)	(65)	43,417,469	38,668,966	(4,748,503)	(12)
Transfers to Reserves	(915,847)	(58,937,293)	58,021,446	98	(39,099,312)	(70,724,751)	(31,625,439)	(81)
Cash Backed Employee Provisions Transfers	500,999	0	500,999	0	0	70,881	70,881	0
Transfers from Trust Fund- Cash Paid in Lieu of POS	0	2,057,566	(2,057,566)	0	2,469,079	2,469,079	0	0
Transfers from Schemes	615,171	4,278,777	(3,663,606)	(86)	21,911,423	5,134,532	(16,776,891)	(77)
Transfers to Schemes	(759,722)	(4,278,777)	3,519,055	82	(21,911,423)	(5,134,532)	16,776,891	77
	<b>10,874,004</b>	<b>(24,357,168)</b>	<b>35,231,173</b>	<b>(145)</b>	<b>23,496,670</b>	<b>(14,157,721)</b>	<b>(37,654,391)</b>	<b>266</b>
<b>(DEFICIT)/SURPLUS</b>	<b>(55,680,041)</b>	<b>(134,485,645)</b>	<b>78,805,604</b>	<b>(59)</b>	<b>(143,572,236)</b>	<b>(139,725,174)</b>	<b>3,847,062</b>	<b>3</b>
<b>Amount To Be Raised From Rates</b>	<b>139,310,534</b>	<b>140,462,080</b>	<b>(1,151,546)</b>	<b>(1)</b>	<b>141,191,680</b>	<b>141,191,680</b>	<b>0</b>	<b>0</b>
<b>Closing Surplus/(Deficit)</b>	<b>83,630,493</b>	<b>5,976,435</b>	<b>77,654,058</b>	<b>1,299</b>	<b>(2,380,556)</b>	<b>1,466,506</b>	<b>3,847,062</b>	<b>0</b>

## Attachment - 6

**Local Roads and Community Infrastructure Program (LRCIP)****Changes to LRCIP Phase 1 Grant Funded Projects**

Number	From	Amount	Description
PR-4290	PR-4290 Splendid Park, Yanchep, New Toilet Block at Netball Courts	-\$2,653	Savings on completed project for reallocation to LRCIP Phase 1 portfolio
PR-4294	PR-4294 Road Reserves, Verges and Parks, Various locations, New Tree Planting	\$2,135	Additional funds required for replanting trees following failures during hot summer. Uses savings from other Phase 1 projects
PR-4301	PR-4301 Kingsway Olympic Soccer Club, Madeley, Upgrade External Accessibility	\$1,725	Additional funds required for completed project. Uses savings from other Phase 1 projects
PR-4311	PR-4311 Gungurru Park, Hocking and Houghton Park, Carramar, Upgrade BMX Tracks	-\$1,207	Savings on completed project for reallocation to LRCIP Phase 1 portfolio
Nett Change		\$0	

**Changes to LRCIP Phase 2 Grant Funded Projects**

Number	From	Amount	Description
PR-2568	Bellport Park, Mindarie, New Playground	- \$25,000	Savings on completed project for reallocation to LRCIP Phase 2 portfolio
PR-4265	Shelvock Park, Koondoola, Upgrade Car Park	\$26,400	Additional funds required for completed project. Uses savings from other Phase 2 projects



<b>PR-4312</b>	<b>Corporate, Community Safety, New CCTV platform and operating system</b>	<b>- \$35,000</b>	<b>Surplus due to shortage of equipment available to complete all sites. Reallocate funds to LRCIP phase 2 portfolio</b>
<b>PR-4315</b>	<b>Various Locations, New Bus Shelters</b>	<b>-\$4,300</b>	<b>Savings on completed project for reallocation to LRCIP Phase 2 portfolio</b>
<b>PR-4320</b>	<b>Civic Drive, Wanneroo, Upgrade access to Aquamotion and Wanneroo Shopping Centre</b>	<b>\$37,900</b>	<b>Additional funds required for completed project. Uses savings from other Phase 2 projects</b>
<b>Nett Change</b>		<b>\$0</b>	

## Transactional Finance

### CS02-06/22 Warrant of Payments for the Period to 30 April 2022

File Ref: 1859V02 – 22/173858  
 Responsible Officer: Director, Corporate Strategy & Performance  
 Attachments: Nil

## Issue

Presentation to the Council of a list of accounts paid for the month of April 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 April 2022

Funds	Vouchers	Amount
<b>Director Corporate Services Advance A/C</b>		
<b>Accounts Paid – April 2022</b>		
Cheque Numbers	122934 - 123039	\$269,232.66
EFT Document Numbers	2634 – 4742	\$12,081,988.29
Credit Cards	5 - 6	<u>\$31,236.23</u>
<b>TOTAL ACCOUNTS PAID</b>		<b><u>\$12,382,457.18</u></b>
Manual Journals		(\$169,531.54)
Less Cancelled Cheques		(\$21,045.85)
Town Planning Scheme		<u>(\$601,697.47)</u>
<b>RECOUP FROM MUNICIPAL FUND</b>		<b><u>\$11,590,182.32</u></b>
<b>Municipal Fund – Bank A/C</b>		
<b>Accounts Paid – April 2022</b>		
Recoup to Director Corporate Services Advance A/C		\$11,590,182.32
Payroll – Direct Debits		<u>\$3,712,030.17</u>
<b>TOTAL ACCOUNTS PAID</b>		<b><u>\$15,302,212.49</u></b>
<b>Town Planning Scheme</b>		
<b>Accounts Paid – April 2022</b>		
Cell 1		\$548,693.15
Cell 4		\$18,593.15
Cell 6		\$33,961.60
Cell 7		<u>\$449.57</u>
<b>TOTAL ACCOUNTS PAID</b>		<b><u>\$601,697.47</u></b>

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
122934	04/04/2022	Cancelled	\$0.00
122935	04/04/2022	Cancelled	\$0.00
122936	04/04/2022	Cancelled	\$0.00
122937	04/04/2022	Cancelled	\$0.00
122938	04/04/2022	Cancelled	\$0.00
122939	04/04/2022	Ngany Wirrin	\$500.00
		Cultural Heritage Consultancy - Buckingham House Wanneroo Esandra Colbung	
122940	04/04/2022	Champion Music WA	\$968.00
		Performance - Brooks - 19.02.2022 - Landsdale Sunset Sounds Concert	
122941	04/04/2022	Peet Alkimos Pty Ltd	\$5,243.24
		Sponsorship - Treasures Of Shorehaven & Rates Refund	
122942	04/04/2022	Marnie Richardson	\$325.00
		Photography - Community Art Awards Night 2022	
122943	04/04/2022	Strata Administration Services Pty Ltd	\$990.00
		Lease - 36 Carpark Bays - February 2022	
122944	04/04/2022	Onsidesports	\$450.00
		Futsal Mimas White Blue Balls	
122945	04/04/2022	Diane Grubb	\$1,000.00
		Refund - Street & Verge Bond	
122946	04/04/2022	Ms Danielle McGrogan	\$2,000.00
		Refund - Street & Verge Bond	
122947	04/04/2022	City of Wanneroo	\$2,319.00
		Cash Advance - Gift Cards - Great Recycling Challenge & Prize Draw - Annual Library Survey	
122948	07/04/2022	Stephen Cleaver	\$1,009.30
		Refund - Occupancy Permit - Incorrect Fee	
122949	07/04/2022	Barrier Reef Pools Northside	\$172.08
		Refund - Uncertified Application - Resubmitted	
122950	07/04/2022	Rates Refund	\$811.95
122951	07/04/2022	Rates Refund	\$678.65
122952	07/04/2022	Rates Refund	\$591.67
122953	07/04/2022	Rates Refund	\$589.62
122954	07/04/2022	Rates Refund	\$727.12
122955	07/04/2022	Rates Refund	\$158.42
122956	07/04/2022	Rates Refund	\$848.31
122957	07/04/2022	Rates Refund	\$915.20
122958	07/04/2022	Rates Refund	\$702.88
122959	07/04/2022	Rates Refund	\$909.16
122960	07/04/2022	Rates Refund	\$727.12
122961	07/04/2022	Rates Refund	\$363.56
122962	07/04/2022	Rates Refund	\$763.47
122963	07/04/2022	Rates Refund	\$569.11

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
122964	07/04/2022	Rates Refund	\$472.34
122965	07/04/2022	Rates Refund	\$306.45
122966	07/04/2022	Rates Refund	\$133.25
122967	07/04/2022	Tia Connor	\$70.50
		Refund - Copies Of Plans - Not Available	
122968	07/04/2022	Northern City Football Club Inc	\$350.00
		Bond Refund	
122969	07/04/2022	Melbro Constructions	\$441.00
		Refund - Development Application - Incomplete	
122970	07/04/2022	Rates Refund	\$334.51
122971	07/04/2022	Rates Refund	\$804.30
122972	07/04/2022	Rates Refund	\$702.88
122973	07/04/2022	Rates Refund	\$456.59
122974	07/04/2022	Rates Refund	\$148.35
122975	07/04/2022	Rates Refund	\$397.33
122976	07/04/2022	City of Wanneroo	\$193.75
		Petty Cash - Community Planning & Development	
122977	07/04/2022	City of Wanneroo	\$195.00
		Petty Cash - Health Services	
122978	07/04/2022	City of Wanneroo	\$41.55
		Petty Cash - Yanchep Two Rocks Library	
122979	07/04/2022	101 Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
122980	07/04/2022	Cr Xuan Vinh Nguyen	\$2,690.46
		Monthly Allowance - March 2022	
122981	07/04/2022	Cr Frank Cvitan	\$2,690.46
		Monthly Allowance - March 2022	
122982	07/04/2022	Datacom Systems (AU) Pty Ltd	\$2,950.20
		End Of Project - Veeam Backup Policy Review	
122983	07/04/2022	Rates Refund	\$418.51
122984	11/04/2022	101 Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
122985	11/04/2022	Cancelled	\$0.00
122986	11/04/2022	Melanie Tascone	\$764.50
		Conduct Workshop/Webinar 31.03.2022	
122987	11/04/2022	Telstra	\$3,214.03
		Asset Relocation - Yanchep Beach Road & Phone Charges For The City	
122988	11/04/2022	Lawn Doctor	\$5,545.10
		Turfing Works For The City	
122989	11/04/2022	Angelique Morris	\$2,000.00
		Refund - Street & Verge Bond	
122990	14/04/2022	Jaedyn Tonee	\$319.50
		Vehicle Crossing Subsidy	
122991	14/04/2022	Rates Refund	\$630.17

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
122992	14/04/2022	Action Sheds Australia	\$147.00
		Refund - Development Application - Withdrawn	
122993	14/04/2022	Rates Refund	\$593.69
122994	14/04/2022	Rates Refund	\$642.29
122995	14/04/2022	Rates Refund	\$204.76
122996	14/04/2022	Rates Refund	\$294.39
122997	14/04/2022	Dave Lockerby	\$65.60
		Refund - Copies Of Plans - Not Available	
122998	14/04/2022	City of Wanneroo	\$188.50
		Petty Cash - Wanneroo Library	
122999	14/04/2022	Roberta Rosato	\$360.00
		Performance - Yanchep Markets 09.04.2022	
123000	14/04/2022	Department of Transport	\$100,772.65
		Plant Registration Charges	
123001	14/04/2022	Lawn Doctor	\$2,259.90
		Turfing Works For The City	
123002	14/04/2022	Anne Frank Exhibition Australia	\$3,300.00
		Anne Frank Travelling Exhibition - Museum	
123003	21/04/2022	Jojie Jolongbayan	\$122.00
		Refund - Jadu Application - Rejected	
123004	21/04/2022	Rates Refund	\$309.03
123005	21/04/2022	Rates Refund	\$309.03
123006	21/04/2022	City of Wanneroo	\$178.80
		Petty Cash - Girrawheen Library	
123007	21/04/2022	Sharyn May Egan	\$2,530.00
		Yarning Circle - Six Seasons Design Artwork, Design Workshop - Yanchep Secondary College, Painting - Kalbarri Park	
123008	21/04/2022	101 Residential Pty Ltd	\$707.98
		Refund - Building Application - Overdue	
123009	21/04/2022	Kerri D's Kitchen	\$3,241.51
		Refund - Security Deposit	
123010	21/04/2022	Telstra	\$30,517.39
		Phone & Navman Charges For The City	
123011	21/04/2022	Lawn Doctor	\$11,766.04
		Turfing Works For The City	
123012	21/04/2022	Rates Refund	\$4,869.75
123013	21/04/2022	Commercial Design Management	\$2,471.00
		Refund - Development Application - Incomplete	
123014	21/04/2022	David Campbell	\$130.35
		Refund - Park Home Application - Incorrect	
123015	21/04/2022	Factory Pools Perth	\$171.65
		Refund - Application - Submitted In Error	
123016	21/04/2022	Supreme Poolsapes Pty Ltd	\$114.00
		Refund - Building Application - Overdue	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
123017	21/04/2022	Sarich Building	\$3,303.00
		Refund - Building Application - Overdue	
123018	21/04/2022	Steven Ashwood	\$233.98
		Refund - Building Application - Cancelled	
123019	21/04/2022	Rates Refund	\$576.36
123020	21/04/2022	Rates Refund	\$589.62
123021	21/04/2022	Rates Refund	\$605.93
123022	21/04/2022	Rates Refund	\$751.36
123023	21/04/2022	Rates Refund	\$630.17
123024	21/04/2022	Alison Davis	\$33.00
		Refund - Kingsway Junior Clinic - Due To COVID	
123025	21/04/2022	Rates Refund	\$867.36
123026	21/04/2022	Melanie Heard	\$328.50
		Refund - Jadu Application - Rejected	
123027	27/04/2022	Barrier Reef Pools Northside	\$61.65
		Refund - Building Application - Rejected	
123028	27/04/2022	Steven Davis	\$32.00
		Refund - Copies Of Plans - Not Available	
123029	27/04/2022	Paul Larkin	\$76.00
		Refund - Copies Of Plans - Not Available	
123030	27/04/2022	Taylor Wilson	\$22.00
		Refund - Copies Of Plans - Not Available	
123031	27/04/2022	Amitdeo & Renuka Gunoory	\$360.00
		Vehicle Crossing Subsidy	
123032	27/04/2022	Cory Richardson	\$61.65
		Refund - Building Application - Rejected	
123033	27/04/2022	Ashley Page	\$61.65
		Refund - Building Application - Rejected	
123034	27/04/2022	City of Wanneroo	\$239.65
		Petty Cash - Kingsway	
123035	27/04/2022	101 Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
123036	27/04/2022	BGC Construction	\$368.98
		Refund - Building Application - Overdue	
123037	27/04/2022	Telstra	\$14,795.90
		Phone Charges For The City	
123038	27/04/2022	Seek Limited	\$22,000.00
		Provision Of Job Advertisements	
123039	27/04/2022	Lawn Doctor	\$363.00
		Turfing Works For The City	
		<b>Total Cheque Payments</b>	<b>\$269,232.66</b>
Electronic Funds Transfer			
2634	08/03/2022	Rotary Club of Mindarie Inc	\$10,000.00



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Community Funding - Wanneroo Christmas Lunch	
2635	08/03/2022	Natural Area Holdings Pty Ltd	\$10,930.70
		Landscape Maintenance	
2636	08/03/2022	Borrell Rafferty Associates Pty Ltd	\$3,971.00
		Quantity Surveying - Halesworth Park	
2637	08/03/2022	Turf Care WA Pty Ltd	\$3,080.66
		Turfing Works For The City	
2638	08/03/2022	BE Projects (WA) Pty Ltd	\$157,486.93
		Progress Claim 7 - Dalvik Park Sports Amenities Building	
2639	08/03/2022	Turf Care WA Pty Ltd	\$1,364.00
		Turfing Works For The City	
2640	08/03/2022	Turf Care WA Pty Ltd	\$1,776.50
		Turfing Works For The City	
2641	08/03/2022	Landcare Weed Control	\$15,758.91
		Landscape Maintenance	
2642	08/03/2022	Landcare Weed Control	\$393.25
		Landscape Maintenance	
2643	08/03/2022	Turf Care WA Pty Ltd	\$114.40
		Turfing Works For The City	
2644	08/03/2022	Turf Care WA Pty Ltd	\$6,602.06
		Turfing Works For The City	
2646	10/03/2022	Turf Care WA Pty Ltd	\$1,034.55
		Turfing Works For The City	
2647	10/03/2022	Turf Care WA Pty Ltd	\$242.00
		Turfing Works For The City	
2844	14/03/2022	ELM Estate Landscape Maintenance	\$484.00
		Landscape Maintenance	
2845	14/03/2022	ELM Estate Landscape Maintenance	\$25,478.24
		Landscape Maintenance	
3662	28/03/2022	ELM Estate Landscape Maintenance	\$4,543.00
		Landscape Maintenance	
3801	06/04/2022	Turf Care WA Pty Ltd	\$8,203.25
		Turfing Works For The City	
3802	06/04/2022	Turf Care WA Pty Ltd	\$8,850.88
		Turfing Works For The City	
3803	06/04/2022	Turf Care WA Pty Ltd	\$7,857.85
		Turfing Works For The City	
3804	06/04/2022	Turf Care WA Pty Ltd	\$16,940.10
		Turfing Works For The City	
3805	06/04/2022	Turf Care WA Pty Ltd	\$5,250.96
		Turfing Works For The City	
3806	06/04/2022	Turf Care WA Pty Ltd	\$8,073.73
		Turfing Works For The City	
3807	06/04/2022	Turf Care WA Pty Ltd	\$6,767.20

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Turfing Works For The City	
3808	06/04/2022	Turf Care WA Pty Ltd	\$9,498.50
		Turfing Works For The City	
3809	06/04/2022	Turf Care WA Pty Ltd	\$3,185.49
		Turfing Works For The City	
3810	06/04/2022	Turf Care WA Pty Ltd	\$171.60
		Turfing Works For The City	
3812	06/04/2022	Turf Care WA Pty Ltd	\$59,309.88
		Turfing Works For The City	
3813	06/04/2022	Turf Care WA Pty Ltd	\$61,469.56
		Turfing Works For The City	
3814	06/04/2022	Turf Care WA Pty Ltd	\$1,173.80
		Turfing Works For The City	
3815	06/04/2022	Turf Care WA Pty Ltd	\$1,207.85
		Turfing Works For The City	
3816	06/04/2022	Turf Care WA Pty Ltd	\$1,672.88
		Turfing Works For The City	
3817	06/04/2022	Turf Care WA Pty Ltd	\$1,114.77
		Turfing Works For The City	
3818	06/04/2022	Turf Care WA Pty Ltd	\$9,629.53
		Turfing Works For The City	
3819	06/04/2022	LD Total	\$26,132.98
		Landscape Maintenance For The City	
3820	06/04/2022	East Coast Conferences	\$3,128.00
		Registration - 2022 International Public Works Conference - 1 Attendee	
3821	04/04/2022	A2Z Sports Pty Ltd	\$1,820.00
		Badminton Equipment - Kingsway	
3822	04/04/2022	ABM Landscaping	\$2,970.00
		Paving Works - Shelvock Park Car Park	
3823	04/04/2022	Action Glass & Aluminium	\$1,286.34
		Glazing Services For The City	
3824	04/04/2022	Acurix Networks Pty Ltd	\$9,818.60
		Monitoring, Licensing & Support - February & March 2022	
3825	04/04/2022	Advanced Traffic Management	\$43,705.09
		Traffic Management Services	
3826	04/04/2022	Advanced Traffic Management	\$3,378.73
		Traffic Management Services	
3827	04/04/2022	Alinta Gas	\$20.50
		Gas Supplies For The City	
3828	04/04/2022	Rates Refund	\$527.04
3829	04/04/2022	Ambrosini Global Resources Pty Ltd	\$2,088.66
		Casual Labour Services	
3830	04/04/2022	Angela Brown	\$85.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Refund - Booking Cancelled	
3831	04/04/2022	Arci Welding Industries	\$2,201.10
		Welding Supplies	
3832	04/04/2022	Aussie Natural Spring Water	\$33.75
		Spring Water Supply	
3833	04/04/2022	Australia Post	\$1,669.18
		Billpay Transaction Fees - Rates	
3834	04/04/2022	Australian Airconditioning Services Pty Ltd	\$184.87
		Airconditioning Maintenance For The City	
3835	04/04/2022	Australian Library & Information Association	\$2,060.00
		Membership - 01.05.2022 - 30.04.2023 - Library Services	
3836	04/04/2022	Auto Ingress Pty Ltd	\$748.00
		Automatic Door Works - Civic Centre	
3837	04/04/2022	Autosmart North Metro Perth	\$1,742.40
		Floorsmart Cleaner	
3838	04/04/2022	Aveling Homes Pty Ltd	\$4,617.68
		Refund - Street & Verge Bonds, Refund - Building Application - Overdue	
3839	04/04/2022	Ball & Doggett Pty Ltd	\$731.43
		Print Room Paper Supplies	
3840	04/04/2022	BCA Consultants (WA) Pty Ltd	\$495.00
		Boiler Replacement - Aquamotion	
3841	04/04/2022	BE Projects (WA) Pty Ltd	\$182,488.09
		Progress Claim 11 - Dalvik Park Sports Amenities Building	
3842	04/04/2022	BGC Residential Pty Ltd	\$1,379.51
		Refund - 2 Building Applications - Overdue	
3843	04/04/2022	Blake Humphries	\$62.10
		Refund - 10 Pool Visits - Aquamotion	
3844	04/04/2022	Boral Construction Materials Group Ltd	\$654.28
		Concrete Mix - Various Locations	
3845	04/04/2022	Boya Equipment	\$264.99
		Backpack Sprayer	
3846	04/04/2022	BP Australia Ltd	\$130,187.38
		Fuel For The City	
3847	04/04/2022	Bridgestone Australia Limited	\$19,833.22
		Tyre Fitting Services	
3848	04/04/2022	Building & Construction Industry Training Board	\$25,089.63
		Collection Agency Fee Payments - December 2021	
3849	04/04/2022	Rates Refund	\$508.75
3850	04/04/2022	Canford Hospitality Consultants	\$1,132.00
		Hospitality Strategy Report - Landsdale Library	
3851	04/04/2022	Car Care Motor Company Pty Ltd	\$4,079.75
		Vehicle Services / Repairs	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
3852	04/04/2022	Carramar Resources Industries	\$5,407.55
		Disposal Of Rubble	
3853	04/04/2022	Cat Welfare Society Incorporated	\$1,677.50
		Daily Impound Fees	
3854	04/04/2022	CDM Australia Pty Ltd	\$4,400.00
		Professional Advisory, Professional Consulting And Remote Management Services.	
3855	04/04/2022	Celebration Homes Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
3856	04/04/2022	Cherry's Catering	\$1,612.90
		Catering Services For The City	
3857	04/04/2022	Choice	\$1,100.00
		Choice Online Subscription	
3858	04/04/2022	Claire Tyson	\$18.30
		Refund - Swim Program - No Longer Required	
3859	04/04/2022	Coastal Navigation Solutions	\$949.84
		Six Season Artwork Preparation - Peridot Park	
3860	04/04/2022	Contra-Flow Pty Ltd	\$8,781.17
		Traffic Control Services	
3861	04/04/2022	Corsign (WA) Pty Ltd	\$1,163.06
		Various Signs And Fixing Accessories	
3862	04/04/2022	CPR Building & Approval Services	\$110.00
		Refund - Building Application - Overdue	
3863	04/04/2022	Craig Walker	\$2,000.00
		Refund - Street & Verge Bond	
3864	04/04/2022	Critical Fire Protection & Training Pty Ltd	\$1,276.00
		Fire Equipment Servicing	
3865	04/04/2022	CS Legal	\$35,484.12
		Court Fees	
3866	04/04/2022	CSP Group Pty Ltd	\$520.00
		Plant Spare Parts	
3867	04/04/2022	Cutting Edges Equipment Parts Pty Ltd	\$92.66
		Vehicle Spare Parts	
3868	04/04/2022	Cutting Edges Equipment Parts Pty Ltd	\$703.42
		Vehicle Spare Parts	
3869	04/04/2022	Rates Refund	\$339.77
3870	04/04/2022	Data #3 Limited	\$157.75
		Software Subscriptions	
3871	04/04/2022	Data #3 Limited	\$493.28
		Software Subscriptions	
3872	04/04/2022	David Swain	\$1,000.00
		Refund - Street & Verge Bond	
3873	04/04/2022	Department of Mines, Industry Regulation & Safety	\$44,983.84
		Collection Agency Fee Payments - January 2022	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
3874	04/04/2022	Department of Training and Workforce Development	\$12,540.00
		Training - Animal Welfare In Emergencies 2022 - 4 Attendees	
3875	04/04/2022	Direct Communications	\$150.70
		Suction Cup Mount With Magnetic Cradle	
3876	04/04/2022	Direct Communications	\$150.70
		Suction Cup Mount With Magnetic Cradle	
3877	04/04/2022	Dowsing Group Pty Ltd	\$83,613.67
		Concrete Works - Various Locations	
3878	04/04/2022	Drainflow Services Pty Ltd	\$35,573.38
		Drain Cleaning And Road Sweeping Services	
3879	04/04/2022	Drainflow Services Pty Ltd	\$13,572.06
		Drain Cleaning And Road Sweeping Services	
3880	04/04/2022	ELM Estate Landscape Maintenance	\$35,468.97
		Landscape Maintenance	
3881	04/04/2022	Environmental Industries Pty Ltd	\$21,536.02
		Landscape Maintenance	
3882	04/04/2022	Ergolink	\$242.65
		Evoluent D Series Vertical Mouse	
3883	04/04/2022	Feral Invasive Species Eradication	\$1,520.00
		Fox Control March 2022	
3884	04/04/2022	First Homebuilders Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
3885	04/04/2022	Futuristic Construction Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
3886	04/04/2022	Gary Wrigley	\$2,000.00
		Refund - Street & Verge Bond	
3887	04/04/2022	Geoff's Tree Service Pty Ltd	\$45,828.75
		Tree Pruning Services	
3888	04/04/2022	Geoff's Tree Service Pty Ltd	\$16,557.01
		Tree Pruning Services & Fire Hazard Control Services	
3889	04/04/2022	GPC Asia Pacific Pty Ltd	\$34.52
		Vehicle Spare Parts	
3890	04/04/2022	Grasstrees Australia	\$3,762.00
		Trim, Treatment, Fertilisation And Soil Moisture Probing - 19 Grasstrees.	
3891	04/04/2022	Guardian Doors	\$224.40
		Service Doors - Margaret Cockman Pavilion & Civic Centre	
3892	04/04/2022	Halpd Pty Ltd Trading As Affordable Living Homes	\$426.64
		Refund - Building Application - Overdue	
3893	04/04/2022	Halpd Pty Ltd Trading As Affordable Living Homes	\$6,000.00
		Refund - Street & Verge Bonds	
3894	04/04/2022	Hang Art Pty Ltd	\$1,936.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Installation Of Artworks - Community Art Awards	
3895	04/04/2022	Haresh Menon	\$935.00
		Filming - Old Wanneroo School House	
3896	04/04/2022	Hays Personnel Services	\$7,763.19
		Casual Labour Services	
3897	04/04/2022	Heatley Sales Pty Ltd	\$67.67
		PPE Issues	
3898	04/04/2022	Hickey Constructions Pty Ltd	\$3,572.80
		Repair Table Slats - Verwood Park, Repair Bench - Portsmouth & Eiffel Parks, Repair Limestone & Coping Stones - Eiffel & Nankeen Parks	
3899	04/04/2022	Hodge Collard Preston Unit Trust	\$1,017.50
		Defects Liability Administration - Aquamotion Changerooms	
3900	04/04/2022	Home Group WA Pty Ltd	\$26,467.63
		Refund - Street & Verge Bonds, Refund - Building Application - Overdue	
3901	04/04/2022	Homebuyers Centre	\$6,449.46
		Refund - Street & Verge Bonds, Refund - Building Application - Overdue	
3902	04/04/2022	HopgoodGanim	\$1,900.00
		Legal Fees For The City	
3903	04/04/2022	HopgoodGanim	\$3,720.50
		Legal Fees For The City	
3904	04/04/2022	Hose Right	\$447.12
		Vehicle Hoses	
3905	04/04/2022	Humes Concrete Products	\$4,693.61
		Drainage Items - Tapping Road	
3906	04/04/2022	Hydroquip Pumps	\$544.50
		Reticulation Pump Works - Various Locations	
3907	04/04/2022	Iconic Property Services Pty Ltd	\$7,585.49
		Cleaning Services For The City	
3908	04/04/2022	Integrity Industrial Pty Ltd	\$15,467.21
		Casual Labour For The City	
3909	04/04/2022	Integrity Industrial Pty Ltd	\$21,414.92
		Casual Labour For The City	
3910	04/04/2022	Integrity Staffing	\$6,487.70
		Casual Labour Services	
3911	04/04/2022	Intelife Group	\$36,514.32
		BBQ Maintenance - November & December 2021	
3912	04/04/2022	Isabella Versace	\$100.00
		Dog Registration Refund	
3913	04/04/2022	J Blackwood & Son Ltd	\$110.29
		PPE Issues	
3914	04/04/2022	J Blackwood & Son Ltd	\$1,492.01



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		PPE Issues & Stores Stock	
3915	04/04/2022	James Bennett Pty Ltd	\$1,095.12
		Book Stock - Libraries	
3916	04/04/2022	Rates Refund	\$2,723.98
3917	04/04/2022	JCorp Pty Ltd	\$367.73
		Refund - Building Application - Overdue	
3918	04/04/2022	Jessica Louise Russell	\$1,045.00
		Filming - Old Wanneroo School House	
3919	04/04/2022	Joondalup Autospark	\$450.00
		Fit Lamps To Vehicle Roof Rack - Fleet Assets	
3920	04/04/2022	Joondalup Early Learning Centre	\$1,540.00
		Community Funding - Wanneroo Family Fun Day - 27.11.2021	
3921	04/04/2022	Judith Birchall	\$250.00
		Language Consultant Service - Waste Education Consultation With Noongar Names For City's New Recycling Trucks	
3922	04/04/2022	Kerb Direct Kerbing	\$4,339.20
		Kerbing Works - Shelvock Park Car Park	
3923	04/04/2022	Kleenheat Gas Pty Ltd	\$0.90
		Gas Supplies For The City	
3924	04/04/2022	Kleenheat Gas Pty Ltd	\$4.00
		Gas Supplies For The City	
3925	04/04/2022	Kleenit	\$8,028.86
		Graffiti Removal For The City	
3926	04/04/2022	Kylie Beveridge	\$182.10
		Refund - Swimming Lessons - Withdrawn From Program	
3927	04/04/2022	Kyocera Document Solutions	\$158,292.98
		New Printers, IC Card Authentication Kits & Printing And Photocopying Charges	
3928	04/04/2022	Landgate	\$1,768.20
		Land Enquiries For The City	
3929	04/04/2022	Landscape Elements	\$530.22
		Landscape Maintenance	
3930	04/04/2022	Landscape Elements	\$109,144.44
		Landscape Maintenance	
3931	04/04/2022	Larrikin House Pty Ltd	\$340.00
		Library Book Stock	
3932	04/04/2022	LD Total	\$53,107.31
		Landscape Maintenance For The City	
3933	04/04/2022	LGISWA	\$681.82
		Excess Charge - Motor Vehicle Claim MO0050826	
3934	04/04/2022	Living Turf	\$2,957.68
		Turf Fertiliser Supplies	
3935	04/04/2022	Local Government Professionals Australia WA	\$700.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Lift Off Program 2022	
3936	04/04/2022	Logo Appointments	\$16,381.24
		Casual Labour Services	
3937	04/04/2022	Major Motors	\$1,413.47
		Vehicle Spare Parts & Repairs	
3938	04/04/2022	Marketforce Pty Ltd	\$379.05
		Advertising Services For The City	
3939	04/04/2022	Mastec Australia Pty Ltd	\$61,786.30
		240 Litre Green Bins With Lime Green Lid	
3940	04/04/2022	Matrix Traffic and Transport Data Pty Ltd	\$2,497.00
		Video Counts & Intersection Survey - Mirrabooka Avenue And Kingsway Intersection	
3941	04/04/2022	Mayday Earthmoving	\$6,017.00
		Heavy Equipment Hire	
3942	04/04/2022	Mayday Earthmoving	\$962.50
		Heavy Equipment Hire	
3943	04/04/2022	Mayday Earthmoving	\$1,768.25
		Heavy Equipment Hire	
3944	04/04/2022	McLeods	\$1,802.00
		Legal Fees For The City	
3945	04/04/2022	Melanie Kelsall	\$2,200.00
		Enterprise Funding Program - Business Grant (Your Partners in HR)	
3946	04/04/2022	Michael Page International (Australia) Pty Ltd	\$1,961.85
		Casual Labour For The City	
3947	04/04/2022	Michelle Branson	\$75.00
		Dog Registration Refund - Sterilisation	
3948	04/04/2022	Mindarie Regional Council	\$6,568.17
		Refuse Disposal Services	
3949	04/04/2022	Miracle Recreation Equipment Pty Ltd	\$2,151.60
		Playground Equipment Repairs	
3950	04/04/2022	Mr Andrew Nylund	\$1,000.00
		Refund - Street & Verge Bond	
3951	04/04/2022	Mr Christopher Green	\$60.00
		Dog Registration Refund - Deceased	
3952	04/04/2022	Mr David Murphy	\$150.00
		Dog Registration Refund - Sterilised	
3953	04/04/2022	Mr Sachin Purohit	\$25.00
		Refund - Septic Tanks Plans - Not Available	
3954	04/04/2022	Mr Scott Whitley	\$150.00
		Dog Registration Refund - Sterilised	
3955	04/04/2022	Mrs Andrea Potts	\$150.00
		Dog Registration Refund - Sterilised	
3956	04/04/2022	Ms Carly Nasso	\$2,000.00
		Refund - Street & Verge Bond	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
3957	04/04/2022	Ms Carol Swailes	\$150.00
		Dog Registration Refund - Sterilised	
3958	04/04/2022	Ms Denese Kelly	\$150.00
		Dog Registration Refund - Sterilised	
3959	04/04/2022	Ms Nina Kirkham	\$150.00
		Dog Registration Refund - Sterilised	
3960	04/04/2022	Ms Sharyn BJORKE-NIELSEN	\$30.00
		Dog Registration Refund - Sterilised	
3961	04/04/2022	Musica Viva Australia	\$1,290.00
		Yanchep Community Concert With Eastwinds	
3962	04/04/2022	Natural Area Holdings Pty Ltd	\$4,829.13
		Seed & Plant Propagation	
3963	04/04/2022	Natural Area Holdings Pty Ltd	\$3,822.50
		Maintenance - Discovery Park Waterway	
3964	04/04/2022	Neverfail Springwater Limited	\$103.59
		Equipment Rental - Print Room	
3965	04/04/2022	Noma Pty Ltd	\$1,320.00
		Design Review Panel Meetings	
3966	04/04/2022	Northern Lawnmower & Chainsaw Specialists	\$323.40
		Plant Spare Parts	
3967	04/04/2022	Nu-Trac Rural Contracting	\$3,630.97
		Beach Cleaning - Yanchep Lagoon	
3968	04/04/2022	On Tap Plumbing & Gas Pty Ltd	\$4,585.84
		Plumbing Maintenance For The City	
3969	04/04/2022	On Tap Plumbing & Gas Pty Ltd	\$1,832.16
		Plumbing Maintenance For The City	
3970	04/04/2022	Owen Arthur Wood	\$1,000.00
		Refund - Street & Verge Bond	
3971	04/04/2022	Palace Homes & Construction Pty Ltd	\$73,457.79
		Project Designs And Documents - Netball Renewal At Gumblossom Park	
3972	04/04/2022	Paperbark Technologies Pty Ltd	\$2,025.00
		Aerial Inspections & Arboriculture Reports	
3973	04/04/2022	Parker Black & Forrest	\$143.00
		Locking Services	
3974	04/04/2022	Perth Heavy Tow	\$605.00
		Towing Services	
3975	04/04/2022	Perth Patio Magic Pty Ltd	\$1,000.00
		Refund - Street & Verge Bond	
3976	04/04/2022	Perth Testing & Tagging Pty Ltd	\$165.00
		Testing & Tagging Tools - Ashby Operations Construction	
3977	04/04/2022	Play Check	\$4,620.00
		Surface Impact Testing - Various Locations, Monthly Playground Inspections	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
3978	04/04/2022	Plunkett Homes	\$564.12
		Refund - Building Application - Overdue	
3979	04/04/2022	Porter Consulting Engineers	\$7,060.35
		Design, Documentation & Contract Administration - Mather Drive	
3980	04/04/2022	Powerhouse Batteries Pty Ltd	\$1,210.33
		Batteries	
3981	04/04/2022	Prestige Alarms	\$190,559.50
		CCTV / Alarm Services For The City	
3982	04/04/2022	Print Smart Online Pty Ltd	\$2,378.00
		Printing - Aquamotion & Kingsway Membership Agreement & Direct Debit Books	
3983	04/04/2022	Professional Search Group Pty Ltd	\$1,172.70
		Contract Staff - Strategic Finance Business Partner	
3984	04/04/2022	Pure Homes Pty Ltd Trading As B1 Homes	\$8,000.00
		Refund - Street & Verge Bonds	
3985	04/04/2022	Quinns FC Incorporated	\$212.25
		Hire Fee Refund	
3986	04/04/2022	Quinns Mindarie Residents Group	\$500.00
		Community Funding - Quinns Community Easter Egg Hunt	
3987	04/04/2022	Ralph Beattie Bosworth	\$1,980.00
		Preparation Of Budget Estimate - Yanchep Fire Access Track	
3988	04/04/2022	Reliable Fencing WA Pty Ltd	\$7,196.94
		Fencing Works - Various Locations	
3989	04/04/2022	REM Consulting	\$4,926.65
		Casual Labour Services	
3990	04/04/2022	Rent A Dingo	\$385.00
		Dingo With Bucket - Edgar Griffiths Park	
3991	04/04/2022	Residential Renovation Company	\$1,000.00
		Refund - Street & Verge Bond	
3992	04/04/2022	Richard Bradley	\$2,000.00
		Refund - Street & Verge Bond	
3993	04/04/2022	Roads 2000	\$413,432.32
		Road Works - Various Locations	
3994	04/04/2022	Robert Walters Pty Ltd	\$12,476.50
		Casual Labour Services	
3995	04/04/2022	Rohit Kalia	\$360.00
		Vehicle Crossing Subsidy	
3996	04/04/2022	Rolsteel Enterprises Pty Ltd	\$2,750.00
		Fabricate Frame - Fleet	
3997	04/04/2022	Rooforce Facility Services Pty Ltd	\$550.00
		Security - Community Event - Celebrating Girrawheen	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
3998	04/04/2022	Safety And Rescue Equipment	\$1,357.40
		Relocate Access Bracket & Replace 6 Dektite Boots - Carramar Community Centre	
3999	04/04/2022	SAI Global Compliance Pty Ltd	\$98,999.99
		Workplace Health & Safety System - Contractor Management, Risk Management, Chemical Register & EHS Essentials	
4000	04/04/2022	Seabreeze Landscape Supplies	\$404.50
		Landscape Supplies	
4001	04/04/2022	Seabreeze Landscape Supplies	\$17.00
		Landscape Supplies	
4002	04/04/2022	Shaun Nannup	\$880.00
		Welcome To Country - Perth Symphony Orchestra Concert	
4003	04/04/2022	Shred-X	\$308.88
		Security Shredding For The City	
4004	04/04/2022	Sifting Sands	\$6,475.37
		Sand Cleaning Services	
4005	04/04/2022	Sigma Chemicals	\$2,086.15
		Pool Chemicals - Aquamotion	
4006	04/04/2022	Simsai Construction Group Pty Ltd	\$444.72
		Refund - Building Application - Overdue	
4007	04/04/2022	SJ McKee Maintenance Pty Ltd	\$617.00
		Repair Works - Various Locations - Waste	
4008	04/04/2022	Skyline Landscape Services (WA)	\$19,513.78
		Landscape Maintenance For The City	
4009	04/04/2022	Smartbuilt Perth Pty Ltd	\$66.00
		Pest Control Services For The City	
4010	04/04/2022	SPORTENG	\$9,658.00
		Phase 1 - Kingsway Regional Sporting Complex	
4011	04/04/2022	SSB Pty Ltd	\$6,000.00
		Refund - Street & Verge Bonds	
4012	04/04/2022	St John Ambulance Western Australia Ltd	\$3,286.65
		First Aid Training Services & First Aid Supplies	
4013	04/04/2022	Statewide Pump Services	\$275.00
		Inspections - Yanchep Oily Water	
4014	04/04/2022	Stephen Blyth	\$2,000.00
		Refund - Street & Verge Bond	
4015	04/04/2022	Stiles Electrical & Communication Services Pty Ltd	\$56,116.74
		Final Progress Claim - Anthony Waring Park	
4016	04/04/2022	StrataGreen	\$522.52
		ARS Replacement Stopper Set A For EXP & Tree Stakes	
4017	04/04/2022	StrataGreen	\$273.78
		Arbortab Tree Tablets	
4018	04/04/2022	Suez Recycling & Recovery Pty Ltd	\$322,329.54

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Refuse Disposal	
4019	04/04/2022	Supreme Dry Cleans and Laundrette	\$480.00
		Dry Cleaning Services	
4020	04/04/2022	Supreme Shades Pty Ltd	\$9,753.70
		Shade Sail Works - Various Locations	
4021	04/04/2022	Synergy	\$421.76
		Power Supplies For The City	
4022	04/04/2022	Synergy	\$38,887.86
		Power Supplies For The City	
4023	04/04/2022	Synergy	\$2,030.55
		Power Supplies For The City	
4024	04/04/2022	The Rigging Shed	\$2,608.32
		Onsite Inspection & Tagging Of Your Lifting Equipment	
4025	04/04/2022	The Trustee for BARRA CIVIL AND FENCING Trust	\$1,221.00
		Repair Gate - Wanneroo Showgrounds	
4026	04/04/2022	The Trustee for Hayto Trust	\$1,100.00
		Youth Centre Photography	
4027	04/04/2022	Cancelled	
4028	04/04/2022	The Trustee for TLC Solutions Australia Unit Trust	\$2,640.00
		Facilitation Of A 2 Day Introduction To Operational Leadership Program	
4029	04/04/2022	Thirty4 Pty Ltd	\$211.20
		Monthly Subscription - February 2022	
4030	04/04/2022	Toll Transport Pty Ltd	\$1,438.77
		Courier Services For The City	
4031	04/04/2022	Top Of The Ladder Gutter Cleaning	\$19,712.00
		Cleaning Gutters & Downpipes - Various Locations	
4032	04/04/2022	Toro Australia Group Sales Pty Ltd	\$274.12
		Plant Spare Parts	
4033	04/04/2022	Tree Planting & Watering	\$70,587.44
		Tree Watering Service	
4034	04/04/2022	Triton Electrical Contractors Pty Ltd	\$18,854.00
		Irrigation Electrical Works	
4035	04/04/2022	Triton Electrical Contractors Pty Ltd	\$495.00
		Irrigation Electrical Works	
4036	04/04/2022	Trophy Shop Australia	\$170.40
		Employee Name Badge & Sports Prizes - Kingsway	
4037	04/04/2022	Trophy Shop Australia	\$79.70
		Employee Name Badge & Curtain Unveiler - Community Facilities	
4038	04/04/2022	Truck Centre WA Pty Ltd	\$808.00
		Training - Customer Tech Tool - 10 - 11.03.2022	



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4039	04/04/2022	Turf Care WA Pty Ltd	\$151,219.61
		Turfing Works For The City	
4040	04/04/2022	Ventura Home Group Pty Ltd	\$216.00
		Refund - Verge Licence - Cancelled	
4041	04/04/2022	ViewTech3D Pty Ltd	\$396.00
		Information Tags & Integrating It In The Virtual Tour	
4042	04/04/2022	WA Limestone Company	\$1,897.40
		Limestone Supplies	
4043	04/04/2022	Wanneroo Electric	\$26,248.34
		Electrical Maintenance For The City	
4044	04/04/2022	Wanneroo Electric	\$1,479.68
		Electrical Maintenance For The City	
4045	04/04/2022	Wanneroo Patios	\$12,457.30
		Install Patio - Jenolan Way Community Centre	
4046	04/04/2022	Water Corporation	\$2,359.18
		Water Supplies For The City	
4047	04/04/2022	Water Corporation	\$20,564.99
		Water Supplies For The City	
4048	04/04/2022	West Coast Turf	\$10,450.00
		Turfing Works	
4049	04/04/2022	Western Power	\$275.00
		Easement Calculation - Mathers Drive	
4050	04/04/2022	Western Resource Recovery Pty Ltd	\$462.00
		Grease Trap - Quinns Mindarie Community Centre	
4051	04/04/2022	Woodhamm Pty Ltd	\$3,135.00
		Recruitment - Executive Manager Governance And Legal	
4052	04/04/2022	Work Clobber	\$166.50
		PPE Issues	
4053	04/04/2022	Workpower Incorporated	\$25,189.16
		Landscape Maintenance	
4054	04/04/2022	Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4055	04/04/2022	Wrenoil	\$22.00
		Oil Waste Disposal	
4056	04/04/2022	Your Home Builder WA	\$4,000.00
		Refund - Street And Verge Bond	
4057	04/04/2022	Zetta Pty Ltd	\$1,472.94
		Technical Leadership Hours - Network Engineer	
4058	06/04/2022	Perth Energy Pty Ltd	\$161,778.98
		Power Supplies For The City	
4059	07/04/2022	LD Total	\$336,329.74
		Landscape Maintenance For The City	
4096	08/04/2022	Roads 2000	\$261,649.23

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Road Works - Various Locations	
4097	08/04/2022	Bollig Design Group Ltd	\$17,600.00
		Consultancy Services - Southern Suburbs Library	
4098	08/04/2022	Horizon West Landscape Constructions	\$179,894.66
		Construction Claim - Wonambia Park	
4099	08/04/2022	Turf Care WA Pty Ltd	\$3,173.28
		Turfing Works For The City	
4100	07/04/2022	7 to 1 Photography	\$1,650.00
		Photography - Express Citizenship Ceremonies	
4101	07/04/2022	Allaboutxpert Australia Pty Ltd	\$9,900.00
		Professional Services - Payroll AMS	
4102	07/04/2022	Aslab Pty Ltd	\$1,716.00
		Subbase & Basecourse Testing - Sydney Road	
4103	07/04/2022	Australian Airconditioning Services Pty Ltd	\$11,594.29
		Airconditioning Maintenance For The City	
4104	07/04/2022	Australian Manufacturing Workers Union	\$58.40
		Payroll Deduction - Period Ending 01.04.2022	
4105	07/04/2022	Australian Services Union	\$466.20
		Payroll Deduction - Period Ending 01.04.2022	
4106	07/04/2022	Australian Taxation Office	\$570,822.00
		Payroll Deduction - Period Ending 01.04.2022	
4107	07/04/2022	Auto Blackbox Pty Ltd	\$45.00
		Adhesive Tabs - Fleet	
4108	07/04/2022	Back Beach Co Pty Ltd	\$3,919.30
		Towelling Robes - Aquamotion	
4109	07/04/2022	Benerin Electrical Services	\$26,686.00
		Bus Shelter - New Footpath Installation - Wanneroo Road	
4110	07/04/2022	Boral Construction Materials Group Ltd	\$1,221.88
		Concrete Mix - Various Locations	
4111	07/04/2022	Bradbury Sewell Pty Ltd	\$1,540.00
		Professional Services - Dilapidation Surveys	
4112	07/04/2022	Bridge42	\$10,450.00
		Implementation Of The City's Golf Course Strategic Plan, Business Plan & Financials	
4113	07/04/2022	Bridgestone Australia Limited	\$1,180.29
		Tyre Fitting Services	
4114	07/04/2022	Bridgestone Australia Limited	\$2,724.43
		Tyre Fitting Services	
4115	07/04/2022	Brownes Foods Operations Pty Limited	\$352.95
		Milk Deliveries For The City	
4116	07/04/2022	Bucher Municipal Pty Ltd	\$2,539.55
		Vehicle Spare Parts	
4117	07/04/2022	Cabcharge	\$12.10
		Express Postage - Etickets	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4118	07/04/2022	Canford Hospitality Consultants	\$1,162.50
		Hospitality Strategy Report - Landsdale Library	
4119	07/04/2022	Car Care Motor Company Pty Ltd	\$872.90
		Vehicle Services / Repairs	
4120	07/04/2022	Carramar Resources Industries	\$86.64
		Disposal Of Rubble	
4121	07/04/2022	CDM Australia Pty Ltd	\$11,704.00
		Professional Advisory, Professional Consulting And Remote Management Services.	
4122	07/04/2022	CFMEU	\$204.00
		Payroll Deduction - Period Ending 01.04.2022	
4123	07/04/2022	Child Support Agency	\$1,433.69
		Payroll Deduction - Period Ending 01.04.2022	
4124	07/04/2022	City of Wanneroo	\$835.00
		Rates Payments From Monthly Deductions	
4125	07/04/2022	City of Wanneroo	\$5,096.00
		Payroll Deduction - Period Ending 01.04.2022	
4126	07/04/2022	Clark Equipment Sales Pty Ltd	\$185.16
		Vehicle Spare Parts / Repairs	
4127	07/04/2022	Contra-Flow Pty Ltd	\$11,110.97
		Traffic Control Services	
4128	07/04/2022	Corsign (WA) Pty Ltd	\$1,127.54
		Various Signs And Fixing Accessories	
4129	07/04/2022	Cr Brett Treby	\$4,596.15
		Monthly Allowance	
4130	07/04/2022	Cr Christopher Baker	\$2,690.46
		Monthly Allowance	
4131	07/04/2022	Cr Glynis Parker	\$2,690.46
		Monthly Allowance	
4132	07/04/2022	Cr Helen Berry	\$2,690.46
		Monthly Allowance	
4133	07/04/2022	Cr Jacqueline Huntley	\$2,465.46
		Monthly Allowance	
4134	07/04/2022	Cr James Rowe	\$2,690.46
		Monthly Allowance	
4135	07/04/2022	Cr Jordan Wright	\$2,690.46
		Monthly Allowance	
4136	07/04/2022	Cr Linda Aitken	\$2,690.46
		Monthly Allowance	
4137	07/04/2022	Cr Natalie Herridge	\$2,690.46
		Monthly Allowance	
4138	07/04/2022	Cr Natalie Sangalli	\$2,690.46
		Monthly Allowance	
4139	07/04/2022	Cr Paul Miles	\$2,490.46
		Monthly Allowance	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4140	07/04/2022	Cr Sonet Coetzee	\$2,690.46
		Monthly Allowance	
4141	07/04/2022	CS Legal	\$63,041.12
		Court Fees	
4142	07/04/2022	CSP Group Pty Ltd	\$186.00
		Plant Repairs	
4143	07/04/2022	Data #3 Limited	\$750.94
		Software Subscriptions	
4144	07/04/2022	Direct Communications	\$722.70
		Radio Install & Dash Cam Removal	
4145	07/04/2022	Double G (WA) Pty Ltd	\$3,166.83
		Irrigation Repair Works	
4146	07/04/2022	Drainflow Services Pty Ltd	\$26,566.76
		Drain Cleaning And Road Sweeping Services	
4147	07/04/2022	Economic Development Australia Limited	\$990.00
		Training - EDA Economic Development Professional Accreditation Stream	
4148	07/04/2022	Edge People Management	\$1,402.50
		Case Management - People & Culture	
4149	07/04/2022	Everybody Saving Energy Pty Ltd	\$20,929.97
		Insulation Works - Ashby Operations Centre	
4150	07/04/2022	Fleet Network	\$1,530.65
		Payroll Deduction - Period Ending 01.04.2022	
4151	07/04/2022	Flick Anticimex Pty Ltd	\$12,730.23
		Sanitary Services For The City	
4152	07/04/2022	Freestyle Now	\$2,310.00
		Skatepark Coaching Sessions - Banksia Grove	
4153	07/04/2022	Fusion Applications Pty Ltd	\$4,620.00
		Oracle Specialist Services Consulting Fees	
4154	07/04/2022	GC Sales (WA)	\$132.00
		Supply MGB Keys	
4155	07/04/2022	Geoff's Tree Service Pty Ltd	\$12,767.70
		Tree Pruning Services	
4156	07/04/2022	GPC Asia Pacific Pty Ltd	\$171.37
		Vehicle Spare Parts	
4157	07/04/2022	Green Options Pty Ltd	\$13,296.12
		Mowing Services For The City	
4158	07/04/2022	Greenway Turf Solutions Pty Ltd	\$800.80
		Blast Algae Biological Algae Treatment For lakes	
4159	07/04/2022	Hays Personnel Services	\$8,832.14
		Casual Labour Services	
4160	07/04/2022	HBF Health Limited	\$687.56
		Payroll Deduction - Period Ending 01.04.2022	
4161	07/04/2022	Homebuyers Centre	\$4,121.46
		Refund - Street & Verge Bonds	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4162	07/04/2022	Hose Right	\$328.69
		Vehicle Hoses	
4163	07/04/2022	Humes Concrete Products	\$2,118.42
		Drainage Items - Tapping Road	
4164	07/04/2022	Iconic Property Services Pty Ltd	\$6,726.51
		Cleaning Services For The City	
4165	07/04/2022	ID Fleet Hire	\$935.00
		Equipment Hire - Landsdale Concert	
4166	07/04/2022	Indoor Gardens Pty Ltd	\$297.00
		Plant Displays - Civic Centre Foyer	
4167	07/04/2022	Integrity Industrial Pty Ltd	\$963.26
		Casual Labour For The City	
4168	07/04/2022	Integrity Industrial Pty Ltd	\$9,482.40
		Casual Labour For The City	
4169	07/04/2022	Ixom Operations Pty Ltd	\$207.33
		Pool Chemicals - Aquamation	
4170	07/04/2022	J Blackwood & Son Ltd	\$122.82
		PPE Issues & Stores Stock	
4171	07/04/2022	Jobfit Health Group Pty Ltd	\$1,884.30
		Medical Fees For The City	
4172	07/04/2022	Kleenheat Gas Pty Ltd	\$0.90
		Gas Supplies For The City	
4173	07/04/2022	Kleenit	\$185.63
		Graffiti Removal For The City	
4174	07/04/2022	Landgate	\$489.60
		Land Enquiries For The City	
4175	07/04/2022	LGRCEU	\$1,683.00
		Payroll Deduction - Period Ending 01.04.2022	
4176	07/04/2022	Ligna Construction	\$1,130.25
		Limestone Capping Works - Kahana Park & Garry Meinck Park	
4177	07/04/2022	Maxxia Pty Ltd	\$6,790.66
		Payroll Deduction - Period Ending 01.04.2022	
4178	07/04/2022	Mayor Tracey Roberts	\$11,248.47
		Monthly Allowance	
4179	07/04/2022	Michael Page International (Australia) Pty Ltd	\$1,961.85
		Casual Labour For The City	
4180	07/04/2022	Mike Mulroy	\$319.20
		Refund - Program Pool Hire - Unable To Continue	
4181	07/04/2022	Mindarie Regional Council	\$239,367.99
		Refuse Disposal Services	
4182	07/04/2022	Mini-Tankers Australia Pty Ltd	\$3,542.47
		Fuel Issues - March 2022	
4183	07/04/2022	Minter Ellison	\$14,871.56
		Legal Services For The City	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4184	07/04/2022	Miracle Recreation Equipment Pty Ltd	\$12,148.50
		Playground Equipment Repairs, Bond Release - Assets Renewal Program 2020 / 2021	
4185	07/04/2022	Natural Area Holdings Pty Ltd	\$2,041.74
		Rabbit And Fox Summer Control Program - Quinns Beach Bushland And Kinsale, Talara Park Structural Assessment	
4186	07/04/2022	On Tap Plumbing & Gas Pty Ltd	\$482.90
		Plumbing Maintenance For The City	
4187	07/04/2022	On Tap Plumbing & Gas Pty Ltd	\$541.20
		Plumbing Maintenance For The City	
4188	07/04/2022	P & M Automotive Equipment	\$352.00
		Hoist Inspection - Fleet	
4189	07/04/2022	Paywise Pty Ltd	\$1,287.57
		Payroll Deduction - Period Ending 01.04.2022	
4190	07/04/2022	Plunkett Homes	\$1,120.00
		Refund - Building Application - Withdrawn	
4191	07/04/2022	Powerhouse Batteries Pty Ltd	\$90.49
		Batteries	
4192	07/04/2022	Prestige Alarms	\$3,357.92
		CCTV / Alarm Services For The City	
4193	07/04/2022	Quinns Rock Bush Fire Brigade	\$1,100.00
		Reimbursement - HR Driving Course	
4194	07/04/2022	Redink Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4195	07/04/2022	Reliable Fencing WA Pty Ltd	\$3,151.91
		Fencing Works - Various Locations	
4196	07/04/2022	Ricoh Australia Pty Ltd	\$2,318.12
		Service Contract - Civic Centre - Basement Printroom	
4197	07/04/2022	Roads 2000	\$1,605.45
		Road Works - Various Locations	
4198	07/04/2022	Robert Walters Pty Ltd	\$2,009.89
		Casual Labour Services	
4199	07/04/2022	Ron Nyisztor	\$1,106.20
		Curator - Community Art Awards	
4200	07/04/2022	Safety World	\$149.99
		PPE Issues	
4201	07/04/2022	Sifting Sands	\$783.75
		Sand Cleaning Services	
4202	07/04/2022	Signs & Lines	\$232.61
		Toilet Timelock Signage	
4203	07/04/2022	Site Sentry Pty Ltd	\$2,255.00
		Security Cameras & Monitoring - Wangara Recycling Facility	
4204	07/04/2022	SJ McKee Maintenance Pty Ltd	\$399.00



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Repair Works - Various Locations - Waste	
4205	07/04/2022	Skyline Landscape Services (WA)	\$684.44
		Landscape Maintenance For The City	
4206	07/04/2022	Smartbuilt Perth Pty Ltd	\$165.00
		Pest Control Services For The City	
4207	07/04/2022	Smartsalary	\$4,946.16
		Payroll Deduction - Period Ending 01.04.2022	
4208	07/04/2022	Sphere Architects	\$8,651.50
		Architectural Consultancy Services - Montrose Park Clubrooms	
4209	07/04/2022	Sprayline Spraying Equipment	\$127.40
		Spraying Equipment - Aerial Top Loaded - White	
4210	07/04/2022	St John Ambulance Western Australia Ltd	\$36.75
		First Aid Training Services	
4211	07/04/2022	Stihl Shop Malaga	\$3,200.00
		Cut Off Saw & Cart	
4212	07/04/2022	Surf Life Saving WA Incorporated	\$77,232.84
		Beach Safety Services - November 2021	
4213	07/04/2022	Synergy	\$2,466.59
		Power Supplies For The City	
4214	07/04/2022	Terravac Vacuum Excavations Pty Ltd	\$574.20
		Cricket Nets Upgrade, Edgar Griffiths Park,	
4215	07/04/2022	Terravac Vacuum Excavations Pty Ltd	\$16,286.33
		Playground Renewal Program	
4216	07/04/2022	The Rigging Shed	\$2,911.26
		Onsite Inspection - Lifting Equipment	
4217	07/04/2022	The Social Room WA	\$2,904.00
		Manage Social Media Platforms	
4218	07/04/2022	The Trustee for BARRA CIVIL AND FENCING Trust	\$10,521.50
		Install New Garrison Fencing - Clover Square Girrawheen	
4219	07/04/2022	The Trustee for Talis Unit Trust	\$2,377.38
		Consultancy Services - Wangara SAQP	
4220	07/04/2022	TJ Depiazzi & Sons	\$10,357.24
		Bushland Mulch Supplies	
4221	07/04/2022	Toll Ipec	\$47.21
		Couriers Services	
4222	07/04/2022	Toll Transport Pty Ltd	\$993.49
		Courier Services For The City	
4223	07/04/2022	Triton Electrical Contractors Pty Ltd	\$1,144.00
		Irrigation Electrical Works	
4224	07/04/2022	Turf Care WA Pty Ltd	\$14,605.18
		Turfing Works For The City	
4225	07/04/2022	Veronica Vojnikovic	\$360.00
		Vehicle Crossing Subsidy	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4226	07/04/2022	Viva Energy Australia Pty Ltd	\$91,484.77
		Fuel Issues For City Plant	
4227	07/04/2022	WA Limestone Company	\$1,085.92
		Limestone Supplies	
4228	07/04/2022	Wanneroo Business Association Incorporated	\$880.00
		Webinar Delivery - Getting Started On Social Media	
4229	07/04/2022	Wanneroo Electric	\$25,011.24
		Electrical Maintenance For The City	
4230	07/04/2022	Water Corporation	\$245.76
		Water Supplies For The City	
4231	07/04/2022	West Coast Turf	\$1,674.86
		Turfing Works	
4232	07/04/2022	Western Australian Local Government Association	\$214.50
		Training - Introduction To Local Government Elearning	
4233	07/04/2022	Western Tree Recyclers	\$104,380.32
		Removal Of Green Waste & Pruning Works	
4234	07/04/2022	WEX Australia Pty Ltd	\$3,564.57
		Fuel Issues - March 2022	
4235	07/04/2022	Wilson Security	\$27,502.57
		Security Services For The City	
4236	07/04/2022	Wilson Security	\$2,877.03
		Security Services For The City	
4237	07/04/2022	Workpower Incorporated	\$5,319.82
		Landscape Maintenance	
4238	07/04/2022	Worldwide Joondalup Malaga	\$1,550.00
		Printing - Bin Stickers	
4239	07/04/2022	Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4240	07/04/2022	Zoodata	\$792.00
		Inspect On-Site Training - Emergency Services	
4241	07/04/2022	Caroline Jane Buck	\$104.98
		Reimbursement - External Hard Drive For Discover Wanneroo Video Footage	
4242	07/04/2022	Mark Dickson	\$36.30
		Reimbursement - Business Hospitality - On Site Meeting	
4243	07/04/2022	Olivia-Jane Osborne	\$128.00
		Reimbursement - Requalification	
4246	11/04/2022	Access Without Barriers Pty Ltd	\$22,611.88
		Progress Claim 1 - Bin Stores - Ridgewood Park Clubrooms, Elliot Road Tennis Club & Phil Renkin Community Centre	
4247	11/04/2022	Alpeshkumar Patel	\$1,000.00
		Refund - Street & Verge Bond	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4248	11/04/2022	Rates Refund	\$473.18
4249	11/04/2022	Artem Design Studio Pty Ltd	\$9,759.75
		Design Consultancy Services - Wanneroo Animal Care Centre	
4250	11/04/2022	Australian Airconditioning Services Pty Ltd	\$190.52
		Airconditioning Maintenance For The City	
4251	11/04/2022	AV Truck Service Pty Ltd	\$63.36
		Vehicle Spare Parts	
4252	11/04/2022	BCI Sales Pty Ltd	\$480.15
		Repairs To Seat Belt	
4253	11/04/2022	Bridgestone Australia Limited	\$2,565.20
		Tyre Fitting Services	
4254	11/04/2022	Car Care Motor Company Pty Ltd	\$251.90
		Vehicle Services / Repairs	
4255	11/04/2022	CDM Australia Pty Ltd	\$1,980.00
		Professional Advisory, Professional Consulting And Remote Management Services.	
4256	11/04/2022	Rates Refund	\$1,069.64
4257	11/04/2022	City of Wanneroo	\$548.00
		Payroll Deduction - Period Ending 01.04.2022	
4258	11/04/2022	Claw Environmental	\$166.10
		Polystyrene Collection - Wangara Recycling Centre	
4259	11/04/2022	Coastal Navigation Solutions	\$2,530.00
		Render Wall - Toilet Block - Peridot Park	
4260	11/04/2022	Coates Hire Operations Pty Ltd	\$581.52
		Equipment Hire	
4261	11/04/2022	Coca Cola Amatil Pty Ltd	\$656.24
		Drinks Supply - Kingsway	
4262	11/04/2022	Contra-Flow Pty Ltd	\$1,436.33
		Traffic Control Services	
4263	11/04/2022	Corsign (WA) Pty Ltd	\$715.00
		Various Signs And Fixing Accessories	
4264	11/04/2022	Data #3 Limited	\$135.21
		Software Subscriptions	
4265	11/04/2022	Derek Joseph Nannup	\$1,050.00
		Welcome To Country - Symphony Under The Stars & Wanneroo Festival, Consultancy Around Waste Truck Naming	
4266	11/04/2022	DLF Co Pty Ltd	\$302.50
		Hiab Crane Hire	
4267	11/04/2022	Drainflow Services Pty Ltd	\$7,883.70
		Drain Cleaning And Road Sweeping Services	
4268	11/04/2022	Economic Development Australia Limited	\$495.00
		Training - EDA Economic Development Professional Accreditation Stream	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4269	11/04/2022	Empowered Training Australia Pty Ltd	\$1,848.00
		Audit - Traffic Management Compliance	
4270	11/04/2022	Environmental Industries Pty Ltd	\$13,970.00
		Landscape Maintenance	
4271	11/04/2022	Esri Australia	\$1,760.00
		Training - Migrating From ARCMAP To ARCGIS Pro	
4272	11/04/2022	Flick Anticimex Pty Ltd	\$4,270.54
		Sanitary Services For The City	
4273	11/04/2022	Frontline Fire & Rescue Equipment	\$819.50
		Vehicle Repairs	
4274	11/04/2022	Grasstrees Australia	\$506.00
		Weekly Watering Session - 12 Grasstrees At Golfview Park	
4275	11/04/2022	Guardian Doors	\$149.60
		Service Roller Doors - WLCC	
4276	11/04/2022	Heatley Sales Pty Ltd	\$2,072.40
		PPE Issues	
4277	11/04/2022	Hickey Constructions Pty Ltd	\$2,561.90
		Repair Seating - Parakeelya & Queenscliff Parks	
4278	11/04/2022	HiDrive Group	\$3,892.12
		Installation Site - Catalano Road	
4279	11/04/2022	Home Group WA Pty Ltd	\$14,000.00
		Refund - Street & Verge Bonds	
4280	11/04/2022	Homebuyers Centre	\$2,000.00
		Refund - Street & Verge Bond	
4281	11/04/2022	Iconic Property Services Pty Ltd	\$48,548.59
		Cleaning Services For The City	
4282	11/04/2022	Imagesource Digital Solutions	\$418.00
		Vinyl Banners - Yanchep Markets	
4283	11/04/2022	Integrity Industrial Pty Ltd	\$2,675.72
		Casual Labour For The City	
4284	11/04/2022	Integrity Staffing	\$1,286.79
		Casual Labour Services	
4285	11/04/2022	J Blackwood & Son Ltd	\$1,974.19
		PPE Issues & Stores Stock	
4286	11/04/2022	John Mathew Antulov	\$8,025.31
		Developer Balance - Antulov - Cell 4 - Interest	
4287	11/04/2022	Kleenit	\$176.88
		Graffiti Removal For The City	
4288	11/04/2022	Konecranes Pty Ltd	\$855.80
		Crane Maintenance x 4 Plant	
4289	11/04/2022	Landgate	\$4,943.73
		Gross Rental Valuations	
4290	11/04/2022	Landgate	\$3,477.87

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Gross Rental Valuations	
4291	11/04/2022	LD Total	\$25,471.30
		Landscape Maintenance For The City	
4292	11/04/2022	Major Motors	\$376.20
		Vehicle Spare Parts & Repairs	
4293	11/04/2022	Major Motors	\$1,923.72
		Vehicle Spare Parts & Repairs	
4294	11/04/2022	Michael Page International (Australia) Pty Ltd	\$838.13
		Casual Labour For The City	
4295	11/04/2022	Mindarie Regional Council	\$2,293.19
		Refuse Disposal Services	
4296	11/04/2022	Rates Refund	\$971.54
4297	11/04/2022	Moonshot Creative	\$1,750.00
		Graphic Design - Artwork For The City Of Wanneroo Destination Guide	
4298	11/04/2022	Mr Chay Conn	\$360.00
		Vehicle Crossing Subsidy	
4299	11/04/2022	Mr Luke Malatesta	\$2,000.00
		Refund - Street & Verge Bond	
4300	11/04/2022	Mr Mark Irving	\$1,000.00
		Refund - Street & Verge Bond	
4301	11/04/2022	Mrs Snjezana Pajic	\$150.00
		Dog Registration Refund - Sterilised	
4302	11/04/2022	Netsight Pty Ltd	\$1,780.90
		Myosh Monthly Subscription	
4303	11/04/2022	Rates Refund	\$386.44
4304	11/04/2022	Nutrien Ag Solutions Limited	\$2,601.61
		Precision Wetter, Tools & Shade Cloth	
4305	11/04/2022	OEM Group Pty Ltd	\$363.88
		Repairs Carried Out On Site - Safety Valve Leaking	
4306	11/04/2022	On Tap Plumbing & Gas Pty Ltd	\$6,987.20
		Plumbing Maintenance For The City	
4307	11/04/2022	On Tap Plumbing & Gas Pty Ltd	\$176.00
		Plumbing Maintenance For The City	
4308	11/04/2022	Oracle Customer Management Solutions Pty Ltd	\$6,136.39
		After Hours Calls Service	
4309	11/04/2022	Oracle Customer Management Solutions Pty Ltd	\$6,701.31
		After Hours Calls Service	
4310	11/04/2022	Paperbark Technologies Pty Ltd	\$415.00
		Arboriculture Reports	
4311	11/04/2022	Pure Homes Pty Ltd Trading As B1 Homes	\$6,000.00
		Refund - Street & Verge Bonds	
4312	11/04/2022	Reliable Fencing WA Pty Ltd	\$4,010.96
		Fencing Works - Various Locations	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4313	11/04/2022	Reliable Fencing WA Pty Ltd	\$805.26
		Fencing Works - Various Locations	
4314	11/04/2022	REM Consulting	\$6,115.84
		Casual Labour Services	
4315	11/04/2022	Sifting Sands	\$358.97
		Sand Cleaning Services	
4316	11/04/2022	SJ McKee Maintenance Pty Ltd	\$1,753.00
		Repair Works - Various Locations - Waste	
4317	11/04/2022	Skyline Landscape Services (WA)	\$9,082.37
		Landscape Maintenance For The City	
4318	11/04/2022	Smartbuilt Perth Pty Ltd	\$165.00
		Pest Control Services For The City	
4319	11/04/2022	Smartbuilt Perth Pty Ltd	\$270.52
		Pest Control Services For The City	
4320	11/04/2022	Steven John Bidefeld	\$1,000.00
		Refund - Street & Verge Bond	
4321	11/04/2022	StrataGreen	\$72.38
		Jarrah Tree Stakes	
4322	11/04/2022	Suez Recycling & Recovery Pty Ltd	\$3,236.37
		Refuse Disposal	
4323	11/04/2022	Supreme Shades Pty Ltd	\$4,591.40
		Shade Sail Works - Various Locations	
4324	11/04/2022	Surf Life Saving WA Incorporated	\$231,698.52
		Beach Safety Services - January, February, March 2022	
4325	11/04/2022	Synergy	\$8,990.11
		Power Supplies For The City	
4326	11/04/2022	Terravac Vacuum Excavations Pty Ltd	\$1,320.00
		Location Of Services - Kingsway Sporting Complex	
4327	11/04/2022	The Pavilion at Mindarie	\$5,500.00
		Sponsorship - Toast The Coast 30.04.2022	
4328	11/04/2022	The Potters House Beechboro	\$850.00
		Bond Refund	
4329	11/04/2022	Toro Australia Group Sales Pty Ltd	\$1,155.36
		Plant Spare Parts	
4330	11/04/2022	TQuip	\$1,922.05
		Mower Spare Parts	
4331	11/04/2022	Trailer Parts Pty Ltd	\$181.06
		Vehicle Spare Parts	
4332	11/04/2022	Training Services Australia	\$330.00
		Training - Safety & Health Representative - Rangers	
4333	11/04/2022	Triumph Homes Pty Ltd t/as ID Homes	\$2,000.00
		Refund - Street & Verge Bond	
4334	11/04/2022	Turf Care WA Pty Ltd	\$3,356.88



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Turfing Works For The City	
4335	11/04/2022	Tyrecycle Pty Ltd	\$15,846.60
		Facilitate Tyre Collection & Disposal From Community Drop Off Date	
4336	11/04/2022	Ventura Home Group Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4337	11/04/2022	WA Limestone Company	\$158.20
		Limestone Supplies	
4338	11/04/2022	Wanneroo Electric	\$3,207.57
		Electrical Maintenance For The City	
4339	11/04/2022	Water Corporation	\$29.04
		Water Supplies For The City	
4340	11/04/2022	Water Corporation	\$2,923.79
		Water Supplies For The City	
4341	11/04/2022	West-Sure Group Pty Ltd	\$143.66
		Cash Collection Services	
4342	11/04/2022	West-Sure Group Pty Ltd	\$143.66
		Cash Collection Services	
4343	11/04/2022	West-Sure Group Pty Ltd	\$502.82
		Cash Collection Services	
4344	11/04/2022	Westbuild Products Pty Ltd	\$1,045.35
		Kwikset Concrete	
4345	11/04/2022	Western Tree Recyclers	\$166,175.11
		Removal Of Green Waste & Pruning Works	
4346	11/04/2022	Western Tree Recyclers	\$355.30
		Removal Of Green Waste & Pruning Works	
4347	11/04/2022	Work Clobber	\$60.30
		PPE Issues	
4348	11/04/2022	Wurth Australia Pty Ltd	\$410.62
		Workshop Consumables	
4349	11/04/2022	Zipform Pty Ltd	\$1,527.13
		Print & Issue Interim Rates Notices	
4350	11/04/2022	Perth Energy Pty Ltd	\$159,747.56
		Power Supplies For The City	
4370	19/04/2022	AARCO Environmental Solutions Pty Ltd	\$4,840.00
		Asbestos Removal Services	
4371	19/04/2022	Action Glass & Aluminium	\$876.48
		Glazing Services For The City	
4372	19/04/2022	Air & Power Pty Ltd	\$12,091.82
		Rotary Screw Compressor	
4373	19/04/2022	Air Communications	\$38,857.50
		Replace Radio Unit - High Road - ICT	
4374	19/04/2022	Alinta Gas	\$869.60
		Gas Supplies For The City	
4375	19/04/2022	Allaboutxpert Australia Pty Ltd	\$10,725.26

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Professional Services - Oracle Financials	
4376	19/04/2022	Allaboutxpert Australia Pty Ltd	\$9,900.00
		Professional Services - Payroll AMS	
4377	19/04/2022	Amgrow Australia Pty Ltd	\$94,952.00
		Seed Striker Regenerator And Aqua Dye Blue	
4378	19/04/2022	Archival Survival Pty Ltd	\$802.12
		Stationery Items	
4379	19/04/2022	Australian Airconditioning Services Pty Ltd	\$17,036.02
		Airconditioning Maintenance For The City	
4380	19/04/2022	AV Truck Service Pty Ltd	\$440.88
		Vehicle Spare Parts	
4381	19/04/2022	B Waddell Consulting Engineers Pty Ltd	\$880.00
		Inspect Cracking And Report - Wanneroo Showgrounds Clubrooms	
4382	19/04/2022	BCI Sales Pty Ltd	\$816.20
		Repairs To Seat Belt	
4383	19/04/2022	Bee Advice	\$160.00
		Treat Wasp Nest - Kingsway Indoor Stadium	
4384	19/04/2022	BGC Concrete	\$404.36
		Concrete Mix - Kerbing	
4385	19/04/2022	Bioscience Pty Ltd	\$2,129.60
		Bioprime Trace	
4386	19/04/2022	BOC Limited	\$63.75
		Gas Bottles - Industrial Nitrogen & Oxygen	
4387	19/04/2022	Bridgestone Australia Limited	\$4,760.25
		Tyre Fitting Services	
4388	19/04/2022	Bring Couriers	\$956.42
		Courier Fees	
4389	19/04/2022	Bunnings Pty Ltd	\$32.86
		Hardware Purchases	
4390	19/04/2022	Burlinson Construction	\$465.07
		Refund - Building Application - Overdue	
4391	19/04/2022	Canford Hospitality Consultants	\$658.00
		Hospitality Strategy Report - Landsdale Library	
4392	19/04/2022	Canning & Associates Cost Consulting Pty Ltd	\$3,960.00
		Southern Suburbs Library - Cost Consultancy Services	
4393	19/04/2022	Canon Production Printing Australia Pty Ltd	\$200.55
		Black Label Bond Paper	
4394	19/04/2022	Car Care Motor Company Pty Ltd	\$1,923.35
		Vehicle Services / Repairs	
4395	19/04/2022	Castledine Gregory	\$11,624.62
		Legal Fees For The City	
4396	19/04/2022	CCS Strategic	\$27,741.45
		Cost Plan - Girrawheen Community Hub	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4397	19/04/2022	CDM Australia Pty Ltd	\$89,401.13
		Professional Advisory, Professional Consulting And Remote Management Services.	
4398	19/04/2022	Cherry's Catering	\$1,612.90
		Catering Services For The City	
4399	19/04/2022	CK Maloney Surveying	\$10,761.30
		Re-Establishment Survey - Corner Of Quinns Road And Marmion Avenue and Feature & Contour Survey Of Butterworth, Hollingsworth & Koondoola Avenues	
4400	19/04/2022	Clark Equipment Sales Pty Ltd	\$6,058.38
		Vehicle Spare Parts / Repairs	
4401	19/04/2022	Claw Environmental	\$803.00
		Polystyrene Collection - Wangara Recycling Centre	
4402	19/04/2022	Coca Cola Amatil Pty Ltd	\$279.02
		Drinks Supply - Kingsway	
4403	19/04/2022	Contra-Flow Pty Ltd	\$2,589.68
		Traffic Control Services	
4404	19/04/2022	Corsign (WA) Pty Ltd	\$1,132.30
		Various Signs And Fixing Accessories	
4405	19/04/2022	Critical Fire Protection & Training Pty Ltd	\$154.00
		Fire Equipment Servicing	
4406	19/04/2022	CS Legal	\$25,795.88
		Court Fees	
4407	19/04/2022	Cube ID Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4408	19/04/2022	Curtin University of Technology	\$6,500.00
		Curtain Ignition Program - 2 Scholarships	
4409	19/04/2022	Data #3 Limited	\$405.64
		Software Subscriptions	
4410	19/04/2022	Department of the Premier and Cabinet	\$394.80
		Advertising - District Planning - Amendment 193 & Local Planning Scheme No.2	
4411	19/04/2022	Department of Transport	\$8,316.00
		Cartographic Services - Traffic Services	
4412	19/04/2022	Department of Transport	\$1,422.50
		Vehicle Search Fees - Rangers	
4413	19/04/2022	Digital Education Services	\$4,704.70
		Subscription - BusyCode, Who Else Writes Like....? And Who Next?	
4414	19/04/2022	Direct Communications	\$430.10
		Install Camera and Two Way	
4415	19/04/2022	Double G (WA) Pty Ltd	\$835.88
		Irrigation Repair Works	
4416	19/04/2022	Dowsing Group Pty Ltd	\$74,712.16

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Concrete Works - Various Locations	
4417	19/04/2022	Drainflow Services Pty Ltd	\$6,481.73
		Drain Cleaning And Road Sweeping Services	
4418	19/04/2022	Drainflow Services Pty Ltd	\$4,221.25
		Drain Cleaning And Road Sweeping Services	
4419	19/04/2022	Edge People Management	\$937.65
		Case Management - People & Culture	
4420	19/04/2022	Edge People Management	\$967.86
		Case Management - People & Culture	
4421	19/04/2022	Rates Refund	\$440.00
4422	19/04/2022	Essential First Choice Homes Pty Ltd	\$110.00
		Refund - Building Application - Overdue	
4423	19/04/2022	Forch Australia Pty Ltd	\$330.28
		Glass Cleaner - Stores Stock	
4424	19/04/2022	Forth Consulting Pty Ltd	\$4,400.00
		Retaining Wall - Talara Park	
4425	19/04/2022	Frontline Fire & Rescue Equipment	\$5,241.13
		Vehicle Repairs	
4426	19/04/2022	Geoff's Tree Service Pty Ltd	\$8,310.17
		Tree Pruning Services	
4427	19/04/2022	GJ Woodard	\$243.55
		Keyholder Payments	
4428	19/04/2022	GPC Asia Pacific Pty Ltd	\$63.47
		Vehicle Spare Parts	
4429	19/04/2022	GPS Linemarking	\$924.00
		Survey Mark Soccer Pitches - Abbeville Park	
4430	19/04/2022	Grasstrees Australia	\$506.00
		Weekly Watering Session - 12 Grasstrees At Golfview Park	
4431	19/04/2022	Griffiths Architects	\$660.00
		Architectural & Heritage Services - Design Review Panel Meeting 16.12.2021	
4432	19/04/2022	Hays Personnel Services	\$3,948.21
		Casual Labour Services	
4433	19/04/2022	Heatley Sales Pty Ltd	\$210.56
		PPE Issues	
4434	19/04/2022	Heavy Automatics Pty Ltd	\$616.00
		Vehicle Spare Parts	
4435	19/04/2022	Helloworld Travel Kingsway City	\$1,650.00
		Enterprise Funding Program - Business Grant	
4436	19/04/2022	Hickey Constructions Pty Ltd	\$1,121.34
		Repair Netball Storage Box - Yanchep Active Open Space	
4437	19/04/2022	Hitachi Construction Machinery Pty Ltd	\$419.46
		Vehicle Spare Parts	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4438	19/04/2022	Homebuyers Centre	\$476.73
		Refund - Street & Verge Bond	
4439	19/04/2022	Horizon West Landscape Constructions	\$212,305.76
		Landscape Construction - Frederick Duffy Park, Pathway Upgrade - Frederick Duffy Park	
4440	19/04/2022	Hose Right	\$940.33
		Vehicle Hoses	
4441	19/04/2022	Houspect WA	\$8,599.60
		Building Inspection - Aylesford Drive, Carramar Golf Club	
4442	19/04/2022	Hydroquip Pumps	\$4,543.00
		Reticulation Pump Works - Various Locations	
4443	19/04/2022	i3 Consultants WA	\$8,793.40
		Multiple Road Safety Inspections	
4444	19/04/2022	Rates Refund	\$749.28
4445	19/04/2022	Iconic Property Services Pty Ltd	\$16,464.69
		Cleaning Services For The City	
4446	19/04/2022	ID Fleet Hire	\$330.00
		Equipment Hire - Yanchep Markets	
4447	19/04/2022	Imagesource Digital Solutions	\$3,467.20
		Koondoola Park - Long Tan Memorial Lettering Repair, Decals - Ranger Vehicles	
4448	19/04/2022	Integrity Industrial Pty Ltd	\$15,336.93
		Casual Labour For The City	
4449	19/04/2022	Integrity Industrial Pty Ltd	\$3,630.19
		Casual Labour For The City	
4450	19/04/2022	Intelife Group	\$686.40
		Car Wash Services	
4451	19/04/2022	Interfire Agencies Pty Ltd	\$3,273.39
		Fire Boots - Emergency Services	
4452	19/04/2022	Isentia Pty Ltd	\$3,503.50
		Provision of Media Monitoring Services	
4453	19/04/2022	J Blackwood & Son Ltd	\$4,285.34
		PPE Issues & Stores Stock	
4454	19/04/2022	Jadu Software Pty Ltd	\$660.00
		Increase Disk Space - Rackspace Live	
4455	19/04/2022	Joondalup Autospark	\$450.00
		Fit Lamps To Vehicle Roof Rack - Fleet Assets	
4456	19/04/2022	Kleenheat Gas Pty Ltd	\$146.25
		Gas Supplies For The City	
4457	19/04/2022	Kompan Playscape Pty Ltd	\$57,703.47
		Playground Renewal Program - Brightlands Park	
4458	19/04/2022	Landcare Weed Control	\$7,819.58
		Weed Control Services - Various Locations	
4459	19/04/2022	Landscape Elements	\$1,628.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Landscape Maintenance	
4460	19/04/2022	LD Total	\$11,321.65
		Landscape Maintenance For The City	
4461	19/04/2022	Living Turf	\$21,252.00
		Turf Fertiliser Supplies	
4462	19/04/2022	Major Motors	\$438.75
		Vehicle Spare Parts & Repairs	
4463	19/04/2022	Marketforce Pty Ltd	\$8,087.55
		Advertising Services For The City	
4464	19/04/2022	Matthew Griessel	\$2,000.00
		Refund - Street & Verge Bond	
4465	19/04/2022	Mayday Earthmoving	\$2,178.00
		Heavy Equipment Hire	
4466	19/04/2022	Mayday Earthmoving	\$2,271.50
		Heavy Equipment Hire	
4467	19/04/2022	McLeods	\$2,359.76
		Legal Fees For The City	
4468	19/04/2022	Metrostrata Developments	\$222.00
		Refund - Verge Licence - Application Not Valid	
4469	19/04/2022	Michael Page International (Australia) Pty Ltd	\$1,961.85
		Casual Labour For The City	
4470	19/04/2022	Michaela Fellowes	\$150.00
		Dog Registration Refund	
4471	19/04/2022	Mindarie Regional Council	\$585,374.49
		Refuse Disposal Services	
4472	19/04/2022	Miracle Recreation Equipment Pty Ltd	\$6,757.30
		Playground Equipment Repairs	
4473	19/04/2022	Moonshot Creative	\$17.00
		Purchase - Sand Image For Destination Guide	
4474	19/04/2022	Ms Peggy Brown	\$145.00
		Keyholder Payments	
4475	19/04/2022	My Homes WA Pty Ltd	\$411.98
		Refund - Building Application - Overdue	
4476	19/04/2022	Navman Wireless Australia Pty Ltd	\$18.15
		Solar Tracker Subscription - GPS CCTV Trailer	
4477	19/04/2022	Nespresso Professional	\$269.00
		Coffee Supply	
4478	19/04/2022	Neverfail Springwater Limited	\$70.80
		Springwater Supply - Print Room	
4479	19/04/2022	Northern Lawnmower & Chainsaw Specialists	\$1,599.00
		Stihl Brush Cutter	
4480	19/04/2022	Nu-Trac Rural Contracting	\$300.00
		Yanchep Lagoon - Beach Clean - Extra Works	
4481	19/04/2022	Nutrien Ag Solutions Limited	\$484.00
		Seasol & Blood And Bone	



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4482	19/04/2022	Officeworks Superstores Pty Ltd	\$457.95
		Aqua To Go Water - Waste	
4483	19/04/2022	On Tap Plumbing & Gas Pty Ltd	\$4,332.30
		Plumbing Maintenance For The City	
4484	19/04/2022	Parker Black & Forrest	\$119.90
		Locking Services	
4485	19/04/2022	Perth Heavy Tow	\$330.00
		Towing Services	
4486	19/04/2022	Powerhouse Batteries Pty Ltd	\$970.51
		Batteries	
4487	19/04/2022	Prestige Alarms	\$236.50
		CCTV / Alarm Services For The City	
4488	19/04/2022	Pure Homes Pty Ltd Trading As B1 Homes	\$497.80
		Refund - Building Application - Overdue	
4489	19/04/2022	Quinns Rock Bush Fire Brigade	\$100.00
		Reimbursement - Exhaust Part For Lt2	
4490	19/04/2022	Red Platypus Creative	\$500.00
		Workshop - How To Win Work In A Competitive Market	
4491	19/04/2022	Reliable Fencing WA Pty Ltd	\$988.20
		Fencing Works - Various Locations	
4492	19/04/2022	Safety World	\$240.57
		PPE Issues	
4493	19/04/2022	Sage Consulting Engineers	\$2,970.00
		Lighting Design - Hainsworth Indoor Courts	
4494	19/04/2022	Schindler Lifts Australia Pty Ltd	\$3,333.95
		Lift Service - Various Locations	
4495	19/04/2022	Sifting Sands	\$825.00
		Sand Cleaning Services	
4496	19/04/2022	Smartbuilt Perth Pty Ltd	\$1,145.00
		Pest Control Services For The City	
4497	19/04/2022	Softfallguys National	\$379.50
		Softfall Repairs - Cinnabar Park	
4498	19/04/2022	SOLO Resource Recovery	\$167,455.32
		Kerbside Bin Collection & Transport	
4499	19/04/2022	Specialised Building Solutions Pty Ltd	\$1,276.00
		Certificate Of Construction Compliance - Dalvik Park	
4500	19/04/2022	Steens Gray & Kelly	\$990.00
		Upgrade Ventilation Contract Phil Renkin Centre Two Rocks	
4501	19/04/2022	Streamline Entertainment Pty Ltd	\$1,391.50
		DJ Services - Yanchep Markets	
4502	19/04/2022	Strike Training And Consulting	\$935.00
		Training - Conflict Management Program - Clarkson Library	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4503	19/04/2022	Supreme Dry Cleans and Laundrette	\$670.00
		Dry Cleaning Services	
4504	19/04/2022	Supreme Shades Pty Ltd	\$940.50
		Sail Repair - Hinckley Park	
4505	19/04/2022	Synergy	\$5,357.87
		Power Supplies For The City	
4506	19/04/2022	Synergy	\$550,627.90
		Power Supplies For The City	
4507	19/04/2022	Tanks For Hire	\$885.50
		Hire Of Hydration Trailer - Yanchep Twilight Markets	
4508	19/04/2022	Terravac Vacuum Excavations Pty Ltd	\$1,626.90
		New Bore Installation - Ferrara Park & Blackmore Park	
4509	19/04/2022	The Factory (Australia) Pty Ltd	\$2,760.96
		Monthly Storage - Christmas Decorations	
4510	19/04/2022	The Honda Shop	\$600.00
		Vehicle Spare Parts	
4511	19/04/2022	The Trustee for TLC Solutions Australia Unit Trust	\$2,640.00
		Facilitation Of A 2 Day Introduction To Operational Leadership Program	
4512	19/04/2022	Three Chillies Design Pty Ltd	\$10,890.00
		Reshape & Patch Track - Mariala Park	
4513	19/04/2022	Tony Frodsham	\$233.33
		Refund - Membership Cancelled	
4514	19/04/2022	Toro Australia Group Sales Pty Ltd	\$2,466.29
		Plant Spare Parts	
4515	19/04/2022	Toro Australia Group Sales Pty Ltd	\$173.62
		Plant Spare Parts	
4516	19/04/2022	Total Landscape Redevelopment Service Pty Ltd	\$53,281.80
		Landscape Maintenance	
4517	19/04/2022	Totally Workwear Joondalup	\$188.90
		PPE Issues	
4518	19/04/2022	Tree Planting & Watering	\$71,141.40
		Tree Watering Services	
4519	19/04/2022	Triton Electrical Contractors Pty Ltd	\$792.00
		Irrigation Electrical Works	
4520	19/04/2022	Trophy Shop Australia	\$979.40
		Various name badges, memorial plaques, memorial plates and test name badges with new Civic Crest	
4521	19/04/2022	Truck Centre WA Pty Ltd	\$402.32
		Vehicle Spare Parts	
4522	19/04/2022	UES (Int'L) Pty Ltd	\$124.30
		Water Tank	
4523	19/04/2022	Valentina Rosso	\$250.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Zumba Demo March 2022 - Yanchep TwilightMarkets	
4524	19/04/2022	Ventura Home Group Pty Ltd	\$516.29
		Refund - Building Application - Overdue	
4525	19/04/2022	Vodafone Hutchinson Australia Pty Ltd	\$1,392.71
		SMS Charges - Fire Services	
4526	19/04/2022	WA Limestone Company	\$1,565.21
		Limestone Supplies	
4527	19/04/2022	WA Limestone Contracting Pty Ltd	\$38,291.00
		Machine Hire - Quinns Beach Revetment Repairs	
4528	19/04/2022	Wanneroo Agricultural Machinery	\$380.50
		Vehicle Spare Parts	
4529	19/04/2022	Wanneroo Business Association Incorporated	\$880.00
		Webinar Delivery - How to Win More Work in a Competitive Market	
4530	19/04/2022	Wanneroo Electric	\$17,446.38
		Electrical Maintenance For The City	
4531	19/04/2022	Wanneroo Glass	\$2,453.00
		Glazing Services For The City	
4532	19/04/2022	Water Corporation	\$4,524.86
		Water Supplies For The City	
4533	19/04/2022	Water Technology Pty Ltd	\$4,297.15
		Professional Services - Mindarie Breakwater	
4534	19/04/2022	West Coast Turf	\$38,337.75
		Turfing Works	
4535	19/04/2022	Western Australian Local Government Association	\$578.00
		Training - Presenting With Confidence	
4536	19/04/2022	Western Irrigation Pty Ltd	\$1,375.00
		Irrigation Parts Replacement	
4537	19/04/2022	Western Tree Recyclers	\$1,126.95
		Removal Of Green Waste & Pruning Works	
4538	19/04/2022	William Buck Consulting (WA) Pty Ltd	\$2,626.25
		Probity Advisor Services	
4539	19/04/2022	Wilson Security	\$3,416.78
		Security Services For The City	
4540	19/04/2022	Wirtgen Australia	\$271.33
		Vehicle Spare Parts	
4541	19/04/2022	Work Clobber	\$161.10
		PPE Issues	
4542	19/04/2022	Yanchep Beach Joint Venture	\$26,761.53
		Rental And Variable Outgoings - Leasing	
4543	19/04/2022	Zetta Pty Ltd	\$2,393.67
		Avaya Gateway - Network Engineer & Infrastructure Engineer	
4544	21/04/2022	SCF Group Pty Ltd	\$9,053.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Container Purchase - Nanovich Park Animal Temporary Relocation	
4545	26/04/2022	Australia Post	\$4,685.14
		Billpay Transaction Fees - Rates	
4546	26/04/2022	Australia Post	\$44,345.29
		Postage Charges For The City	
4547	26/04/2022	AARCO Environmental Solutions Pty Ltd	\$6,160.00
		ACM Removal & Clearance Certificate - Ashely Park	
4548	26/04/2022	Action Glass & Aluminium	\$4,108.50
		Glazing Services For The City	
4549	26/04/2022	Advanced Traffic Management	\$2,064.33
		Traffic Management Services	
4550	26/04/2022	Alinta Gas	\$219.45
		Gas Supplies For The City	
4551	26/04/2022	Ashy Pty Ltd	\$644.16
		Refund - Building Application - Cancelled	
4552	26/04/2022	Aussie Natural Spring Water	\$33.75
		Spring Water Supply	
4553	26/04/2022	Australian Airconditioning Services Pty Ltd	\$1,516.23
		Airconditioning Maintenance For The City	
4554	26/04/2022	Australian Communications & Media Authority	\$696.00
		Licence Renewal - Water Tower Hill	
4555	26/04/2022	Australian Manufacturing Workers Union	\$58.40
		Payroll Deduction - Period Ending 15.04.2022	
4556	26/04/2022	Australian Services Union	\$466.20
		Payroll Deduction - Period Ending 15.04.2022	
4557	26/04/2022	Australian Taxation Office	\$586,144.00
		Payroll Deduction - Period Ending 15.04.2022	
4558	26/04/2022	Auto Ingress Pty Ltd	\$346.50
		Automatic Door Works - Civic Centre	
4559	26/04/2022	Availing Homes Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
4560	26/04/2022	Rates Refund	\$458.57
4561	26/04/2022	Beacon Equipment	\$8.95
		Vehicle Spare Parts	
4562	26/04/2022	Ben But chart	\$119.00
		Hire Fee Refund	
4563	26/04/2022	Better Pets and Gardens Wangara	\$62.95
		Animal Care Centre Supplies	
4564	26/04/2022	Binley Fencing	\$3,850.70
		Hire Of Temporary Fencing - Various Locations	
4565	26/04/2022	Binley Fencing	\$785.69
		Hire Of Temporary Fencing - Various Locations	
4566	26/04/2022	Bladon WA Pty Ltd	\$270.90

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Corporate Uniform Issue	
4567	26/04/2022	Blueprint Homes (WA) Pty Ltd	\$10,000.00
		Refund - Street & Verge Bonds	
4568	26/04/2022	Rates Refund	\$823.96
4569	26/04/2022	Bridgestone Australia Limited	\$4,217.83
		Tyre Fitting Services	
4570	26/04/2022	Brownes Foods Operations Pty Limited	\$2,052.26
		Milk Deliveries For The City	
4571	26/04/2022	Bunnings Pty Ltd	\$28.50
		Hardware Purchases	
4572	26/04/2022	Bunzl Limited	\$2,989.80
		Tissues And Wipes - Stores	
4573	26/04/2022	Business Station Incorporated	\$10,450.00
		Delivery Of Business Builders / Thrive Program To CoW Businesses	
4574	26/04/2022	Car Care Motor Company Pty Ltd	\$1,276.00
		Vehicle Services / Repairs	
4575	26/04/2022	CDM Australia Pty Ltd	\$20,064.00
		Professional Advisory, Professional Consulting And Remote Management Services.	
4576	26/04/2022	Celebration Homes Pty Ltd	\$15,305.44
		Refund - Street & Verge Bonds	
4577	26/04/2022	Celebration Homes Pty Ltd	\$2,900.00
		Refund - Street & Verge Bonds	
4578	26/04/2022	CFMEU	\$204.00
		Payroll Deduction - Period Ending 15.04.2022	
4579	26/04/2022	Cherry's Catering	\$1,612.90
		Catering Services For The City	
4580	26/04/2022	Child Support Agency	\$1,433.69
		Payroll Deduction - Period Ending 15.04.2022	
4581	26/04/2022	City of Wanneroo	\$540.00
		Payroll Deduction - Period Ending 15.04.2022	
4582	26/04/2022	City of Wanneroo	\$5,096.00
		Payroll Deduction - Period Ending 15.04.2022	
4583	26/04/2022	Commercial Properties Pty Ltd	\$449.57
		Refund - Developer Balances Contribution	
4584	26/04/2022	Consolidation Enterprises Pty Ltd	\$140.00
		Extended Hire - Mesh & Plank	
4585	26/04/2022	Contra-Flow Pty Ltd	\$4,609.55
		Traffic Control Services	
4586	26/04/2022	Cora Bike Rack Pty Ltd	\$1,688.50
		Supply Bike Rack - Coachman House End Of Trip Facility	
4587	26/04/2022	Corsign (WA) Pty Ltd	\$14,080.00
		Various Signs And Fixing Accessories	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4588	26/04/2022	Corsign (WA) Pty Ltd	\$4,180.00
		Various Signs And Fixing Accessories	
4589	26/04/2022	Craneswest (WA) Pty Ltd	\$1,540.00
		Removal Of Green Waste & Pruning Works	
4590	26/04/2022	Craneswest (WA) Pty Ltd	\$1,294.70
		Removal Of Green Waste & Pruning Works	
4591	26/04/2022	Critical Fire Protection & Training Pty Ltd	\$407.00
		Fire Equipment Servicing	
4592	26/04/2022	CSP Group Pty Ltd	\$4,566.30
		2 Brushcutters And 1 Edger	
4593	26/04/2022	Dale Alcock Homes Pty Ltd	\$1,501.57
		Refund - Street & Verge Bonds	
4594	26/04/2022	Dans-Ez Studio	\$454.55
		Dance Performances And Costumes - Yanchep Markets	
4595	26/04/2022	Data Signs Pty Ltd	\$165.00
		DS Live Subscription	
4596	26/04/2022	Datavoice Communications Pty Ltd	\$4,006.20
		Avaya - Proof Of Concept - Milestone 1- ICT	
4597	26/04/2022	Develop Australia Corporation Pty Ltd	\$33,961.60
		Refund - Developer Balances Contribution	
4598	26/04/2022	Double G (WA) Pty Ltd	\$3,202.10
		Irrigation Repair Works	
4599	26/04/2022	Dowsing Group Pty Ltd	\$6,513.17
		Concrete Works - Various Locations	
4600	26/04/2022	Drainflow Services Pty Ltd	\$1,138.81
		Drain Cleaning And Road Sweeping Services	
4601	26/04/2022	Drainflow Services Pty Ltd	\$418.00
		Drain Cleaning And Road Sweeping Services	
4602	26/04/2022	Ecoburbia	\$5,610.00
		7 Week Living Smart Course For Sustainability Series	
4603	26/04/2022	Ecospill Pty Ltd	\$4,468.20
		Ecosweep Bioactive Absorbent	
4604	26/04/2022	Ellenby Tree Farms	\$2,359.50
		Plant Supplies	
4605	26/04/2022	Elliotts Irrigation Pty Ltd	\$2,279.75
		Irrigation Filter Services	
4606	26/04/2022	ELM Estate Landscape Maintenance	\$8,118.00
		Landscape Maintenance	
4607	26/04/2022	Endeavour Properties Pty Ltd	\$250,908.37
		Refund - Second Prepayment Excess Funds - East Wanneroo Cell 1	
4608	26/04/2022	Environmental Industries Pty Ltd	\$217,800.83
		Landscape Maintenance	



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4609	26/04/2022	External Works	\$979.00
		Pathway Hedging & Pruning - Forecastle Avenue	
4610	26/04/2022	Fleet Network	\$1,526.22
		Payroll Deduction - Period Ending 15.04.2022	
4611	26/04/2022	Fusion Applications Pty Ltd	\$14,066.25
		Oracle Specialist Services Consulting Fees	
4612	26/04/2022	Geoff's Tree Service Pty Ltd	\$1,133.00
		Tree Pruning Services & Fire Hazard Control Services	
4613	26/04/2022	Geoff's Tree Service Pty Ltd	\$49,455.35
		Tree Services	
4614	26/04/2022	Gillmore Electrical Services	\$2,167.00
		Progress Claim 5 - Jindinga Park Lighting Works	
4615	26/04/2022	Gillmore Electrical Services	\$12,910.70
		Progress Claim February - Jindinga Park Lighting Works	
4616	26/04/2022	Global Unmanned Systems Pty Ltd	\$11,581.25
		50 Drone Light Show - Wanneroo Festival	
4617	26/04/2022	GPC Asia Pacific Pty Ltd	\$568.59
		Vehicle Spare Parts	
4618	26/04/2022	Gutter Supa Clean	\$1,085.00
		Gutters Cleaned - Cooinda Close	
4619	26/04/2022	Hays Personnel Services	\$3,799.38
		Casual Labour Services	
4620	26/04/2022	HBF Health Limited	\$716.01
		Payroll Deduction - Period Ending 15.04.2022	
4621	26/04/2022	Hellen McMaster	\$360.00
		Vehicle Crossing Subsidy	
4622	26/04/2022	Home Group WA Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4623	26/04/2022	Homebuyers Centre	\$4,000.00
		Refund - Street & Verge Bonds	
4624	26/04/2022	Hydroquip Pumps	\$2,539.15
		Reticulation Pump Works - Various Locations	
4625	26/04/2022	Iconic Property Services Pty Ltd	\$1,639.32
		Cleaning Services For The City	
4626	26/04/2022	Imagesource Digital Solutions	\$212.30
		Marangaroo Golf Park A2 Coreflutes	
4627	26/04/2022	Integrity Industrial Pty Ltd	\$8,043.70
		Casual Labour For The City	
4628	26/04/2022	Integrity Industrial Pty Ltd	\$2,388.29
		Casual Labour For The City	
4629	26/04/2022	Intelife Group	\$36,514.32
		BBQ Maintenance - January & February 2022	
4630	26/04/2022	Isentia Pty Ltd	\$5,978.50

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Provision of Media Monitoring Services	
4631	26/04/2022	Ixom Operations Pty Ltd	\$1,641.72
		Pool Chemicals - Aquamation	
4632	26/04/2022	J Blackwood & Son Ltd	\$1,420.09
		PPE Issues & Stores Stock	
4633	26/04/2022	J Blackwood & Son Ltd	\$175.78
		Sqwincher Qwick-Sticks	
4634	26/04/2022	JCorp Pty Ltd	\$677.87
		Refund - Building Application - Cancelled	
4635	26/04/2022	Kleenheat Gas Pty Ltd	\$0.45
		Gas Supplies For The City	
4636	26/04/2022	Kleenheat Gas Pty Ltd	\$3,847.37
		Gas Supplies For The City	
4637	26/04/2022	Kleenheat Gas Pty Ltd	\$11.50
		Gas Supplies For The City	
4638	26/04/2022	Kleenit	\$544.17
		Graffiti Removal For The City	
4639	26/04/2022	Komatsu Australia Pty Ltd	\$786.80
		Vehicle Spare Parts	
4640	26/04/2022	Kyocera Document Solutions	\$4,240.03
		Printing & Photocopying Charges	
4641	26/04/2022	Landcare Weed Control	\$21,939.32
		Weed Control Services - Various Locations	
4642	26/04/2022	Landscape Elements	\$530.22
		Landscape Maintenance	
4643	26/04/2022	LD Total	\$138,770.79
		Landscape Maintenance For The City	
4644	26/04/2022	Let's All Party	\$10,700.00
		Childrens Entertainment - Yanchep Markets	
4645	26/04/2022	LGRCEU	\$1,683.00
		Payroll Deduction - Period Ending 15.04.2022	
4646	26/04/2022	Linemarking WA Pty Ltd	\$3,905.00
		Repaint Kiss And Ride - Quinns Beach Primary School	
4647	26/04/2022	Living Turf	\$1,980.00
		Turf Fertiliser Supplies	
4648	26/04/2022	Logo Appointments	\$2,071.58
		Casual Labour Services	
4649	26/04/2022	Madaha Mustafa	\$360.00
		Vehicle Crossing Subsidy	
4650	26/04/2022	Manheim Pty Ltd	\$217.07
		Towing / Selling Services - Abandoned Vehicles - Rangers	
4651	26/04/2022	Marindust Sales & Ace Flagpoles	\$6,061.00
		Install Soccer Ground Tubes	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4652	26/04/2022	Marketforce Pty Ltd	\$598.97
		Advertising Services For The City	
4653	26/04/2022	Maxxia Pty Ltd	\$7,340.74
		Payroll Deduction - Period Ending 15.04.2022	
4654	26/04/2022	McGees Property	\$13,145.00
		Market Valuation Advice	
4655	26/04/2022	Michael Page International (Australia) Pty Ltd	\$1,961.85
		Casual Labour For The City	
4656	26/04/2022	Mills Corporation Pty Ltd	\$3,850.00
		Executive Placement - Executive Manager Governance And Legal Final Instalment	
4657	26/04/2022	Mindarie Regional Council	\$147,606.51
		Refuse Disposal Services	
4658	26/04/2022	Miss Beth Tilley	\$20.00
		Dog Registration Refund - Moved Outside The City	
4659	26/04/2022	MJ & BA Rayner	\$1,681.99
		Refund - Second Prepayment Excess Funds	
4660	26/04/2022	Mr Stephen Deering	\$1,570.00
		3D Model - Dalvik Park Sports Pavilion	
4661	26/04/2022	Mrs Julia Parish	\$1,000.00
		Refund - Street & Verge Bond	
4662	26/04/2022	Myzone (APAC) Pty Ltd	\$2,407.90
		Licence Fee - Aquamotion	
4663	26/04/2022	Natural Area Holdings Pty Ltd	\$1,065.63
		Rabbit And Fox Summer Control Program	
4664	26/04/2022	Natural Area Holdings Pty Ltd	\$16,670.45
		Seed & Plant Propagation, Rabbit And Fox Control Program, Rufus Park Fire Fuel Load Reduction	
4665	26/04/2022	On Tap Plumbing & Gas Pty Ltd	\$8,653.67
		Plumbing Maintenance For The City	
4666	26/04/2022	OzKidzKartz	\$1,320.00
		Services Of Ozkidzkartz - Yanchep Markets	
4667	26/04/2022	Paperbark Technologies Pty Ltd	\$12,877.55
		Arboriculture Reports	
4668	26/04/2022	Parker Black & Forrest	\$198.00
		Locking Services	
4669	26/04/2022	Paywise Pty Ltd	\$1,287.57
		Payroll Deduction - Period Ending 15.04.2022	
4670	26/04/2022	Peet Limited	\$121,579.33
		Refund - Developer Balances Contribution	
4671	26/04/2022	People Solutions Australasia Pty Ltd	\$2,420.00
		Provide Career Transition / Outplacement Services	
4672	26/04/2022	Perth Patio Magic Pty Ltd	\$2,000.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Refund - Street & Verge Bonds	
4673	26/04/2022	Platinum Window Tinting & Glass Repair	\$330.00
		Install Window Tint To Front Doors	
4674	26/04/2022	Poolwerx Mindarie	\$750.00
		Service Call - 9 Cooinda Close Quinns Rocks	
4675	26/04/2022	Powerhouse Batteries Pty Ltd	\$27.43
		Batteries	
4676	26/04/2022	Prescillano Valdez	\$360.00
		Vehicle Crossing Subsidy	
4677	26/04/2022	Rates Refund	\$538.34
4678	26/04/2022	Pure Homes Pty Ltd Trading As B1 Homes	\$3,650.00
		Refund - Street & Verge Bonds	
4679	26/04/2022	Redink Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4680	26/04/2022	Reliable Fencing WA Pty Ltd	\$16,439.53
		Fencing Works - Various Locations	
4681	26/04/2022	Richgro	\$40.00
		Lawn Mix - Parks	
4682	26/04/2022	Road & Traffic Services	\$3,256.00
		Pavement Marking - Waterland, Install Bollards & Signs - Carramar Community Centre	
4683	26/04/2022	Rural Building Company Pty Ltd	\$118.00
		Refund - Septic Tank Permit - Withdrawn	
4684	26/04/2022	RW Quantity Surveyors	\$3,190.00
		Clarkson Youth Centre Renovations	
4685	26/04/2022	Safety World	\$184.80
		PPE Issues	
4686	26/04/2022	Seabreeze Landscape Supplies	\$25.00
		Landscape Supplies	
4687	26/04/2022	Shaun Webb	\$76.94
		Refund - Additional Bin Collection Fee - NotCollected.	
4688	26/04/2022	Shred-X	\$298.76
		Shredding Services For The City	
4689	26/04/2022	Sifting Sands	\$6,266.99
		Sand Cleaning Services	
4690	26/04/2022	SJ McKee Maintenance Pty Ltd	\$698.00
		Repair Works - Various Locations - Waste	
4691	26/04/2022	Skyline Landscape Services (WA)	\$17,054.17
		Landscape Maintenance For The City	
4692	26/04/2022	Smartbuilt Perth Pty Ltd	\$233.52
		Pest Control Services For The City	
4693	26/04/2022	Smartsalary	\$4,945.17
		Payroll Deduction - Period Ending 15.04.2022	
4694	26/04/2022	Softfallguys National	\$627.00

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Safety Surface - Seeadler Park	
4695	26/04/2022	Sports Marketing Australia Pty Ltd	\$2,420.00
		Securing The 2021 Australian Masters Games	
4696	26/04/2022	SSB Pty Ltd	\$17,650.00
		Refund - Street & Verge Bonds	
4697	26/04/2022	St John Ambulance Western Australia Ltd	\$320.61
		First Aid Supplies	
4698	26/04/2022	Stuart Thomason	\$1,000.00
		Refund - Street & Verge Bond	
4699	26/04/2022	Superior Nominees Pty Ltd	\$165.00
		Untie Zipline - Cinnibar Park	
4700	26/04/2022	Synergy	\$12,625.96
		Power Supplies For The City	
4701	26/04/2022	The Factory (Australia) Pty Ltd	\$1,240.80
		Repair Christmas Decorations	
4702	26/04/2022	The Perth Mint	\$2,998.05
		600 2022 Citizenship Coins	
4703	26/04/2022	The Royal Life Saving Society Australia	\$109.00
		First Aid Online Training	
4704	26/04/2022	The Royal Life Saving Society Australia	\$26,328.69
		Home Pool Barrier Inspections	
4705	26/04/2022	The Trustee For Joondalup AVIT No. 2Trust	\$49.01
		Freight Charges	
4706	26/04/2022	The Trustee For The Wipes Australia Trust	\$1,597.20
		Gym Wipes - Aquamotion	
4707	26/04/2022	Tihana Galipo	\$2,000.00
		Refund - Street & Verge Bond	
4708	26/04/2022	Rates Refund	\$747.12
4709	26/04/2022	TJ Depiazzi & Sons	\$5,249.44
		Bushland Mulch Supplies	
4710	26/04/2022	Toll Transport Pty Ltd	\$13.39
		Courier Services For The City	
4711	26/04/2022	Total Eden Pty Ltd	\$85.04
		Reticulation Items - Timer	
4712	26/04/2022	Totally Workwear Joondalup	\$197.90
		PPE Issues	
4713	26/04/2022	Triton Electrical Contractors Pty Ltd	\$726.00
		Irrigation Electrical Works	
4714	26/04/2022	Turf Care WA Pty Ltd	\$28,750.31
		Turfing Works For The City	
4715	26/04/2022	Tutaki Unit Trust	\$1,430.00
		Marquees, Fencing And Trestle Tables - Yanchep Markets	
4716	26/04/2022	Ungerboeck Systems International Pty Ltd	\$473.00
		Remote Consulting - Booking System	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
4717	26/04/2022	Urban WA Real Estate Pty Ltd	\$8,409.82
		Refund - Second Prepayment Excess Funds - East Wannon Cell 1	
4718	26/04/2022	Rates Refund	\$1,017.84
4719	26/04/2022	WA Limestone Company	\$647.65
		Limestone Supplies	
4720	26/04/2022	Wannon Electric	\$8,285.19
		Electrical Maintenance For The City	
4721	26/04/2022	Water Corporation	\$17,249.23
		Water Supplies For The City	
4722	26/04/2022	Water Corporation	\$10,508.12
		Water Supplies For The City	
4723	26/04/2022	West Australian Newspapers Ltd	\$6,000.00
		Corporate Digital Access Licence 17.04.2022 - 16.04.2023	
4724	26/04/2022	Western Irrigation Pty Ltd	\$13,625.67
		Irrigation Parts Replacement	
4725	26/04/2022	Western Power	\$3,300.00
		Design Fee - Ocean Reef Road Wangara	
4726	26/04/2022	Western Resource Recovery Pty Ltd	\$0.00
		Remittance Generated For Invoice And Matching Credit	
4727	26/04/2022	William Buck Consulting (WA) Pty Ltd	\$2,750.00
		Probity Advisor Services	
4728	26/04/2022	William K Anderson	\$195.40
		Annual Road Inspection Plant 95254	
4729	26/04/2022	Workpower Incorporated	\$15,935.92
		Landscape Maintenance	
4730	26/04/2022	Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
4731	26/04/2022	WSP Australia Pty Ltd	\$21,496.20
		Asbestos Consult - Old Quinns Rock Caravan Park Site	
4732	26/04/2022	Yolk Syndicate 118 Pty Ltd	\$5,257.34
		Progress Claim 6 - Roydon Park Construction	
4733	27/04/2022	Cancelled	\$0.00
4734	27/04/2022	Cancelled	\$0.00
4735	27/04/2022	Cancelled	\$0.00
4736	27/04/2022	Cancelled	\$0.00
4737	27/04/2022	Cancelled	\$0.00
4738	27/04/2022	Cancelled	\$0.00
4739	27/04/2022	Cancelled	\$0.00
4740	27/04/2022	Cancelled	\$0.00
4741	27/04/2022	Cancelled	\$0.00
4742	27/04/2022	Cancelled	\$0.00



Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		<b>Total EFT Payments</b>	<b>\$12,081,988.29</b>
<b>CREDIT CARD RECONCILIATIONS</b>			
5	08/04/2022	CBA Corporate Card	1,571.00
		Deborah Terelinck	
501		Fairfax Subscriptions - Financial Review	\$59.00
		Noelene Jennings	
502		Local Government Professionals WA - Registration for Report Writing Workshop for Finance Unit Team Member	\$815.00
		Harminder Singh	
503		DWER – Water	\$200.00
504		Officeworks	\$497.00
		<b>Total CBA Credit Cards</b>	<b>\$1,571.00</b>
6	08.04.2022	NAB Corporate Card	
		Building Maintenance	
601		Action Lock Service - 4 Keys Cut	\$28.00
602		ALSPEC - Trim Angle	\$76.91
603		Barnetts Architectural Hardware - Hardware Purchases	\$404.93
604		Bunnings - Hardware Purchases	\$2,434.89
605		Calidad Industries - Diffuser & Opal Acrylic Domes	\$725.60
606		CSR Gyprock - Manhole Frame & Plasterboard	\$200.85
607		DWER - Water - Permit Application - Lot 250 On DP406005 Yanchep	\$400.00
608		Eden Roc Garage Doors - Glideral Lock & Key	\$88.00
609		Good Guys - Microwave - Balance Of Payment	\$935.20
610		ID Supplies - Fargo YMCKO Colour Ribbon - 500 Prints	\$235.95
611		Lindan Pty Ltd - PPE Issues	\$35.75
612		Midalia Steel Pty Ltd - Galvanised Flat Sheets	\$539.51
613		Valspar - Painting Supplies	\$1,152.19
614		WA Government - DMIRS - High Risk Work Application	\$100.00
615		Wanneroo Glass - Hinges	\$100.00
616		Westgyp Plasterboard Trade Centres - Skirting & Tape	\$61.30
		<b>Community Safety &amp; Emergency Management</b>	
617		Western Australian Police - Corporate Firearm Licence	\$137.00
618		Reconyx - CCTV Maintenance	\$13.53
		<b>Construction Team</b>	
619		Bunnings - Hardware Purchases	\$30.00
		<b>Council &amp; Corporate Support</b>	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
620		Coles - Catering - Civil Design Training, Mayors Meeting, Audit & Risk Refreshments & Staff Room Supplies	\$165.57
621		Wanneroo Bakery - Catering - Mayors Meeting & Audit & Risk Refreshments	\$53.60
622		Wanneroo Fresh - Catering - Audit & Risk Refreshments, Civil Design Training & Council Forum	\$53.47
		<b>Customer &amp; Information Services</b>	
623		Logmein Aus Pty Ltd - Subscription - GoToMeeting	\$304.70
624		Exclaimer - Subscription - Exclaimer Cloud	\$6,630.00
625		Adobe Photoshop Plan - Subscription	\$14.29
626		Paypal - 4 Fibre Cables	\$316.00
627		Paypal - Zoom Accounts	\$769.73
628		Paypal - Charging Cabinet	\$1,706.45
		<b>Engineering Maintenance</b>	
629		Bunnings - Hardware Purchases	\$982.46
630		Lindan Pty Ltd - PPE Issues	\$429.00
		<b>Events</b>	
631		Cleverpatch Pty Ltd - Art And Craft Supplies - Yanchep Markets	\$520.34
632		Funprint - Life Size Cutouts - Easter Themes - Yanchep Markets	\$502.50
633		Medicaledge.com.au - First Aid Officers - Perth Symphony Orchestra Concert	\$671.00
		<b>Fleet Maintenance</b>	
634		NAPA - Small Plant Spare Parts	\$24.20
635		Statewide Bearings - Vehicle Spare Parts	\$24.20
636		MG Ventures Pty Ltd - Vehicle Spare Parts	\$105.95
637		Hitech Brake/Clutch - Vehicle Spare Parts	\$121.00
		<b>Heritage Education</b>	
638		HD Rentals - Filming And Sound Equipment Hire - Heritage Education Videos About Old Wanneroo School	\$433.40
639		Myplayroom Pty Ltd - Books & Craft Items - April School Holiday Activities At Wanneroo Museum	\$101.19
		<b>Kingsway Indoor Stadium</b>	
640		Bunnings - Hardware Purchases	\$12.61
641		Stylus Tapes International - Court Tape	\$413.04
642		Facebook - Advertising - Kingsway Sports Programs	\$371.60
		<b>Library Services</b>	
643		Aldi Stores - Catering Items - Meet The Author Event	\$35.87
644		Amazon Marketplace - Blank Postcard Packs & Travel Journal Set - Exhibition Materials - School Holiday Program	\$187.39

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
645		Amazon Web Services - Repatriation Website	\$21.23
646		Coles - Kitchen Cleaning Supplies	\$7.15
647		Dymocks - Local Stock Purchase	\$233.24
648		Kmart - Local Stock Purchase	\$40.00
649		News Limited - Australian Newspaper Subscription	\$72.00
650		Officeworks - A4 Pouches - Program Materials	\$40.50
651		Pyjama Drama - 10 Childrens Books - Preparation, Rehearsal And Story Time Filming - Online Storytime Grant	\$615.00
		<b>Media &amp; Communications Services</b>	
652		Freshworks Inc - Subscription - Content Management System	\$359.94
653		Facebook - Advertising - Great Cycling Challenge, Summer Series Event, Wanneroo Business Expo, Aquamotion Upgrade Campaign	\$195.43
654		Campaignmotor - Subscription - Platform For Distribution Of Digital Publications	\$1,119.92
		<b>Parks Operations</b>	
655		Northern Lawnmowers - Safety Chaps	\$149.00
656		Work Clobber - PPE Issues	\$697.28
657		Total Tools - Socket Set And Socket	\$176.95
658		ZLR - Grappling Hook	\$244.69
659		Boya Equipment Pty Ltd - Backpack Sprayer & Straps	\$133.25
660		Work Clobber - PPE Issues	\$166.50
661		Bunnings - Hardware Purchases	\$293.94
		<b>People &amp; Culture</b>	
662		Ergolink - Laptop Raiser	\$64.95
663		Kmart - Gift Bags, Tags & Tags, \$20 Gift Vouchers	\$314.50
664		NRM Jobs Pty Ltd - Job Advertisements - Environmental Asset Officer	\$165.00
		<b>Property Projects</b>	
665		ASIC Company Searches - Financial Assessment	\$17.00
666		West Coast Property Training - Training Course	\$35.00
		<b>Surveys</b>	
667		Officeworks - Target 15.6 City Gear Laptop Bag	\$110.00
668		Geodetic Supply - Pin Marker Flags	\$56.10
669		Bunnings - Hardware Purchases	\$55.80
670		Microsoft - Subscription - 100gb Cloud Storage	\$3.00
		<b>Traffic Services</b>	
671		Bunnings - Hardware Purchases	\$399.97
		<b>Waste Services</b>	
672		Big W - Waste Education Expenses - Umbrellas	\$40.00
673		Bunnings - Hardware Purchases	\$94.96
		<b>Youth Services</b>	

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
674		Coles - Catering Items - Term 1 Programs, Skate Jam, Landsdale Engagement And Outreach	\$309.25
675		Repco - Trailer Adaptor	\$20.00
676		Rhys Paddick - Artwork Copyright Release - Niny Bidi	\$660.00
677		Spud Shed - Food & Materials - Skate Series	\$75.01
678		Woolworths - Water & Food - Outreach	\$29.50
		<b>Total NAB Credit Cards</b>	<b>\$29,665.23</b>
CANCELLED CHEQUES FROM PREVIOUS PERIOD			
122719	14.02.2022	Rooforce Facility Services	-\$550.00
122860	09.03.2022	Wanneroo Patios	-\$12,457.30
122833	03.03.2022	Choice	-\$1,100.00
122931	29.03.2022	East Coast Conferences	-\$3,128.00
122870	11.03.2022	Mr Mark Irving	-\$1,000.00
3605	24.03.2022	Tony Frodsham	-\$233.33
122629	24.01.2022	Morna-Dawn Jacobs	-\$909.16
122734	14/02/2022	Reginald Ridley & Sharon Ridley	-\$618.06
122930	29/03/2022	Derek Joseph Nannup	-\$1,050.00
		<b>Total</b>	<b>-\$21,045.85</b>
TOWN PLANNING SCHEME			
		<b>Cell 1</b>	
		Peet Ashton Heights - Refund Developer Balance	\$73,760.35
		Peet Ashton Heights - Refund Developer Balance	\$47,818.98
		Endeavour Properties - Refund Developer Balance	\$250,908.37
		Urban Realty - Refund Developer Balance	\$8,409.82
		Maxwell James - Refund Developer Balance	\$1,681.99
		Serenitas Communities Holdings Pty Ltd - Refund Developer Balance	\$120,947.04
		Lagoon Investments - Refund Developer Balance	\$45,166.60
		<b>Cell 4</b>	
		Estate of Late Patricia Antulov - Developer Balance Cell 4 Return Interest	\$8,025.31
		Castledine Gregory - Legal Fees 185 Mary Street Wanneroo	\$10,567.84
		<b>Cell 6</b>	
		Weston Living - Refund Developer Balance	\$18,523.27
		Weston Living - Refund Developer Balance	\$15,438.33

Warrant of Payments April 2022			
Number	Date	Supplier / Description	Amount
		Cell 7	
		Lancaster Industrial Park Pty Ltd - Refund Developer Balances contribution	\$233.70
		Lancaster Industrial Park Pty Ltd - Refund Developer Balances Contribution	\$215.87
		<b>Total</b>	<b>\$601,697.47</b>
MANUAL JOURNALS			
	01.05.2022	Cheques In December & January Offset In Municipal Account	-\$135,044.40
	01.05.2023	Returned Creditor Reject Fee	\$2.50
	01.05.2024	Refund - Water Corporation	-\$3,087.09
	08/04/2022	Incorrect GL - Corporate Credit Card Acquittal Feb 2022	-\$23,060.63
	08/04/2022	Incorrect GL - Corporate Credit Card Acquittal Mar 2022	-\$6,770.92
	29/04/2022	Correction GL Debiting Bank-Corporate Credit Card Acquittal April 2022	-\$1,571.00
		<b>Total</b>	<b>-\$169,531.54</b>
General Fund Bank Account			
		<b>Payroll Payments - April 2022</b>	
		05.04.2022	\$6,840.14
		05.04.2022	\$1,816,276.48
		05.04.2022	\$18,673.00
		19.04.2022	\$1,851,573.86
		19.04.2022	\$18,487.01
		19.04.2022	\$179.68
		<b>Total</b>	<b>\$3,712,030.17</b>
		<b>Total Muni Recoup</b>	<b>\$11,590,182.32</b>
		<b>Direct Payments Total (Includes Payroll And Advance Recoup)</b>	<b>\$15,302,212.49</b>

## Consultation

Nil

## Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of April 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 April 2022, as detailed in this report.**

*Attachments: Nil*



## Customer & Information Services

### CS03-06/22 Smart Cities Strategy

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File Ref: 42333 – 22/189754  
Responsible Officer: Director, Corporate Strategy & Performance  
Attachments: 2

#### Issue

To consider the adoption of a Smart City Strategy that supports the organisation on the journey of harnessing technology to enhance service delivery into the future and have the City recognised as a leader across Local Government.

#### Background

The approach taken to date on the implementation of Smart City related projects such as Yellagonga Smart Monitoring, Kinkuna Park, storm water auto samplers and CCTV in Wangara industrial precinct, Rail smart, to name a few; has been relatively opportunistic.

These projects benefited from federal and state grant funding and have allowed the City to run proof of concept projects to trial some of the newer technologies on a smaller scale.

Currently there is no holistic view or aligned approach in place that guides how the City can progress on its journey to be recognised as a leader in Smart Cities.

There is a possibility that projects will progress without taking into account the benefits of Smart City technologies and we will miss opportunities to harness technology on a wider scale, or we may have non alignment of projects which could create increased costs for future maintenance.

#### Detail

In order to build on the success of the more opportunistic projects completed already to make significant impacts across the City, there is a need for an underlying Smart City Strategy that will guide the direction of the organisation for future Smart City Projects/adoption.

The City has an opportunity to take advantage of impactful and beneficial smart city integration by aligning to the Strategic Community Plan (SCP) initiatives and our planned investment over the next 10 years.

The Strategy outlines the connection to our SCP goals and provides a clear set of guiding principles and strategic themes that show the intended direction of the organisation.

Leveraging commitments on the annual Corporate Business Plan presents the opportunity to link in with the Smart City Strategy. In particular, on initiatives such as the Urban Forest Strategy, Local Planning Strategy and Energy Reduction Plan which would benefit from the use of technology and access to reliable data.

To support the Strategy there will be a more detailed implementation plan developed in collaboration with leaders, a draft is prepared that will help guide the thinking among the senior leadership group. This plan will help the City bring the Smart City Strategy to fruition and see the benefits in our community.

Promotion of the Smart City Strategy will show the intended direction to the community, business and government and support the administration is applying for federal and state grant funding for Smart City related initiatives that enhance the region.

Foundational Smart City initiatives that will support the backbone to future technology projects across the City are well under way such as the development of the Data Management Framework that will ensure data collected is used to its full potential. Also the ability to deploy a ubiquitous Internet of Things (IOT) network that supports Smart City projects across the organisation as well as offering a commercial IOT network for business, education sector, government agencies and utilities to leverage for their own needs that will in turn benefit the local community and set Wanneroo as a truly Smart City.

## Consultation

The City engaged Delos Delta in 2021 to assist in the development of a Smart City Strategy which followed on from the development of the SCP earlier the same year. Through the process of developing the SCP that already involved extensive stakeholder engagement, additional engagement elements were included to inform the Smart City Strategy.

Further targeted community engagement that focused solely on the Smart City agenda was also a key to informing the current Strategy. This involved collaboration between Council Members, community members, business and key stakeholders who attended plenary sessions, responded to Your Say surveys and contributed to workshops and forums.

Generally, the community prioritised service improvement in areas of security, safety and connectivity, and the use of technology to improve environmental management and sustainability.

Council Members had a strong focus on digital engagement and participation as well more open data to support transparent decision making.

Staff were enthusiastic about Smart Cities and its potential to transform and improve decision making.

More detailed insights of the engagement process are shared within Attachment 2.

## Comment

Nil

## 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*

*7.5 - Customer focused information and services*

## Risk Management Considerations

CO-O02 Technological Advancement	Moderate
<b>Accountability</b>	<b>Action Planning Option</b>
Director Corporate Strategy & Performance	manage

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

### **Policy Implications**

Nil

### **Financial Implications**

The financial implications of adopting the Smart City Strategy is yet to be fully explored and it is recommended that a financial review be conducted of the upcoming planned projects that fit within the strategic themes. These will need to be considered as part of the future budget planning cycles and in some cases the development of business cases for individual larger scale projects.

### **Voting Requirements**

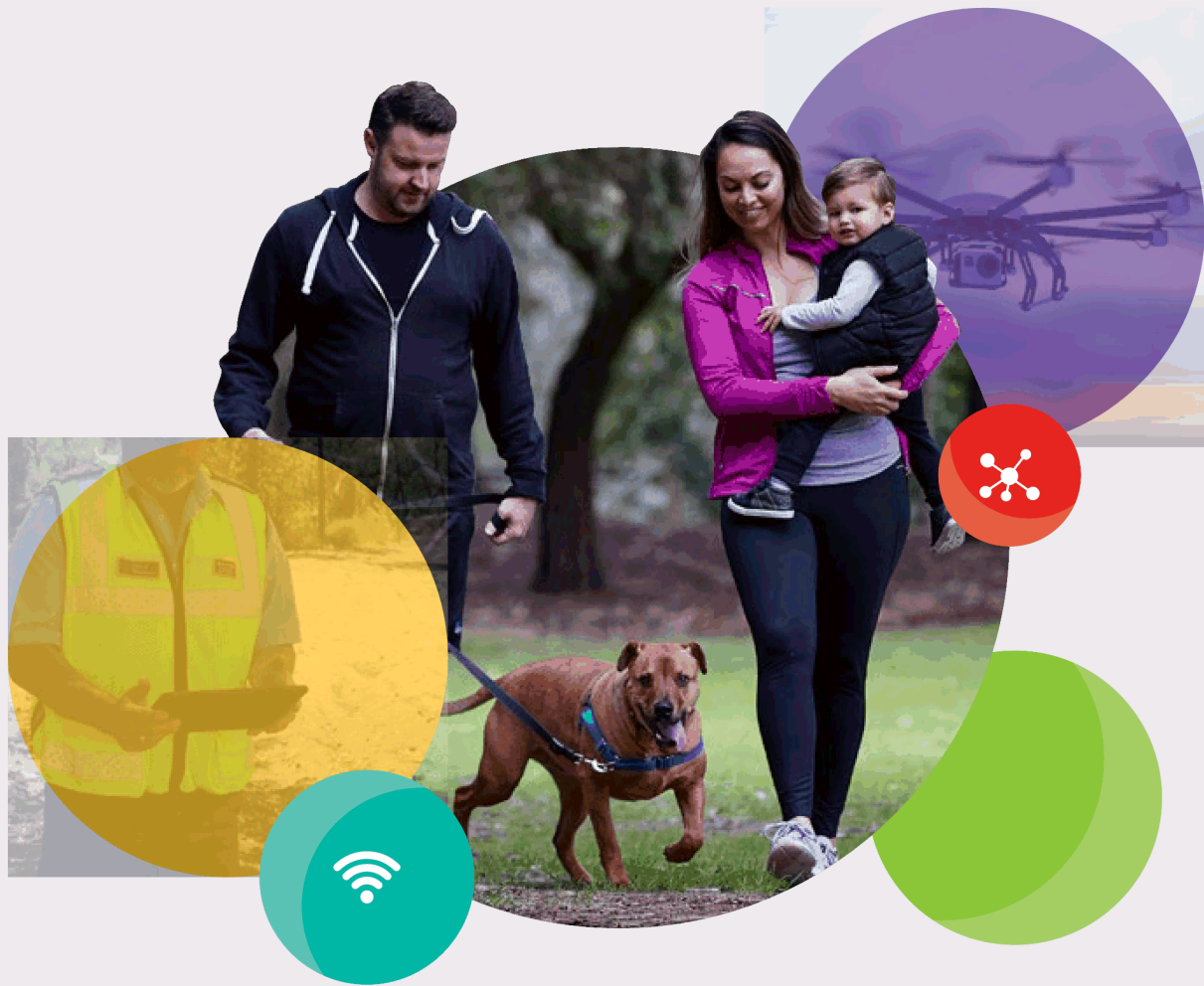
Simple Majority

### **Recommendation**

**That Council ADOPTS the Smart City Strategy to guide the adoption of Smart Technology.**

#### *Attachments:*

1. *Attachment 1 - Smart City Strategy v3* 22/127956
2. *Attachment 2 - Smart City Engagement Summary* 22/153695



## SMART CITY STRATEGY

*Enabling Future  
Wanneroo*



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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.



An aerial photograph showing a coastal town with residential houses, a large commercial or industrial area with several large buildings, and a beach with blue water in the background. The sky is clear and blue.

# FOREWORD

The City of Wanneroo are looking to the future and have developed a visionary *Strategic Community Plan* that aspires to drive a welcoming community connected through local opportunities.

This *Smart City Strategy* is the City's response to supporting our community vision by exploring the opportunities of data, connectivity, and emerging technologies.

The City worked closely with individuals, businesses, and leaders across our community to develop this Strategy. Engaging with over 500 community members through an extensive consultation process, we thank all participants for their ideas, insights, and participation.

Technologies that connect people across the world, analyse data, and automate processes have changed how we live, work and play. This Strategy reflects our desire to not only perform our traditional City functions more efficiently and effectively, but drive new opportunities, skills, and investment for our community.

There's no better time to harness the opportunities for digital technology and innovation. Our population is growing and diversifying and with that the demand for services, infrastructure, and environmental support increases.

In this Strategy we share our vision for a Smart Wanneroo and outline our approach to driving liveability, productivity, connection, and sustainability in Wanneroo.



# INTRODUCTION

*“Digital technology is  
changing the way  
governments everywhere  
support their citizens.”*

Honourable Don T Punch  
Minister for Innovation & ICT

The City of Wanneroo (the City) is embracing this change, leveraging digital technology, data, and innovation to improve our ability to deliver community services and harness local opportunities.

Together with our community, the City has developed this *Smart City Strategy* to drive and direct activity across our broad and diverse region.

As our population grows, so do the needs, priorities and expectations of the community. We are putting our community at the centre of our smart city investment, building on the core priorities of the *Strategic Community Plan* and existing strategic frameworks.



We are prioritising modernisation and investment that will improve:

- Activation & connection
- Smarter infrastructure & planning
- Innovation & prosperity
- Liveability & sustainability
- Community confidence & empowerment
- The City as an organisation

The City is committed to leveraging the benefits of smart technologies, while proactively mitigating and addressing the risks.

In 2021 we engaged hundreds of stakeholders across the City and together they have contributed to the design of this Strategy.

We will continue to work with our community, key stakeholders, partners, and all levels of government to drive change that benefits the Wanneroo community.

### What is a Smart City?

A smart city proactively responds to the needs and priorities of its community by leveraging the benefits of data, innovation and digital technology.

A smart city gathers, analyses and shares data in a meaningful and comprehensible way. It becomes the shared language that the community can use to ask questions of the City, leading to better services and new initiatives. It is the language that empowers citizens, government, and local businesses to make informed decisions and innovate.

A smart city uses the latest technologies and innovative solutions to enhance service delivery, customer experience and support interactions between residents, visitors, businesses, and investors. Putting intelligence and connectivity into places and situations where historically it has not been used, connecting people, services and process, because to do so creates opportunities, synergies and economies of scale.




# SMART CITY VISION

The City of Wanneroo will be a place of opportunity. We will be home to an empowered community of leaders, innovators and lifelong learners. As we grow, a smart Wanneroo will embrace new opportunities and digital technology, to drive sustainability, inclusion and community connection.





A photograph of a woman with long brown hair and a young girl walking away from the camera on a paved path. The woman is wearing a patterned long-sleeved top and dark pants, and the girl is wearing a patterned dress and white leggings. They are walking towards a sunset over a body of water with hills in the background.

The City of Wanneroo is looking to the future. We are empowering our citizens to leverage digital technology and innovation to benefit our community.

**WE STRIVE TO:**

### Enhance

community participation, collaboration, and dialogue

### Create

a culture of innovation, learning and economic opportunity

### Empower

our community to thrive in the digital economy

### Plan

our City for a sustainable future

### Support

the physical and digital connectivity and safety of our community

### Protect

and support our natural resources and environmental outcomes

### Encourage

vibrancy and activity for residents, visitors and investors

### Embed

data management practices to support decision-making & transparency

SMART CITY STRATEGY

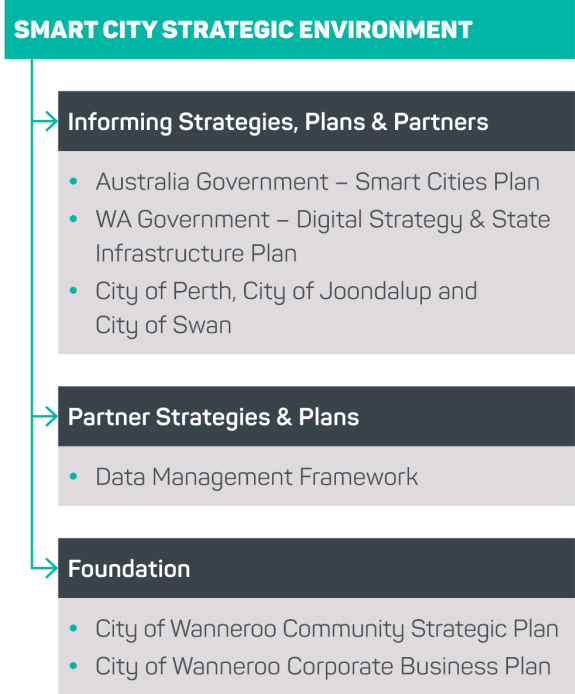
7

# SMART CITIES IN WANNEROO

Smart cities are built on collaboration – the sharing of knowledge and the coordination of effort between residents, business, and the City. Although technology is often the focus of smart city conversations, in Wanneroo it is a tool to support collaboration, innovation and enhanced community outcomes.

Landmark projects such as [Discover Wanneroo](#), RailSmart Planning Wanneroo and Yellagonga Wetlands smart environmental management have built significant momentum and capacity across our region.

Going forward we will build upon these existing projects and align our smart city action with policies across the City. We will also align our effort with the work being done by neighbouring local governments, the Western Australia Government, and the Australian Government.



## Strategic Alignment

Successful smart cities take a holistic approach to building on the policies, plans and strategic actions already in place. This *Smart City Strategy* works with the following:

### The Western Australian Digital Strategy

The Western Australian Government have released a *Digital Strategy* to “change the way government works and make it easier for people and businesses to interact with the WA Government” – Honourable Don T Punch.

The *WA Digital Strategy* promotes the benefit of digital transformation for both organisations and the community, encouraging Western Australia as a whole to be at the forefront of digital change.

The objectives and aspirations in this *Smart City Strategy* have been aligned with the four strategic priorities of the *WA Digital Strategy*:

- Better Services
  - Informed Decisions
- Safe and Secure
  - Digitally Inclusive

## Strategic Community Plan

This *Smart City Strategy* builds on Wanneroo's *Strategic Community Plan* (SCP). The SCP guides the City's investment for the next 10 years, and provides numerous opportunities for impactful and beneficial smart city integration. The table below outlines this Strategy's alignment to the goals of the SCP.

### GOALS

### SMART CITY ALIGNMENT

	<b>GOAL 1</b> <b>An inclusive and accessible City with places and spaces that embrace all</b>	<p>We will explore opportunities to use new and innovative technology to make public spaces and facilities future-ready.</p> <p>We will use technologies to improve accessibility and activation and create vibrancy throughout the region.</p> <p>We will improve understanding of how people use places and spaces so that we can increase accessibility and activation.</p>
	<b>GOAL 2</b> <b>A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences</b>	<p>We will enhance our ability to celebrate, experience and communicate our rich cultural histories through smart, interactive, and innovative mediums.</p> <p>We will use technology to help visitors feel welcomed, informed and excited by the unique culture, history, spaces and environment of Wanneroo.</p>
	<b>GOAL 3</b> <b>An innovative City with exciting local opportunities for work, business, and investment</b>	<p>We will support our local businesses to thrive in the digital economy by investigating opportunities to enhance skills and infrastructure.</p> <p>We will work with relevant partners to encourage education and skill development for emerging and future industries and increasing opportunities for people with disabilities through use of technology.</p> <p>We will leverage our smart city and innovation capability to attract new business and industries.</p>
	<b>GOAL 4</b> <b>A sustainable City that balances the relationship between urban growth, natural assets and the environment</b>	<p>We will use smart technology to better monitor, manage and protect our natural environments and Noongar cultural sites.</p> <p>We will leverage the benefits of data and technology to enhance sustainable, climate resilient planning and development.</p>
	<b>GOAL 5</b> <b>A well planned, safe and resilient City that is easy to travel around and provides a connection between people and places</b>	<p>We will promote a broad range of active and innovative transport modes to support mobility across the City.</p> <p>We will leverage innovative urban design and technologies to improve the safety and vibrancy of our public spaces.</p>
	<b>GOAL 6</b> <b>A future-focused City that advocates, engages and partners to progress the priorities of the community</b>	<p>We will explore the benefits of innovative consultation models to encourage deliberative engagement with the community.</p> <p>We will develop prosperous partnerships to support collaborative action towards our smart city aspirations.</p>
	<b>GOAL 7</b> <b>A well governed and managed City that makes informed decisions and provides valued customer-focused services</b>	<p>We will collect, monitor and analyse data to support informed, agile and ethical decision-making and reporting.</p> <p>We will deploy technology to deliver community benefit and ensure that its use is effective and warranted.</p>



## Showcase Projects

The City has delivered a number of smart city projects in collaboration with the community, private sector partners and other local governments. These projects set a strong foundation for successful smart city activity in Wanneroo. Below is a snapshot of projects being delivered by the City, with many more underway.

### Yellagonga Wetlands – smart environmental management and smart partnerships

A large proportion of the Wanneroo region is made up of a complex system of interconnected wetlands. In mid-2017 the City of Wanneroo in partnership with the City of Joondalup secured funding through the Australian Government's Smart Cities and Suburbs Program to deliver a network of environmental sensors in the Yellagonga Wetlands.

The program installed buoys fitted with smart sensors into Lake Joondalup to monitor midge outbreaks, wetlands health and water quality.

The sensors and probes currently measure pH, temperature, dissolved oxygen, electrical conductivity, and oxidative reduction potential and presents real time data on an Internet of Things (IOT) platform.

### Online connection and engagement

Cultural Services at the City of Wanneroo encourage online experiences and engagement for residents and visitors including:

- experiencing Public Art Safari, Shipwreck Trail, and 10<sup>th</sup> Light Horse Trail through the Discover Wanneroo app.
- exploring virtual tours of Wanneroo Regional Museum, Buckingham House, Cockman House, and some popular past art exhibitions held at Wanneroo Gallery.
- engaging in the City's art and oral history collection online.
- participating in stakeholder engagement through the City's Community Engagement Hub using mapping tools, surveys, and AI-driven conversation technology like Hello Lamp.

### Centralised Floodlight Control

The City has implemented a program that allows sporting clubs to turn the sporting lights on and off at pre-determined times through SMS.

This has led to a reduction in power usage on grounds fitted with this technology and provides usage data that is used to further increase efficiency.

This technology will be expanded to control time locks on toilet doors and public BBQs, allowing for centralised control for permitted use.

### Free Public Wi-Fi

The City offers free public Wi-Fi at a range of local libraries, community centres and civic building and heritage houses.

The Wi-Fi services offered at Cockman and Buckingham Heritage Houses are linked to an app that provides an immersive experience to visitors.

In addition to Wi-Fi, Wanneroo libraries also offer free public computer access at all branches and digital training for the community through the Australian Government's "Be Connected" program.

### RailSmart

The City has partnered with the Planning and Transport Research Centre (PATREC) to develop a first-of-its-kind digital platform called RailSmart.

RailSmart uses big data to deliver key predictive planning insights in real time. The data is presented via an online dashboard that allows the City and community to analyse key economic, employment and transport scenarios and models.

It allows the City to optimise land use planning, maximise job creation, and identify distinct competitive advantages within its economic growth industries.

### The Wangara CCTV Project

As part of the Australian Government's Community Development Grants program, the City of Wanneroo received funding to increase CCTV infrastructure in the Wangara Industrial Area. The CCTV identifies vehicles used in offences and crimes at entry and exit points.

The City aims to support local businesses and customers by reducing antisocial behaviour and level of crime in Wangara.

### Kinkuna Smart Park

The award-winning Kinkuna Park in Eglinton, was transformed into Australia's first 'smart playground' in March 2018.

Creating a multisensory augmented reality playground, the park has become popular with residents and visitors.

Kinkuna Park includes smart parking, smart meters, smart irrigation, and smart lighting.

### Smart City Systems and Processes

The City's smart waste services include digitising waste tip vouchers, capturing real time waste tonnage and waste types in an automated weighbridge, and promoting the WA Government's RecycleRight App.

## Future Projects

The City has identified a number of future opportunities to support smart city and innovative thinking across Wanneroo, including:

PROJECT	DESCRIPTION
<b>Australian Automation and Robotics Precinct</b>	<p>The City has an opportunity to support local innovation and entrepreneurship on a global scale. The Australian Automation and Robotics Precinct, an initiative by Development WA, is a proposed world leading research and development precinct in Neerabup.</p> <p>It will provide opportunities for local industry and business sectors to test a range of technologies including autonomous vehicles, drones, robotics, and automated equipment generally related to the industrial and mining sectors.</p>
<b>Smart Precincts</b>	<p>The City is looking to re-develop and upgrade a number of key precincts and public spaces in the region. The City will look at how smart technologies can be integrated to enhance the safety, accessibility, vibrancy, and amenity of these spaces.</p> <p>The City will also consider how technologies can support community engagement in the planning of these precincts.</p>
<b>Waste Management</b>	<p>The City is exploring ways to leverage smart technologies to enhance waste management. For example, using bin sensors, waste data monitoring tools, in-truck route optimisation systems, and innovative waste models to increase operational efficiency, reduce waste and promote recycling.</p>
<b>Smart Irrigation</b>	<p>The City is exploring the wider use of smart irrigation systems to increase efficiency in our ground water use in response to changing climate conditions.</p>
<b>Storm Water Pollutant Monitoring</b>	<p>The City is trialling auto sampler technology to identify the possible discharge of contaminants into storm water drains within Wanneroo's industrial areas.</p> <p>These devices are also being applied in testing the effectiveness of the gross pollutant traps and will inform decision making around future investment in similar infrastructure.</p>
<b>Data Sharing</b>	<p>The City is developing a Data Management Framework to enhance the security, collection, use, sharing and analysis of data. This Framework will help improve efficiencies in planning, service delivery and decision-making among other improvements.</p> <p>This Framework will be aligned to the Customer Relationship Management System which integrates community and stakeholder information into a single common database. This system will improve the City's performance and the effectiveness and efficiency of communications.</p>
<b>Smart Services</b>	<p>The City is looking to explore smart processes and systems that digitise City services such as bookings, online applications, planning approvals and customer requests.</p> <p>These systems will facilitate efficient and convenient in-person and digital service delivery.</p>
<b>Smart CCTV Enhancement</b>	<p>The City will explore expansion of the Wangara CCTV Project to deliver benefits beyond public safety. This could include using technologies to provide information on the use of public spaces and infrastructure that helps inform place design and maintenance.</p>
<b>LoRaWAN</b>	<p>The City is looking to implement a low bandwidth network solution, such as LoRaWAN, across Wanneroo. This network will provide the enabling connectivity to support future smart city projects and initiatives in areas such as water management, waste management, irrigation, lighting controls and citizen science. Such a network can also be used by local business, schools, utility companies, members of the community to support their own smart project.</p>



Innovation Ecosystem

An innovation ecosystem is the people and connective technology, programs and culture that drive collaboration, co-design and the sharing of experience and knowledge. To accelerate Wanneroo’s smart city progress, it is crucial to facilitate innovation and entrepreneurship by bringing together business, investors, local innovators, educators and passionate community members.

Our innovation ecosystem includes:



*A smart Wanneroo will embrace  
new opportunities and digital technology,  
to drive sustainability, inclusion and  
community connection.*



## Active Partnerships

The Wanneroo innovation ecosystem has many influential actors. Here we highlight three current partners the City is building strong, dynamic relationships with. These relationships are expanding the capacity of the City to deliver innovative projects in Wanneroo.



### CITY OF JOONDALUP AND THE CITY OF SWAN

The City of Joondalup and the City of Swan are neighbours and key partners of the City of Wanneroo.

We have worked closely with the City of Joondalup across a number of successful projects, including Yellagonga Wetlands smart environmental management project, and are looking to continue this fruitful partnership.

As the City of Swan also embarks on its smart city journey, we also plan to work closely with them to share knowledge, collaborate on projects, and deliver better outcomes for our closely tied communities.



### EDITH COWAN UNIVERSITY AND THE UNIVERSITY OF WESTERN AUSTRALIA

Universities, TAFEs, and other education institutions will be key partners in Wanneroo's smart journey.

We already have a strong partnership with Edith Cowan University through the Yellagonga Wetlands project, as well as with the University of Western Australia through the Rail Smart Program led by its Planning and Transport Research Centre.

As Wanneroo develops as a smart city, leading to increased data gathering, more complex projects and greater demand for skill development (in the City and the community), we will continue to work with researchers and educators to drive smart city outcomes.



### WESTERN AUSTRALIA POLICE

Across the Wanneroo community we are forming partnerships to increase local safety.

This includes partnering with Police, community groups and individuals. For example, the City recently deployed technology that monitors and gathers evidence to prevent illegal activity using CCTVs cameras in Wangara.

The Police have direct access to the CCTVs, which have been used to identify vehicles used in offences. Benefits of such projects are being assessed and options to adapt and scale are also being explored.

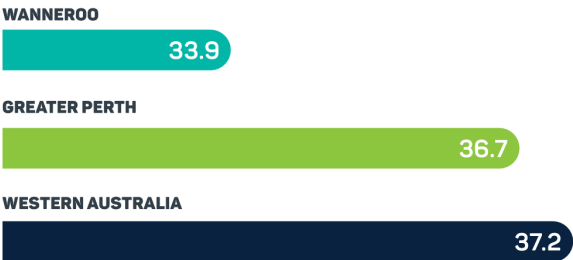
We invite community members and organisations to co-design further community safety projects as we continue to make our community safer.



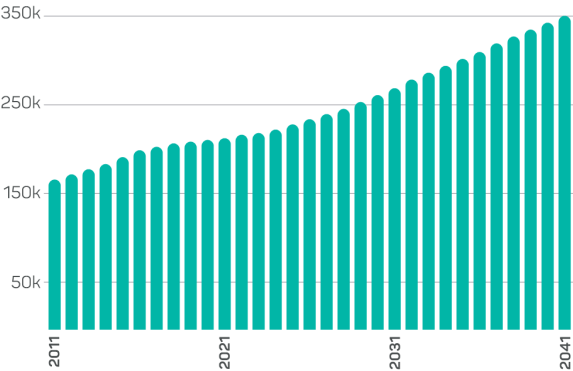
# SMART CITY, SMART GROWTH

Wanneroo is one of Australia’s fastest growing local government areas and is predicted to reach a population of 350,000 by 2040<sup>1</sup>. Population growth at this scale is both an opportunity and a challenge. The City’s goal is to leverage information and communication technology, to better plan and adjust for this change.

Median age



Forecast population



Public Spaces

In Wanneroo infrastructure and technology will be brought together to improve liveability. The City is looking to invest in public spaces and is investigating how smart parking, public Wi-Fi, smart bins, intelligent irrigation and more can improve user experiences. Not only could this save ratepayers money and provide data to inform better decision making, but our aim is to bring people together in more vibrant parks, town squares and main streets.

Smart Development

The City’s influence over development is one of its key policy levers. Through standards, collaboration and regulation, the City is committed to working with developers to ensure Wanneroo’s growth is sustainable. Just a few of the opportunities being explored are smart water and energy meters, solar energy and micro grids, tree canopy cover and urban heat mapping, shared bikes and smart public transport, and smart waste management. The emergence of new neighbourhoods and the redevelopment of existing streets is the perfect time to leverage new technology, data and innovation to increase liveability, productivity and sustainability.

Protecting Natural Environments

Our community is shaped by the rich natural ecosystems that surround and permeate our neighbourhoods. As Wanneroo’s population grows, smart technology will be used during planning and incorporated into new and existing areas to support natural systems. For example, GIS mapping will support urban greening and water sensitive design. By purposely planning for green-blue infrastructure that achieves multiple objectives, Wanneroo can accommodate its growing population without losing its natural assets.

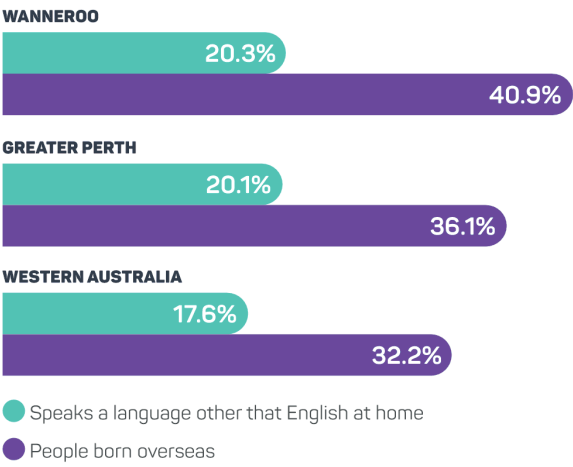
1. id (informed decisions) , 2021

Diversity & Inclusion

Wanneroo is a wonderfully diverse community. This diversity can be leveraged to drive innovation by bringing together different connections, perspectives, and knowledge.<sup>2</sup> The City is committed to identifying the broad needs and priorities of our community and exploring ways to support the inclusive application of digital technology, including digitising, and translating key City services. We aim to pursue opportunities such as expanding our free public Wi-Fi network, targeted delivery of digital literacy programs, provision of allowing screen reading technologies and more.

Future Work

The nature of work is changing. Whether you are working from home, in co-working spaces, using video conferencing, or are in the gig-economy, technology is revolutionising the 9 to 5. To meet this challenge, the City is exploring opportunities to support skills and knowledge growth in the community. Initiatives are being developed to increase access to life-long learning opportunities, remote work capacity, employment opportunities and the growth of innovative business in Wanneroo.



Tertiary education



2. ABS, 2021

Smart Cities

Smart cities are learning cities. Learning cities are actively involved in building a skilled labour force in the information economy. With limited education policy leavers, the City's role is to ensure the necessary infrastructure is in place to empower schools, lifelong learning institutes, TAFEs and universities. The City is committed to engaging with local educators and students, and then advocating on their behalf. The City is working to create the programs and implement the projects that Wanneroo needs to become a learning City.

# COMMUNITY INSIGHTS

To develop a people-first *Strategy*, the City has worked closely with individuals, businesses, and leaders across our community. We were able to tap into the unique knowledge and insights of the Wanneroo community through a multifaceted engagement process.

We will continue to leverage the experience and expertise of our community to design key services and set forward priorities.

## Process

In 2021, the City of Wanneroo collected smart city insights and ideas through both dedicated smart city engagement as well as the *Strategic Community Plan* engagement process:

- 484 community members responded to smart city survey questions through the *Strategic Community Plan* engagement and dedicated smart city engagement
- Residents, key stakeholders, and City staff also had an opportunity to contribute through numerous workshops, plenaries, and forums

In Three Words or Phrases How would you summarise your vision of Wanneroo as a smart City?<sup>3</sup>

Across engagement the participants’ vision for a smart Wanneroo focused on accessibility, connectivity, safety and creating a modern and innovative place to live.



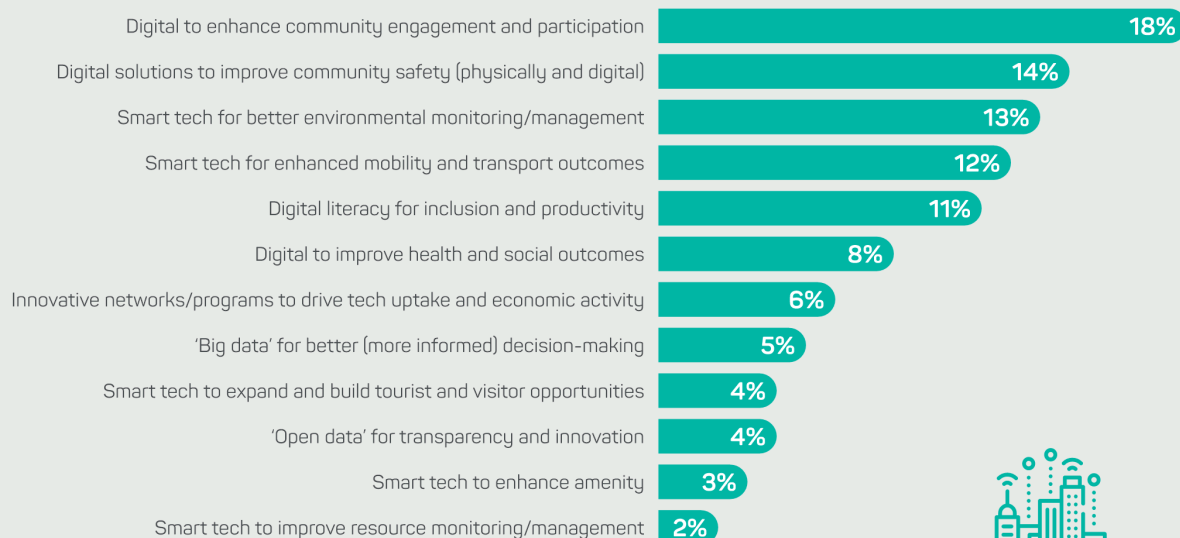
## Key Insights

Across the consultation platforms, engagement revealed the following key insights.

Leadership	Collaboration	Safety	Environmental Sustainability	Community	Prosperity
Participants were supportive of the City's ambitions of becoming a smart city and had a desire for Wanneroo to be a smart city leader.	Participants want to be involved in the co-design of City services and are eager to enhance community engagement and participation through digital technology.	Community participants' top priority is improving community safety and security. Community participants considered smart technology a means to create a safer, more cohesive Wanneroo.	Participants recognise that smart technology can improve environmental management and protection, reduce pollution and degradation, waste, and resource inefficiency.	Participants are worried about social disconnection, and want public spaces, online communities, and diversity of cultures to be empowered by smart investment and action.	Participants want to create a resilient, vibrant community, leveraging data and technology to better manage community assets and increase economic opportunity.

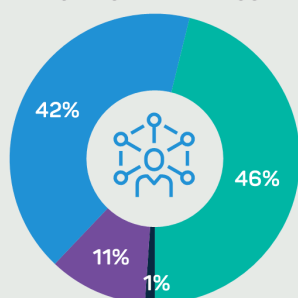
3. Smart City Community Engagement. Respondents = 98

### What smart city strategies or objectives offer the highest-value to the City of Wanneroo?<sup>4</sup>



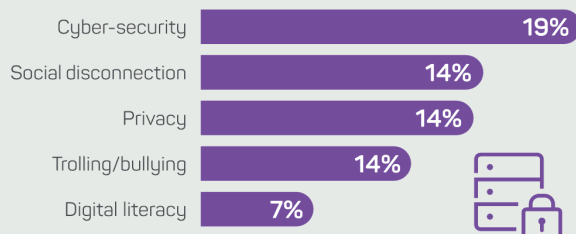
### How should we adopt technology in Wanneroo?

Participants want the City to be a leader, exploring proven and cutting-edge technology!

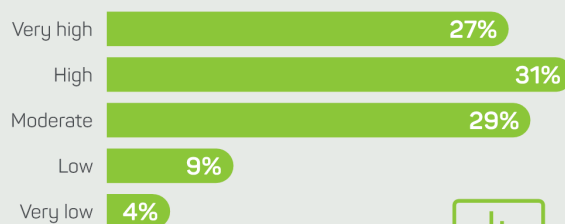


- We should be a leader and explore cutting edge technology
- We should adopt technology only once there is a proven benefit
- We should be an early adopter only for targeted services areas
- We should focus only older, proven technology

### What are your main concerns with using new technology in Wanneroo?<sup>5</sup>



### How would you rate your digital literacy – technology skills and understanding?<sup>6</sup>



### Community Quotes



4. Strategic Community Plan Engagement. Respondents = 386

5. Smart City Community Engagement. Respondents = 98

6. Smart City Community Engagement. Respondents = 98

# STRATEGY ON A PAGE



# PRINCIPLES

The Wanneroo community, key stakeholders and the City have worked together to develop a set of principles that will guide smart city planning and action.

## People First



A smart Wanneroo will be people focused. The City will enhance the liveability of Wanneroo through data-driven and collaborative decision making. We will build on the vibrancy of our region through innovative approaches to planning, mobility and digital and physical connectivity.

## Sustainability



A smart Wanneroo will develop sustainably, meeting our current needs and securing an even brighter future. In Wanneroo, from our coastal plains to pristine wetlands, market gardens to residential homes, thick bushland to urban developments, we will balance environmental, economic, and social demands.

## Safety & Security



A smart Wanneroo will be both physically and digitally safe. Smart technologies and data will be used to proactively improve physical safety across the Wanneroo community. The City will imbed in our policies and process steps to mitigate digital security risks and protect the privacy of our community.

## Communication



A smart Wanneroo will increase community connection and discussion. The City will be transparent to support engagement and trust. Ongoing conversations with and amongst the community will be built using new technologies, supporting the sharing of experiences and knowledge.

## Inclusion & Accessibility



A smart Wanneroo will work to ensure all members of our community have the skills and opportunity to participate and engage in City activities. We will support access to technology and greater self-sufficiency within our community. We will continue to deliver services that meet the changing needs of Wanneroo.

## Empowered



A smart Wanneroo will empower the community to ask questions of government, design and deliver smart initiatives, and shape the City's priorities. We welcome new ideas, and we will continue to learn and improve with the community as we deliver for Wanneroo.





## STRATEGIC THEMES

Through community engagement and research the City have identified seven key themes to guide smart city activity. These themes are aligned to the SCP and support the City's vision of a welcoming and connected community.

Associated with each theme are a number of strategies and opportunities we will explore and pursue over the next four years. These strategies and opportunities include but are not limited to technology, data and collaboration projects and encourage community-driven activity.

# Activated & Connected



The City will work with residents, community groups, business, and key stakeholders to create more vibrant spaces. These spaces will facilitate improved safety, greater accessibility, enhanced mobility, and digital connection. We aim to invest and innovate to enhance safety, convenience and liveability now and into the future.

## OBJECTIVES

- To increase physical and digital safety in Wanneroo
- To improve liveability and vibrancy in Wanneroo
- To improve mobility and connection within Wanneroo

## MEASUREMENT

- Community Satisfaction Surveys
- Crime rates and perceptions of safety
- The Australian Digital Inclusion Index
- Public Transport Data



Located just 20 minutes from the CBD, the City of Wanneroo is the ultimate day trip location. The Discover Wanneroo website and mobile app connects visitors to stunning beaches, walking trails, Crystal Cave as well as various kid friendly activities. It also highlights local businesses such as luxury day spas, boat charters, and wineries. We will continue to develop Discover Wanneroo to improve visitor and residents' experiences in Wanneroo and connect them to local activities and business.



## Strategies and opportunities we will explore and pursue include:

- 1 Improving public safety by investing in solutions, such as smart street lighting and systems that combine video surveillance and incident response, in high priority areas as identified by the community and data.
- 2 Connecting the community and visitors to the local area by investing in accessible interactive signage solutions that provide information and business communication, wayfinding, translation services, public transport information etc in high-traffic areas.
- 3 Addressing mobility issues by working with industry and the Western Australia Government to progress transport innovation, including addressing the first/last mile challenge, active and public transport and traffic management systems.
- 4 Leveraging digital technology to modernise public spaces for all age groups, including smart benches for greater amenity, safety, and activation.



# Smart Infrastructure & Planning

The City will work with communities and developers to increase liveability in Wanneroo. We aim to embed standards and expectations in planning process that ensure developments are sustainable and support life in a modern economy. From fibre internet connection environmental sensors, Wanneroo's development will pursue smart innovations and technologies.

## OBJECTIVES

- To increase services in line with population growth
- To future-proof new developments
- To connect new and established areas of Wanneroo

## MEASUREMENT

- Resource consumption in new suburbs
- Wanneroo service self-sufficiency
- Social connection between new and old suburbs

Wanneroo is growing, fast! But how can we manage growth, protect our environment, and maintain a sense of community?

A smart Wanneroo will collect, analyse and share data from multiple channels to 'sense' the City's environment and inform decisions. For example, using real-time water use data to help detect leaks, visual analysis of transport routes to ease congestion, digital community forums and more to help citizens, developers and government connect and innovate.

Across Australia smart technology is improving the liveability and productivity of new and existing developments. The City will leverage the learnings of suburbs like Footscray where the Maribyrnong City Council partnered with Victoria University to develop the [SC2 project](#). This smart tech roll out has helped expand free Wi-Fi, place interactive signage, address traffic congestion, measure air quality and improve environmental health.



Strategies and opportunities we will explore and pursue include:

- 1 Enhancing community input into the design/ planning processes by exploring the use of innovative tools and data sharing including the RailSmart Project.
- 2 Promoting community connection and activation in new and existing developments and precincts by advocating for greater digital connectivity throughout the region.
- 3 Ensuring a foundation of digital infrastructure for smart service delivery by working with local planners, experts, and developers to implement smart and sustainable development and building guidelines for new developments.
- 4 Supporting the rollout of smart technologies as standard and the upgrading of existing assets by developing a smart city asset framework and accompanying smart asset management system.



# Innovative & Prosperous

The City is looking to support innovation, in turn creating greater economic opportunities and outcomes in Wanneroo. By sharing data, we aim to support decision making by business, through technology investment we aim to support innovation, and through partnerships with educators, government, and industry, we aim to create the conditions and remove the barriers to expand opportunities for young people and the wider Wanneroo community.

## OBJECTIVES

- To create a dynamic innovation ecosystem in Wanneroo
- To enhance local skills, training opportunities and data resources that support innovation
- To increase economic opportunities and youth attraction

## MEASUREMENT

- Business entries
- Containment rates (percentage of Wanneroo residents that work in Wanneroo)
- Tertiary education enrolment and attainment
- Youth retention and attraction rates

Governments have oceans of data stuck in service units and never shared with other teams or the public. But this is changing, the open data space is blossoming. Local government, the [WA](#) and [Australian Government](#) are publishing data online. The City already contributes to [Data WA](#) and we are looking to share more data. Our aim is to support government and community decisions with up-to-date information that is comprehensible – not buried in reports, understood only by data scientists.



## Strategies and opportunities we will explore and pursue include:

- 1 Encouraging a collaboration, partnership, and knowledge-sharing network in Wanneroo by actively engaging with and creating joint-venture opportunities for business, innovators, education institutes and government.
- 2 Supporting flexible and remote work in Wanneroo by partnering with community groups, developers and innovators to create co-working spaces and enhance home working conditions.
- 3 Addressing barriers to innovative business development such as infrastructure gaps and skill/training limitations by partnering with employers and key community stakeholders to deliver a *Business Innovation Roadmap*.
- 4 Creating avenues for local innovators by collaborating with City of Joondalup, Western Australia education institutions and Wanneroo Business Association to expand the Joondalup Innovation Challenge to feature students and business from Wanneroo.
- 5 Working with the Automation & Robotics Precinct to explore opportunities to develop a local living lab that tests and trials smart solutions to local problems

# Sustainable & Liveable

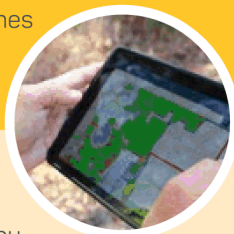
The City will work with communities, the West Australian Government, and the private sector to increase Wanneroo's economic, social, and environmental resilience. We aim to design policy, projects, and regulation for the health of our people, community, and environment, balancing the current needs of our residents, with the future needs of our diverse natural environment.

## OBJECTIVES

- To be a circular and climate-resilient economy
- To create a City that adapts to the environment and the needs of our community
- To improve health and wellbeing outcomes in Wanneroo

## MEASUREMENT

- GHG emissions
- Urban tree canopy coverage
- Mental health outcomes in Wanneroo
- Physical Health outcomes



In cities, a lack of vegetation creates "heat islands", caused by air becoming trapped between buildings and other infrastructure. Wanneroo can learn from established smart cities who are combating this phenomenon using the latest in planning and mapping technology. For example, the Cooling and Greening Melbourne Interactive Map brings together three main datasets: vegetation cover, urban heat, and the heat vulnerability index. The map is now used to plan where trees are planted, what types are planted, and how buildings are designed to minimise the likelihood of dangerous heat waves.



Strategies and opportunities we will explore and pursue include:

- 1 Supporting the health of our green spaces and reducing water consumption/waste by developing and implementing a smart water program – expanding the use of smart irrigation, increasing the uptake of smart water meters, and more.
- 2 Combating heat Island effects, reducing pollution and protecting the natural environment by scaling up our environment mapping, monitoring and data sharing – including, for example, expanding the Yellagonga Wetlands project and mapping greenspaces access in Wanneroo.
- 3 Increasing active and sustainable transport options/uptake in Wanneroo by working with WA start-ups, planners and local innovators to trial and test solutions in Wanneroo.
- 4 Expanding smart waste management program through the use of smart bins in high-traffic areas and smart waste collection trucks that monitor and measure waste.



# Empowered & Confident

The City seeks to empower and inspire families, businesses, and visitors to get involved in community groups and events, build local networks, participate in cultural exchange and co-design local policies. The City will explore opportunities to invest in our diverse communities and empower everyone to participate in our City's smart transformation



## OBJECTIVES

- To increase community participation and inclusion
- To create an inclusive community that lifts up our most vulnerable people
- To design Wanneroo with the community, around the needs of our residents and visitors

## MEASUREMENT

- Survey data – inclusion and participation
- Community group growth
- Volunteer numbers

Like to help shape future projects in the City of Wanneroo? Your Say is our online community engagement hub where you can review our plans, activities. Through our smart cities program we aim to also share information to help the community engage with local priorities and involve the community in design! In Hobart, for example, this was done to great effect during their Hobart Bus Shelter & Integrated Digital Interface Design Competition. A creative challenge for the community to share their most innovative and exciting ideas to help transform Hobart's public transport services and make waiting for the bus reliable, safe, accessible and socially connective.

## Strategies and opportunities we will explore and pursue include:

- 1 Encouraging greater participation and increasing vibrancy in the community through events that support collaboration and creativity.
- 2 Enhancing our democracy by developing a collaboration and sharing platform that supports community connection and organisation and enhances digital democracy online digital voting, co-design of City projects, innovative engagement, and online streaming of Council meetings.
- 3 Increasing online safety and digital autonomy by implementing a digital inclusion and accessibility agenda for the City of Wanneroo.
- 4 Expanding life-long education pathways and increasing opportunities for young residents by building research and education partnerships.



# Well Governed & Managed

The City aims to be a leader, facilitator, and participant in the local innovation ecosystem. We will explore opportunities to invest in digital and physical infrastructure, embody innovative thinking, modernise our services, and unlock the potential of our community through collaboration. We will pursue opportunities to create simple, seamless customer experiences when interacting with the City.

## OBJECTIVES

- To use data for improved forward planning, service delivery and City operations
- To enhance consultation and co-design with the community
- To increase open data accessibility and City transparency

## MEASUREMENT

- Satisfaction with the City's services
- 'Have your say' engagement
- Data published by the City



At the City of Wanneroo, we strive to deliver service excellence and provide the best possible customer experience. Our [Customer Service Commitment](#) outlines our 'Customer First' approach. Our four overarching objectives that underpin the delivery of our services are responsiveness, ease, accessibility, reliability.



Strategies and opportunities we will explore and pursue include:

- 1 Developing smart city specific policies to compliment this Strategy, including:
  - Establishing smart city governance
  - Implementing a process to proactively and regularly modernise regulation and policy to enable innovation and protect privacy and security
  - Developing a smart city project prioritisation framework and planning process
- 2 Upgrading our policy development and service delivery processes by:
  - Adapting our processes to allow for greater community feedback and co-design
  - Embedding innovation and smart thinking into the procurement process and long-term contracts
  - Digitising City services for greater accessibility and expanded multilingual offerings to create a seamless customer experience, which can adapt to individual needs
- 3 Organisational Capability
  - Tailoring best practice policies developed by other governments, such as a Data Management Framework to ensure data is collected, stored and used in a safe and highly effective manner.
  - Delivering a City performance dashboard to enhance accountability and transparency of decision-making and objectives
  - Developing our organisation's data collection, sharing and presentation to help break down internal silos, improve City services and share information with the community.

# MEASURING OUR PROGRESS

A key element of a smart city is measuring progress. The City will consistently and regularly measure the success of the *Smart City Strategy* and its initiatives. This ensures the City is accountable for meeting the aspirations and objectives of the Strategy.

The following table sets out the areas that the City will measure a diverse range of performance indicators to be measured over the short, medium, and long-term.

	INPUTS	OUTPUTS	IMPACTS	OUTCOMES
	<i>Resources, funding, capabilities</i>	<i>Programs, policies, projects and partnerships</i>	<i>Direct effects or results of outputs</i>	<i>Long term improvements to Wanneroo's liveability, economy and sustainability</i>
TIME	Short term (0–12 months)	Short/medium term (13–24 months)	Medium/long term (3–4 years )	Long term (4+ years)
INDICATORS	<ul style="list-style-type: none"> <li>Smart city investment</li> <li>City resources allocated to city projects</li> <li>Time allocations to smart city initiatives</li> </ul>	<ul style="list-style-type: none"> <li>Adoption and updating of internal and external smart city initiatives</li> <li>Participation in projects and programs</li> <li>Number of partnerships and collaborators</li> <li>Internal &amp; external digital capacity within Wanneroo</li> </ul>	<ul style="list-style-type: none"> <li>Community awareness, use and satisfaction surrounding smart city indicatives/services</li> <li>Data collected and analysed</li> <li>People across sectors using smart city services</li> </ul>	<ul style="list-style-type: none"> <li>Liveability – measured by results in survey data</li> <li>Economic innovation and performance – indicators including employment levels, flexible working environments and increased gross regional product</li> <li>Education attainment</li> <li>Pattern application</li> <li>Improved safety – measured through crime statistics and safety perception survey questions</li> </ul>
EXAMPLES	<b>Opportunity 2.1 – Enhancing community input into the design/planning processes by exploring the use of innovative tools and data sharing including the RailSmart Project.</b>			
	<ul style="list-style-type: none"> <li>Number of sessions delivered</li> <li>Total duration of community consultation</li> </ul>	<ul style="list-style-type: none"> <li>Number of participants in engagement sessions</li> <li>Number of stakeholders engaged with</li> </ul>	<ul style="list-style-type: none"> <li>Community involvement in planning and development</li> </ul>	<ul style="list-style-type: none"> <li>Community perceived involvement in decision making – “have your say” engagement surveys</li> <li>Best outcomes for the community – measurable through survey results</li> </ul>

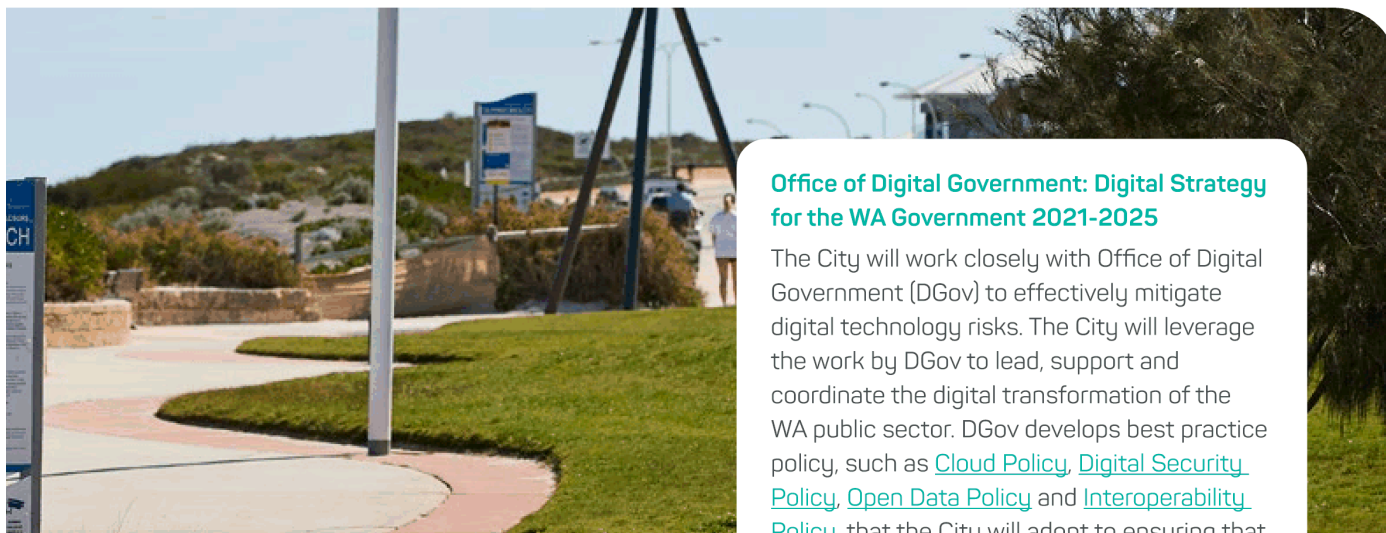
# BUILDING OUR SMART CITY

Smart cities and the technology, data and innovative procedures that drive them are complex. Here we outline some of the benefits the City is seeking to leverage and the active steps we are taking to manage risks.



## Benefits

ASPECTS TO LEVERAGE		LEVERAGE
Transparent & inclusive decision-making	Digital technology improves government services by enabling community input in decision making and supporting greater transparency. For example, ‘Report It’ on the City’s website is a platform that supports community issue reporting to enable faster response by the City; the ‘Have Your Say’ website enables community engagement with policy to help tailor it to local priorities; and the ‘MyCouncil’ website strengthens local government accountability by sharing information about their revenue and spending.	This Strategy will increase data sharing and the community’s access to information. The City will use data obtained by digital technologies to drive internal decision making and city-wide innovation. The City will continue to leverage data, real-time technology, and collaborative solutions to produce positive outcomes for Wanneroo.
Data	Digital technology enables the City, residents, and businesses to harness data to inform decision-making, service delivery and product exploration. Innovators and local businesses, for example, can leverage data insights to anticipate consumer demands and trends.	The City will work to create network that facilitates collaboration, partnerships, and knowledge-sharing in Wanneroo. The City will work towards developing a dynamic innovation ecosystem that allows innovators and businesses to collaborate and access information.
Innovative solutions	Digital technology opens new ways of doing things, making traditional activities more efficient or even reinventing what is possible. In Wanneroo it may be possible to transform how waste is sorted and collected, how parks are looked after or even integrate a new energy source into the grid; the possibilities are endless.	The City is constantly exploring new opportunities to use innovative smart technologies to improve efficiency and deliver better outcomes for our community. We will work with start-ups and local innovators to find new solutions to real community problems across Wanneroo.



### Office of Digital Government: Digital Strategy for the WA Government 2021-2025

The City will work closely with Office of Digital Government (DGOV) to effectively mitigate digital technology risks. The City will leverage the work by DGOV to lead, support and coordinate the digital transformation of the WA public sector. DGOV develops best practice policy, such as [Cloud Policy](#), [Digital Security Policy](#), [Open Data Policy](#) and [Interoperability Policy](#), that the City will adopt to ensuring that the projects, systems, and standards we set deliver value and benefits for all of Wanneroo.

## Risks<sup>7</sup>

	ASPECTS TO MITIGATE	MITIGATE
Security & Privacy	Cyber-security and privacy protections are essential considerations for any smart city. As more processes are automated and digitised, and greater amounts of data are collected, strategies are needed to mitigate cyber security threats protect individual privacy. The success of a smart Wanneroo relies on an ability to collect, store and use data in a secure and safe manner.	Wanneroo will adopt a comprehensive privacy and security policy that will meet the increasing security demands of a smart city. We will continue to proactively update and address new and emerging privacy and security risks to safeguard the privacy of our residents, visitors and staff. Additionally, we will work with our community to ensure they have the skills and knowledge to safely interact digitally.
Digital Exclusion	Within our City there is varying levels of digital literacy. As Wanneroo looks to innovate and advance using technology there may be members of our community who do not have the skills or access required to participate digitally.	This Strategy encourages diverse involvement, access and inclusion across cultures, experiences, abilities and ages. We will advocate and work to increase access to technology and build up the skills of our community. We will continue to deliver services that meet the changing needs of our City, working to ensure people are not left behind while looking for ways to innovate.
Social Disconnection	Advancements to digital frameworks and technologies can come with an increased risk of reduced or distorted human interaction. This can lead to social disconnection within the community.	Smart Wanneroo will create new ways to connect and engage within the community. The Strategy will create an online presence that supports community connection and organisation, particularly for community events and services.

7. [Deming, 2021] [Hamilton, 2016]



## Building our Capability

A strong foundation is needed to accelerate Wanneroo's smart city transformation. To build this foundation, the City is developing a dedicated *Data Management Framework*, and a *Smart City Governance Framework*, in addition to this *Smart City Strategy*. These three policy documents will work together to guide smart city initiatives and planning.

The following priorities have been identified to support the digital maturity of the City and the wider community, and ensure consistent, effective outcomes for Wanneroo:

- Active smart city leadership, within the City and community
- Smart city awareness/understanding – improving digital skills, forming an innovative culture and continuing to engage with our community
- Investment in smart, innovative and customer first services/infrastructure
- Data sharing – supporting City and community decision making and innovation
- Collaboration and partnership networks – encouraging smart city activity across the city
- Smart city policy foundation – project prioritisation matrix, business case framework and a clear process for building smart projects into the City's long-term financial plans



### Marketing Smart Wanneroo – A partnership approach

The City is committed to forming mutually beneficial partnerships with stakeholders from both the public and private sectors. Partnerships provide funding, technical know-how, and new ideas. They help the City to question old ideas and implement better policy and more effective services.

## Getting Involved

Wanneroo is made up of a number of key sectors, industries and community groups. A smart city is one of collaboration and shared leadership and action. Opportunities for our community to be involved include:

### AGRICULTURE

- Encourage the use of data and other smart technologies
- Build networks and communities of practice to support agricultural innovation
- Partner with WA Government to innovate and support growers to overcome water shortages

### BUSINESS

- Continue to build strong, coordinated and collaborative business networks
- Build skills and capacity to integrate digital technology and innovative practices into businesses
- Investigate opportunities to improve service/customer experience through smart technologies

### DEVELOPMENT/CONSTRUCTION

- Embed digital technology from planning through to construction
- Implement smart city best practice
- Invest in smart city capacity building and training

### EDUCATION

- Build skills and knowledge to support smart city growth
- Develop programs to enhance digital literacy and learning
- Encourage the use of data and other smart technologies
- Use smart city data and tools in education and learning

### TOURISM

- Promote Wanneroo as a place of innovation and entrepreneurship
- Include digital elements in service offerings
- Encourage innovative ideas and offering diversification

### YOUTH

- Share ideas and solutions to local issues
- Participate and co-design smart projects
- Provide feedback on current initiatives and projects

# IMPLEMENTATION & NEXT STEPS

The Wanneroo *Smart City Strategy* establishes a vision for leveraging digital technology and innovation to benefit our community.

We are already making significant progress in implementing the Strategy, with major initiatives being delivered or committed to by the City. Building on this, we will use the Strategy to progress detailed planning for specific initiatives, consider funding and delivery options and track our performance in delivering community outcomes.

We will continue to engage with the community and stakeholders to ensure our actions are responsive to new challenges and opportunities.

## Continuing to engage with the community

The Wanneroo *Smart City Strategy* is a living plan that will grow with our community as new priorities, technology and innovators emerge.

This means we will continue to reach out and engage closely with the community and stakeholders, including Western Australian Government, neighbouring LGAs and local businesses. This is important for ensuring that local insights inform more detailed planning and implementation.

## Collaborating across the City

Collaboration across the City is essential for smart city planning and delivery. Smart city action will be coordinated and driven across directorates, taking advantage of economies of scale.

## Progressing our Strategy

The Wanneroo *Smart City Strategy* is just the first step in planning for the future. To ensure we are delivering the best outcomes for the community, we will undertake detailed planning and feasibility studies for specific initiatives.

## Prioritisation

A critical next step to guide the above process is prioritisation. Prioritisation will be based on:

- Alignment with Wanneroo's *Strategic Community Plan* and *Smart City Strategy* Priorities
- Alignment with WA Government committed initiatives
- Initiatives supporting long-term community driven smart city progress
- Better use of existing capabilities/infrastructure/projects – including integration, coordination and scaling up
- Operational capacity requirements





# SMART CITY GLOSSARY

**Smart City:** *A city that applies digital technology, data and innovative practices to improve liveability, sustainability, collaboration and economic opportunities*

## Big Data

The use of technology (especially sensors and networks) to collect, manage, analyse and utilise large volumes of data.

## Artificial Intelligence

AI or machine learning is the programming of technology to analyse information and take 'human-like' action such as problem-solving or pattern identification.

## Circular Economy

A system of production and consumption designed to eliminate waste through recycling, re-use and reduction.

## Citizen-centric

Approaching City service delivery from the perspective of the community to ensure their needs and expectations are met.

## Co-Creation/Co-Design

Working with clients, communities and customers to design and create services/solutions that meet user expectations and needs.

## Connectivity

The breadth, depth and quality of telecommunications and internet infrastructure, networks and services.

## Co-working

The mode of working where a mix of individuals, innovators and organisations work in the same physical location, sharing space, ideas, technology and motivation.

## Digital Democracy

The use of digital technology to modernise democratic processes and institutions and facilitating participation in debate and decision-making.

## Digital Literacy

The skills and capabilities to effectively and confidently use digital technology.

## Smart Technology

Digital networks, sensors and systems that support the delivery of smart services and assets

## Entrepreneur

A person who creates, innovates, invests and takes on risk aiming to commercially profit.

## Innovation

Doing something different with the aim of improving processes and outcomes.

## Innovation Ecosystem

The network of people, institutions, programs, regulations, culture and resources that work to promote innovation

## Internet of Things

The millions of physical devices around us connected online, sharing data - from tiny weather gauges up to super computers -this is the fabric of the digital world around us

## Liveability

The general perceptions of the quality of life living in a particular area. Take into account accessibility, safety, inclusion, local services, and the environment.

## Local Services

Public services provided by the local government (e.g., Parks, parking, planning, rubbish collection).

## Open Data

Making data more accessible and useable to enhance transparency, innovation and community outcomes. *Note sensitive, confidential and private data will remain secure.*

## Place Activation

Integrating new and innovative enterprises and projects to attract and retain people to underutilised public spaces.

## Red Tape

Inefficient legislation, regulation or business processes that inhibit innovation and place undue cost on the economy.

## Sustainability

Ability to balance benefits and negative impacts on the environment by optimising and maintaining our natural environmental systems, economic productivity, community connection and the built environment as well as the governance systems, accountability, and financial viability of the City.

Source: Delos Delta

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## ENGAGEMENT SUMMARY

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## CITY OF WANNEROO, SMART CITY STRATEGY

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APRIL 2021



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# City of Wanneroo Smart City Engagement Summary

12 April 2021



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# Executive Summary



The City of Wanneroo is developing a Smart City Strategy and Data Management Framework to support future smart and digital services now and into the future. To inform these documents the City has undertaken an extensive engagement process. The insights, observations and key themes are highlighted in this Engagement Summary Report. This document will cover:

## Engagement Process

- The Engagement Process was necessarily and successfully thorough and developed in line with strategic context.
- The Engagement process included both dedicated smart city sessions and surveys, but also leveraged the momentum and reach of Strategic Community Plan Engagement

## Community Insights

- The community were consulted via workshops and a digital survey.
- Priorities for service improvement commonly identified by the community were improving City security and safety, affordability and connectivity.
- The community also demonstrated an interest in using new technologies and smart initiatives to improve environmental management and sustainability

## Elected Member Insights

- Elected members has a strong focus on digital for engagement and participation from both a communications and skills and training perspective.
- Elected members were excited by the possibility of open data for transparency and enhanced decision-making capabilities.
- They saw the benefit of innovation as a way of retaining youth as well as attracting investment and employment opportunities

## City Staff Insights

- Internal stakeholder engagement revealed a common priority to enhance the skills and capability of staff in order to successfully take on smart city initiatives
- Generally, internal stakeholders were enthusiastic about smart city transformation and its potential to improve asset management and decision-making, however, are concerned about the City's capacity to uptake new technology and processes.

## Next Steps

- There is significant interest and momentum for smart city development and integration in the City of Wanneroo. This bodes positively for the adoption of the final Smart City Strategy.



# 1. Introduction



The City of Wanneroo has engaged smart city consultants Delos Delta to support the development of a Smart City Strategy that addresses existing challenges and leverages potential opportunities to achieve the City's goals.

Alongside the development of the Strategy, Delos Delta and the City are also progressing the establishment of a Data Management Framework. Engagement outcomes relating to this output will be explored in the Data Management Engagement Feedback Report.

Delos Delta engaged with a range of stakeholders within both the Community and the City to not only gain insights and identify priorities, but also to build awareness and understanding of the benefits of smart cities.

Delos Delta conducted a comprehensive suite of engagement to gain valuable insights from key stakeholders to inform this Strategy and facilitate community buy-in.

The report outlines the engagement process and shares relevant findings and insights from consultation to support the design of the Smart City Strategy. The report is set out as follows:



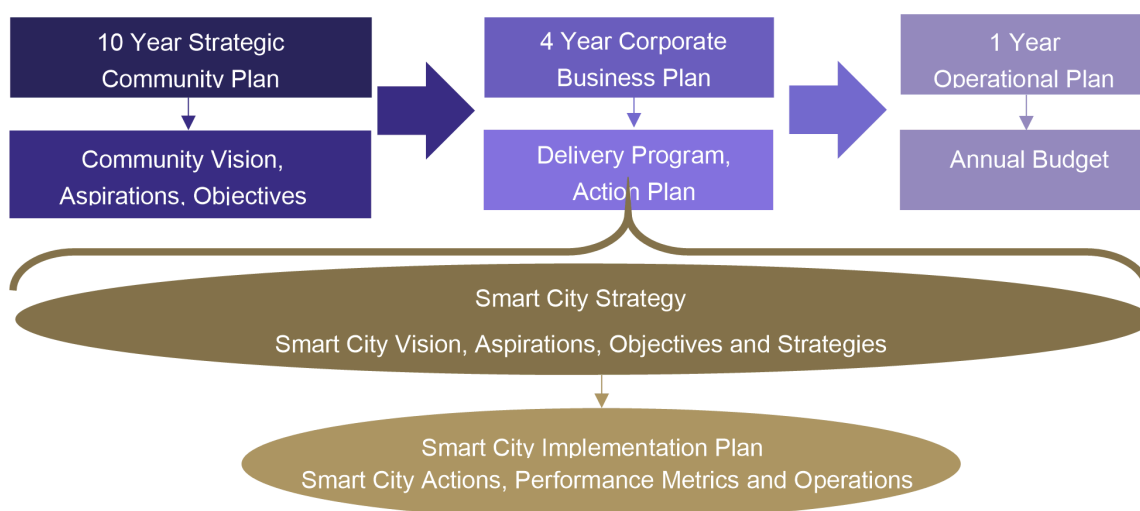
## 2. Engagement Process



### 2.1 Strategic Context

The new Smart City Strategy and Implementation Plan will be integrated with the goals and actions of other City strategic documents. It is also being developed in parallel with new City Data Management Policy. The diagram below summarises how the Smart City Strategy interacts with other key strategic documents.

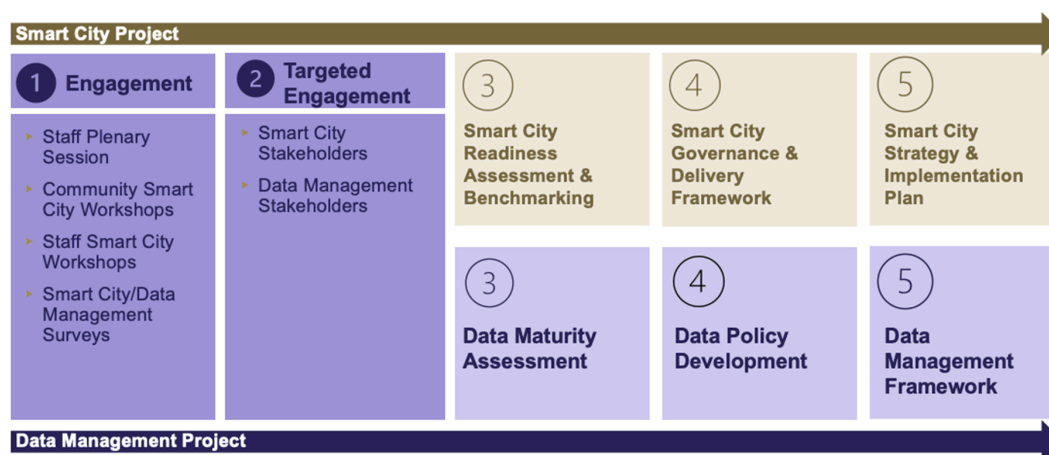
### 2.2 Engagement Process



#### 2.2.1 Project Plan & Concurrent Engagement

To maximise engagement value and efficiency, insights from the Strategic Community Plan Consultation Process were used to further refine and tailor smart city engagement.

This was further integrated with the engagement process for the Data Management Framework. The diagram below offers a brief overview how engagement fits into the overall project and its parallel development with the Data Management Framework.



## 2.3 Engagement Approach

Engagement approach was separated into two main groups of stakeholders- internal and external stakeholders. Each group was given insight into smart city concepts before discussion, then moved on to address relevant, high priority focus areas for their particular needs. Discussion included:

External Stakeholder Discussion	Internal Stakeholder Discussion
<ul style="list-style-type: none"> <li>▶ Objectives and aspirations- what does smart Wanneroo look like in 5 years and are its achievements</li> <li>▶ Smart city principles- what principles should guide our smart city strategy and projects/</li> <li>▶ Strengths and challenges- what local strengths can we leverage and challenges address?</li> <li>▶ Big ideas- what smart strategies could transform Wanneroo?</li> </ul>	<ul style="list-style-type: none"> <li>▶ Objectives and aspirations- what are the City's objectives/aspirations?</li> <li>▶ Current smart progress- what City policies, projects, or processes are already smart?</li> <li>▶ Smart progress aims- what smart policies, projects or process should the City be doing?</li> <li>▶ Barriers and risks- how might the City address challenges we encounter?</li> <li>▶ Engagement and collaboration- how does the City bring others along in our smart city journey?</li> </ul>

Engagement has been summarised based on the discussion themes summarised above. Common ideas have been synthesised for brevity and clarity. The findings for each key stakeholder group have been summarised, then overarching insights drawn from these groups. Finally, key inputs for the Smart City Strategy have been distilled into the executive summary

### 2.3.1 Stakeholders

Engagement was conducted across a diverse range of internal and external stakeholders. Initial smart city engagement was integrated into SCP engagement sessions to reach a wider audience, before engagement progressed to in-depth targeted sessions. Key stakeholders from this extensive process included:

- ▶ Community Members
- ▶ Targeted Community Groups
- ▶ Business Representatives
- ▶ City Staff
- ▶ City Executive Leadership Team & Management
- ▶ City Councillors

### 2.3.2 Mechanisms

#### 2.3.2.1 SMART CITY ENGAGEMENT INTEGRATED INTO SCP ENGAGEMENT

Mechanism	Audience	Activity	Smart City Focus
SCP Surveys	City Staff Community Business	<ul style="list-style-type: none"> <li>▶ Surveys covered community vision, aspirations, challenges and priorities</li> <li>▶ This included a question about smart city priorities and for businesses a question about high-potential technologies</li> </ul>	<ul style="list-style-type: none"> <li>▶ To gain initial insight into smart city understanding</li> <li>▶ To initiate smart city discussion before targeted smart city engagement begun</li> </ul>

Elected Member Workshop	Councillors	<ul style="list-style-type: none"> <li>▶ This workshop discussed Wanneroo's strategic planning, visions, and aspirations for the future</li> <li>▶ Smart city discussion included a brief introduction to the concept, then identification of smart city objectives, strategies and technological solutions</li> </ul>	<ul style="list-style-type: none"> <li>▶ To introduce and gather initial insight into smart cities from City elected members</li> </ul>
Community Development Stakeholder Workshop	Targeted Community Groups	<ul style="list-style-type: none"> <li>▶ This workshop covered priorities and opportunities for the SCP and the redevelopment of Wanneroo's Community Development Plans</li> <li>▶ Smart City discussion included a brief overview of smart city potential and discussion of smart city strategies</li> </ul>	<ul style="list-style-type: none"> <li>▶ To leverage targeted community group discussion to understand their smart city objectives</li> </ul>

#### 2.3.2.2 FOCUSED SMART CITY ENGAGEMENT

Mechanism	Audience	Activity	Purpose
Smart City Surveys	City Staff Community	<ul style="list-style-type: none"> <li>▶ The staff smart city survey covered current smart city attitudes, baseline, benchmarking, and involvement</li> <li>▶ The community smart city survey covered current smart city foundations, vision, priorities, and digital accessibility</li> </ul>	<ul style="list-style-type: none"> <li>▶ To support engagement sessions with broader input from community and staff</li> <li>▶ To assess staff smart city maturity</li> </ul>
Smart City Plenary	City Staff	<ul style="list-style-type: none"> <li>▶ The plenary session was a comprehensive introduction, including basic principles, success stories and how to apply these aspects to Wanneroo</li> </ul>	<ul style="list-style-type: none"> <li>▶ To build awareness, understanding and buy in</li> <li>▶ Introduction to smart cities and their value for Wanneroo</li> </ul>
Smart City Workshops	City Staff Community	<ul style="list-style-type: none"> <li>▶ The community workshops covered a brief introduction of smart cities, before capturing input on objectives and aspirations, principles, strengths and challenges, and innovative ideas</li> <li>▶ The staff workshops covered a brief introduction of smart cities, before capturing input on objectives and aspirations, current progress, aims, barriers and risks, and engagement and collaboration</li> </ul>	<ul style="list-style-type: none"> <li>▶ To establish ownership of the smart city strategy</li> <li>▶ Brief introduction to smart cities and workshop of priorities and concerns.</li> <li>▶ Insight into community smart city priorities and reflect their input</li> <li>▶ Assess staff smart city maturity and capability</li> </ul>

### 3. Community Engagement Insights



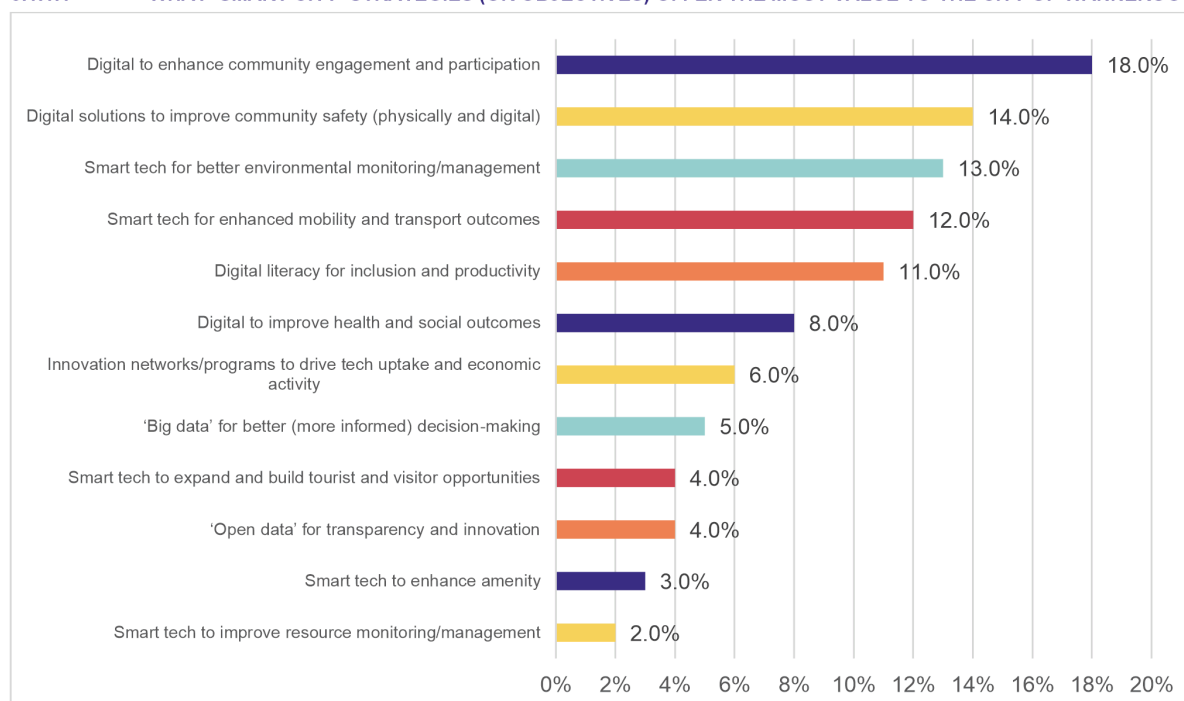
Community engagement occurred across a variety of mechanisms and stakeholders. Insights from this process include community smart city aspirations, objectives, perceived challenges and innovative ideas.

Engagement also acted to facilitate community buy-in, grow citizen understanding of smart cities and develop a sense of community ownership of the smart city strategy. Below is a summary of this engagement.

#### 3.1 Strategic Community Plan Engagement Summary

Initial engagement leveraged community engagement for the SCP to gain some initial insights and start the conversation surrounding smart cities. 386 community members responded to this survey.

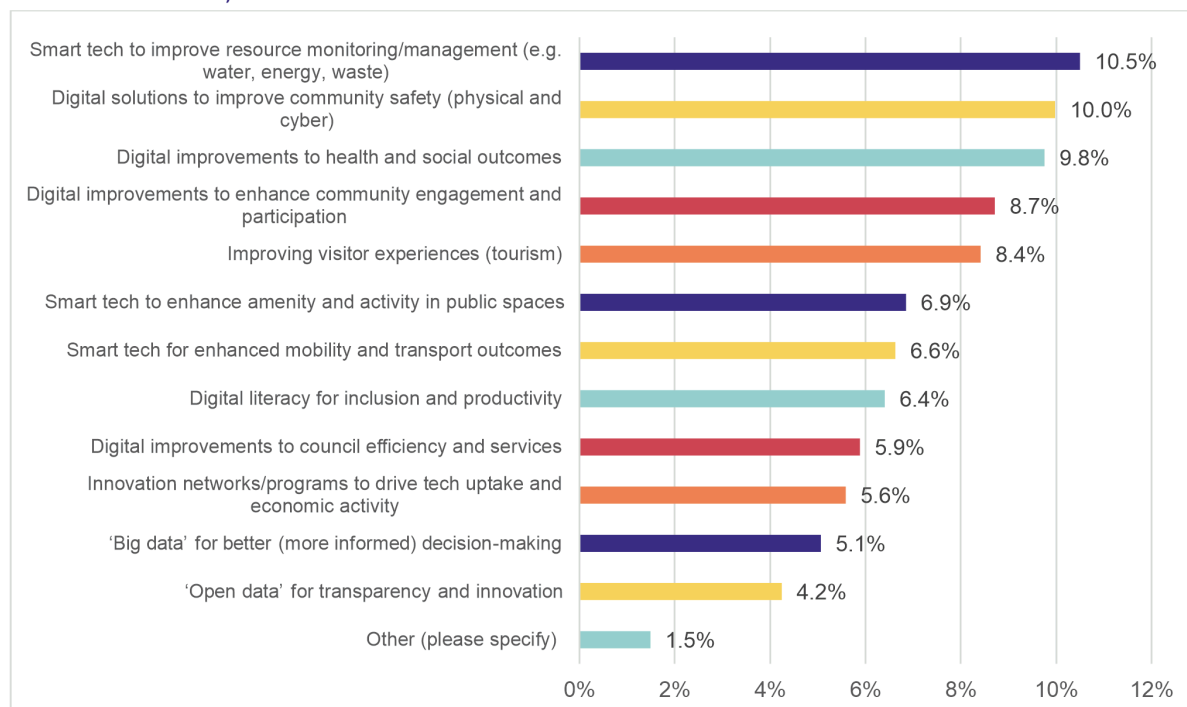
##### 3.1.1.1 WHAT 'SMART CITY' STRATEGIES (OR OBJECTIVES) OFFER THE MOST VALUE TO THE CITY OF WANNEROO?



Results suggest that *enhancing community engagement and participation* are the highest value to the community, followed by digital solutions to *improve community safety* and smart technology for *environmental management and monitoring*.

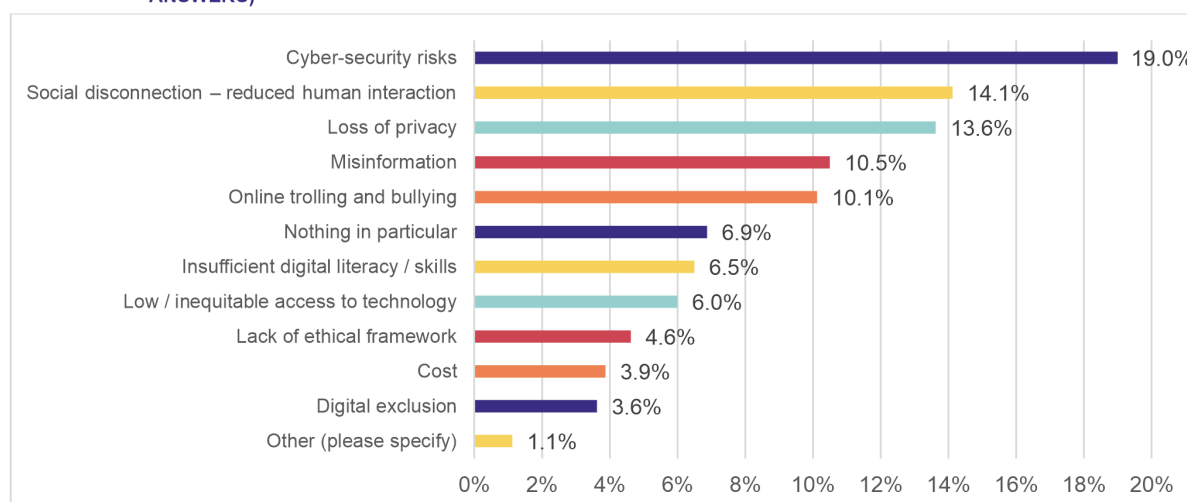
Business representatives were also initially engaged in the SCP process. Presented with this same question they identified the same high-value objective of enhancing community engagement and participation but prioritised *using smart technology to expand and build tourist and visitor opportunities*, along with *enhancing mobility and transport outcomes*, as further high-value objectives.

### 3.1.1.2 IN YOUR OPINION, WHAT TECHNOLOGY WILL OFFER THE MOST VALUE TO THE CITY IN THE FUTURE? (CHOOSE UP TO 5)



Respondents indicated that smart technology for improving resource management and monitoring would be the most valuable to the City in the future. Respondents did not see 'open data for transparency and innovation' as a priority, with less than 5% of responses.

### 3.1.1.3 WHAT ARE YOUR MAIN CONCERNS WITH USING NEW TECHNOLOGY IN WANNEROO? (CHOOSE UP TO 3 ANSWERS)



The respondents revealed that their main concern with using new technology was cyber-security (19.0%) and reduced human interaction (14.1%). Respondents did not see digital exclusion or cost as causes for concern, receiving only 3.6% and 3.9% of votes respectively.



## 3.2 Smart City Workshop

The smart city workshops were held in-person and remotely during February and March, with discussion centred around community expectations of the Smart City Strategy, and the city's key challenges and strengths.

### 3.2.1 Smart City Objectives & Aspirations

- ▶ Increase accessibility and inclusion- improve digital inclusion, increase service options, increase access to technology, improve online connectivity and develop digital skills and literacy
- ▶ Increase community engagement- engage across different ages and areas, use online communication
- ▶ Increase transparency of smart city outcomes, activities and investment
- ▶ Improve City service delivery and increase budget efficiency
- ▶ Use smart technology to increase physical and digital safety
- ▶ Use smart solutions for a smarter and greener community
- ▶ Improve liveability- focus on community outcomes, smart delivery and smart implementation

### 3.2.2 Smart City Principles

- |  |  |
|--|--|
| ▶ Security and safety                          | ▶ Interoperability                           |
| ▶ Inclusivity and accessibility                | ▶ Data sharing and availability              |
| ▶ Affordability                                | ▶ Trust, transparency and open communication |
| ▶ Building smart capacity and digital literacy | ▶ Sustainable                                |
| ▶ Citizen participation and citizen centric    | ▶ Economic value                             |
| ▶ Governance                                   | ▶ Wellbeing                                  |

### 3.2.3 Smart City Strengths & Challenges

- ▶ Increase in data analysis can improve forward planning
- ▶ Increase in connectivity can reduce community distance and disconnection
- ▶ Increase in digital consultation and co-design can improve City services and tailor solutions
- ▶ Enhanced digital training can lead to new jobs and opportunities
- ▶ Develop industry with technology- agri-tech can increase jobs, technology for LG assets can lead to better amenity and grow digital hubs
- ▶ Opening data accessibility and sharing can lead to better City transparency and accountability

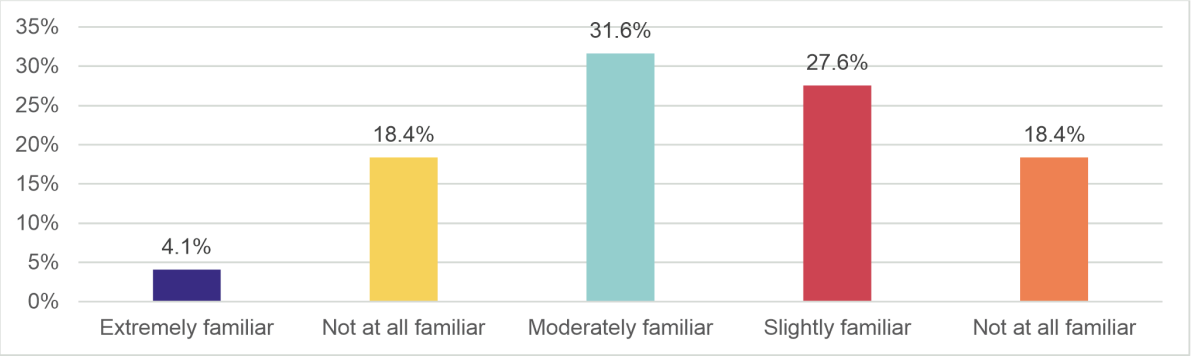
### 3.2.4 Big Ideas

- ▶ Smart technology in housing, buildings and new developments
- ▶ Smart technology can improve energy efficiency with smart meters, renewable energy grids
- ▶ Innovative mobility options include smart technology to improve traffic management and control, smart freeways, electric vehicles and autonomous vehicles
- ▶ Smart planning can address issues such as urban heat islands and resource efficiency
- ▶ Sustainable smart tech including smart irrigation and smart lighting can promote a sustainable Wannon
- ▶ Community safety and security can be enhanced with smart lighting CCTV, innovative child safety etc.

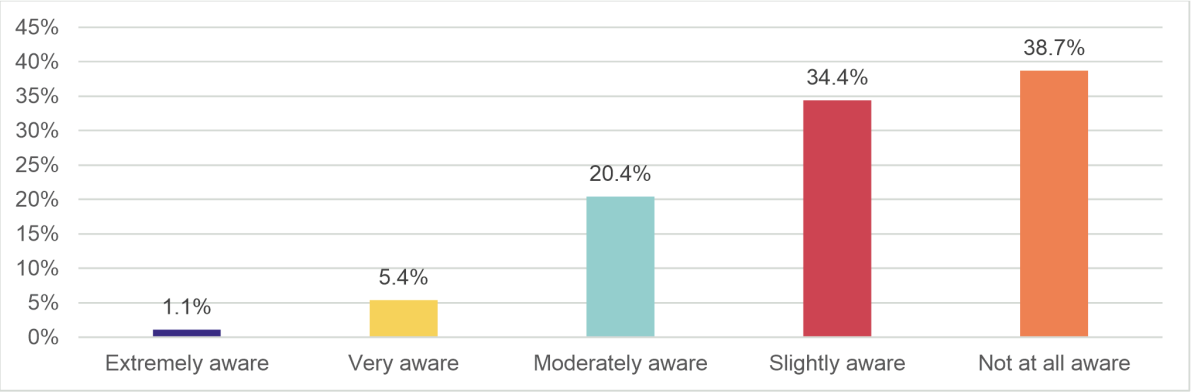
3.3 Smart City Survey Results

There were 98 respondents to the digital community survey. Results and feedback collected from this survey will inform strategy development and ensure the City understand and meet the expectations of the community.

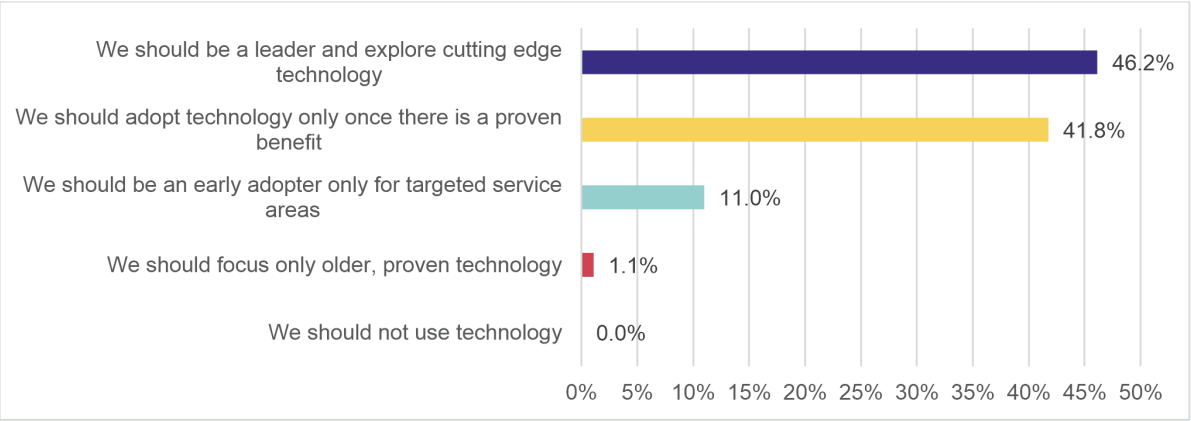
1. How would you rate your understanding/familiarity with how a smart city can benefit the community?



2. How would you rate your awareness of smart city projects, initiatives and activities in the City of Wanneroo?



3. Which of the following statements best represents the approach you think the City should take in adopting technology in Wanneroo?

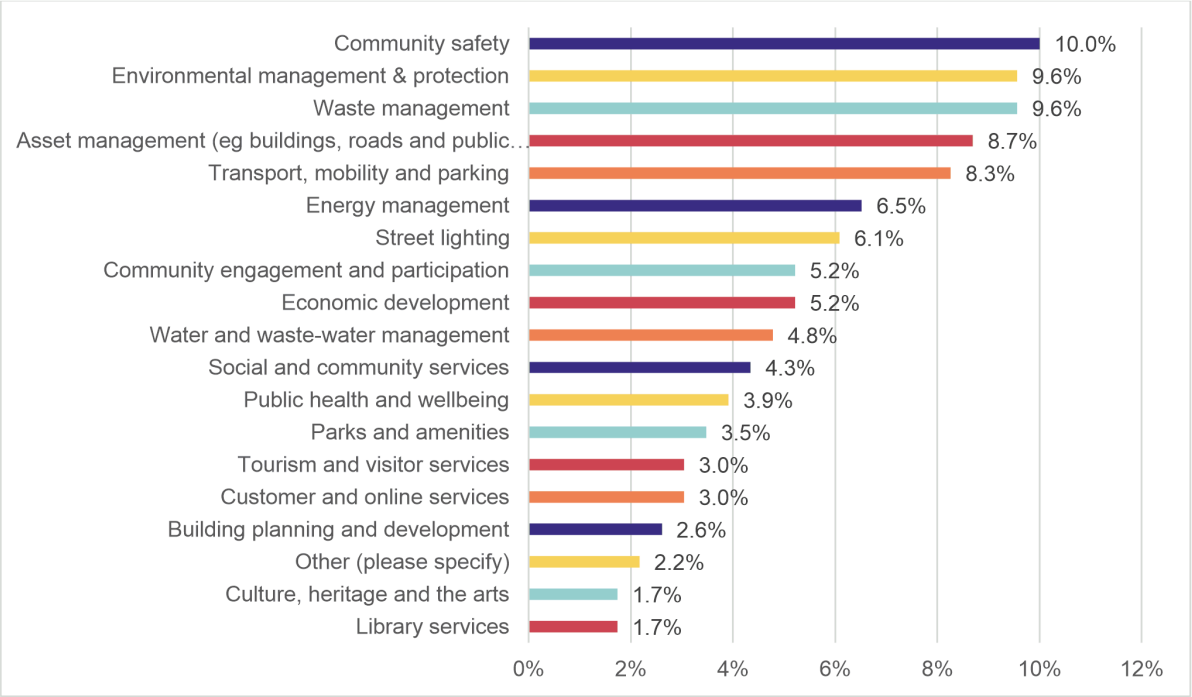


4. In three words, how would you summarise your Vision for Wanneroo as a smart city? (e.g., connected, accessible)



From the word map above, it is clear that several themes were popular amongst the 70/98 community respondents. Notable commonalities were the words “connected” (24), “accessible” (18) and “safe” (14).

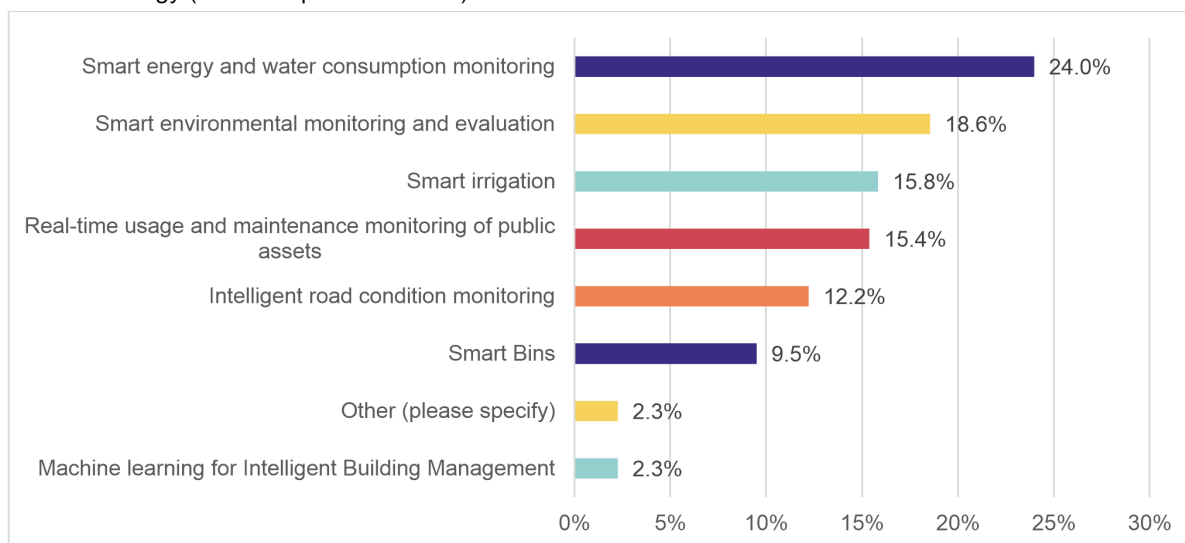
5. What service areas would you most like to see improved by smart technology? (Choose up to 3 answers)



Other (service areas respondents would most like to see improved by smart technology)

- ▶ Pet laws & enforcement
- ▶ Access to specific property information regarding rates accounts and transaction

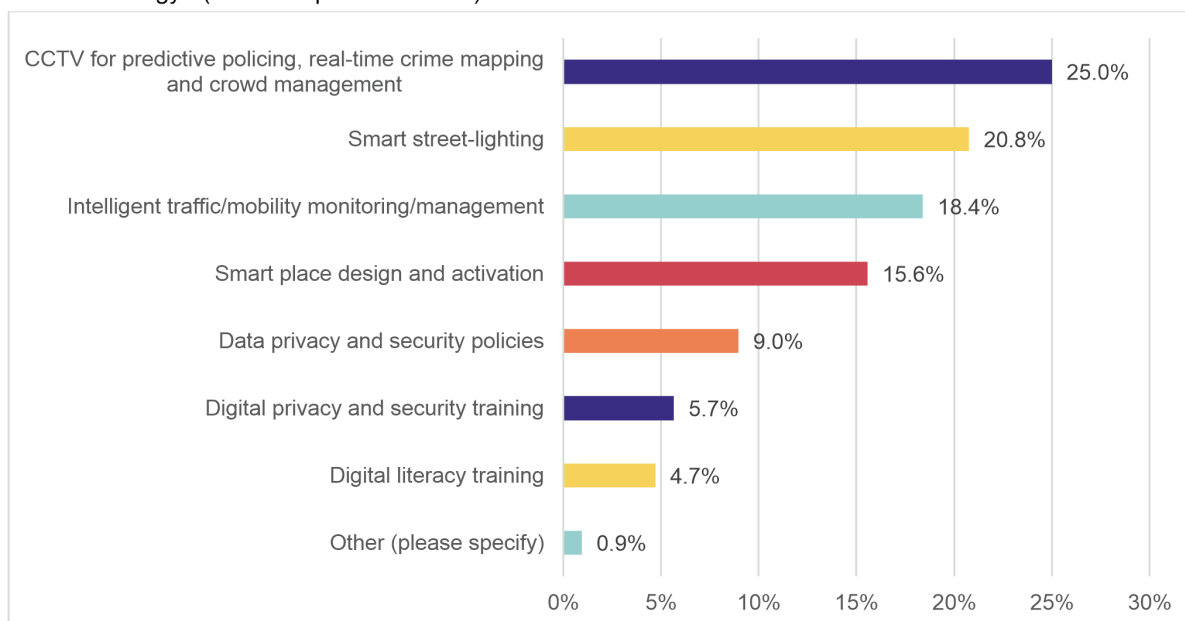
6. How do you think resource monitoring and management could be improved through the use of smart technology (Choose up to 3 answers)?



Other

- ▶ Monitoring tree and concrete cover to cool temperatures in urban areas
- ▶ Digital speed signs that also work as cameras for keeping the roads safe and managing traffic

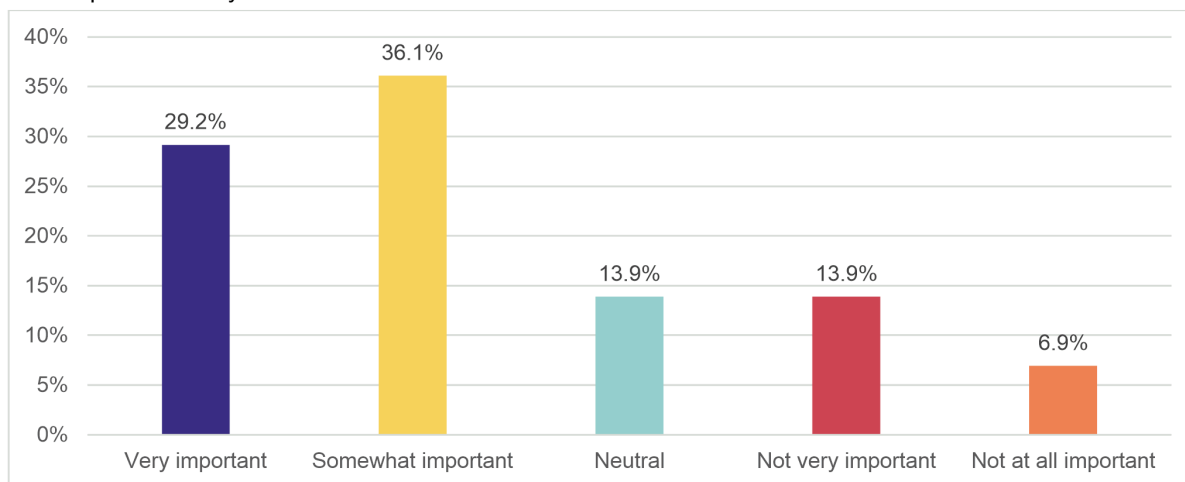
7. How do you think digital and physical safety can be improved through the use of smart technology? (Choose up to 3 answers)



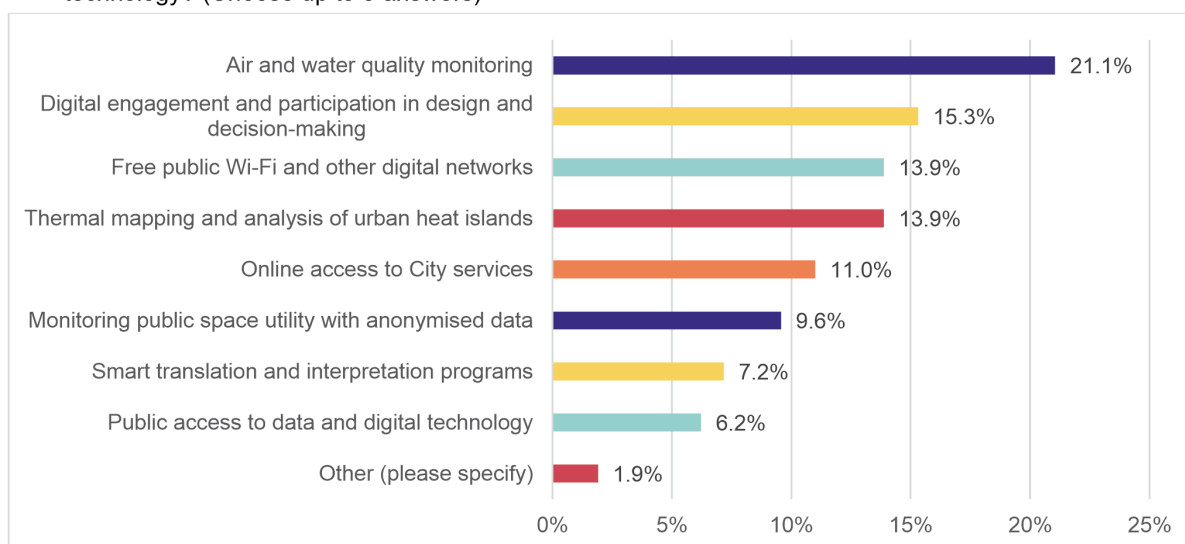
Other

- ▶ Integrating smart technology into public developments and encouraging it in private building

8. One use of smart city technology is the process of 'citizen science' whereby public assets and spaces are used to generate insights and run experiments. An example initiative is using anonymised WIFI data to identify movement patterns around the City area. To what extent do you think projects such as this are important in City of Wanneroo?



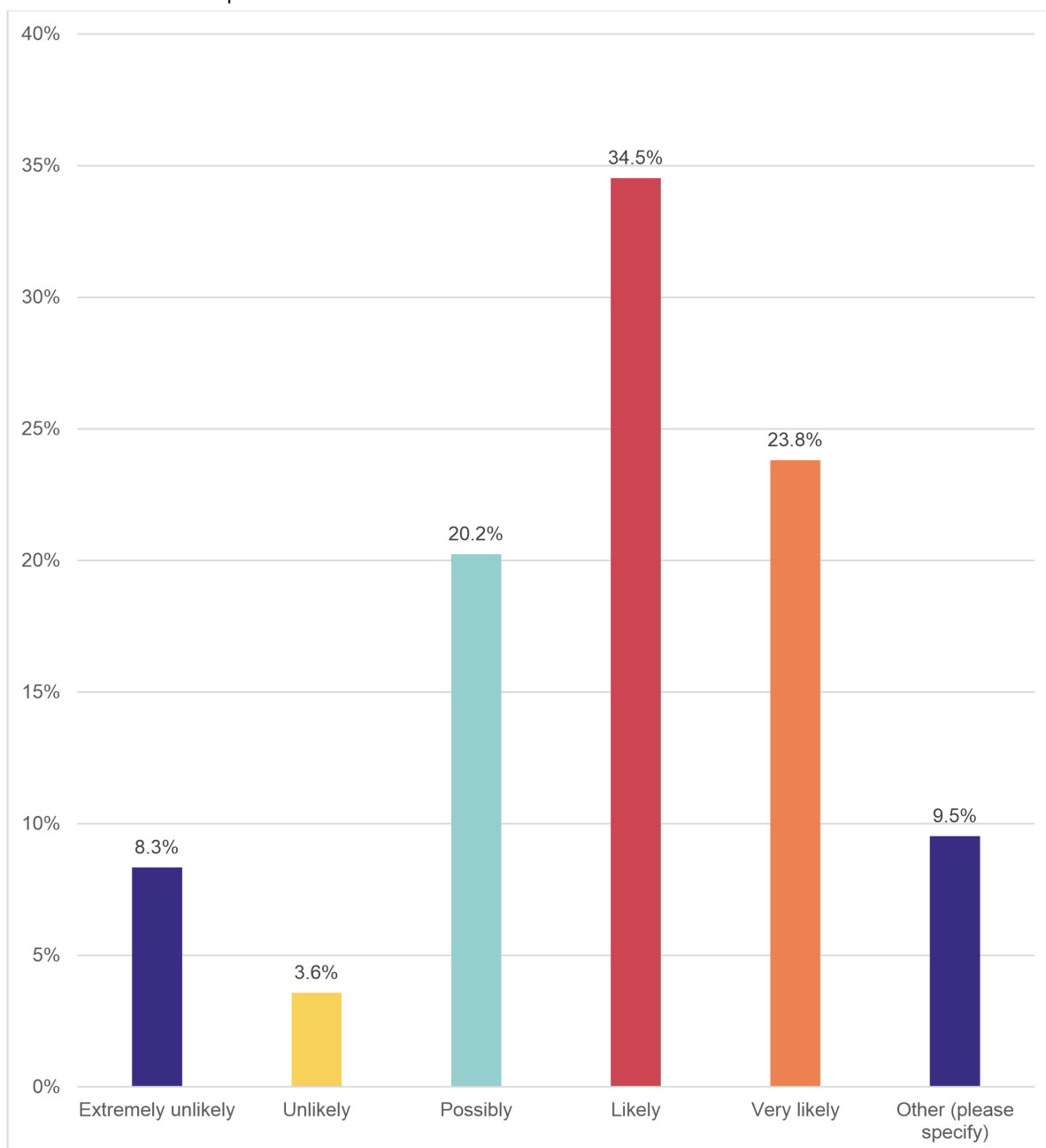
9. How do you think health and social outcomes can be improved through the use of smart technology? (Choose up to 3 answers)



#### Other

- ▶ Free Wi-Fi in the City community/recreation centres to encourage their use as learning centres for community groups (e.g., seniors, after-school care, CaLD students)
- ▶ Keypad-operated lighting at outdoor sports grounds, including the petanque/bocce pitch on Scenic Drive, to encourage evening use of facilities (especially during summer)
- ▶ A tailored web or phone interface in a simple form available for all the community to digitally interact with public agencies
- ▶ Technology to support and engage with the elderly and health/cognitive compromised sector of community

10. Public spaces that embed digital technology can increase vibrancy, public safety and convenience. How likely are you to use public spaces that utilise technologies such as digital wayfinding, CCTV, smart furniture and free public Wi-Fi?

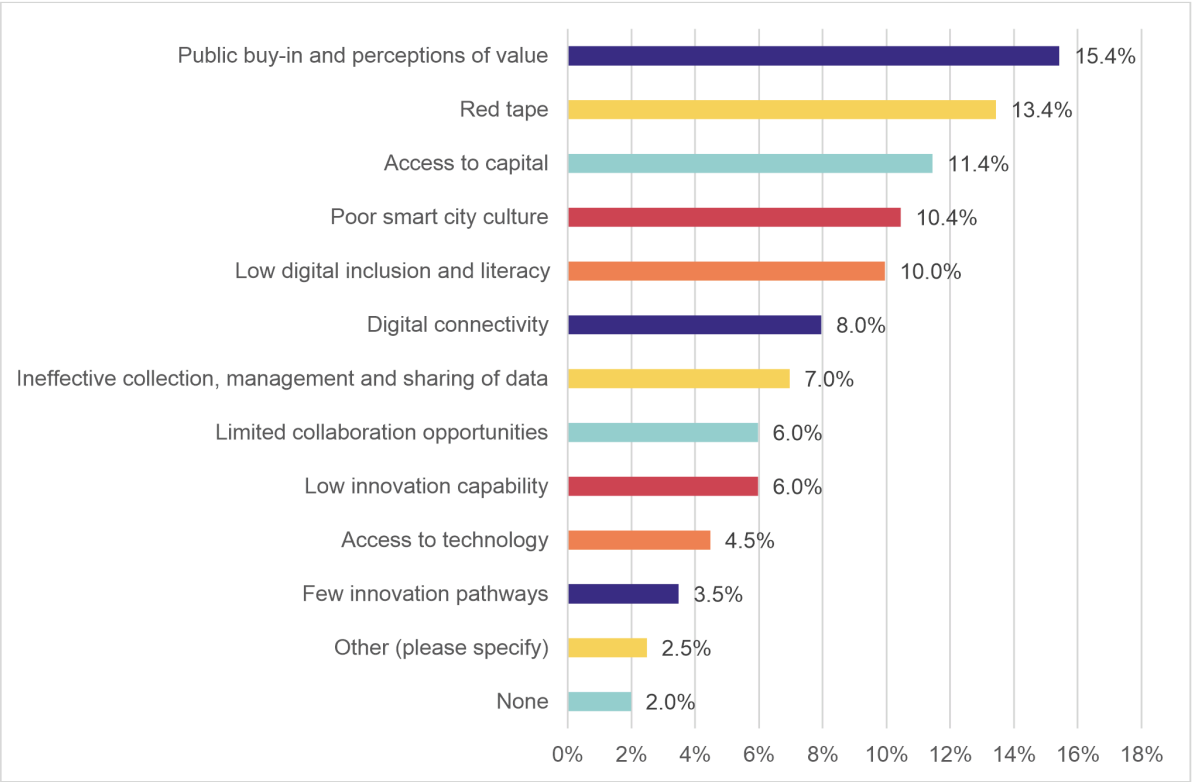


#### Other

- ▶ *“These features won't affect my use of public spaces”*
- ▶ Depending on the smart technologies used in the public space will depend on levels of use in said area. If CCTV with facial recognition is implemented, some respondents would not use the space.
- ▶ Respondents feel free public WIFI is an asset and will significantly increase space usage



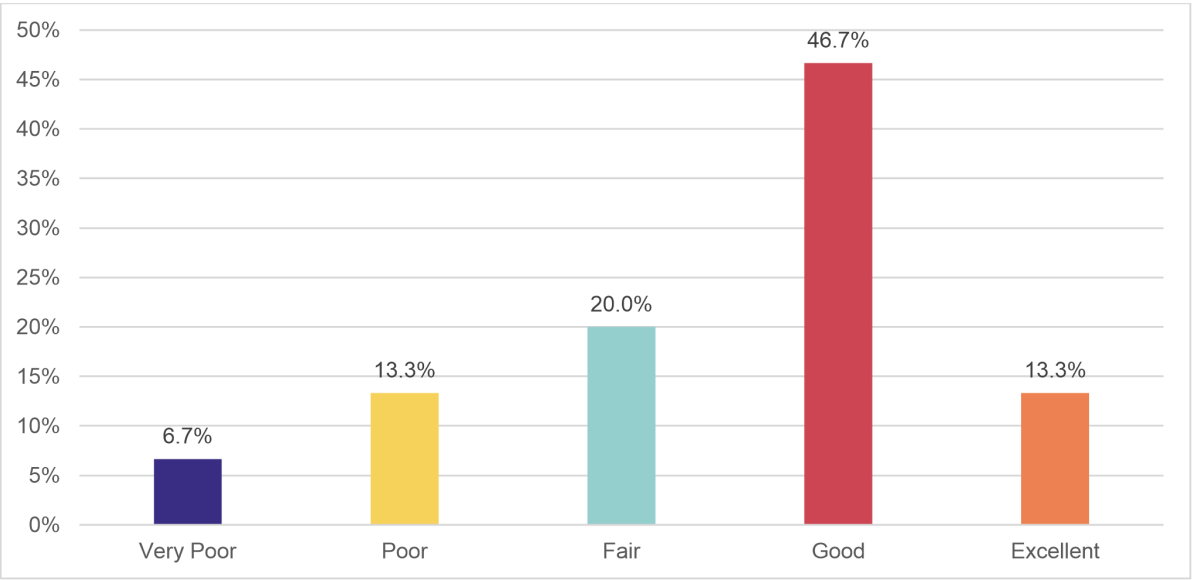
11. What do you think are the current barriers for the City of Wanneroo becoming a smart city? (choose up to 3 answers)



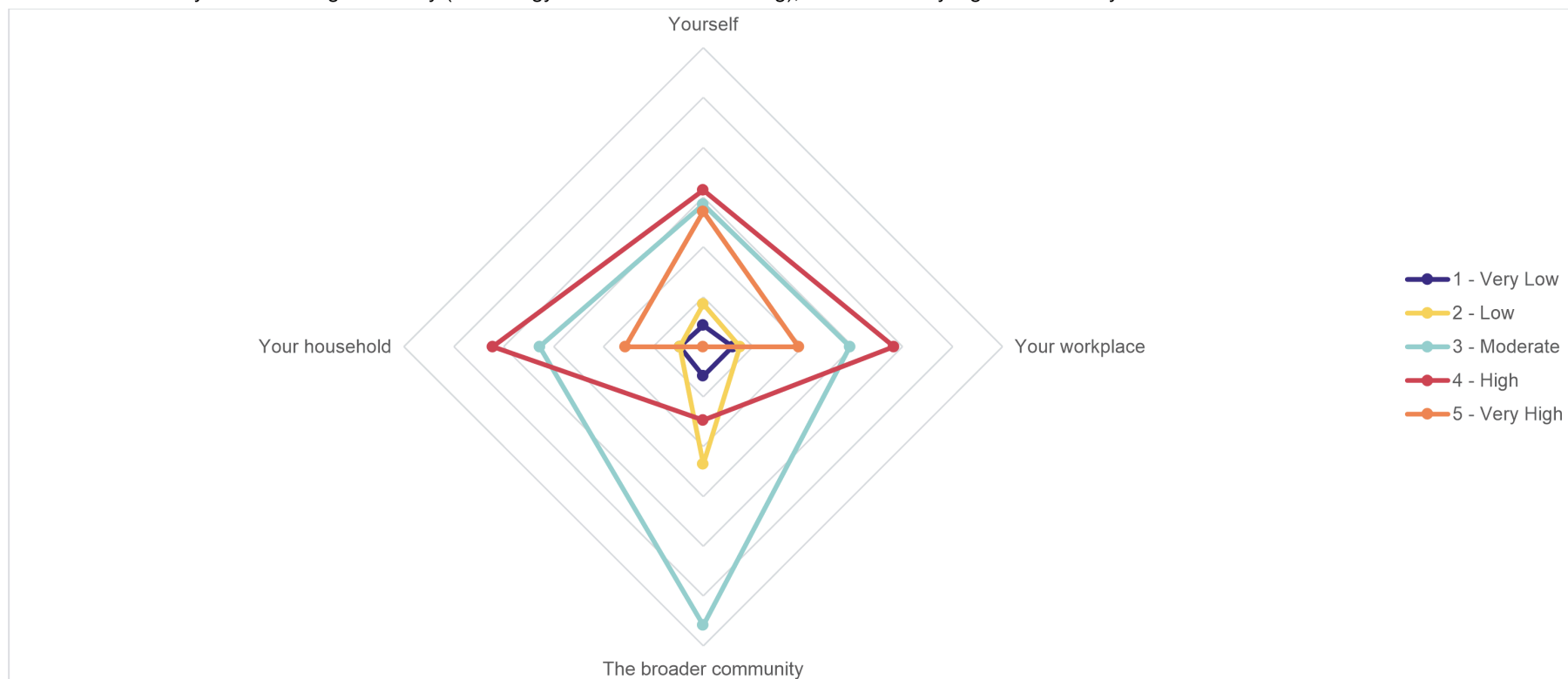
Other

- Limited capacity to resource smart cities initiatives

12. How would you rate your internet connectivity and accessibility when and where you want it?

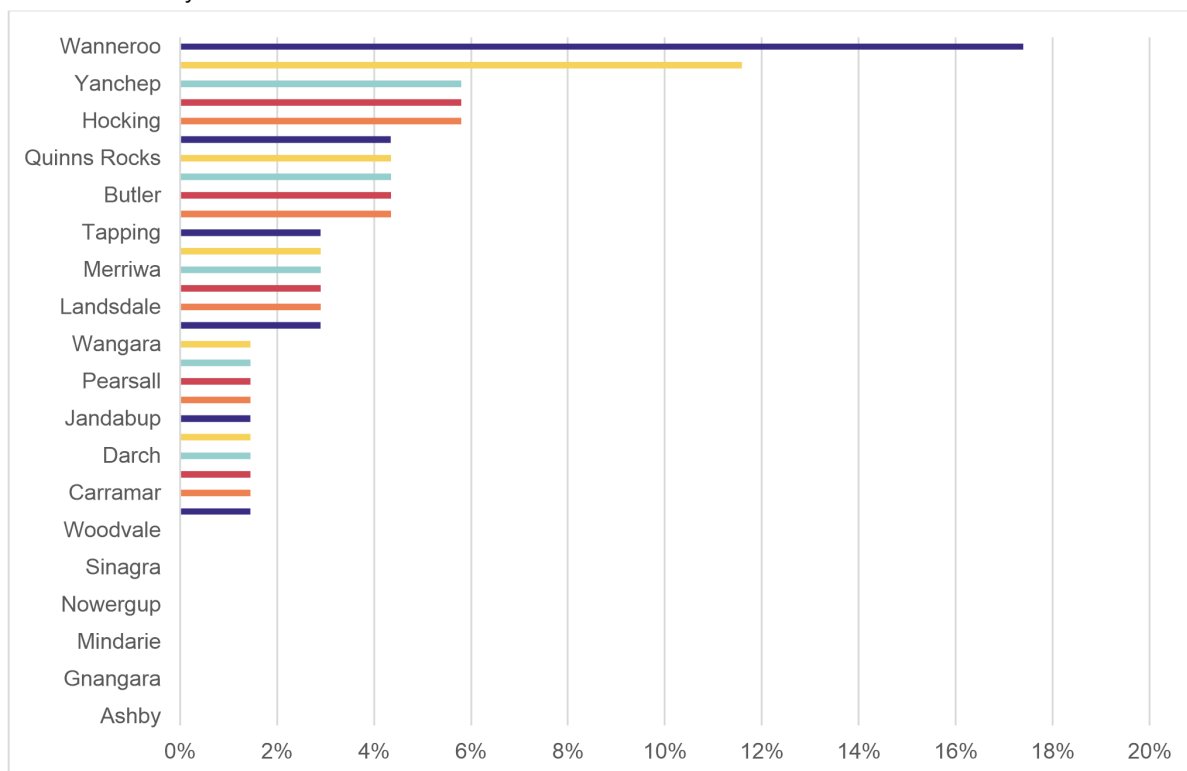


13. How would you rate the digital literacy (technology skills and understanding), where 5 is very high and 1 is very low?

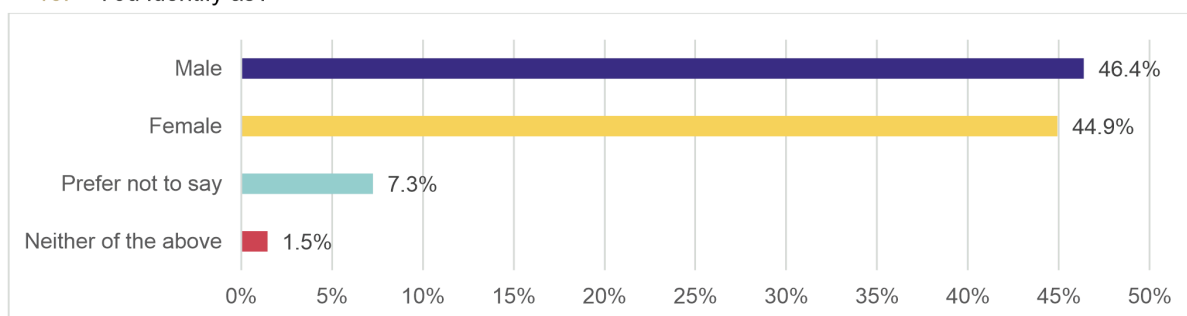


	1 - Very Low	2 - Low	3 - Moderate	4 - High	5 - Very High
<b>Yourself</b>	4.29%	8.57%	28.57%	31.43%	27.14%
<b>Your workplace</b>	5.88%	7.35%	29.41%	38.24%	19.12%
<b>The broader community</b>	5.88%	23.53%	55.88%	14.71%	0.00%
<b>Your household</b>	4.69%	4.69%	32.81%	42.19%	15.63%

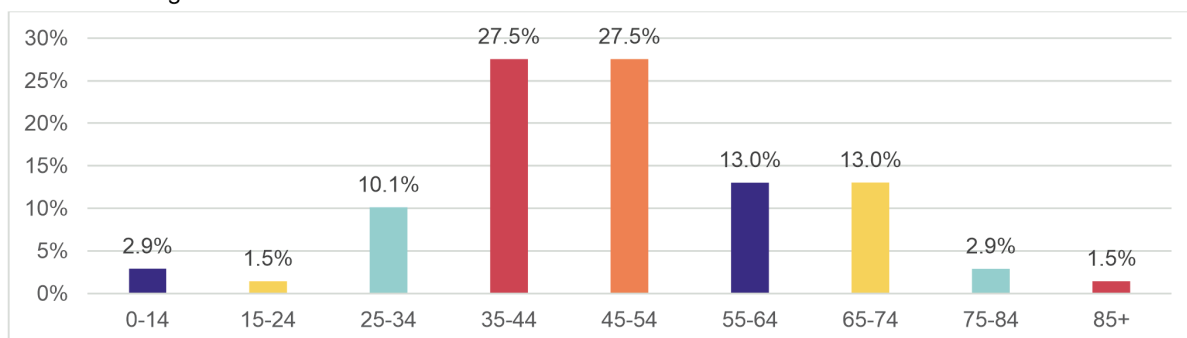
## 14. What is your suburb?



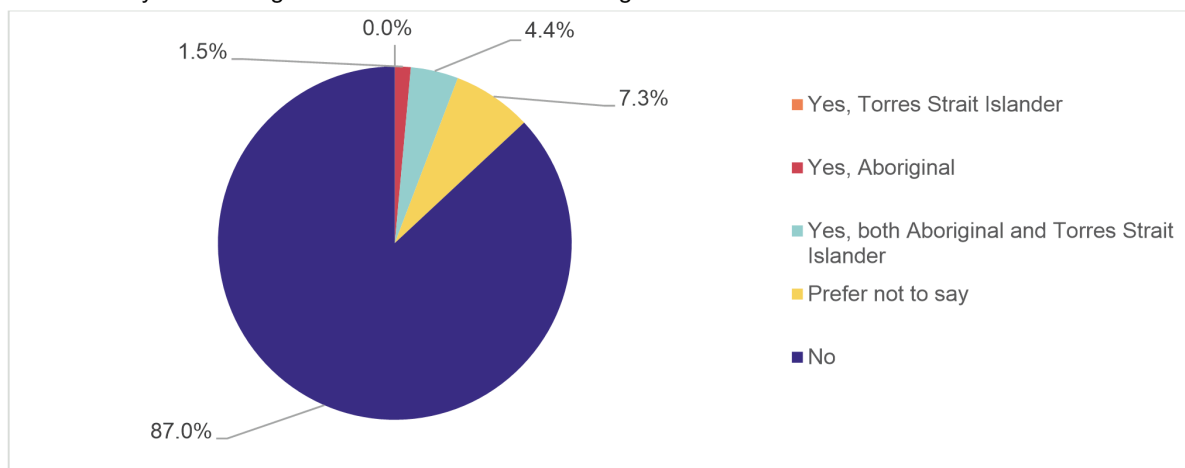
## 15. You identify as?



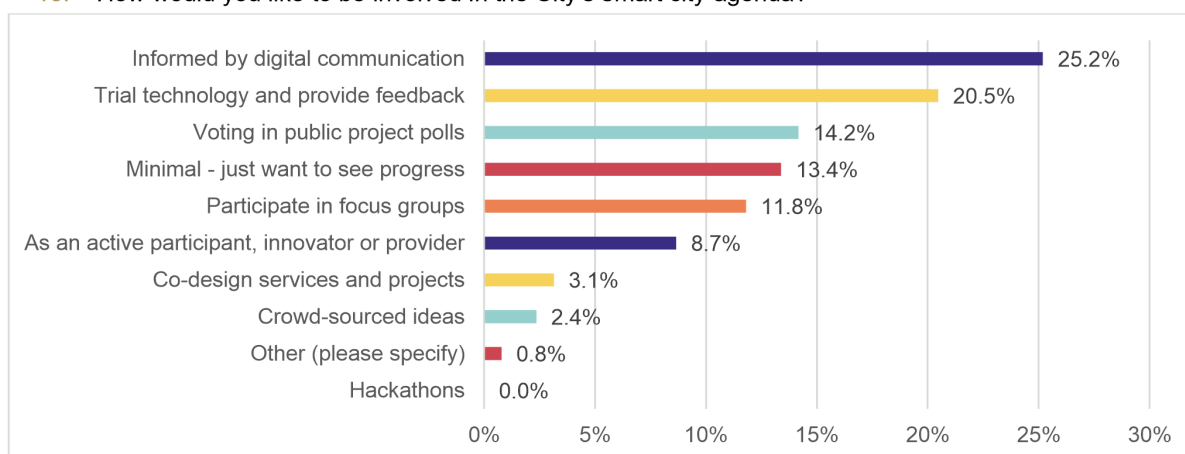
## 16. Your age is?



## 17. Are you of Aboriginal or Torres Strait Islander origin?



## 18. How would you like to be involved in the City's smart city agenda?



Do you have any other feedback you would like to provide to the City of Wanneroo?

- Improved internet connectivity (e.g., FTTP)
- Increased solar initiatives (e.g., battery technology, community stored power)
- Better management of pets by the City (e.g., cat and dog laws)
- Responsibility, accountability and governing in the public interest needs to determine which and how any smart city initiatives are delivered
- More transparency about how the City will secure and management resident information
- Increased youth support to be given at the Wanneroo Library

Other optimistic feedback included these comments:

- The community appreciated being consulted in this process and "believe any voice can be heard now". They expressed that they liked the website because it is easy to navigate and found customer service / telephone operators to be very helpful.

### 3.4 Community Survey Engagement Insights

Throughout this community survey there were a number of consistent themes which highlighted the common priorities identified by members of the community in relation to smart cities. This section briefly addresses them.

Generally, community respondents feel that they have a moderate/good familiarity with how a smart city and smart initiatives can benefit and improve the community. There is also a clear optimism and willingness from the community to drive smart transformation; *over 46% of respondents want the City to be a leader in smart cities and explore cutting-edge technology*. However, there is a low awareness of such smart city projects underway or planned for the City. This insight indicates that there is strong support for transformation in Wanneroo and an opportunity to better communicate and share this with the community. Notably, a number of respondents provided feedback that they felt *listened to* and *involved* in the process by having the opportunity to complete the survey.

A consistent theme also arose amongst responses prioritising smart initiatives and technology as a means of improving community safety and security. Several times safety was listed as a top priority for service improvement, CCTV and smart street lighting were noted as key smart technology respondents were interested in, and “safe” was one of the three key words used to describe the community’s vision for the city.

Responses also revealed a consistent theme of environmental awareness and concern. Respondents are interested in utilising smart technology to improve environmental management and protection, to improve smart energy and water consumption monitoring, and to support health and social outcomes through better air and water quality monitoring. Additionally, several “other” responses shared serious interest in specific environmental management and sustainability expectations. This has potential to be a key opportunity for community buy-in, and momentum for smart city development in Wanneroo.

## 4. Councillors Engagement Insights



### 4.1 Councillors

Councillor engagement was incorporated with SCP engagement to maximise their input. While Councillors will be engaged closer to the end of the project, findings from this initial engagement are outlined below.

Councillors were asked “*What should be our smart city objectives for the City of Wanneroo?*”



Councillors further discussed *What ‘smart city’ strategies offer the most value to the City of Wanneroo?* The workshop group identified these top three high-value strategies

- ▶ Digital to enhance community engagement and participation- 20% of responses
- ▶ ‘Big data’ for better (more informed) decision-making- 17% of responses
- ▶ ‘Open data’ for transparency and innovation

Finally, Councillors reflected on how smart technology, data, and innovation can address the challenges identified to be tackled in the SCP. Potential solutions and opportunities outlined included:

- ▶ Innovation hubs and networks or living labs
- ▶ Enhancing skills and capability to broaden job opportunities including digital literacy skills and online connectivity
- ▶ Citizen centric approach to smart technology including enhanced community engagement, improved City management, participation in decision-making, and improved digital inclusion and accessibility
- ▶ Youth attraction and employment enabled through night-time economy, virtual events and technology driven opportunity



## 5. Staff Engagement Insights



### 5.1 Staff

Staff engagement is summarised below into the five key discussion sections identified in the engagement approach section: objectives and aspiration, current smart progress, smart progress aims, smart barriers and risks and smart partnerships and collaboration. Answers have been condensed across the three staff sessions into recurring ideas and common themes.

#### 5.1.1 Smart City Objectives & Aspirations

- ▶ Increase efficiency of service delivery & City operations- efficient waste collection, service convenience etc.
- ▶ Improve smart planning and coordination that facilitates collaboration and efficiency
- ▶ Enable digital inclusion and connection with easily accessible digital solutions and enhanced connectivity
- ▶ Enhance city communication, transparency, accountability, trust with open data and digital democracy
- ▶ Grow smart partnerships and the region's smart reputation to attract business, investment and innovation
- ▶ Deliver community needs with smart solutions that are co-designed and address their needs
- ▶ Become a smart leader in areas such as sustainability and health and wellbeing

#### 5.1.2 Current Smart Progress

- ▶ Free Public Wi-Fi
- ▶ Mobility sensors
- ▶ Smart parks and public places- smart parking, smart meters, smart irrigation, smart lighting
- ▶ Smart CCTV enhancement - coverage, fixed fibre, future-proof technology, increased linkages
- ▶ Future-ready facilities/assets including swipe access, smart reticulation, and auto-locking toilets
- ▶ Smart City systems and processes including remote working, online planning applications, GPS in the fleet, online business approvals and digital engagement
- ▶ Yellagonga Wetlands- smart environmental management and smart partnerships
- ▶ Online connection and engagement including heritage apps

#### 5.1.3 Smart Progress Aims

- ▶ Smart decision-making processes including modern smart governance and smart performance systems
- ▶ Consolidated and activated City data including centralised data, open data, smart record keeping, data policy and management frameworks
- ▶ Smart management, monitoring and asset use including smart energy use and dual use assets
- ▶ Activate place with expanded smart lighting, smart planning, anytime libraries and EV charging
- ▶ Realise smart initiatives with citizen centric design, smart development policies, and dedicated officers
- ▶ Develop smart partnerships with smart collaboration, communications, promotion & government advocacy
- ▶ Grow smart capacity with training, improved digital literacy, remote working capability and innovation hubs

### 5.1.4 Smart Barriers & Risks

Staff identified various barriers and risk, and further suggested potential solutions to these issues:

Barrier/Risk	Potential Solutions
Budget- there is risk budget may not cover potential initial or ongoing costs of implementing smart solutions	<ul style="list-style-type: none"> <li>▶ Ensure a robust planning process and business case development that allocates funds effectively and ensures projects stay in budget</li> <li>▶ Unlock the potential of the budget by re-investing savings or profits and choosing high-value revenue raising capital works</li> <li>▶ Advocate and lobby to State and Federal government for funding along with seeking out private funding or co-investment opportunities</li> </ul>
Capacity- there is risk that City smart capacity or skills may change or not meet smart solution requirements	<ul style="list-style-type: none"> <li>▶ Implement robust and organisation wide smart training to empower all staff</li> <li>▶ Establish governance structures that maintain smart city skills and maturity</li> <li>▶ Partner with strategic smart partners and collaborators to grow smart connectivity</li> </ul>
Inertia- there is a barrier that people may not accept smart city transformation or perceive it in a negative light	<ul style="list-style-type: none"> <li>▶ Apply a rigorous change management plan that dispels fears and gives staff the understanding and skills to benefit from smart city solutions</li> <li>▶ Communicate to staff and community the benefits of smart solutions and conduct engagement to build a sense of trust and co-ownership</li> <li>▶ Educate staff, businesses and the community on how to best use smart technologies, grow their digital capacity and leverage smart solutions</li> </ul>
Legislation- there is a risk that success of smart solutions could be hindered by older City or State legislation	<ul style="list-style-type: none"> <li>▶ Increase advocacy for smart solutions and the benefit of updating legislation to enable their success</li> <li>▶ Introduce pilot projects to understand how to adapt legislation and to demonstrate the benefits of smart city driven change</li> <li>▶ Review City legislation to see where the City can update its policy's to fully utilise smart technologies and processes</li> </ul>
Governance- without a clear strategy, there is a risk that legacy systems may be hindered, community vision clouded, and systems hampered	<ul style="list-style-type: none"> <li>▶ Define clear systems of governance, project ownership and accountability</li> <li>▶ Outline policy for community-centric procurement strategies that work in tandem to existing systems</li> <li>▶ Integrate legacy systems with new smart solutions under a clear, organisation wide change management plan</li> <li>▶ Ensure clear communication and reference to the initial smart vision and community vision defined by the City</li> </ul>
Efficiency- there is a risk that smart solutions may not address the different geographic and beyond technology needs of the City	<ul style="list-style-type: none"> <li>▶ Establish strong assessment criteria for smart projects that take into different geographic and community group needs</li> <li>▶ Implement smart solutions with a 'community-first' approach that builds from community services and need to smart technologies, not the other way around</li> </ul>

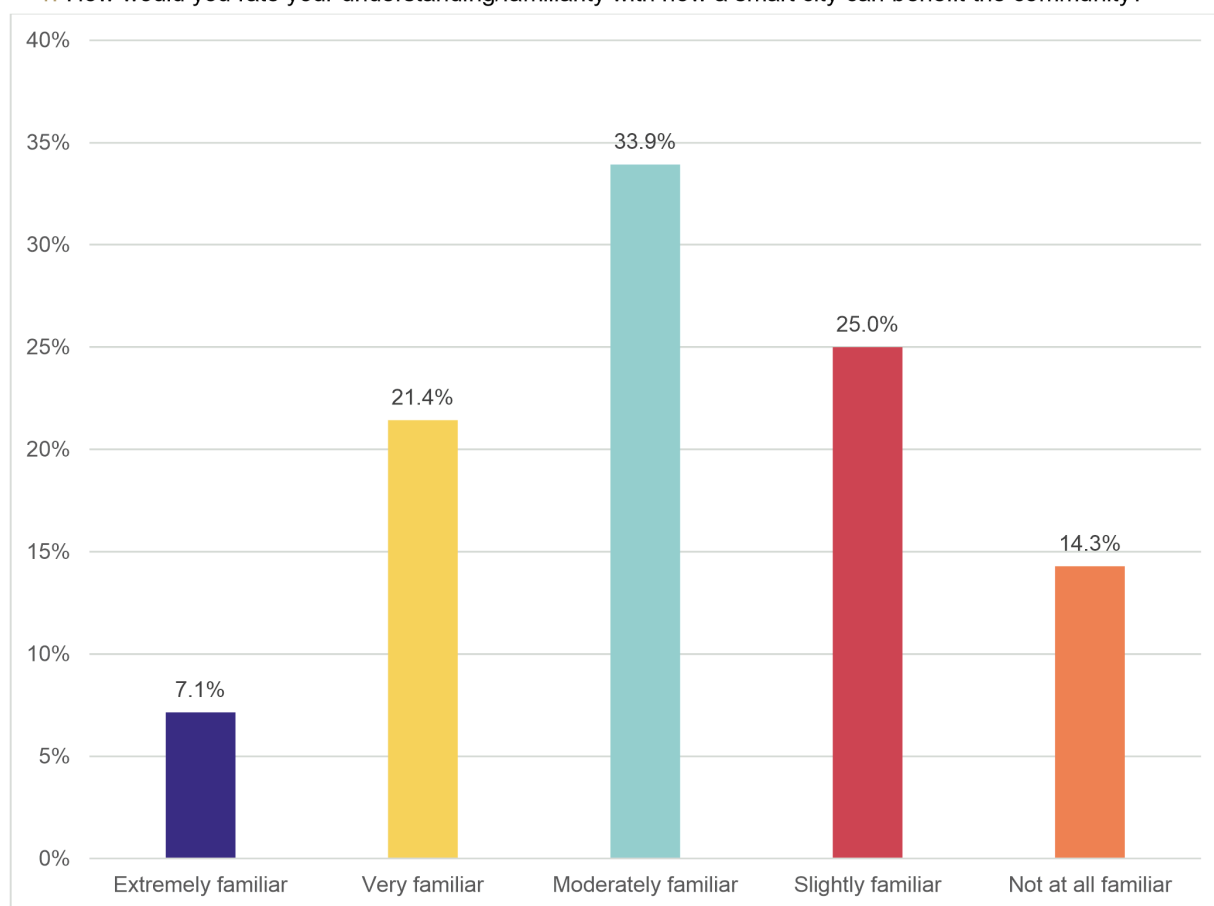
### 5.1.5 Smart Engagement & Collaboration

- ▶ Implement the IAP2 framework when engaging the community for meaningful, best practice engagement
- ▶ Identify smart champions, advocates, and ambassadors who will support and empower smart Wanneroo
- ▶ Communicate with developers and investors to understand the potential of smart private partnerships
- ▶ Engage with businesses on the local and wider regional level to activate and leverage smart solutions
- ▶ Collaborate with regulators to ensure a best practice approach across smart projects

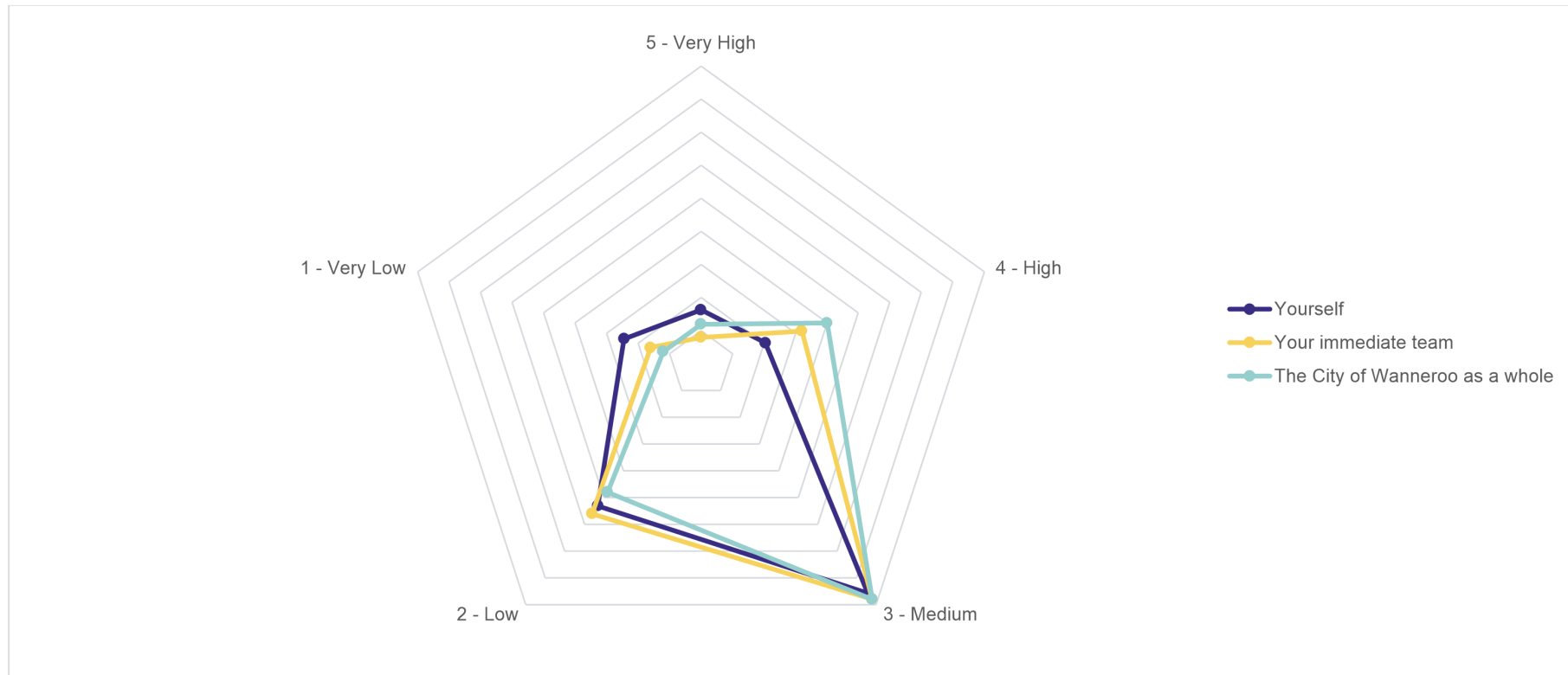
## 5.2 Survey Results

56 City of Wanneroo staff completed the internal survey. The smart city related results are set out over the following pages.

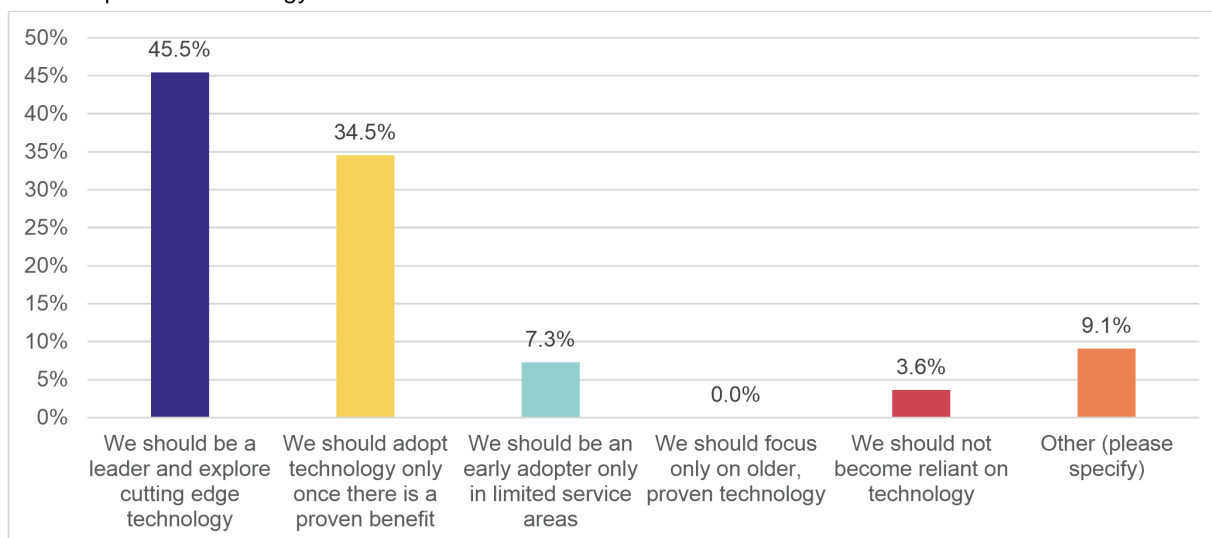
### 1. How would you rate your understanding/familiarity with how a smart city can benefit the community?



2. How would you describe the confidence, skills and experience to plan and deliver smart city projects and services? 5 is very high and 1 is very low.



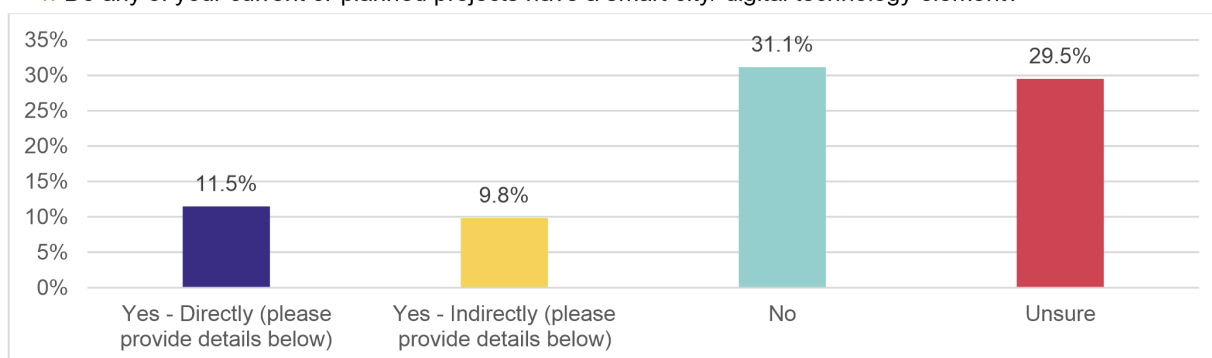
3. Which of the following statements best represents how you think the City of Wanneroo should treat the adoption of technology?



Other

- ▶ Concern about implementing new technology during severe financial restraint
- ▶ *"We should be open to all opportunities that could improve our communities"*
- ▶ *"We must identify the need first, technology second"*
- ▶ Concern about improving current digital skills at the City before implementing new technologies

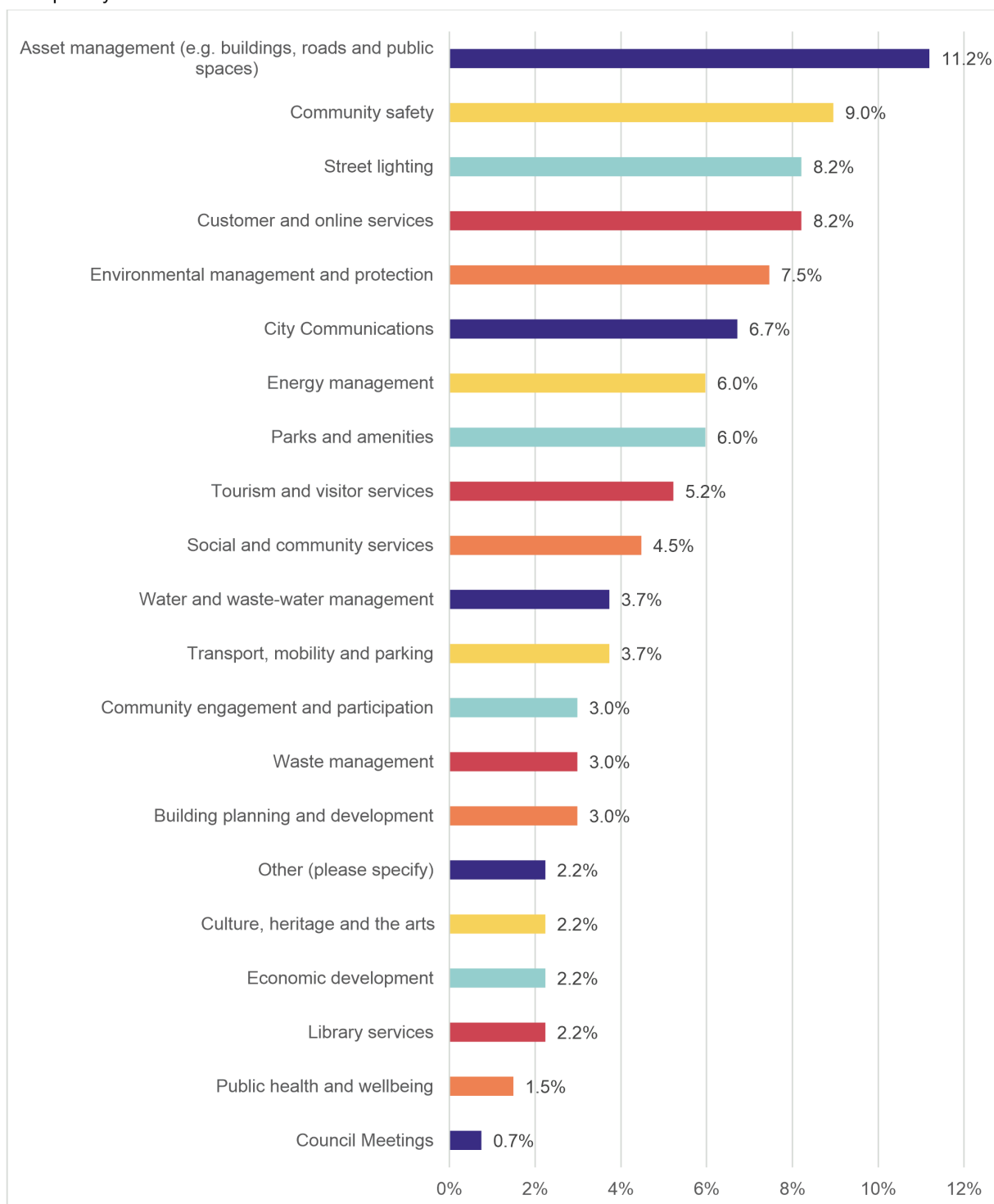
4. Do any of your current or planned projects have a smart city/ digital technology element?



Other projects

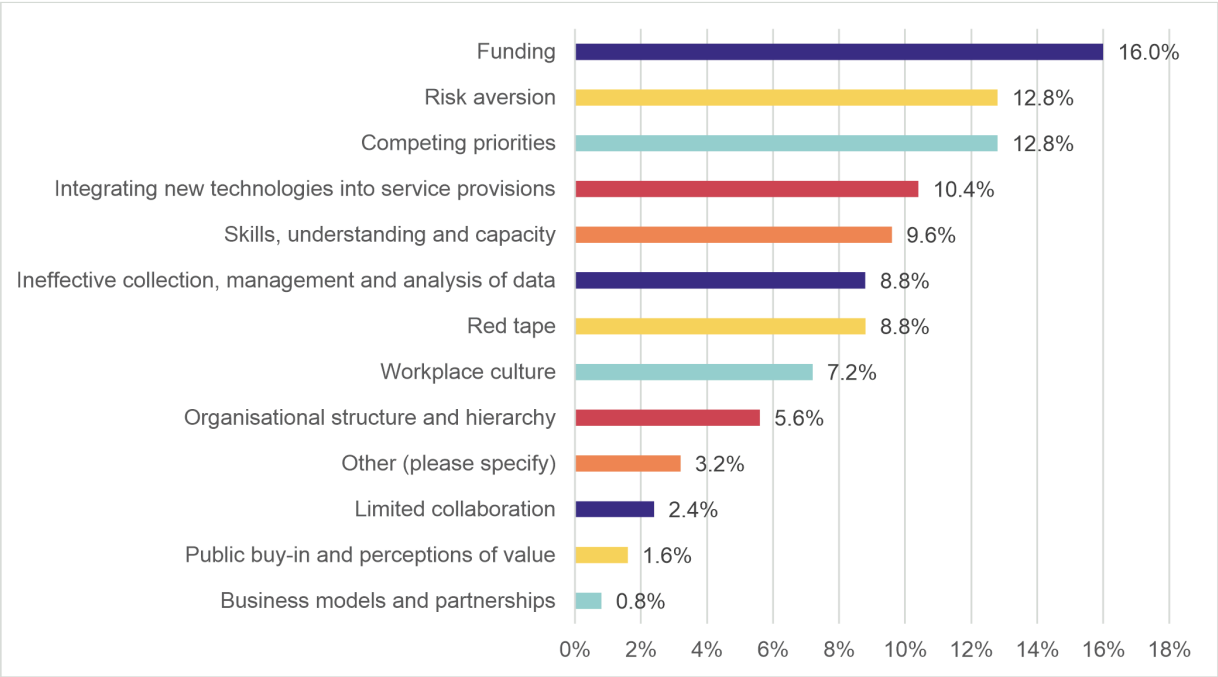
- ▶ Delegated Authority Compliance Module (internally and Externally) being explored
- ▶ Park Lighting and irrigation of parks
- ▶ Flora and Fauna Surveys - collect and collate digital data for interpretation
- ▶ Working on public wi-fi solutions for the City
- ▶ eLibrary Resources - Smart Return Shelving
- ▶ Energy and water use data management
- ▶ Multiple CCTV projects
- ▶ Drone project
- ▶ Waste education – waste sorting application
- ▶ Alkimos Aquatic & Recreation Centre
- ▶ Environmental Management System

5. What service areas would you most like to see improved by smart technology? (Select up to 3) Note: Not all services listed are directly/wholly delivered by the City. However, the City could play a stronger role in high priority smart services.





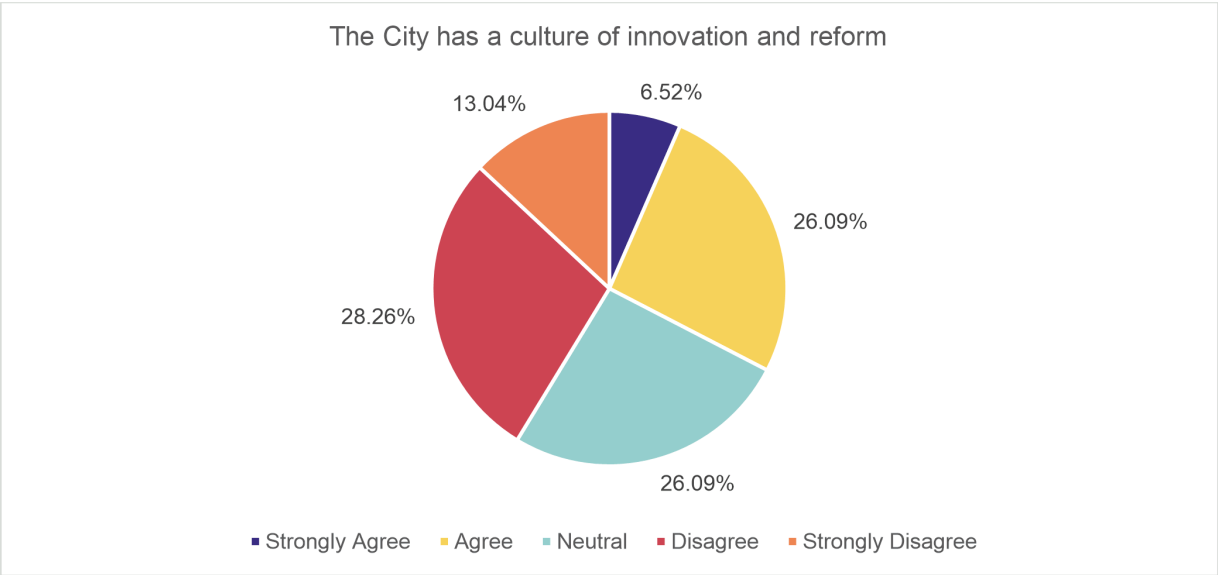
6. What are the main challenges, within the City, to delivering smart city projects and outcomes? (Choose up to 3 answers)



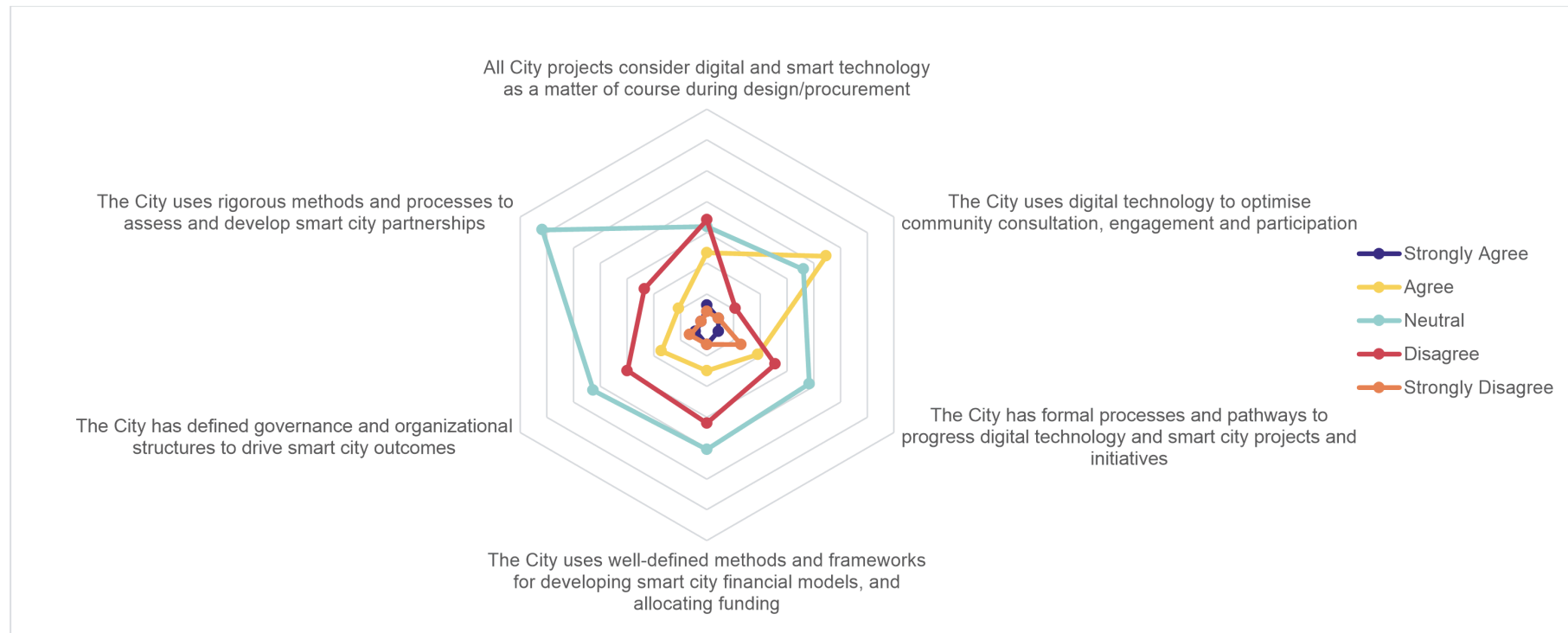
Other

- Insufficient staff resources
- Lack of understanding of big data in organisation
- Integrating new technologies into existing technology

7. To what extent do you agree with the following statement?

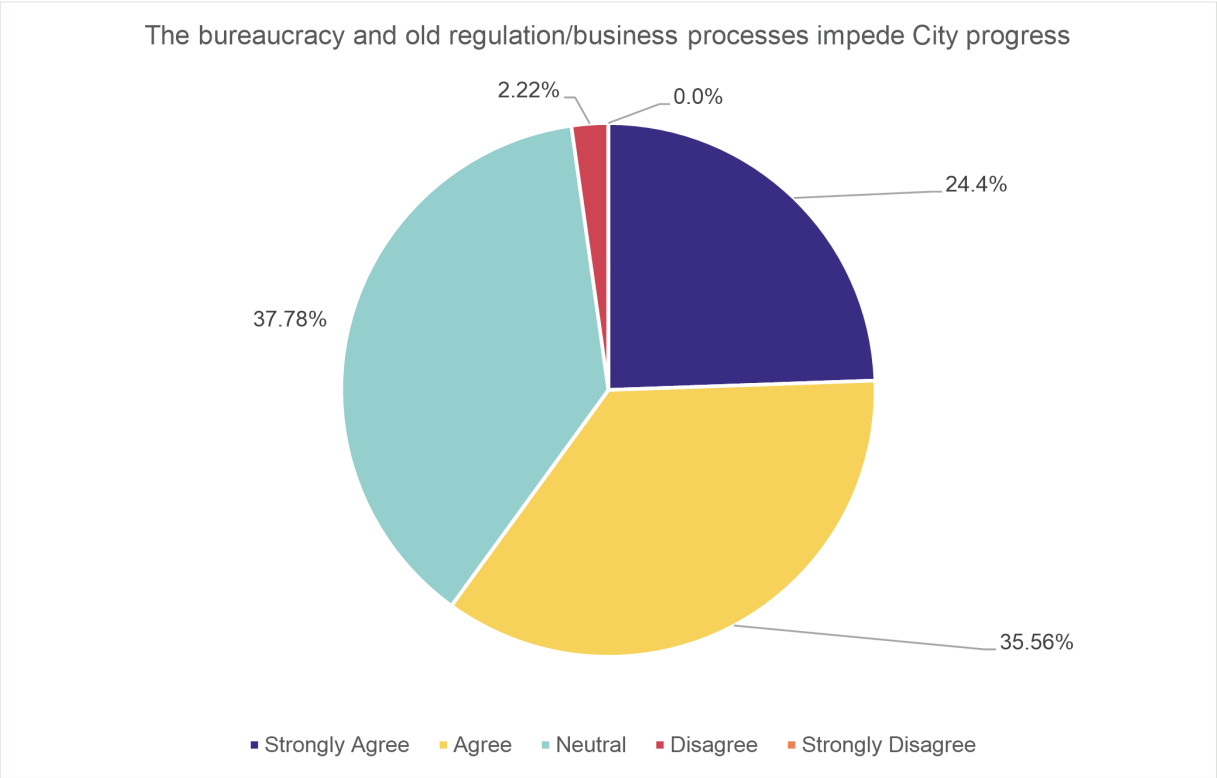


To what extent do you agree with the following statements?

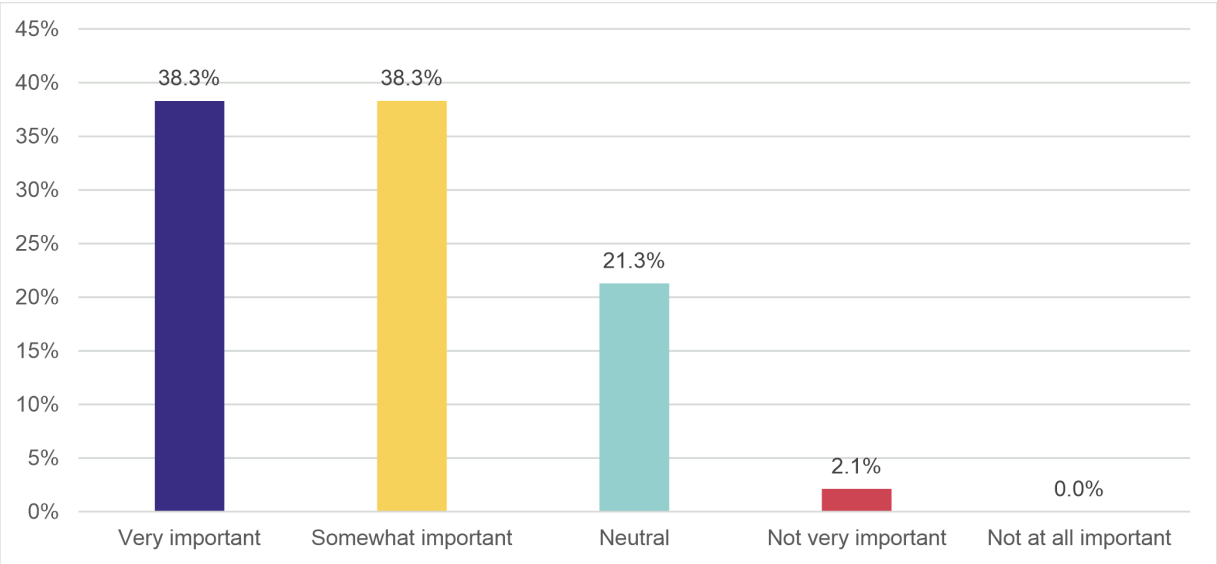


	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
All City projects consider...	6.38%	23.40%	31.91%	34.04%	4.26%
The City uses digital technology to...	4.26%	44.68%	36.17%	10.64%	4.26%
The City has formal processes...	4.26%	19.15%	38.30%	25.53%	12.77%
The City uses well-defined...	6.38%	14.89%	40.43%	31.91%	6.38%
The City has defined governance...	4.26%	17.02%	42.55%	29.79%	6.38%
The City uses rigorous methods...	2.13%	10.64%	61.70%	23.40%	2.13%

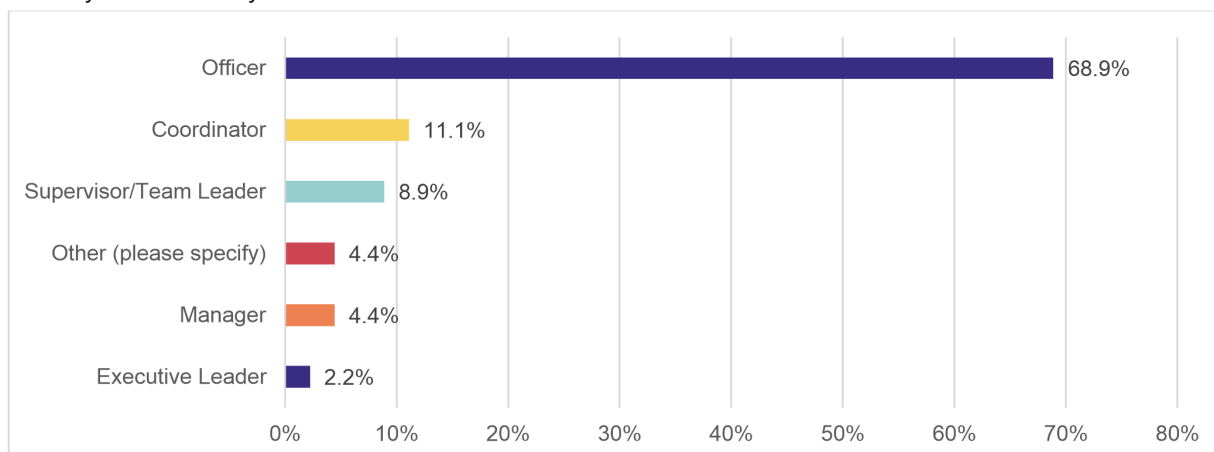
To what extent do you agree with the following statement?



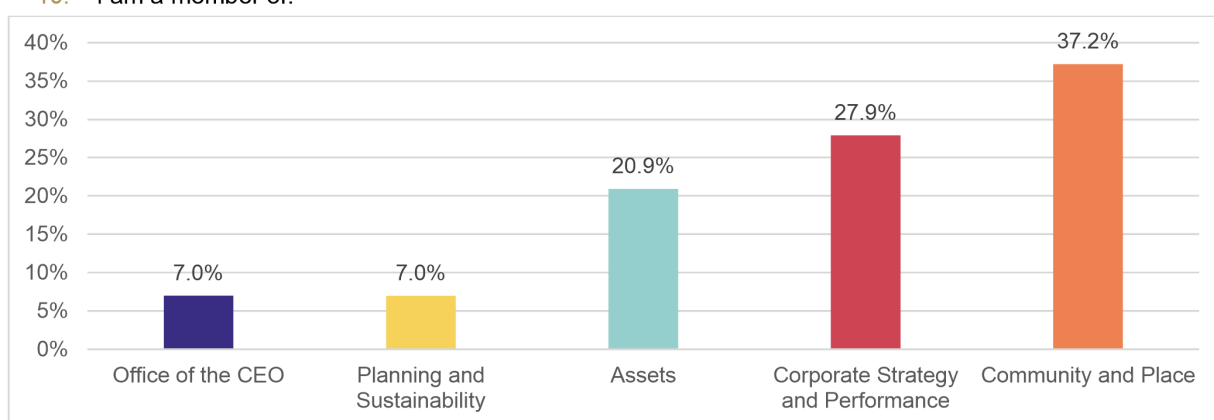
8. One use of smart city technology is the process of ‘citizen science’ whereby public assets and spaces are used to generate insights and run experiments. An example initiative is using anonymised WIFI data to identify movement patterns around the City area. To what extent do you think projects such as this are important in City of Wanneroo?



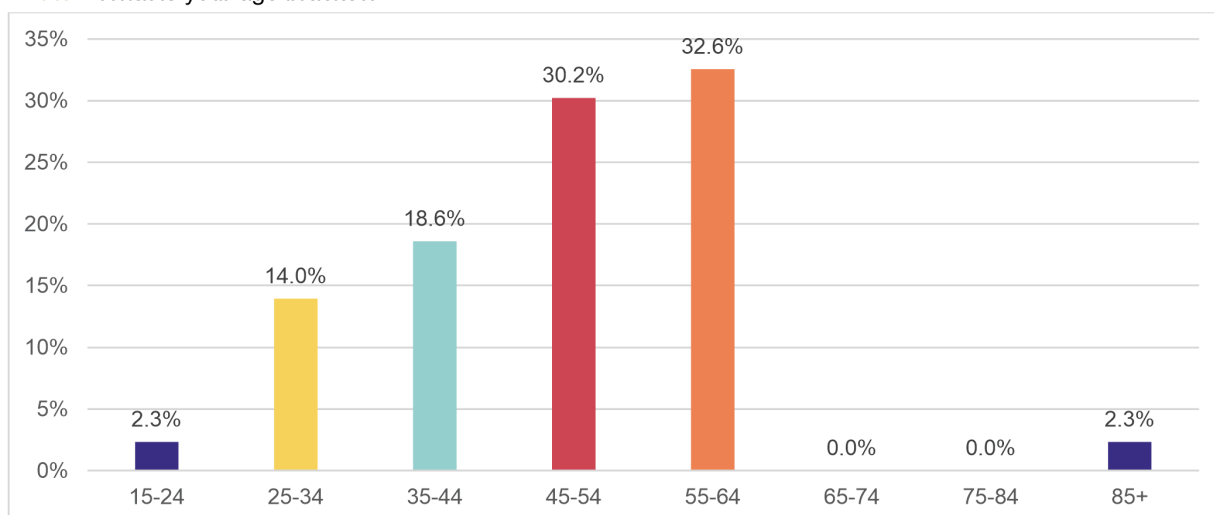
## 9. My role at the City of Wanneroo is:



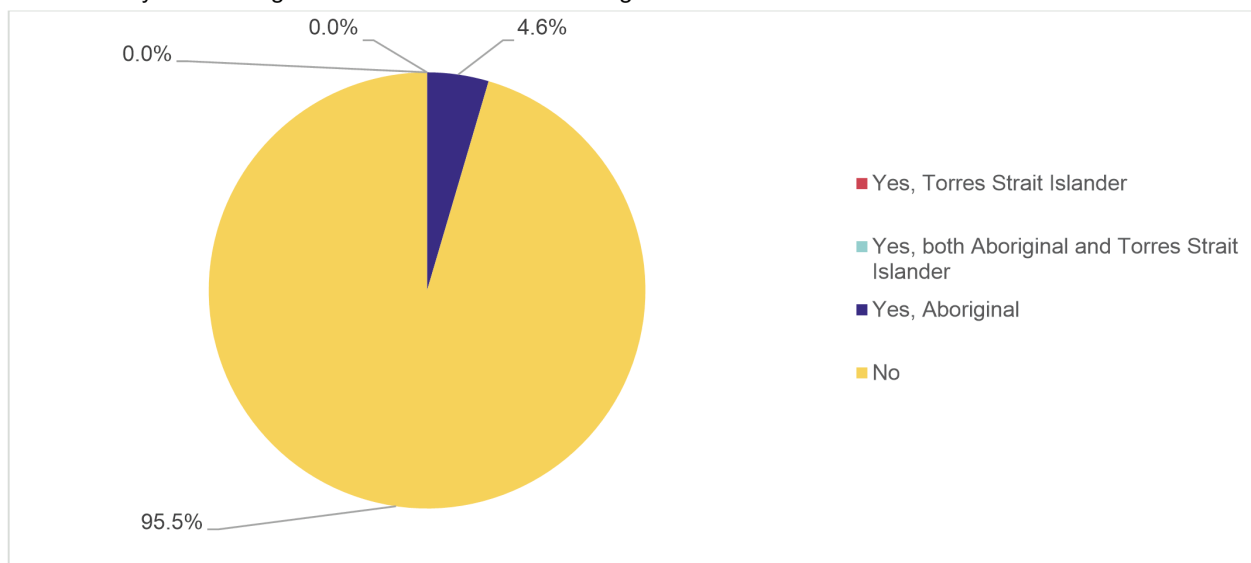
## 10. I am a member of:



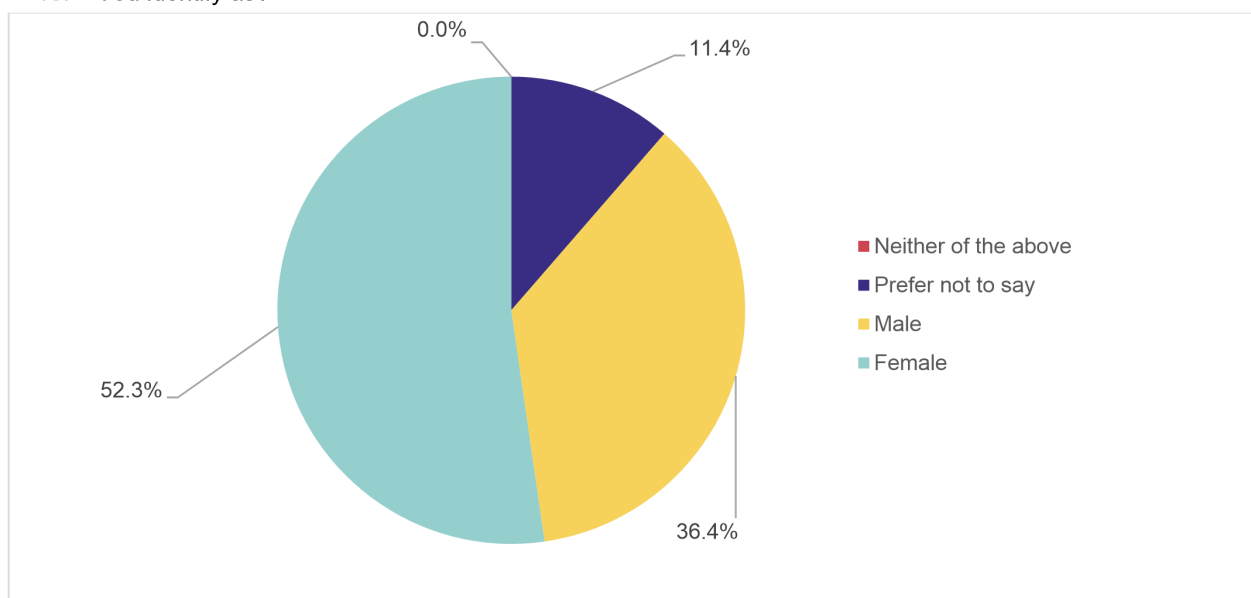
## 11. What is your age bracket?



## 12. Are you of Aboriginal or Torres Strait Islander origin?



## 13. You identify as?



## 14. Do you have any other comments, views or feedback?

- ▶ Upgrade radio communication system
- ▶ Resolve the City's internal IT capabilities before trying to expand services
- ▶ "City operations have an opportunity to harness AI / smart tech to check things without the need for officers to physically visit and asset. The City should look into applicable technology to check road reserve weekly etc."

### 5.3 Internal Stakeholder Survey Engagement Insights

Throughout this internal survey there were a number of consistent themes which highlighted the common priorities identified by members of staff in relation to smart cities. This section briefly addresses them.

Initially, there is a clear opportunity for staff to become more familiar with the benefits of smart cities and aware of smart plans for the City of Wanneroo. This insight is further supported by a medium to low confidence in the skills and experience of internal stakeholders, who feel they and their colleagues need more support to deliver smart city projects and services. Optimistically, respondents are very interested in Wanneroo becoming a smart city leader and exploring cutting edge technology (45.5% of respondents). This enthusiasm means that where awareness and skills confidence is low, there is a real willingness within the City to improve and make the most of smart opportunities.

Also noteworthy is the prioritisation of asset management. Respondents identified improving asset management, as well as community safety and street lighting, to be a priority in the implementation of smart projects. This is a common expectation from internal stakeholders as staff will have a better understanding of the technical elements to improving broader services and achieving beneficial community outcomes.

Respondents (Staff and Councillors) committed to improving decision-making, planning and actions by managing core assets better. This priority is furthered by a common response that staff identify using smart technology to gather insights into public assets and spaces, very important. There is a common sense that respondents are very interested in improving governance and outcomes by making the most of data collection/use and smart technology capabilities.

Staff also noted the main challenge to delivering projects and outcomes as being underfunding (16%). Respondents present a real interest in integrating smart city initiatives, however, feel capital access, risk aversion and competing priorities are significant barriers to this progression. Several respondents noted in "other" comments that it is *insufficient staff resources* and *overall organisational lack of understanding* halting smart city progress. This presents an opportunity to capitalise on the willingness of internal stakeholders by providing opportunities for training, pathways for improved investment and clarity on smart city priorities.



## 6. Summary & Next Steps



With the completion of close engagement, survey data collection and document discovery, Delos Delta and the City of Wanneroo are on track to deliver an effective Smart City Strategy. This Engagement Summary and the insights gathered throughout the consultation process will go on to inform the Wanneroo Smart City Readiness Assessment.

See below for the projects next steps following this Engagement Summary.



## Property Services

### CS04-06/22 Proposed Ground Lease to the Wanneroo BMX Raceway Club Inc over Lot 1100 (276) Shiraz Boulevard, Pearsall

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File Ref:	3846V03 – 22/195411
Responsible Officer:	Director, Corporate Strategy & Performance
Attachments:	4
Previous Items:	MN03-03/22 - Amendment to the Terms of Reference for the Wanneroo BMX Raceway Relocation Working Group - Ordinary Council - 15 Mar 2022 6:00pm CS05-12/17 - Wanneroo BMX Raceway Club Inc - Proposed New Lease Over Portion of Lot 1100 (176) Mary Street, Pearsall - Ordinary Council - 05 Dec 2017 5.30pm

## Issue

To consider a proposed new ground lease to the Wanneroo BMX Raceway Club Inc (**Club**) over Lot 1100 (276) Shiraz Boulevard, Pearsall (**Lot 1100**).

## Background

### Lot 1100

Lot 1100 is freehold land, owned by the City since at least 1984 (**Attachments 1 and 2** refer). Lot 1100 is currently zoned as 'Urban' under the MRS and 'Urban Development' under DPS2.

### Wanneroo BMX – Prior Lease

The Club has an established BMX track and club facilities on part of Lot 1100 (**Attachment 3** refers). The Club has operated from the site since 1982 under successive lease arrangements.

The Club's current lease commenced on 11 June 2019 for a term of 5 years, expiring on 10 June 2024 (**Prior Lease**). There are no options for renewal.

The Prior Lease is on a ground lease basis ('land only' lease), meaning that the Club is solely responsible for the leased area, including structural and capital works and renewals. There is no obligation under the Prior Lease for the City to undertake maintenance of the site.

The Prior Lease was approved by Council on 5 December 2017 (item CS05-12/17). This followed a series of relatively short term leases between the City and the Club, ranging in term from one to five years.

### Future of Lot 1100

The long term status of the Club's occupation of Lot 1100 has been uncertain for some time, given that:

- Lot 1100 is freehold land, and the City's Leasing Policy and Strategic Land Policy have the effect that freehold land should be developed for its highest and best use and non-commercial uses should be discouraged (and instead located on Crown land);
- The site is in close proximity to residential areas. This could potentially result in a number of inconveniences to local residents such as floodlights being operated, street parking and noise pollution issues; and

- The Club's facilities are aging and the Club has lacked the capacity to undertake the required upgrades.

The Wanneroo BMX Raceway Relocation Working Group (now known as the Wanneroo BMX Club Working Group) (**Working Group**) was established in 2009 (item CS06-09), to investigate potential options for relocation from Lot 1100. The current objectives of the Working Group (following item MN03-03/22) are:

- *To identify a suitable site to accommodate the Wanneroo BMX Club Inc. from the current lease location over portion of Lot 21 (176) Mary Street Wanneroo.*
- *To progress the relocation of the Wanneroo BMX Club Inc. from Lot 21 (176) Mary Street, Wanneroo in the long term.*
- *To progress and allow for potential upgrades to the facilities and track in the short to medium term until 1.2 is met.*

Administration, in collaboration with the Working Group and the Club, has progressed with site investigations over a sustained period to secure a viable long term future for the Club, preferably at a modern, purpose-built site, located on Crown land. In this context, the Prior Lease incorporates a relocation provision, so that the lease may be terminated early by the City should an alternative site be determined and progressed to the stage that a facility is constructed for use by the Club.

#### Current status

Due to the relatively short tenure provided by the Prior Lease, the Club has been unable to secure funding support to invest in improvements to the site. This has contributed to the aging condition of the facilities.

The Club engaged with Administration in late 2020 to propose a longer tenure. Lease negotiations have progressed since that time. Administration has been supportive of a longer tenure (and has engaged in negotiations well ahead of the expiry date of the Prior Lease), on the basis that:

- There is no determination of an alternative site in the short to medium term; and
- The City's long term intentions remain as previously reported to Council, namely, the long term relocation of the Club to another site and the disposal of Lot 1100.

#### **Detail**

##### Proposed Lease Terms

The following proposed lease terms have been agreed with the Club (as lessee) and are in line with the Leasing Policy (other than in relation to the non-commercial use of Crown land).

<b>Premises:</b>	<p>Lot 1100 (whole parcel), having an area of approximately 2.7 hectares (<b>Attachment 1</b> refers)</p> <p>Under the Prior Lease, the Club leased a slightly smaller area (<b>Attachment 3</b> refers). The increased area under the new lease incorporates:</p> <ul style="list-style-type: none"> <li>• A former drainage sump area which is no longer required by the City; and</li> </ul>
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	<ul style="list-style-type: none"> <li>An elevated portion of Lot 1100 which the Club will remove (level it out to be the same level as the remainder of Lot 1100),</li> </ul> <p>with these areas under consideration by the Club for use as additional parking and a pump track.</p>
<b>Term:</b>	<p>To reflect the Club's existing tenure, the new lease will be for an initial term:</p> <ul style="list-style-type: none"> <li>commencing on the Commencement Date; and</li> <li>expiring on 10 June 2024 (i.e. the expiry date of the Prior Lease).</li> </ul> <p><i>(New lease will incorporate a special condition surrendering the Prior Lease with effect from the day preceding the commencement date of the new lease.)</i></p>
<b>Commencement Date:</b>	The date of execution of the lease.
<b>Option Terms:</b>	<p>Options are attached to the Club progressing with its proposed works on Lot 1100.</p> <p><u>First Option Term</u></p> <p>5 years, commencing on 11 June 2024 and expiring on 10 June 2029. Exercise of the option is conditional on:</p> <ul style="list-style-type: none"> <li>the Club not being in default of the lease;</li> <li>the Club having secured all approvals required for its upgrade works to the Premises; and</li> <li>the City not identifying an alternative location before the Club exercises its option.</li> </ul> <p><u>Second Option Term</u></p> <p>5 years, commencing on 11 June 2029 and expiring on 10 June 2034. Exercise of the option is conditional on:</p> <ul style="list-style-type: none"> <li>the Club not being in default of the lease;</li> <li>the Club completing its upgrade works to the Premises; and</li> <li>the City not identifying an alternative location before the Club exercises its option.</li> </ul>
<b>Lessee works:</b>	<p>During the initial term, the Club will secure approvals and funding for its proposed works. This is required in order to exercise the option to renew the lease beyond 2024.</p> <p>During the first option term (if not before), the Club must complete the proposed works (based on its approvals). This is</p>

	<p>required in order to exercise the option to renew the lease beyond 2029.</p> <p>The Club has received a commitment from the Commonwealth Government of \$1,000,000 for track upgrades. Administration anticipates that this funding will be paid to the Club, rather than the City.</p> <p><u>Scope of works</u></p> <p>The scope of works will need to be confirmed by the Club and attached to the Lease. Based on a business plan provided by the Club, it anticipates the following upgrades to the site:</p> <ul style="list-style-type: none"> <li>• Complete track rebuild - required to allow for a modern 'M' shaped track, including a new 4-4.5 metre start ramp and smaller ramp. Track will comply with UCI and Auscycling requirements;</li> <li>• Canteen upgrade;</li> <li>• Upgrade to Nominations / First Aid building (currently weathered and damaged);</li> <li>• Toilet block replacement for men and ladies (existing toilets are outdated and need to be connected to sewerage and comply with the Building Code of Australia);</li> <li>• Replacement of grandstand (seating area) (weathered and damaged and in need of replacement);</li> <li>• Replacement of track lighting with environmentally friendly LED lighting;</li> <li>• Installation of solar and battery bank to support ongoing track lighting use; and</li> <li>• Installation of sound barriers to boundary fence around main track and facilities area.</li> </ul>
<b>Relocation:</b>	<p>As was the case with the Prior Lease, the lease will include a relocation clause to the effect that should a site be decided and progressed to where a facility is constructed for use by the Club, the lease may be terminated early by the City.</p> <p>There is no provision to terminate the lease early if there is no alternative site for the relocation.</p>
<b>Rent:</b>	<p>\$1.00 (peppercorn) per annum</p> <p>Given that Lot 1100 is freehold land, Administration engaged a licensed valuer to determine the current market rental and sale values. Valuation information is provided in <b>Attachment 4</b>.</p> <p>The market value demonstrates the opportunity cost for the City in supporting the long term occupation of Lot 1100 by the Club.</p>

<b>Rates &amp; Taxes:</b>	Club responsible for all rates including Council rates and water rates, taxes, assessments and impositions.
<b>Outgoings:</b>	Club responsible for all outgoings including but not limited to electricity, gas, water and telephone/broadband used in relation to the Premises whether billed directly or otherwise.
<b>Public liability insurance:</b>	Club responsibility – Minimum \$20 million
<b>Other Insurance:</b>	Club responsibility
<b>Maintenance:</b>	Club responsible to maintain the Premises.  Maintenance responsibilities include structural and capital works, given that the lease is on a ground lease basis.
<b>Statutory Compliance:</b>	Club responsibility. This will include ensuring the track is compliant with relevant standards and regulations.
<b>End of term (make good):</b>	As has been the case under the Prior Lease, all Club property (including structural improvements, plant, equipment and movable property) will be removed at the end of the lease term, unless the City agrees to the items remaining in situ. The Premises must be left in a clean, clear, tidy and safe condition.  The only exception is where the Lease is surrendered early following notice by the City, in which case there will be no requirement to remove structural improvements and fixtures. In this case, the Premises must be left in a tidy and safe condition, in accordance with the Club's maintenance obligations under the lease.
<b>Documentation:</b>	Lease will be based on the Prior Lease and incorporating amendments in the City's discretion to address the updated commercial terms.  An initial draft lease has been reviewed by the Club and is now being finalised by the city's lawyers.

### Site works

As interim support for the Club, the City has agreed to fund patio works and connect the site to sewer (ready for future works). It is anticipated that these works will be complete by July 2022, subject to availability of construction materials and contractors.

The Club has also requested the City fund the replacement of the electrical switchboard that services Lot 1100. The switchboard is sited outside the fenced boundary of the site, but services the site alone. The Club has suggested that the switchboard (60 amp) does not meet its current power needs and ideally consideration needs to be given to upgrading the switchboard to a 100 amp capacity.

The City's electrical contractor advised (following onsite inspections) that the switchboard has approximately 2-3 years of working life remaining and consideration should be given to



replacing it in this timeframe. Increased usage by the Club is not, in isolation, a reason for the City to fund an upgrade (rather than a like-for-like replacement).

Discussions with the Club on this item are ongoing and should not delay finalising the new lease, noting that the City will need to engage an electrical consultant to determine:

- If Western Power will entertain increased power to the site; and
- The costs associated with such an upgrade.

The consultant's investigation will occur early in the 2022/23 financial year.

If upgrades are being considered, this will need to be considered in the context of the Club's proposed works, including whether those works have an impact on the capacity requirements for the site.

#### Alternative site investigations

Administration, in collaboration with the Club and the Working Group, will continue to investigate suitable alternative sites for the Club. This matter will be the subject of a future report to Council.

### **Consultation**

- Relevant service units, including Community Facilities and Asset Planning, have been consulted in the course of preparation of the lease terms. Administration is supportive of the proposed lease, noting that the City has no alternative plans for Lot 1100 in the short term (subject to ongoing investigations for an alternative site);
- The essential terms of the proposed lease have been presented to the Club; and
- The Club agreed to the essential terms and the initial draft lease.

Noting that Lot 1100 is owned by the City in freehold, the Minister for Lands is not required to approve the new lease.

### **Comment**

Administration recommends the proposed new lease of the Premises to the Club as outlined in this report.

A new lease incorporating the balance of the Prior Lease term plus two further option terms of five years each will allow sufficient time for the Club and the City to identify alternative sites and allow the Club to improve the existing site to better suit its needs for the short to medium term.

### **Statutory Compliance**

Under regulation 30 of the *Local Government (Functions and General) Regulations 1996* (WA), the proposed lease to the Club is an exempt disposition of property to which section 3.58 of the Act does not apply.

### **Strategic Implications**

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

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

1.3 - Facilities and activities for all

## Risk Management Considerations

Risk Title	Risk Rating
CO-001 Relationship Management	Moderate
Accountability	Action Planning Option
Executive Leadership Team	Manage

Risk Title	Risk Rating
CO-004 Asset Management	Moderate
Accountability	Action Planning Option
Executive Leadership Team	Manage

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

## Policy Implications

### Leasing Policy

The City's Leasing Policy provides the context for the investigations concerning the future status and potential relocation of the Club.

The Club is categorised as a Category 6 (Sporting or Recreational) lessee under the Leasing Policy, which further specifies: *'Wherever practicable Categories 3-5 should be the only Tenants who lease Freehold land (unless that Freehold land is a dedicated Community Purpose Site). All other categories will be leased on Crown Land, managed by the City in order to realise the economic value of the land, unless under a full commercial rental arrangement.'*

### Strategic Land Policy

A future relocation of the Club, if supported by Council, would be consistent with the requirements of the Strategic Land Policy to *'Create property based income streams'* and *'Encourage the 'highest and best' use of City Land'*.

Lot 1100 is immediately adjacent the Wangara industrial area on the other side of Ocean Reef Road which means it has the potential to attract investors keen to capitalise on its location and exposure from traffic along Ocean Reef Road.

The City has been approached by potential land developers in the past, but negotiations have not progressed beyond preliminary stages due to the Club's presence on Lot 1100.

## Financial Implications

### Ground lease

The proposed lease will be on a 'no cost to the City' basis and the Club will be required to pay rates and outgoings (although the Club has historically been granted a waiver of City rates on an annual basis). Given the proposed lease is a ground lease, the Club will continue to maintain the facility including structural items and therefore the City will not be recouping maintenance fees.

There are no further funds budgeted for City works at the existing site (aside from the patio works and connection of the site to sewer), including under the City's Long Term Financial Plan. The Club's projected additional works would likely require significant levels of funding.

As part of considering any request to budget additional City works to the existing site, further business case analysis, including with regard to the comparison of the existing site with suitable alternatives (if identified) and the potential for additional works to be sacrificial, would be necessary.

#### Strategic use of freehold land

Lot 1100 is freehold land, and Administration has previously engaged a licensed valuer to determine the current market rental and sale values. Valuation information is provided in **Attachment 4**.

Administration notes there is an opportunity cost from the proposed lease, in that Lot 1100 is effectively quarantined for use by the Club potentially until 10 June 2034 (if options are exercised and relocation does not occur), meaning that during the period, Lot 1100 is not available for sale or commercial use, and is not expected to generate a rates income.

### **Voting Requirements**

Simple Majority

### **Recommendation**

**That Council:-**

1. **APPROVES, in principle, the lease of Lot 1100 (276) Shiraz Boulevard, Pearsall to the Wanneroo BMX Raceway Club Inc for a term commencing on execution of the new lease and expiring on 10 June 2024, plus two option terms of five years each, on a ground lease basis in accordance with the essential lease terms described in the Administration report; and**
2. **AUTHORISES:**
  - a) **the Chief Executive Officer (or a nominee of the Chief Executive Officer) to negotiate terms, execute all documentation and comply with all applicable legislation as is required to effect Item 1. above; and**
  - b) **the affixing of the Common Seal of the City of Wanneroo to a lease between the City and Wanneroo BMX Raceway Club Inc in accordance with the City's Execution of Documents Policy.**

#### *Attachments:*

1. <a href="#"><u>Download</u></a>	Attachment 1 - Plan - Lot 1100 (276) Shiraz Boulevard, Pearsall	22/193726
2. <a href="#"><u>Download</u></a>	Attachment 2 - Certificate of Title 2795-369	22/201391
3. <a href="#"><u>Download</u></a>	Attachment 3 - Plan - Existing Ground Leased Area - Wanneroo BMX Lease	18/434033
4.	Attachment 4 - Valuation - Lot 1100	Confidential





NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented.  
 Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE (2012).

WESTERN



AUSTRALIA

REGISTER NUMBER <b>1100/DP72657</b>	
DUPLICATE EDITION <b>1</b>	DATE DUPLICATE ISSUED <b>26/7/2012</b>

# RECORD OF CERTIFICATE OF TITLE

## UNDER THE TRANSFER OF LAND ACT 1893

VOLUME  
**2795**FOLIO  
**369**

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 1100 ON DEPOSITED PLAN 72657

### REGISTERED PROPRIETOR: (FIRST SCHEDULE)

CITY OF WANNEROO OF 23 DUNDERBAR ROAD, WANNEROO

(AF L992943 ) REGISTERED 16/7/2012

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

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.  
Lot as described in the land description may be a lot or location.

-----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: DP72657  
PREVIOUS TITLE: 2726-81  
PROPERTY STREET ADDRESS: 276 SHIRAZ BVD, PEARSALL.  
LOCAL GOVERNMENT AUTHORITY: CITY OF WANNEROO

LANDGATE COPY OF ORIGINAL NOT TO SCALE 27/05/2022 09:39 AM Request number: 63649749

  
**Landgate**  
www.landgate.wa.gov.au





NOTE: While the City of Wanneroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented.  
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## ATTACHMENT 4

### Valuation - Lot 1100

This attachment is confidential under the terms of the *Local Government Act 1995 Section 5.32 e (ii)* as follows:

a matter that if disclosed, would reveal information that has a commercial value to a person where the information is held by, or is about, a person other than the local government

***Administration Use Only***

Attachment 2 – HPE # 22/201936

## Council & Corporate Support

### CS05-06/22 Extraordinary Election to fill the Vacancy of Mayor

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File Ref: 45275 – 22/175457  
Responsible Officer: Director, Corporate Strategy & Performance  
Attachments: Nil

#### Issue

To determine the method of conducting an extraordinary election at a date to be confirmed by the Western Australian Electoral Commission (**WAEC**) following the resignation of Mayor Tracey Roberts.

#### Background

At the Federal Government election on 21 May 2022, Tracey Roberts was elected to Federal Parliament for the seat of Pearce. This seat was formally declared 9 June 2022.

Mayor Tracey Roberts has provided the Chief Executive Officer with a written notification of resignation dated 9 June 2022, with immediate effect. The process under section 2.32(b) of *Local Government Act 1995* (the **Act**) sets out that a council member's office becomes vacant when a council member .... "*resigns from the office*".

Considering that 2022 is not a local government election year, an extraordinary election will need to be conducted to fill that vacancy (section 4.8(1) of the Act). The City is not aware of any provision in the Act allowing the Minister the power to waive compliance with this requirement of the Act.

If Mayor Roberts had not resigned, her term would have expired on 21 October 2023 (Item 4 of section 2.28(2) of the Act), being the third Saturday in October in the fourth year after the year in which her term began. Since she has now resigned and when an extraordinary election is held, the term of the new mayor would expire at the end of Mayor Roberts' original term, namely 21 October 2023 (Item 6 of section 2.28(2) of the Act).

#### Detail

Pursuant to *Section 4.9 (2) of the Local Government Act 1995* (the **Act**), an election must be held within four months of the vacancy occurring.

In accordance with Sections 4.20(2), 4.20(3), 4.20(4) and 4.61(2) of the Act, Council is required to determine the method by which the 2022 local government election will be conducted. If the election is to be by post, then the earliest date the WAEC could set would be 2 September 2022 and Council must agree and appoint the WAEC to conduct the postal election by no later than 14 June 2022.

A new electoral roll is also required to be prepared for the extraordinary election as it is more than 100 days after the original Election Day (16 October 2021) and the roll is now considered out of date.

The WAEC provides the residents' roll for the election with all residents in a local government district who are enrolled on the State Electoral Roll automatically enrolled on the corresponding local government residents' roll. The City is responsible for processing applications for the Owners' and Occupiers' Roll which is a non-residents roll for individuals who own (but do not reside in) rateable property in the City or who occupy rateable property in the City.

Three options exist for the conduct of the extraordinary election, with the first being that it is conducted as a postal election with the support of the WAEC. The City has recently received correspondence from the WAEC advising of their agreement to be responsible for the conduct of the extraordinary election by post should Council resolve to do so.

The Mayoral election can also be conducted without the support of the WAEC as an in-person election with the CEO as returning officer (section 4.20(1) of the Act). Since the City has not conducted an in-person election since 1997, it does not have the policies, procedures and internal resources to coordinate that process in the four month timeframe required by the Act.

The third option is that the Mayoral election be conducted in-person with the support of the WAEC to coordinate some of that process.

In the event that an in-person vote is conducted, electors would still have the option to apply to enter an absent vote, early vote or a postal vote (sections 4.67 and 4.68 of the Act) and the City would have to provide a mechanism to permit this to occur.

## Consultation

Statutory advertising in relation to the election requirements will be placed on the City of Wanneroo and WAEC websites.

There has been consultation with the WAEC.

## Comment

The City of Wanneroo has engaged the WAEC to conduct the City's elections as a postal election since 1999. The last time the City held an in-person election was in 1997, which was prior to the split into the Shire of Wanneroo and City of Joondalup in 1998.

Voting in Western Australian local government elections is not compulsory and postal elections are considered to be one of the most effective methods to encourage higher voter participation. In addition, unlike Ordinary Elections where there is significant lead in time, an extraordinary election has significantly less time to organise and for efficiencies it is recommended that the WAEC hold the election on behalf of the City. Having the election conducted fully by postal vote by the WAEC also enables the City to be independent from the election process.

In a postal election, voting is conducted entirely by post. Voters are mailed election packages containing their ballot papers and information about the candidates. These are posted to the address at which voters are enrolled and voters cast their vote by returning the ballot papers in the mail.

On 9 June 2022 the WAEC provided a cost estimate of \$320,000 (inclusive of GST) to conduct an extraordinary mayoral election entirely by post, based on the following assumptions:

Number of Electors	Wanneroo district (all 7 wards)
	135,401

- Response rate of approximately 21%-25%;
- 1 vacancy;
- Count to be conducted at the City offices;
- Appointment of a local Returning Officer; and
- Standard Australia Post delivery service to apply for the lodgement of election packages.

Costs not included in the estimate are:

- Non-statutory advertising (e.g. additional advertisements in community newspapers and promotional advertising).
- Legal expenses other than those that are determined to be borne by the WAEC in a Court of Disputed Returns.
- One local government staff member to work in the polling place on Election Day
- Preparation of an updated Owners and Occupiers Roll.

The second and third options outlined above of holding an in-person election instead of a postal election have a number of disadvantages, including the likelihood of significantly lower voter turnout. In the last in-person election conducted by the 'old' City of Wanneroo in 1997, voter turnout was only 6.5% compared to an estimated 21%-25% response rate from postal vote election. In the 2021 ordinary election, the turnout rate was between 22.95%-25.34% and in the 2019 Mayoral election, the turnout rate was 21.92%.

On 10 June 2022 WAEC provided a cost estimate of \$80,000 (inclusive of GST) to support the City to conduct an in-person extraordinary Mayoral election with a proposed date of Saturday 3 September 2022. This estimate is based on the following assumptions:

Number of Electors	Wanneroo district (all 7 wards)
	138,000

- Response rate of approximately 10%;
- One polling place in each Ward
- Count to be conducted at the City offices.

Costs not covered in the estimate include but are not limited to:

- Costs associated with creating and maintaining a register of electors wishing to submit a postal vote.
- Costs associated with providing postal and other absentee elector votes to electors requiring them.
- Costs of local government staff required to support the election process prior to and on the election date.
- Non-statutory advertising (e.g. additional advertisements in community newspapers and promotional advertising).
- Hire cost of venues to be used as polling places (required from the day prior to the election to allow for set-up).
- Preparation of an updated Owners and Occupiers Roll.
- Legal expenses other than those that are determined to be borne by the WAEC in a Court of Disputed Returns.

The very much reduced anticipated participation, the lack of recent experience in the administration of an in-person election and the undetermined nature of the full financial impact make the undertaking of an in-person election an unattractive and high-risk option.

## Statutory Compliance

Part 4 of the *Local Government Act 1995* and the *Local Government (Elections) Regulations 1997* set out the requirements for elections.

## 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

The election costs will be funded from the City's operating budget.

## Voting Requirements

Absolute Majority

## Recommendation

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY**, in accordance with Section 4.20 (4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the Local Government Extraordinary Election together with any other elections which may be required; and
2. **APPROVES BY ABSOLUTE MAJORITY**, in accordance with Section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election; and
3. **APPROVES** the Extraordinary Election date as Friday 02 September 2022 for the election of Mayor in accordance with Section 4.9(1)(b) of the Local Government Act 1995 for a term expiring 21 October 2023.

*Attachments: Nil*

## **Chief Executive Office**

### **Office of the CEO Reports**

#### **CE01-06/22 Risk Appetite Statement and Risk Assessment Criteria**

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File Ref: 2286V02 – 22/196856  
Responsible Officer: Executive Manager  
Attachments: 2

### **Issue**

To consider the recommendation of the Audit and Risk Committee to adopt the City's updated Risk Appetite Statements (**RAS**) and updated Risk Assessment Criteria Matrix.

### **Background**

The existing RAS were adopted by Council on 30 July 2019 and were due for review in July 2021. With Council adopting the new Strategic Community Plan (SCP) 2021-31 in June 2021 (CS02-06/21), the RAS needed to be updated and aligned with the 7 strategic goals as set out within the updated SCP.

Ongoing work and consultation has been undertaken since June 2021 to align the RAS against the updated strategic goals of the SCP.

Mark Humphreys from Riskwest facilitated a Risk workshop with Council and Executives at a Forum session on 27 July 2021 to commence the review of the City's RAS. Further workshop sessions were held on 8 November 2021 and 12 February 2022 to progress this. The output from these sessions assisted in defining Council's context and survey results from participants were used in defining Risk Appetite levels. These were used in the development of the updated RAS. A further session was held using scenarios to demonstrate the application of the RAS to focus on socialising how the RAS and the Risk Assessment Criteria Matrix are utilised within enterprise risk management.

Feedback received has been incorporated and the updated RAS and updated Risk Assessment Criteria Matrix documents were presented to the Audit and Risk Committee on 24 May 2022. The Audit and Risk Committee has reviewed and recommended to Council to adopt the updated RAS and updated Risk assessment Criteria matrix.

### **Detail**

#### **Risk Appetite**

The risk appetite establishes a set of principles, which will guide the pursuit of risk across the City in the following context:

- The Level of risk
- Area of the City's business
- Source of the risk
- Type of potential impacts (e.g. financial/commercial, community/reputation, health & safety etc.)
- Legislative requirements
- The effectiveness of the controls that are in place to manage the risk
- The magnitude of the opportunity being pursued.



Through extensive consultation and considering all feedback received has been incorporated and the proposed updated RAS were developed so that there is a Risk Appetite Statement aligned to each of City's Strategic Goals and linked to the relevant Strategic Risk. The below table depicts the Risk Rating Scale that has been utilised to assess the risk appetite level for each Strategic Goal:

Risk Appetite Scale	
<b>ALARP*</b>	Risk must be reduced to as low as reasonably practical (ALARP*), with no appetite for accepting any increased level of risk. No tolerance for any breaches of controls or standards <i>*This is a principle notion rather than a rating.</i>
<b>LOW</b>	Some acceptance of low risks in this area however no appetite for substantive risks at any time
<b>MEDIUM</b>	Medium levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory
<b>HIGH</b>	Higher levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory

The updated RAS document (**Attachment 1**) which is presented for Council's adoption is intended to be reviewed in conjunction with the review of the Strategic Community Plan and the relevant strategic objectives.

Administration will continue to monitor the Risk appetite statements against new initiatives and risk assessments of relevance to ensure it aligns accordingly and within the approved risk appetite levels. Any deviation from the approved risk appetite level will be noted within the Risk Management considerations section of the relevant council report.

#### **Risk Assessment Criteria (Risk Tolerance)**

The Risk Assessment Criteria (**Attachment 2**) establishes categories and tolerance parameters for assessing risk in relation to their consequential impact and likelihood of occurrence in accordance with the Australian Standard for Risk Management, ISO 31000:2018.

Council's appetite for risk is articulated through the proposed Appetite Statements which make reference to the parameters and boundaries set within the Assessment Criteria in describing the amount of risk that the City is prepared to accept, tolerate, or be exposed to at any point in time which essentially reflects the City's tolerance for risk. These are intended to form the basis for Administration to assess risk.

In determining the level of impact that a risk may have on activities, risks are assessed against the 6 consequence criteria set out below:

- |                                 |                        |
|---------------------------------|------------------------|
| ❖ Management Systems/Operations | ❖ Financial/Commercial |
| ❖ Environment                   | ❖ Health and Safety    |
| ❖ Reputation/Community          | ❖ Governance           |

The Risk Assessment Criteria has been reviewed and feedback received has been incorporated and reflected in **Attachment 2** which is presented for Council's adoption.

## Consultation

Engagement in respect of the proposed Appetite Statements has been undertaken with contribution from all relevant internal stakeholders, Executive Leadership Team, Enterprise Risk Management Team, external consultants, benchmarked against other Local Governments and feedback and outputs from Council Members.

## Comment

Once the updated RAS and updated Risk Assessment Criteria Matrix have been adopted by Council, Administration will operationalise the suite of documents and initiate training for all relevant Administration staff. Further communication will be delivered throughout the City to socialise the updated documents to guide decision-making.

## 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-O16 Risk Management	Low
Accountability	Action Planning Option
Executive Manager Governance and Legal	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.

## Policy Implications

The City's existing Enterprise Risk Management Policy will be review and presented to Audit and Risk Committee and thereafter to Council for adoption.

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

That Council **ACCEPTS** the recommendation of the Audit and Risk Committee and:

1. **ADOPTS** the updated Risk Appetite Statement as set out in Attachment 1; and
2. **ADOPTS** the updated Risk Assessment Criteria as set out in Attachment 2.

*Attachments:*

1. [!\[\]\(79de0df6c6ddd2d4eb74f1cc5f48ec50\_img.jpg\)](#) Attachment 1 - Risk Appetite Statement 21/252348
2. [!\[\]\(d4c9768318b38eff1042b07478e20b4c\_img.jpg\)](#) Attachment 2 - Risk Assessment Criteria 19/216037

## RISK APPETITE STATEMENT - 2022

**Vision** A welcoming community, connected through local opportunities**Purpose** To create a strong community with local opportunities to participate, be active, feel secure, contribute and belong

Strategic Objective	Strategic Community Plan Context	Potential Strategic Risk Link	Council Risk Context
<b>Goal 1</b> An inclusive and accessible City with places and spaces that embrace all	In 2031, Wanneroo will be an exciting City where people feel included, valued and welcomed, with unique places and spaces appreciated and actively used by all. Wanneroo will be recognised and known for its variety of lifestyle choices and strong focus on the health and wellbeing of the people who live there. Age and ability will be no barrier, with accessible facilities and activities available to all who want to participate in recreation or by taking a journey of learning and discovery. Wanneroo will be a City where people have opportunities to come together, interact and connect with others at cultural, educational, social and sporting events, strengthening the sense of community and belonging.	ST-G09 LTFFP  ST-S23 Stakeholder Relationships  ST-S26 Resilient & Productive Communities	<b>In pursuit of strategic objective goal 1, we will accept a <b>Medium</b> level of risk. The recent pandemic has challenged our previous event delivery, place activation and community connection processes, and the City accepts that meeting community expectations in a more restrictive environment needs flexibility and innovation if community connection is to develop and grow in contrast to social and individual isolation.</b>  The City places a high priority on the importance of promoting, protecting and activating local areas including the beaches, bush land and open spaces to meet community expectations. As such, community engagement and community-led initiatives and ownership are an important focus in addition to building capacity for communities to be involved in inclusive place activations.  The City seeks to pursue initiatives that activate distinctive places and supports improvements made to local amenities that retain or complement natural landscapes within the built environment. Driven by the need to engage and provide flexible facilities, public spaces and programs for all, and a range of choices for people to actively learn and discover, the City will use the relevant data and information to accept a greater risk whilst still meeting public safety and health requirements.
<b>Goal 2</b> A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences	In 2031, Wanneroo will be a City with a strong cultural and historical identity that respects and celebrates the Aboriginal and global cultures that form its distinctive community. Places and spaces are enhanced by various art forms, developed by creative local people to provide engaging experiences that represent the City's varied cultures and heritage. Wanneroo will be a tourism destination of choice, with stunning natural attractions, significant Aboriginal and other heritage sites, and exceptional experiences for families and adventure seekers to actively explore or relax and unwind.	ST-G09 LTFFP  ST-S26 Resilient & Productive Communities	<b>In pursuit of strategic objective goal 2, we will accept a <b>Medium</b> level of risk. The City accepts this is required to protect priority cultural places, create 'unique' experiences and embrace the cultural diversity of our heritage in a way that is inclusive but challenges convention and historical thinking.</b>  The City acknowledges that success cannot be achieved in isolation and requires grant funding or additional funding and a collaborative approach, working with the community, government agencies and the broader business community to achieve outcomes that reflect cultural trends, community requirements and provide opportunities for people to enjoy unique experiences.
<b>Goal 3</b> A vibrant, innovative City with local opportunities for work, business and investment	In 2031, Wanneroo will be a City with a strong local economy where businesses, entrepreneurs and industries grow and thrive. Wanneroo will be seen as a great location to do business and invest, offering employment and skills development opportunities to local people so that they prosper. There will be strong business networks with enhanced collaboration and partnership working across private and public sectors, allowing local innovation to accelerate in the best business hubs in the region.	ST-G09 LTFFP  ST-S12 Economic Growth  ST-S23 Stakeholder Relationships	<b>In pursuit of strategic objective goal 3, we will accept a <b>Medium</b> level of risk, extended to <b>High</b> in the areas of where there may be Governance, Community / Reputation &amp; Financial / Commercial impacts. For the City to realise a future role as a self-sustainable, vibrant and viable business and corporate centre, the City recognises higher risk will be required to attract investors, build a contemporary environment which ensures regulation is efficient but effective and realise a higher return on investment for the City. It is recognised that land acquisitions, environmental development and management processes and community support could all be challenged in the short term to realise the future successful offset of longer-term strategic risk.</b>  The City is keen to develop strong economic hubs for growth and employment within the region and acknowledges that development initiatives require planning, due diligence, consultation and funding. To achieve the growth that will lead to jobs and investment, the City needs to work strategically with partners including investors to promote a clear vision and have the appetite to remove red tape where possible and appropriate.
<b>Goal 4</b> A sustainable City that balances the relationship between urban growth and the environment	In 2031, Wanneroo will be a City of natural beauty and variety appreciated by all, contributing to the overall sense of belonging people in the area have. The natural landscape is respected for its importance to future generations, with the growth and development of the City being balanced with the protection of the natural environment and social values. Wanneroo will be a place where natural resources are valued, and used effectively within the City's strong circular economy. It will be a City that addresses climate change, ensuring responsible planning to manage any future impacts and reducing the City's contribution to climate change.	ST-G09 LTFFP  ST-S06 Climate Change  ST-S23 Stakeholder Relationships  ST-S05 Water Availability	<b>In pursuit of strategic objective goal 4, we will accept a <b>Medium</b> level of risk. The nature of the City being 'pro-growth' means that commercial opportunities will be explored in areas identified for development, potentially challenging perceptions of the City as an environmental steward.</b>  The City is a 'pro-growth' council and acknowledges that in this rapidly changing environment, there is growing awareness, expectation and requirements that natural resources are conserved, alternative energy and water sources considered in planning and waste minimised. This is reflected in the heavily regulated 'development' environment, and the City strives to ensure stakeholders and interested parties are educated on the adaptation, intervention and mitigation strategies it undertakes.
<b>Goal 5</b> A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places	In 2031, Wanneroo will be a City developed to provide for all, and one that puts community at the heart of future design in creating affordable, liveable and connected places. Wanneroo will be a City where land is put to optimum use, providing housing choice and economic opportunities. The City will be travel friendly with balanced and sustainable transport choices to move around either by foot, bicycle, bus, car or train. Wanneroo will be a place that meets the expectations of the community by creating an exciting environment for people to live, work and recreate. Wanneroo will be a safe and secure City, allowing the people in the community to develop and thrive in a supportive and inspiring environment that builds local connection and shared experiences.	ST-G09 LTFFP  ST-S04 Integrated Infrastructure & Utility Planning  ST-S26 Resilient & Productive Communities	<b>In pursuit of strategic objective goal 5, we will accept a <b>Medium</b> level of risk, extended to <b>High</b> in the areas of Community / Reputation &amp; Financial / Commercial impacts. Shifting transport modes and usage in the City may require short term pain for longer term gain as the City supports the development, maintenance and connection of alternatives to car use (e.g. cycle ways) and the supporting infrastructure.</b>  The City acknowledges that to develop strong economic hubs and modes of sustainable transport changes (e.g. electric vehicles), it will need to promote Wanneroo as a place to visit, live and invest. This requires risk-based decision making to ensure funding and capital investment is made available to develop essential infrastructure. The benefits associated with these opportunities will outweigh the cost implications and will continue to deliver strong economic hubs and town centres, meeting the City's demographics and community expectations.

Risk Appetite Scale			
<b>ALARP*</b>	Risk must be reduced to as low as reasonably practical (ALARP*), with no appetite for accepting any increased level of risk. No tolerance for any breaches of controls or standards *Principle Notion (TBC)	<b>MEDIUM</b>	Medium levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory
<b>LOW</b>	Some acceptance of low risks in this area however no appetite for substantive risks at any time	<b>HIGH</b>	Higher levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory

## RISK APPETITE STATEMENT - 2022

Strategic Objective	Strategic Community Plan Context	Potential Strategic Risk Link	Council Risk Context
<b>Goal 6</b> A future focused City that advocates, engages and partners to progress the priorities of the community	In 2031, Wanneroo will be a City where all people have the opportunity to be heard and engaged with future development and decision making in the area. The City will be recognised for its approach to working with others, having developed meaningful relationships that benefit communities. Wanneroo will be a place where people feel informed about what is available to them and where communication is the main driver for interaction and participation, tailored to meet the needs of all people to increase the feeling of inclusion.	ST-G09 LTFP  ST-S23 Stakeholder Relationships  ST-S26 Resilient & Productive Communities	<b>In pursuit of strategic objective goal 6, we will accept a Medium level of risk extended to High in the areas of Community / Reputation, Financial / Commercial &amp; Management Systems / Operations impacts. This is required to address legacy ways of operating, support investment in the technology changes needed to deliver digital democracy, citizen engagement and involvement and move to more data-driven decision-making which may not align with Community sentiment or expectation.</b>  The City acknowledges that in order to provide high quality and accessible services to the community, it needs to be agile, consider partnership arrangements and understand the needs of the community to lead and remove obstructions. The City seeks innovative initiatives and/or activities that will strengthen its ability to provide uninterrupted essential services to the community.
<b>Goal 7</b> A well-governed and managed City that makes informed decisions, provides strong community leadership and values customer focused services	In 2031, Wanneroo will be a City that has a clear and shared future. It will be a City with open and informed decision-making, where all people have the opportunity to participate in issues that are important to them. Wanneroo will be a place reliably managed by those governing and will empower community leaders to assist in the development of the City's future. The City will be a place where regulations and rules are clear, understandable and responsive to ensure they meet the needs of the community. All people will be able to access data, information and services when they are needed.	ST-G09 LTFP  ST-S23 Stakeholder Relationships  ST-S25 Legislative Reform or Changes	<b>In pursuit of strategic objective goal 7, we will accept a Medium level of risk as the City balances the capacity of the community to fund services through robust cost-benefit analysis and pursues evidence-based decision making to be effective stewards of the Council and City for future generations.</b>  The City places a high priority on the importance of maintaining good governance and will seek to reduce to ALARP any acts or omissions by any party that jeopardises this. The City ensures effective systems and processes are developed and applied to realise its values and achieve good governance, but seeks to reduce unnecessary red-tape and bureaucracy whilst meeting all obligations. Decisions are aligned to policy to ensure compliance.

Summary

Goal	Environment	Health & Safety	Management Systems / Operations	Financial / Commercial	Community / Reputation	Compliance
1	ALARP	ALARP	Medium	Medium	Medium	Medium
2	ALARP	ALARP	Medium	Medium	Medium	Medium
3	ALARP	ALARP	Medium	High	High	Medium
4	ALARP	ALARP	Medium	Medium	Medium	Medium
5	ALARP	ALARP	Medium	High	High	Medium
6	ALARP	ALARP	High	High	High	Medium
7	ALARP	ALARP	Medium	Medium	Medium	ALARP (Medium)

Risk Appetite Scale			
ALARP*	Risk must be reduced to as low as reasonably practical (ALARP*), with no appetite for accepting any increased level of risk. No tolerance for any breaches of controls or standards *Principle Notion (TBC)	MEDIUM	Medium levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory
LOW	Some acceptance of low risks in this area however no appetite for substantive risks at any time	HIGH	Higher levels of risk are accepted subject to there being a full understanding of the potential benefits and risk, the required authorisation is obtained and the controls are fully in place and satisfactory



Risk Assessment Criteria						
Consequence Criteria						
Future Growth		Sustainability	Economic Development	Community		Innovation
Consequence ratings (based on the ‘worst credible case’, <u>NOT</u> the worst case scenario)						
Description	Environment  <i>Consideration for the environment – land, plant &amp; animal conservation &amp; preservation in order to provide a healthy &amp; sustainable natural &amp; built environment</i>	Health & Safety  <i>Consideration for continual healthy &amp; active living programs &amp; opportunities in order to provide healthy, safe, vibrant &amp; connected communities</i>	Management Systems/Operations  <i>Consideration for continual planning &amp; support to ensure infrastructure matches growth in order to provide for business growth &amp; diversity</i>	Financial / Commercial  <i>Consideration for cost implications in relation to providing progressive, connected communities that enable economic growth &amp; employment</i>  <i>Annual total budget or budget line item</i>	Community / Reputation  <i>Keeping the community informed &amp; maintaining strong relationships in working with others to ensure the best use of resources</i>	Governance  <i>Consideration for good governance and compliance with statutory requirements</i>
CATASTROPHIC	Severe and widespread environmental damage with long-term or irreversible effects	Multiple cases of loss of life  Multiple serious injuries  Life threatening injuries	Long term failure (>6months) of significant infrastructure and service delivery affecting most of the customer base. Ongoing external support of large scale required	>\$100M  66% or more	Reputation and standing of the City affected nationally and internationally Reputation impacted with majority of key stakeholders and/or termination in strategic/engagement partnerships	Breach(es) of statutory requirements affecting or causing the closure of core group or division operations or key business activities  Significant compliance issues
MAJOR	Localised environmental damage to specially protected environments with long-term effects (extensive restoration required)	Isolated case of loss of life and/or Permanent Disability  Multiple serious injuries  Life threatening injuries	Medium to long term (3 to 6 months) failure of significant infrastructure and service delivery affecting large parts of the customer base  Initial external support required	\$75M - \$100M  50% - < 66%	Embarrassment for the City including adverse national media coverage / reputation impacted with a significant number of stakeholders/ Breakdown in strategic/ engagement partnerships	Breach(es) of statutory requirements affecting core group or division operations or key business activities. Closure of non-core operations  Major compliance issues
MODERATE	Localised environmental damage to specifically protected environments with short term effects (extensive restoration required)	Multiple cases or individual case of Serious Physical or Psychological injury, requiring medical treatment	Infrastructure/systems failure that puts severe pressure on part of the customer services functioning for a medium to large area for a moderate period (1 to 3 months). Widespread inconveniences but no external support required	30M - \$75M  34% - < 50%	Management and or community concern, heavy local media coverage	Breach(es) of statutory requirements affecting non-core group or division operations or business activities. Possibly closure of non-core operations  Moderate compliance issues
MINOR	Localised environmental damage with short-term effects, one-off recovery effort required	Injury requiring first aid treatment	Infrastructure/systems failure impacts on part of customer services functioning over a small area for a short period (minimum of 4 days up to 1 month)  Localised inconvenience	10M - \$30M  15% - < 34%	Issue raised by Community and/or local press/ Minor, adverse local public or media attention & complaints. Some impact on the City's reputation with a small number of affected people	Breach(es) of statutory requirements affecting only a group or division  Minor compliance issues
LOW	Localised environmental damage with negligible effects, no recovery efforts required	Incident only no treatment required	Short term (<3 days) failure of infrastructure and service delivery  Limited disruption to public services	< \$10M  < 15%	Issue resolved promptly by day to day management processes/ Little or no stakeholder interest	Oversight in reporting activity that is under control. Requirement to self-report with no penalty



## Likelihood Ratings of Consequence

Likelihood Rating	Establish CONSEQUENCE, then assess the LIKELIHOOD of that level of consequence	Time Factor / Occurrence Frequency
<b>Almost Certain</b>	The City is currently exposed to this consequence	More than once every year
<b>Likely</b>	The City is expecting to be exposed to this consequence	Once every year
<b>Possible</b>	The City may or may not be exposed to this consequence	Once every 5 years
<b>Unlikely</b>	The City is not expecting to be exposed to this consequence	Once every 10 years
<b>Rare</b>	It would be an extraordinary occurrence if the City was exposed to this consequence	Less than once every 10 years

## Risk Rating Table

CONSEQUENCE	Catastrophic	Medium	High	High	Extreme	Extreme
	Major	Low	Medium	High	High	Extreme
	Moderate	Low	Medium	Medium	High	High
	Minor	Low	Low	Medium	Medium	High
	Low	Low	Low	Low	Low	Medium
		Rare	Unlikely	Possible	Likely	Almost Certain
<u>LIKELIHOOD</u>						

## Existing Controls Assessment

Rating	Description
<b>Optimised</b>	The control environment is fully effective, mature, has been so for a sustained period. Past performance gives us confidence that it has been designed and is operating effectively, providing a high level of confidence and assurance that the controls in place are operating effectively.
<b>Satisfactory</b>	The control environment is considered adequate but may have some inefficiencies. These are not considered to materially affect the control environment, improvements have been identified and are possible.
<b>Unsatisfactory</b>	There is limited or no confidence in the control environment (e.g. there is no management system in place, or the system in place is demonstrably ineffective) or the control environment is unknown.

Risk Tolerance Acceptance and Reporting Criteria				
Risk Rating	Criteria for Acceptance	Responsibility	Monitoring	Reporting*
Low	Risk is acceptable with Satisfactory Controls Assessment rating.  Manage by routine documentation.	Operational Leader (OL)	Annual risk review by OL	Annually to Manager
Medium	Risk is acceptable with Satisfactory Controls Assessment rating.  Review to ensure that appropriate treatment and controls are in place.	Manager	Quarterly risk review by Manager	Six monthly to Executive Leadership Team (ELT)
High	Risk is only acceptable with Optimised Controls Assessment rating and documented treatment plan.  Assess risk and manage to an As Low As Reasonably Practicable (ALARP) level.	Director / CEO	Quarterly risk review by Director / CEO	Quarterly to ELT, Audit & Risk Committee & Council
Extreme	Risk is unacceptable with instantaneous/immediate reporting.  Undertake an ALARP assessment and consider transfer of risk or risk avoidance options.	CEO / Council	Continually by CEO	Immediate notification to Elected Members Monthly Immediate reporting to ELT Subsequent reporting to Audit & Risk Committee and Council Meeting

\*NOTE: All Strategic risks, regardless of their risk rating, will be reported to Audit & Risk Committee and Council

## Governance & Legal

### CE02-06/22 Strategic Risk Register Update

File Ref: 2286V02 – 22/199284  
 Responsible Officer: Executive Manager  
 Attachments: Nil

#### Issue

To consider the recommendation of the Audit and Risk Committee to endorse the City's updated Strategic Risk profile.

#### Background

In accordance with the Term of Reference of the Audit and Risk Committee, the Committee is to review and oversee progress and updates on all Strategic Risks biannually and thereafter provide to Council for adoption of the Strategic Risk Profile. The Strategic Risk Register and risk profile was presented to the Audit and Risk Committee on 24 May 2022 for consideration. The Audit and Risk Committee recommends Council endorse the City's updated Strategic risk profile.

#### Detail

The City's current Strategic Risk Profile identifies 10 strategic risks that are monitored by the Audit and Risk Committee and with the profile reported to Council for endorsement. The Strategic Risk registers have been updated to include new or reviewed preventative and mitigating controls, taking into account the challenges the City had experienced in the past year from the COVID-19 pandemic and other external factors. As a result of the review the respective risk ratings have not changed.

#### Consultation

The Audit and Risk Committee reviews the City's Strategic Risk Register biannually.

#### Comment

The updated details of the City's Strategic Risk Profile are set out in the below. The Audit and Risk Committee has recommended for Council to endorse the City's Strategic risk profile.

#### Strategic Risks

Risk Title	Risk Description	Risk Rating
ST-G09 Long Term Financial Planning	Ineffectiveness in long term financial planning leads to poor financial management including efficiency and timing of service and asset provision impacting the City's sustainability	Moderate
ST-S04 Integrated Infrastructure & Utility Planning	Infrastructure is not delivered in a timely and coordinated way leading to issues with access and service levels and/or additional expenses	Low

Risk Title	Risk Description	Risk Rating
	(Not City of Wanneroo infrastructure)	
ST-S05 Water Availability	Ineffective City preparedness for potential reduced water availability impacts business and community service delivery	Moderate
ST-S06 Climate Change	Lack of preparedness to respond and adapt to climate change impacts leading to community and financial implications	Moderate
ST-S12 Economic Growth	Ineffective economic development intervention results in limited opportunity to create local employment opportunities impacting on the City's vision to create sustainable communities	Moderate
ST-S20 Strategic Community Plan	Inadequate strategic community planning results in misaligned strategies between the City and the Community	Low
ST-S23 Stakeholder Relationships	Ineffective engagement with stakeholders leads to lost opportunities and negatively impacts on the quality of the relationship	Low
ST-S24 Strategic Asset Management	Inadequate asset management processes and systems impacts on the City's ability to manage assets strategically	Moderate
ST-S25 Legislative Reform or changes	Lack of preparedness to accommodate Legislative reform changes impacts on the City's ability to deliver the CBP, stakeholder commitments and operational effectiveness requires diversion of resources from current priorities and activities	Moderate
ST-S26 Resilient and Productive Communities	Lack of planning to deliver healthy, safe, vibrant and connected communities impacts on the ability of the Community to have productive lives and (respond) recover from adversity.	Moderate

### Statutory Compliance

Implementation of Risk Management at the Strategic and Operational levels will assist the City to embed effective systems and processes for managing risk in line with the requirements of the *Local Government (Audit) 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
CO-O17 Risk Management	Low
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage

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

## Policy Implications

Nil

## Financial Implications

Nil

## Voting Requirements

Simple Majority

## Recommendation

**That Council ACCEPTS the recommendation of the Audit and Risk Committee and ENDORSES the Strategic Risk Profile as set out in the report.**

*Attachments: Nil*

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**CE03-06/22     Annual Delegated Authority Review 2021/2022**

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File Ref: 45159 – 22/182955  
Responsible Officer: Executive Manager  
Attachments: 2

**Issue**

To consider amendments to the City's Delegated Authority Register (the **Register**) as a result of the annual review required under the Local Government Act 1995 (the **Act**).

**Background**

Sections 5.18 and 5.46(2) of the Act require that the City's delegated statutory authorities are reviewed at least once each financial year by the delegator (Council and the CEO). The last annual review of the Register was undertaken in June 2021.

**Detail**

To satisfy the legislative requirement to undertake an annual review, Governance, in conjunction with delegated officers and the Executive, undertook to review: -

- relevant legislation to ensure the delegation remains current and compliant;
- drafting of delegation instruments to ensure clarity of intent and execution;
- whether the delegation and sub-delegation are to the appropriate officer level;
- whether there is a requirement for new delegations to improve efficiencies and subject to satisfactory documented guidance for consistent decision making;
- policies or procedures that support the delegation; and
- delegation instruments against the WALGA model templates delegation instruments.

**Consultation**

There was no consultation with external parties in relation to the content of this report.

**Comment**

Amendments to the Delegated Authority Register are shown in mark-up and although these appear numerous, many of the amendments relate to:-

- removing superfluous information;
- improving the terminology of the functions across the register for consistency;
- amendments to the titles of delegations for consistency across the register;
- update of legislative references where required; and
- the removal of procedural information that is provided in more detail through legislation or policy.

Some parts of the Register included summaries of the current applicable regulations. These summaries have been removed but the references to the relevant regulations have been retained. A key benefit of this approach is that it encourages staff to ensure that they refer to the current version of the relevant regulation, rather than the summary in the Register, which may become outdated. This approach is also consistent with WALGA's Best Practice Model.

In some cases, it was noted that a number of delegations included conditions placed on a delegation by Council that are in fact legislative requirements and are not discretionary. These



references have been moved to the section relating to “Compliance Links” which is a more appropriate location.

In addition, for a streamlined listing of delegations, the **Health (Miscellaneous Provisions) Act 1911 – Appointment and Authorisation of Deputy** delegation has been moved to align with other delegations related to the Public Health Act. The **Financial Hardship – Agreement as to Payment and Grant of a Concession on Council Rates and Service Charges** has been moved to align with other delegations relating to rates. These changes are not reflected in mark up and there are no changes to the content of these delegations.

The amendments referred to above are not material to the context and intent of the delegation. For ease of reference, **Attachment 1** provides a summary of those amendments proposed that are not administrative and a complete marked-up version of the Delegated Authority Register is shown at **Attachment 2**.

## Statutory Compliance

The Act provides for the delegation of certain powers and duties of Council to the CEO who may, (unless prohibited by Council's instrument of delegation or the respective legislation), further on-delegate powers and duties to employees. A power can only be delegated if it exists under legislation, and the legislation allows the delegation to take place.

- *Section 5.42* of the Act prescribes that Council may delegate functions or duties to the CEO and *Section 5.43* prescribes the limitations on such delegations.
- *Section 5.44* of the Act prescribes that the CEO may delegate powers and duties vested in their office and sub-delegate powers and duties delegated to the office of CEO to other local government employees.

All delegations made by Council must be by absolute majority as prescribed by *Section 5.42* of the Act. In accordance with *Section 59* of the *Interpretation Act 1984* and the requirements of *Sections 5.16 and 5.42* of the Act, the City is required to record statutory delegated authorities in written instruments of delegation contained in the City's Register.

## Strategic Implications

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

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

*7.1 - Clear direction and decision making*

## Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Low
Accountability	Action Planning Option
Executive Manager Governance & Legal	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 through the development of policies and procedures are in place to accept and manage this risk.

## Policy Implications

Policies and Procedures will be updated where they are impacted in changes to delegations.

## Financial Implications

Nil

## Voting Requirements



Absolute Majority

## Recommendation

That Council:-

1. **ACCEPTS** the review of the City of Wanneroo Delegated Authority Register as required in accordance with sections 5.18 and 5.46(2) of the *Local Government Act 1995*; and
2. **ADOPTS BY ABSOLUTE MAJORITY** the City's Delegated Authority Register as shown at Attachment 2 accepting all marked up amendments.

### Attachments:

- |   |   |           |
|---|---|-----------|
| 1  | ATTACHMENT 1 - Summary of Proposed Changes - Delegated Authority Review | 22/199331 |
| 2  | ATTACHMENT 2 - Annual Delegated Authority Register 2021/2022 - Review   | 22/77191  |



## Summary of Changes to Delegated Authority Register 2021/2022 Review

Del. No.	Title	Summary of Proposed Change	Reason
1.1.6	Confiscated or Uncollected Goods	Proposed new function: "Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46]"	Alignment with WALGA Best Practice Model. If not included, these types of decisions would need to be referred to Council. This additional function provides for administrative efficiencies.
1.1.7	Disposal of Sick or Injured Impounded Animals	Removal of function: "Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48]."	This is covered in delegation 1.1.6 and does not relate to humanely destroying an animal.
1.1.11	Tenders for Goods and Services – Call for Tenders	Proposed new function: "Authority to invite tenders although not required to do so [F&G r.13]"  Addition of reference to the Long Term Financial Plan in Council's Condition:- "Tenders can only be invited for those goods and services identified in the Long Term Financial Plan and the Annual Budget, the Corporate Business Plan or separately approved by Council."	The Local Government (Functions and General) Regulations 1996 provide for when tenders have to be publically invited as well as the requirements when local governments may invite tenders but are not required to do so. This function has been added to an existing delegation to align with the WALGA Best Practice Model.
1.1.13	Choice of Most Advantageous Tender	Proposed new function: "Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]."	Alignment with WALGA Best Practice Model and to provide for administrative efficiencies in the tender process.
1.1.34	Council Member, Committee Member and Candidate Code of Conduct Complaints	<b>NEW DELEGATION</b> Authority to dismiss a Council Member, Committee Member and Candidate Code of Conduct Division 3 Complaint if satisfied that - (a) The behaviour to which the complaint relates occurred at a council meeting; and (b) Either – (i) the behaviour was dealt with by the person presiding at the meeting; or	This delegation gives effect to clause 5.7 of the Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy.



## Summary of Changes to Delegated Authority Register 2021/2022 Review

Del. No.	Title	Summary of Proposed Change	Reason
		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.	
1.2.4	Information to be available to the public	Functions 1, 2 and 4 have been deleted.	These provisions in the Local Government Act 1995 have been repealed. The Act amendments now provide clarity in regard to whether the public may access unconfirmed minutes or those documents that are presented under confidential provisions.
2.1.5	Referrals and Issuing Certificates	<b>NEW DELEGATION</b> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the City of Wanneroo's District [s.145A(2)].	Alignment with WALGA Best Practice Model. Function 1 will enable the City to, during times of peak load, outsource assessments of uncertified building applications to a third party (qualified private building surveyors) for the efficient and timely assessment of these applications. Function 2 will enable the City to provide a service to other local governments to assist should they need to outsource the issuing of certificates for design, construction or building compliance.
2.2.2	Variation of Restricted and Prohibited Burning Times	Function amended to separate the prohibited and restricted burning functions and to refer to CALM Act Officers. 1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)]. 2. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)].	Alignment with WALGA Best Practice Model. The function previously referred to consulting with CALM Act Officers only if the prohibited or restricted burning times related to forest land. Legislation however states that CALM Act Officers should be consulted if there is forest land within the district. This is always required for the City of Wanneroo.
2.5.5	Debt Recovery and Prosecutions	<b>NEW DELEGATION</b> 1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of	Alignment with WALGA Best Practice Model This will assist Administration if the need arises to store and/or destroy seized food, to recover costs

**Summary of Changes to Delegated Authority Register  
2021/2022 Review**

Del. No.	Title	Summary of Proposed Change	Reason
		any subsequent proceedings in a court of competent jurisdiction [s.54(3). 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].	and initiate legal proceedings for an offence under s.125 of the Food Act.



## CONSOLIDATED DELEGATED AUTHORITY REGISTER

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**NOTE:** ~~No~~ City of Wanneroo Committees ~~have~~ ~~has been~~ ~~no~~ delegated ~~any~~ decision making authority.

## 1 LOCAL GOVERNMENT ACT 1995

### 1.1 COUNCIL TO CEO

#### 1.1.1 AUTHORITY TO MAKE DECISIONS ON BEHALF OF THE CITY DURING COUNCIL RECESS.

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	To make decisions on behalf of the City during Council recess.		
<b>Statutory Power being Delegated:</b>	The powers and duties of the City under the Local Government Act 1995.		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council’s Conditions on Delegation:</b>	The delegation is subject to any decisions being made by agreement with the Mayor (or in their absence the Deputy Mayor).  Those matters prescribed in Section 5.43 of the Local Government Act 1995 are exempt.		
<b>Statutory Power to Sub-Delegate:</b>	Nil		
<b>CEO’s Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
<b>CEO’s Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	A report on those decisions made is to be provided to Council at the conclusion of the delegation period.		
<b>Compliance Links</b>	<i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. CE06-05/17	6.	11.	
2. CE01-06/18	7.	12.	
3.	8.	13.	
4.	9.	14.	

## 1.1.2 PERFORMING FUNCTIONS OUTSIDE THE DISTRICT

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.20(1) Performing functions outside district
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	1) This delegation is not to be sub-delegated.  2) A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant budget allocation and the performance of the functions does not negatively impact service levels within the District.  Where these conditions are not met, the matter must be referred for Council decision.
<b>Statutory Power to Sub-Delegate:</b>	N/A
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of actions taken are to be recorded on the appropriate file or record and a report presented to Council at its next ordinary meeting.
<b>Compliance Links</b>	<i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. CE03-06/21	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

## 1.1.3 COMPENSATION FOR DAMAGE INCURRED WHEN PERFORMING FUNCTIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<div>1. <del>In accordance with the s.3.22 a</del>Assess and determine the extent of damage arising through the performance by the local government of its functions under the Local Government Act 1995 and make payment of compensation [s.3.22(1)].</div> <div>2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.</div>	
<b>Statutory Power being Delegated:</b>	Local Government Act 1995 s.3.22(1) Compensation s.3.23 Arbitration	
<b>Power is originally assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	Local Government Act 1995 s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council's Conditions on Delegation:</b>	Delegation is limited to settlements which do not exceed \$20,000	
<b>Statutory Power to Sub-Delegate:</b>	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees	
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Nil	
<b>CEO's Conditions on Sub-delegation:</b>	N/A	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of decisions are to be recorded on the appropriate file or record and Council Members to be notified through the Council Members Hub.	
<b>Compliance Links</b>	Financial Interest Return required - Yes	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.	11.
2. CE03-06/21	7.	12.
3.	8.	13.
4.	9.	14.

**1.1.4 APPOINTMENT OF AUTHORISED PERSONS REFER DELEGATION 1.2.7****1.1.51.1.4 POWERS OF ENTRY**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"><li>1. Authority to exercise powers of entry to enter onto land to perform any of the Local Government functions under this Act, other than entry under a Local Law [s.3.28].</li><li>2. Authority to give notice of entry [s.3.32].</li><li>3. Authority to seek and execute an entry under warrant [s.3.33].</li><li>4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)].</li><li>5. Authority to give notice and effect of entry by opening a fence [s.3.36].</li></ol>		
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.28 – Enter Land s.3.32 – Notice of Entry s.3.33 – Entry under warrant s.3.34 – Entry in an emergency s.3.36 – Opening fences		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	Nil		
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Manager Health & Compliance Manager Community Safety & Emergency Management Manager Parks & Conservation <a href="#">Maintenance Management</a> Manager Asset Maintenance Manager Approval Services Manager Waste Services		
<b>CEO's Conditions on Sub-delegation:</b>	Nil		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of the notice must be recorded in the appropriate record.		
<b>Compliance Links</b>	<i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. Annual Review – May 2014	6. 18/274278	11.	
2. CE06-05/17	7. 19/376416	12.	
3. 07/02/18 Administrative	8. 19/394864	13.	
4. CE01-06/18	9. CE03-06/21	14.	



**1.1.61.1.5 DECLARING A VEHICLE TO BE AN ABANDONED VEHICLE WRECK**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)]	
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.40A(4) Abandoned vehicle wreck may be taken	
<b>Power is originally assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council's Conditions on Delegation:</b>	Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.1. <del>76</del> <del>Disposing of</del> Confiscated or Uncollected Goods or alternatively, referred for Council decision.	
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees.	
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Manager Community Safety and Emergency Management Coordinator Community Safety	
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The declaration is to be recorded in <u>the</u> appropriate record to meet legislative requirements.	
<b>Compliance Links</b>	<i>Financial Interest Return required - Yes</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/196797	6.	11.
2. CE01-06/18	7.	12.
3. 18/274278	8.	13.
4.	9.	14.

#### 1.1.71.1.6 ~~DISPOSING OF~~ CONFISCATED OR UNCOLLECTED GOODS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li><del>1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46]</del></li> <li>2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47].</li> <li><del>23.</del> Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<del>1. Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Regulation 30 of the Local Government (Functions and General) Regulations 301996, be disposed of by any means considered to provide best value, provided the process is transparent and accountable; and</del>  2. <del>In accordance with the Disposal of Property other than Land and Buildings Management Procedure</del> 3.1.
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Director Planning & Sustainability Manager Health & Compliance Manager Community Safety and Emergency Management Coordinator Community Safety
<b>CEO's Conditions on Sub-delegation:</b>	<del>Subject to the conditions on delegation to the CEO.</del> Nil
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The sale or disposal of goods or vehicles is to be recorded in the appropriate record.
<b>Compliance Links</b>	<del>Disposal of Property Other Than Land and Buildings Management Procedure</del> <del>Local Government (Functions and General) Regulations 1996</del>

	<u>r.30 Dispositions of property excluded from s.3.58 of the <i>Local Government Act 1995</i> s3.58</u>	
	<i>Financial Interest Return required - Yes</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/196797	6.	11.
2. CE01-06/18	7.	12.
3. 18/274278	8.	13.
4.	9.	14.

**1.1.81.1.7 DISPOSAL OF SICK OR INJURED IMPOUNDED ANIMALS**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to determine <del>when an</del> <u>that an</u> impounded animal is ill or injured <u>to such an extent</u> , that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]-  <del>1. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].</del>
<b>Statutory Power being Delegated:</b>	Local Government Act 1995 s.3.47A Sick or injured animals, disposal of <del>s.3.48 Impounding expenses, recovery of</del>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	Local Government Act 1995 s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Manager Community Safety and Emergency Management Coordinator Community Safety
<b>CEO's Conditions on Sub-delegation:</b>	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The details of sick or injured animals disposed of are to be recorded in the appropriate record.
<b>Compliance Links</b>	<u>Local Government Act 1995</u> <u>s.3.47A(2)(b)(i) Take reasonable steps to notify the owner</u>  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/196797	6. 18/274278
2. 16/254349	7.
3. CE01-06/18	8.
4. 18/203840	9.
	11.
	12.
	13.
	14.

**4.1.91.1.8 CLOSE THOROUGHFARES TO VEHICLES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)].</li> <li>2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so <del>to:</del> <ul style="list-style-type: none"> <li>• <del>g</del>Give <del>local</del> public notice; <del>written notice to the Commissioner of Main Roads and</del></li> <li>• <del>written notice to prescribed persons and persons that own prescribed land; and</del></li> <li>• <del>consider submissions relevant to the road closure/s proposed; and</del></li> <li>• <del>provide a copy of the public notice to the Commissioner of Main Roads;</del> [s.3.50(1a), (2) and (4)].</li> </ul> </li> <li>3. Authority to revoke an order to close a thoroughfare [s.3.50(6)].</li> <li>4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]</li> <li>5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	The permanent closure of thoroughfares to be referred to Council for determination
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning & Sustainability  For Function 4 - Partial Closures only:-  Manager Asset Maintenance Manager Infrastructure Capital Works

	Manager Land Development Manager Parks and Conservation Management		
CEO's Conditions on Sub-delegation:	As per Council's conditions to the CEO		
Record Keeping Statement (LGA 1995) s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p>Action taken to close thoroughfares (not partial closures for repairs or maintenance) must be recorded in the appropriate register and elected members advised accordingly.</p> <p>Details of partial closures for repairs or maintenance to be recorded on the appropriate record.</p>		
Compliance Links	<ul style="list-style-type: none"><li>• If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].</li><li>• Maintain access to adjoining land [s.3.52(3)];</li></ul> <p><i>Financial Interest Return required – Yes</i></p>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE01-06/18		6.	
2. 18/203840		7.	
3. 18/306398		8.	
4.		9.	
		11.	
		12.	
		13.	
		14.	



**1.1.101.1.9 CONTROL OF RESERVES AND CERTAIN UNVESTED FACILITIES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)].</li> <li>2. Authority to do anything for the purpose of controlling and managing land under the control and management of the City of Wanneroo that the City of Wanneroo could do under s.5 of the <i>Parks and Reserves Act 1895</i>. [s.3.54(1)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Director Assets
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of actions taken are to be recorded on the appropriate file or record and a report presented to Council at its next ordinary meeting.
<b>Compliance Links</b>	<i>Parks and Reserves Act 1895</i> <i>Land Administration Act 1997</i>  <i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 18/203840	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

#### 1.1.11.1.10 DETERMINING THAT TENDERS DO NOT HAVE TO BE INVITED FOR THE SUPPLY OF GOODS AND SERVICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement [F&G r.11 (2)(f)].		
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.11(2)(f) When tenders have to be publicly invited		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	1. The determination is to be supported by a detailed report; and 1.2. Subject to the requirements and conditions of Council's Purchasing Policy.		
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Nil		
<b>CEO's Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The determination is to be recorded in the appropriate record.		
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a> <a href="#">Local Government (Functions and General) Regulations 1996</a> City of Wanneroo Purchasing Policy Procurement Corporate Guideline  Financial Interest Return required - Yes		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. CE01-06/18		11.	
2.		12.	
3.		13.	
4.		14.	
6.			
7.			
8.			
9.			

### 1.1.121.1.11 TENDERS TO BE INVITED FOR CERTAIN CONTRACTSTENDERS FOR GOODS AND SERVICES – CALL FOR TENDERS

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li>1. <u>Authority to call tenders [F&amp;G r.11(1)].</u></li> <li>2. <u>Authority to invite tenders although not required to do so [F&amp;G r.13].</u></li> <li>3. <u>Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&amp;G r.14(2a)].</u></li> <li>4. <u>Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&amp;G r.14(5)].</u><del>Prior to tenders being publicly invited, the determination, in writing, of the criteria for deciding which tender should be accepted; and</del></li> </ol> <p><del>Publicly invite tenders before entering into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000.</del></p> <p><del>Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&amp;G r.14(5)].</del></p>
<p><b>Statutory Power being Delegated:</b></p>	<p><i>Local Government Act 1995</i> s.3.57(1) Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.11(1), (2) When tenders have to be publicly invited <u>r.13 Requirements when local governments invite tenders though not required to do so</u> r.14 (2a) &amp; (5) Publicly inviting tenders, requirements for.</p>
<p><b>Power is originally assigned to:</b></p>	<p>Local Government</p>
<p><b>Statutory Power of Delegation:</b></p>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p>
<p><b>Power Delegated to:</b></p>	<p>Chief Executive Officer</p>
<p><b>Council's Conditions on Delegation:</b></p>	<p>Tenders can only be invited for those goods and services identified in the <u>Long Term Financial Plan and the Annual Budget, Corporate Business Plan or separately approved by Council</u> <del>and is subject to the requirements and conditions of Council's Purchasing Policy.</del></p> <p>Acceptance of the most advantageous tender is subject to <u>Section 3.57(1) of the Local Government Act 1995 (s.3.57(1), Regulation 11(1) of the Local Government (Functions and General) Regulations 1996 (r.11(1)) and Delegation 1.1.14.</u></p> <p><del>Subject to the requirements and conditions of Council's Purchasing Policy.</del></p>

<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Functions 1 to 3</u> All Directors  <u>Function 34</u> Manager Contracts & Procurement <del>is appointed for the purposes of Function 3 only.</del>		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The invitation to tender is to be entered into the Tender Register in the manner prescribed.		
<b>Compliance Links</b>	<u>Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</u> <u>Local Government (Functions and General) Regulations 1996</u> City of Wanneroo Purchasing Policy Procurement Corporate Guideline  Financial Interest Return required – Yes		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. CE01-06/18		11.	
2. 18/313146		12.	
3. 18/306398		13.	
4. 19/394864		14.	

### 1.1.131.1.12 EXTENSION OF CONTRACTS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).</a> <del>Subject to the terms of the existing contract, approve an extension to a contract.</del>		
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995:</a> <a href="#">s.3.57 Tenders for providing goods or services</a> <i>Local Government (Functions &amp; General) Regulations 1996</i> r.11(2)(j) When tenders have to be publicly invited		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	Subject to the: <ul style="list-style-type: none"><li>tender specifying the provisions of the option term;</li><li>contract providing for the extension;</li><li>extension being on the same terms and conditions as the last year of the original term but does allow for price increases in line with the contract provisions (if any) for price.</li></ul>		
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers or duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of the extension must be recorded in the appropriate record.		
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a> <del><a href="#">Local Government (Functions and General) Regulations 1996</a></del> <i>Contract Management Corporate Guideline</i>  <i>Financial Interest Return required – Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. CE01-06/18	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

**1.1.141.1.13 CHOICE OF MOST ADVANTAGEOUS TENDER**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. <u>Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&amp;G.r.18(2)]. To consider the most advantageous tender to accept by means of a written evaluation of the extent of which each tender satisfies the criteria and has not been rejected in accordance with Regulations 18(1), 18(2) or 18(3) of the Local Government (Functions and General) Regulations 1996.</u></li> <li>2. <u>Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&amp;G r.18(4a)].</u></li> <li>3. <u>Authority to assess, by written evaluation, tenders that have not been rejected, to determine:</u> <ol style="list-style-type: none"> <li>i. <u>The extent to which each tender satisfies the criteria for deciding which tender to accept; and</u></li> <li>ii. <u>To accept the tender that is most advantageous.[F&amp;G r.18(4)].</u></li> </ol> </li> <li>4. <u>Authority To decline to accept any tender [F&amp;G r.18(5)].</u></li> </ol>
<b>Statutory Power being Delegated:</b>	<u>Local Government Act 1995:</u> <u>s.3.57 Tenders for providing goods or services</u> <i>Local Government (Functions and General) Regulations 1996</i> r.18 <u>(2), (4), (4a) &amp; (5)</u> Rejecting and accepting tenders
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer.
<b>Council's Conditions on Delegation:</b>	Function <del>3</del> 4 is subject to a provision in the adopted Annual Budget and / or the Long Term Financial Plan and limited to: <ul style="list-style-type: none"> <li>• Tenders resulting from the expiry of a recurring contract - \$5 million (life of contract).</li> <li>• Supply of plant and equipment - to a maximum amount of \$2,000,000.</li> <li>• All other tenders - to a maximum amount of \$1,000,000.</li> </ul>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function.</u> <u>All Directors (execution of contractual documents only)</u> <u>Function 2 only</u>



	<u>Manager Contracts and Procurement</u>  <del>Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function providing that the Director is not the same Director making the recommendation to the CEO.</del>
<b>CEO's Conditions on Sub-delegation:</b>	<u>The approving Director is not to be the same Director making the recommendation.</u>  <u>Once the tender has been accepted, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender.</u> <del>Once the tender has been accepted by the CEO or Director, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender in accordance with the City's Execution of Documents Policy.</del>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Acceptance must be recorded in the appropriate record and in the Tender Register as required by Regulation 17 of the <i>Local Government (Functions and General) Regulations 1996</i> .
<b>Compliance Links</b>	<u><a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a></u>  <u><a href="#">Local Government (Functions and General) Regulations 1996 Delegation 4.5.4 – Execution of Documents</a></u> <i>City of Wanneroo Execution of Documents Policy and Management Procedure</i> <u><a href="#">City of Wanneroo Purchasing Policy</a></u> <i>Procurement Corporate Guideline</i>  <i>Financial Interest Return required - Yes</i>

Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE04-12/16	6. CE01-04/20	11.
2. 16/421025	7. CE02-06/20	12.
3. 17/335505	8.	13.
4. CE01-06/18	9.	14.

**1.1.151.1.14 MINOR VARIATION IN GOODS OR SERVICES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract [F&amp;G r.20(1) and (3)].</a> <del>With the approval of the tenderer, make a minor variation in a contract for goods or services before entering into the contract with the successful tenderer.</del>		
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995:</a> <a href="#">s.3.57 Tenders for providing goods or services</a> <i>Local Government (Functions and General) Regulations 1996</i> r.20(1), <a href="#">(3)</a> Variation of requirements before entry into contract		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	That the variation is minor having regard to the total goods or services that tenderers were invited to supply		
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors - \$10,000		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Details of the minor variation must be recorded in the appropriate record.		
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a>  <i>City of Wanneroo Purchasing Policy</i> <i>Procurement Corporate Guideline</i>  <i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. CE01-06/18		11.	
2.		12.	
3.		13.	
4.		14.	
6.			
7.			
8.			
9.			

**1.1.161.1.15 SELECTING THE NEXT MOST ADVANTAGEOUS TENDER**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<u>Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&amp;G r.20(2)]. If the successful tenderer is unwilling or unable to accept the contract with the variation or the local government and the tenderer cannot reach agreement, select the next most advantageous tenderer.</u>
<b>Statutory Power being Delegated:</b>	<u>Local Government Act 1995:</u> <u>s.3.57 Tenders for providing goods or services</u> Local Government (Functions and General) Regulations 1996 r.20(2) Variation of requirements before entry into contract
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	Local Government Act 1995 s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Subject to:- <ul style="list-style-type: none"> <li><del>r.20(2) of the Local Government (Functions and General) Regulations 1996; and</del></li> <li>A provision in the adopted Annual Budget and / or the Long Term Financial Plan and limited to: <ul style="list-style-type: none"> <li>Tenders resulting from the expiry of a recurring contract - \$5 million (life of contract).</li> <li>Supply of plant and equipment - to a maximum amount of \$2,000,000.</li> <li>All other tenders – to a maximum amount of \$1,000,000.</li> </ul> </li> </ul>
<b>Statutory Power to Sub-Delegate:</b>	Local Government Act 1995 s.5.44 CEO may delegate some powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function.</u> <del>All Directors (execution of contractual documents only)</del>  <del>Where the CEO has a conflict of interest that precludes the CEO from exercising this delegation of authority, the CEO delegates to a Director the authority to exercise this function providing that the Director is not the same Director making the recommendation to the CEO.</del>
<b>CEO's Conditions on Sub-delegation:</b>	<u>The approving Director is not to be the same Director making the recommendation.</u>  <u>Once the tender has been accepted, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender.</u>

	Once the tender has been accepted by the CEO or Director, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender in accordance with the City's Execution of Documents Policy.	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Acceptance must be recorded in the appropriate record and in the Tender Register as required by regulation 17 of the Local Government (Functions and General) Regulations 1996.	
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a>  <del>Delegation 4.5.4 – Execution of Documents</del> City of Wanneroo Execution of Documents Policy and Management Procedure <a href="#">City of Wanneroo Purchasing Policy</a> Procurement Corporate Guideline  Financial Interest Return required - Yes	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.	11.
2. CE01-06/18	7.	12.
3.	8.	13.
4.	9.	14.

#### 1.1.171.1.16 SEEKING EXPRESSIONS OF INTEREST FOR GOODS AND SERVICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&amp;G r.21].</li> <li>2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&amp;G r.23].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Sub-delegation for Function 1 only:</u> All Directors Director Assets Director Corporate Strategy & Performance
<b>CEO's Conditions on Sub-delegation:</b>	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of the expression of interest sought, received and accepted must be recorded in the appropriate record and in the Tender Register as required by Regulation 17 of the <i>Local Government (Functions and General) Regulations 1996</i> .
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a> <a href="#">Local Government (Functions &amp; General) Regulations 1996</a> City of Wanneroo Purchasing Policy Procurement Corporate Guideline  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 18/203840	7.
3. 18/313146	8.
4. 19/394864	9.
	11.
	12.
	13.
	14.

### 1.1.181.1.17 VARIATION TO CONTRACT FOR THE SUPPLY OF GOODS AND SERVICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract. Vary a contract with the successful contractor for the supply of goods and services in accordance with Regulation 21A of the Local Government (Function and General) Regulations 1996.</a>
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.3.57 Tenders for providing goods or services</a> <i>Local Government (Function and General) Regulations 1996</i> r .21A Varying a contract for the supply of goods or services
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers or duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Manager Asset Maintenance Manager Infrastructure Capital Works Manager Parks & Conservation Management Manager Waste Services
<b>CEO's Conditions on Sub-delegation:</b>	The amount of the variation limited to the sub-delegates purchasing approval limit; and  The amount of the variation must be within the approved budget.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of the variation must be recorded in the appropriate record.
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a>  City of Wanneroo Purchasing Policy Procurement Corporate Guideline Contracts Management Corporate Guideline  Financial Interest Return Required – Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 17/102900	6.
2. CE01-06/18	7.
3. 19/394864	8.
4.	9.
	11.
	12.
	13.
	14.



**4.1.191.1.18 PANELS OF PRE-QUALIFIED SUPPLIERS FOR GOODS AND SERVICES**

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li>1. Authority to establish a panel of pre-qualified suppliers to supply particular goods or services [F&amp;G r.24AB].</li> <li>2. Authority to determine that there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&amp;G r.24AC(1)(b)].</li> <li>3. Authority to determine, before inviting submissions, the written criteria for deciding which application should be accepted for inclusion in a panel of pre-qualified suppliers [F&amp;G r.24AD(3)].</li> <li>4. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to ensure that each person who has enquired or submitted an application is provided notice of the variation [F&amp;G r.24AD(6)].</li> <li>5. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified, but fails to comply with any other requirement specified in the invitation [F&amp;G r.24AH(2)].</li> <li>6. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept, and decide which applications to accept as most advantageous [F&amp;G r.24AH(3)].</li> <li>7. Authority to request clarification of information provided in a submission by an applicant [F&amp;G r.24AH(4)].</li> <li>8. Authority to decline to accept any application [F&amp;G r.24AH(5)].</li> <li>9. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&amp;G r.24AJ(1)].</li> </ol>
<p><b>Statutory Power being Delegated:</b></p>	<p><a href="#"><u>Local Government Act 1995</u></a>  <a href="#"><u>s.3.57 Tenders for providing goods or services</u></a>  <i>Local Government (Functions and General) Regulation 1996</i>  r.24AB Local government may establish panels of pre-qualified suppliers  r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers  r.24AD(3) &amp; (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers  r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers  r.24AJ(1) Contracts with pre-qualified suppliers</p>
<p><b>Power is originally assigned to:</b></p>	<p>Local Government</p>

<b>Statutory Power of Delegation</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to CEO		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	In accordance with s.5.43, panels of pre-qualified suppliers may only be established, where the total consideration under the resulting contract is included in the adopted Annual Budget; and  <a href="#">Subject to compliance with the City's Purchasing Policy</a>		
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers or duties to other employees		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Executive Manager Governance & Legal Manager Contracts & Procurement		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to:-  a) The conditions on delegation to the CEO; and  b) Individual contracts entered into with prequalified suppliers in accordance with <b>F</b> function 9 not exceeding \$500,000 for Directors and \$250,000 for the Executive Manager Governance & Legal; and  c) Manager Contracts & Procurement is only delegated the authority to undertake <b>f</b> Functions 4 and 7 to vary a panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to provide each person who has enquired or submitted an application notice of the variation.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of the panel and any actions taken by the panel are to be recorded in the appropriate record.		
<b>Compliance Links</b>	<a href="#">Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</a>  <a href="#">City of Wanneroo Purchasing Policy</a> <a href="#">Procurement Corporate Guideline</a> <a href="#">Contract Management Corporate Guideline</a>  <i>Financial Interest Return Required – Yes</i>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CS05-05/17		11.	
2. CE01-06/18		12.	
3. 18/203840		13.	
4. CE01-08/18		14.	

#### 1.1.201.1.19 DISPOSING OF PROPERTY (PUBLIC AUCTION, PUBLIC TENDER OR PRIVATE TREATY)

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>Authority to dispose of property to: <ol style="list-style-type: none"> <li>to the highest bidder at public auction [s.3.58(2)(a)].</li> <li>to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)]</li> </ol> </li> <li>Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.58(2) & (3) Disposing of Property
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Subject to: <ol style="list-style-type: none"> <li>The disposal of property being less than \$250,000, except for land.</li> <li>The disposal of land by sale being: <ol style="list-style-type: none"> <li>identified in the City's Annual Budget and valued up to \$600 000 excluding GST; or</li> <li>based on two independent market valuations engaged by the City, for an amount not exceeding \$250 000.</li> </ol> </li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets - \$150,000 Director Corporate Strategy & Performance - \$150,000 Manager Asset Maintenance - \$50,000 Manager Contracts & Procurement \$50,000 Manager Property Services \$150,000

<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO. The delegation to the Manager Property Services is for the disposal of land only.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the transaction including copies of the advertisements to be recorded on the appropriate record and or register.		
<b>Compliance Links</b>	<u>Local Government Act 1995</u> <u>s.3.58 Disposing of Property</u> <del>Section 3.58 of the Local Government Act 1995</del> <u>City of Wanneroo</u> Strategic Land Policy and Management Procedure <u>City of Wanneroo</u> Disposal of Property other than Land and Buildings Management Procedure  Financial Interest Return required - Yes		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. CE06-05/17	6.	11.	
2. CE01-06/18	7.	12.	
3. 19/394864	8.	13.	
4.	9.	14.	

**4.1.211.1.20 DISPOSING OF PROPERTY (LAND) BY LEASE OR LICENCE**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority for the disposal of property (Land) by lease or licence.
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.58 Disposing of Property
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>The grant of a lease or licence in relation to:</p> <ol style="list-style-type: none"> <li>1. freehold land owned by the City; or</li> <li>2. crown land managed/leased by the City; is further subject to: <ul style="list-style-type: none"> <li>• Disposal by Lease: <ol style="list-style-type: none"> <li>a) The disposal of property by lease being subject to: <ol style="list-style-type: none"> <li>i. The lease being in accordance with the City's Leasing Policy (as then applicable);</li> <li>ii. The term of the lease being no greater than ten (10) years (including option periods);</li> <li>iii. The rental fee payable being no greater than \$75,000 (plus GST) per annum during the initial year of the lease term (exclusion of any rental incentives or abatements); and</li> <li>iv. The area leased being no greater than 1500m<sup>2</sup>.</li> </ol> </li> <li>b) An agreement to vary, or an agreement arising from the terms of a lease including but not limited to novations, terminations, surrenders, renewal options, assignments (including consent to a deemed assignment), subletting, special conditions or payment schedules of a lease subject to: <ol style="list-style-type: none"> <li>i. In the case of a variation, the variation being minor in nature in accordance with the City's Leasing Policy (as then applicable); and</li> <li>ii. In the case of an extension: <ol style="list-style-type: none"> <li>A. the lease providing for an option for extension and specifying the applicable terms of that option term;</li> <li>B. the exercise of the option for extension being in accordance with the terms of the option provisions of the original lease, and in</li> </ol> </li> </ol> </li> </ol> </li> </ul></li></ol>

	<p>particular that the lessee is not in a material and unremedied breach of that lease; and</p> <p>C. the extension being in accordance with the option provisions of the original lease.</p> <ul style="list-style-type: none"> <li>• Disposal by Licence:</li> </ul> <p>a) The disposal of property by licence being subject to:</p> <ul style="list-style-type: none"> <li>i. The licence being in accordance with the City's Leasing Policy (as then applicable);</li> <li>ii. The granting of a licence being permitted under the City's management order or lease;</li> <li>iii. The term of the licence being no greater than ten (10) years);</li> <li>iv. The fee payable being no greater than \$20,000 (plus GST) per annum during the initial year of the licence term; and</li> <li>v. The area licenced being no greater than 2000m<sup>2</sup>.</li> </ul> <p>b) An agreement to vary, or an agreement arising from the terms of a licence including but not limited to novations, terminations, surrenders, renewal options, assignments (including consent to a deemed assignment), sublicensing, special conditions or payment schedules of a licence subject to:</p> <ul style="list-style-type: none"> <li>i. In the case of a variation, the variation being minor in nature in accordance with the City's Leasing Policy (as then applicable); and</li> <li>ii. In the case of an extension: <ul style="list-style-type: none"> <li>A. the licence providing for an option for extension and specifying the applicable terms of that option term;</li> <li>B. the exercise of the licence being in accordance with the terms of the option provisions of the original licence, and in particular that the licensee is not in a material and unremedied breach of that licence; and</li> <li>C. the extension being in accordance with the option provisions of the original licence</li> </ul> </li> </ul>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees</i>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Property Services
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.



<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	The full details of the transaction including copies of the advertisements to be recorded on the appropriate record and or register.										
<b>Compliance Links</b>	<p><i>Local Government Act 1995</i>  <i>s. 3.58 Disposing of Property</i></p> <p>NOTE: Section 3.58(1) defines:  <b>'dispose'</b> as includes to sell, lease, or otherwise dispose of, whether absolutely or not; and  <b>'property'</b> as includes the whole or any part of the interest of a local government in property, but does not include money.</p> <p><i>City of Wanneroo Leasing Policy and Management Procedure</i></p> <p><i>Financial Interest Return required - Yes</i></p>										
<b>Delegation Administration:</b>											
<b>Decision Reference</b> 1. CE03-10/17 2. 17/347558 3. CE01-06/18 4.	<table border="1"> <thead> <tr> <th data-bbox="587 808 954 831">Decision Reference</th> <th data-bbox="954 808 1358 831">Decision Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="587 831 954 853">6.</td> <td data-bbox="954 831 1358 853">11.</td> </tr> <tr> <td data-bbox="587 853 954 875">7.</td> <td data-bbox="954 853 1358 875">12.</td> </tr> <tr> <td data-bbox="587 875 954 898">8.</td> <td data-bbox="954 875 1358 898">13.</td> </tr> <tr> <td data-bbox="587 898 954 902">9.</td> <td data-bbox="954 898 1358 902">14.</td> </tr> </tbody> </table>	Decision Reference	Decision Reference	6.	11.	7.	12.	8.	13.	9.	14.
Decision Reference	Decision Reference										
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7.	12.										
8.	13.										
9.	14.										

**1.1.221.1.21 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to</a> <del>The power to</del> make appointments to the position of acting Chief Executive Officer for a period not exceeding three months, <del>in accordance with the Appointment of Acting Chief Executive Officer Policy.</del>
<b>Statutory Power being Delegated:</b>	Local Government Act 1995 s.5.39C Policy for temporary employment or appointment of CEO
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer Executive Manager Governance and Legal (Conditional)
<b>Council's Conditions on Delegation:</b>	The appointment is subject to the Appointment of Acting Chief Executive Officer Policy (CE04-04/21)
<b>Statutory Power to Sub-Delegate:</b>	Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Nil
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of appointments made under this delegation are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<a href="#">The appointment is subject to the Appointment of Acting Chief Executive Officer Policy (CE04-04/21)</a> <a href="#">City of Wanneroo Appointment of Acting CEO Policy</a>  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 20/34041	7.
3. CE04-04/21	8.
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**1.1.231.1.22 PAYMENTS FROM THE MUNICIPAL FUND AND TRUST FUND**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<del>The</del> authority to make payments from the municipal fund or the trust fund.
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995</a> <a href="#">s. 6.10 Financial Management Regulations</a> <i>Local Government (Financial Management) Regulations 1996</i> r.12(1)(a). Payments from municipal fund or trust fund, restrictions on making.
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> s.5.42 – Delegation of some power or duties to the CEO s.5.43 – Limitations on delegation to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<del>Subject to the requirements of Regulation 13 of the Local Government (Financial Management) Regulations 1996.</del>  Each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented at the next ordinary meeting of Council.
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<b>Group A:</b> Director Corporate Strategy & Performance Director Community & Place Director Assets Director Planning & Sustainability Manager Finance Coordinator Financial & Strategic Accounting  <b>Group B:</b> Team Leader Financial Accounting Coordinator Rates & Accounts Financial Accountant Strategic Finance Business Partner Capital Analyst
<b>CEO's Conditions on Sub-delegation:</b>	<ul style="list-style-type: none"> <li>Each invoice is required to be approved for payment by instigating officer and approving officer in accordance to the requirements of the Procurement Corporate Guideline.</li> <li>When authorising payments each payment voucher is to be authorised as follows before payment is processed: <ul style="list-style-type: none"> <li>Up to \$50,000 – One signature is required (either group A or B)</li> <li>\$50,001- and over – Two signatures required (either 2 from group A, or 1 from group A and 1 from group B)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"><li>• The actual transmission of the funds by EFT is authorised using password protected banking software by any 2 officers (either group A or B).</li><li>• Internal Fund Transfers* – One signature is required (either group A or B)</li><li>• Payroll Transfers** – One signature is required (either group A or B)</li></ul> <p>* Internal fund transfers are transfers between the City's trading accounts (excludes the City's Trust Account and the daily cash management account).</p> <p>** Subject to certification by officer preparing payroll and any 2 officers (either group A or B).</p>	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	As per the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i> .	
<b>Compliance Links</b>	<a href="#"><i>Local Government Act 1995</i></a> <a href="#"><i>Local Government (Financial Management) Regulations 1996 - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</i></a> <a href="#"><i>Local Government (Audit) Regulations 1996</i></a> <a href="#"><i>Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards</i></a> <a href="#"><i>Department of Local Government, Sport and Cultural Industries: Accounting Manual</i></a> <i>City of Wanneroo Purchasing Policy</i> <i>Procurement Corporate Guidelines</i>  <i>Financial Interest Return required - Yes</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CS05-11/14	6. 18/313146	11.
2. CE06-05/17	7. 19/376416	12.
3. CE01-06/18	8. 19/394864	13.
4. 18/203840	9.	14.

**1.1.241.1.23 DEFER, WAIVER, GRANT DISCOUNTS, WAIVE OF CONCESSION OR WRITE OFF DEBTS OF MONIES OWING**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. The waiver or Grant of concessions in relation to any amount of money that <del>it</del> is owed to the City (but specifically excludes rates and service charges) <del>[s.6.12(1)(b)]</del> <del>;-or</del></li> <li>2. The write off of any amount of money that it is owed to the City.</li> </ol> <p>Note that:</p> <ul style="list-style-type: none"> <li>• Function 1 applies to fees and charges as they are incurred; and</li> <li>• Function 2 applies to debts owed to the City.</li> </ul>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.12(1)(b) & (c) Power to defer, grant discounts, waive or write off debts
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> s.5.42 – Delegation of some power or duties to the CEO s.5.43 – Limitations on delegation to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>Subject to:</p> <ol style="list-style-type: none"> <li>a) Section 6.12(2) of the Act which states that Section 6.12 (1) (b) "waive or grant concessions" does not apply to an amount of money owing in respect of rates and service charges;</li> <li>b) the waiver, concession or write off of money owing not exceeding \$10,000. All waivers, concessions or write offs of money owing greater than \$5001 to be reported to the Audit and Risk Committee <del>;-and</del></li> <li><del>c) Fee Waivers, Concessions and Debt Write Off Policy and Management Procedure and Council's Accounting Policy.</del></li> <li><del>d)c)</del></li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Director Community & Place Director Assets Director Planning & Sustainability Manager Finance
<b>CEO's Conditions on Sub-delegation:</b>	<ol style="list-style-type: none"> <li>1. Subject to the conditions on delegation to the CEO.</li> <li>2. Manager Finance is delegated Function 32 only to a maximum value of \$50.00.</li> <li><del>2.3. All waivers, concessions or write offs of money owing \$5,000 or less to be reported to the Chief Executive Officer biannually.</del></li> </ol>

<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	The full details of the waiver, concession or write off to be recorded on the appropriate financial record.
<b>Compliance Links</b>	<a href="#"><u>City of Wanneroo Accounting Policy</u></a> <a href="#"><u>City of Wanneroo Fee Waivers, Concessions and Debt Write Off Policy and Management Procedure</u></a> <del><a href="#"><u>Fee Waivers, Concessions and Debt Write Off Management Procedure</u></a></del>  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 17/46347	6. CE02-06/20
2. CE01-06/18	7. CE04-08/20
3. 19/470186	8. 21/223785
4. CE01-04/20	9. CE03-06/21
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**1.1.251.1.24 AMENDING THE RATE RECORD**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year <a href="#">[s.6.39(2)(b)]</a> .
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.39(2)(b) Rate record
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<a href="#">Nil</a> <del>Delegates must comply with the requirements of s.6.40 of the Act.</del>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Finance
<b>CEO's Conditions on Sub-delegation:</b>	<a href="#">Nil</a> <del>N/A</del>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate rate record.
<b>Compliance Links</b>	<a href="#">Delegates must comply with the requirements of s.6.40 of the Local Government Act 1995.</a>  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 19/376416	7.
3. 19/394864	8.
4.	9.
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	12.
	13.
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**1.1.261.1.25 AGREEMENT AS TO PAYMENT OF RATES AND SERVICE CHARGES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to make an agreement with a person for the payment of rates or service charges <a href="#">[s.6.49]</a> .
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.49 - Agreement as to payment of rates and service charges
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Subject to the arrangements agreed on the basis that the total debt outstanding will be extinguished 12 months from the date of the arrangement.;
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Chief Operating Officer Manager Finance Coordinator Rates and Accounts
<b>CEO's Conditions on Sub-delegation:</b>	a) Subject to Council's conditions on delegation; and  b) the criteria determined by the Director Corporate Strategy and Performance detailed in the 'Collection of Rates and Service Charges' Management Procedure.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate rate record.
<b>Compliance Links</b>	<a href="#">City of Wanneroo Financial Hardship – Collection of Rates and Service Charges Policy and Management Procedure</a> <del><a href="#">Collection of Rates and Service Charges Management Procedure</a></del>  Financial Interest Return required - Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6. 19/394864
2. CE01-06/18	7. 20/418596
3. CS03-06/19 Insertion of (b) under conditions.	8. 21/86894
4. 19/376416	9. CE03-06/21
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**1.1.271.1.26 RECOVERY OF RATES OR SERVICE CHARGES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)].
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.56 Rates or service charges recoverable in court
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Finance Chief Operating Officer
<b>CEO's Conditions on Sub-delegation:</b>	<del>Nil Subject to the Collection of Rates and Service Charges Management Procedure and the Financial Hardship Collection of Rates and Service Charges Policy and Procedure.</del>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate rate record.
<b>Compliance Links</b>	<u><i>City of Wanneroo</i></u> <i>Collection of Rates and Service Charges Management Procedure</i> <u><i>City of Wanneroo</i></u> <i>Financial Hardship – Collection of Rates and Services Charges Policy and Management Procedure</i>  <i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 19/376416	7.
3. 19/394864	8.
4.	9.
	11.
	12.
	13.
	14.

**1.1.281.1.27 RECOVERY OF RATES DEBTS - REQUIRE LESSEE TO PAY RENT**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the City of Wanneroo [s.6.60(2)].</li> <li>2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.60 Local Government may require lessee to pay rent
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate rate record.
<b>Compliance Links</b>	<p><i>Local Government Act 1995, <u>s. 6.60(3)</u></i>  <del><i>the City is to give the lessor a copy of the notice with an endorsement that the original of it has been given to the lessee</i></del>  <i>City of Wanneroo Collection of Rates and Services Charges Management Procedure</i></p> <p><i>Financial Interest Return required - Yes</i></p>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2.	7.
3.	8.
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### 1.1.291.1.28 FINANCIAL HARDSHIP – AGREEMENT AS TO PAYMENT AND GRANT OF A CONCESSION ON COUNCIL RATES AND SERVICE CHARGES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The authority to:- (1) Determine an alternative payment agreement with a person for the payment of rates or service charges (s.6.49); and/or (2) grant a concession on Council rates (s.6.47) in respect of a financial hardship application.
<b>Statutory Power being Delegated:</b>	Local Government Act 1995 s.6.49 Agreement as to payment of rates and service charges s.6.47 Concession
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Subject to the Financial Hardship – Collection of Rates and Service Charges Policy:-  (1) The CEO being satisfied that the applicant(s) meet the criteria of experiencing Financial Hardship;  (2) Concessions to all or part of the late payment interest incurred (excluding the late payment interest applicable to the Emergency Services Levy), not to exceed \$400;  (3) In circumstances where the CEO is satisfied that the applicant(s) meet the criteria of experiencing severe financial hardship due to the COVID-19 pandemic then the following additional assistance applies;  (a) A waiver of the \$30 administration fee associated with a payment arrangement; and/or (b) A moratorium on the late payment interest on Council rates and charges.  (4) The payment arrangement agreed to being on the basis that the total debt outstanding will be extinguished within three years from the date of the arrangement.  (5) The status of each approved application to be reviewed every 3 (three) months to monitor the arrangement.
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Chief Operations Officer

<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate financial record and rate record.		
<b>Compliance Links</b>	<i>City of Wanneroo Financial Hardship – Collection of Rates and Services Charges Policy and Management Procedure</i>  <i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. SCS04-07/20	6.	11.	
2. CE03-06/21	7.	12.	
3.	8.	13.	
4.	9.	14.	



**1.1.301.1.29 RATE RECORD - OBJECTIONS**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)].</li> <li>2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.6.76 Grounds of objection
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	An extension is not to be granted for a period exceeding six weeks.  A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this delegation.
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Finance
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The full details of the determination to be recorded in the appropriate rate record.
<b>Compliance Links</b>	<i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.
2. 19/376416	7.
3. 19/394864	8.
4.	9.
	11.
	12.
	13.
	14.

**4.1.311.1.30 PUBLIC THOROUGHFARE – DANGEROUS EXCAVATIONS**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)].</li> <li>2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)].</li> <li>3. Authority to impose conditions on granting permission [ULP r.11(6)].</li> <li>4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995</a> <del>Sch 9.1, cl.2-6</del> - <i>Dangerous excavation in or near public thoroughfare</i> <i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare— <del>Sch.9.1 cl.6</del>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>1. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> <li>a) Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works.</li> <li>b) Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works.</li> <li>c) Provided evidence of sufficient Public Liability Insurance.</li> <li>d) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ol> </li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning & Sustainability
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.

<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The permission and notice issued to be in writing and recorded on the appropriate record.		
<b>Compliance Links</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> <u><a href="#">Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995</a></u>  <i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. CE06-05/17	6.	11.	
2. CE01-06/18	7.	12.	
3. 18/313146	8.	13.	
4. 18/306398	9.	14.	

**4.1.321.1.31 CROSSING – CONSTRUCTION, REPAIR AND REMOVAL**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)].</li> <li>2. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)].</li> <li>3. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<u>Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996</u> Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Function 1 only: Director Planning &amp; Sustainability Manager Approval Services Manager Land Development Coordinator Building Services Senior Building Surveyors</p> <p>Function 2 only: Manager Health &amp; Compliance Coordinator Compliance</p> <p>Functions 2 &amp; 3 to be undertaken by the following delegates: Director Assets Manager Asset Maintenance</p>
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated"	The approval is to be in writing and recorded on the appropriate record.

<i>under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	
<b>Compliance Links</b>	<p><u>Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a></u></p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996</i></p> <p><u><a href="#">Local Government Act 1995: Schedule 9.1, cl 7.</a></u></p> <p><u><a href="#">Schedule 9.1, cl 7.</a></u></p> <p><u><a href="#">Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995</a></u></p> <p><u><a href="#">City of Wanneroo</a></u> <i>Crossovers Subsidy Policy</i></p> <p><i>Financial Interest Return required - Yes</i></p>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 16/329065 & 17/47779	6. 19/241380
2. CE01-06/18	7. 19/2895800
3. 18/313146	8.
4. 18/306398	9.
	11.
	12.
	13.
	14.

**1.1.331.1.32 PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)].</li> <li>2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<a href="#">Local Government Act 1995, Sch. 9.1 cl. 8</a> <i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.17 Private works on, over, or under public places —
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p><del>— Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a>.</del></p> <p>Permission may only be granted where, the proponent has:</p> <ol style="list-style-type: none"> <li>a) Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works.</li> <li>b) Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works.</li> <li>c) Provided evidence of sufficient Public Liability Insurance.</li> <li>d) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning & Sustainability
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	The approval is to be in writing and recorded on the appropriate record.



<b>Compliance Links</b>		
<p><del><u>Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures.</u></del></p> <p><u>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995.</u></p> <p><u>Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996.</u></p> <p><u>This delegated authority is effective in alignment with Delegated Authority 1.2.9 Determine and Manage Conditions on Permission for Private Works on, Over or Under Public Places</u></p> <p><del><u>Local Government (Uniform Local Provisions) Regulations 1996</u></del> <del><u>Local Government Act 1995 Schedule 3.1, Division 2, Item 3 s.3.25</u></del></p> <p><u>Public Places and Local Government Property Local Law 2015</u></p> <p>Financial Interest Return required - Yes</p>		
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE01-06/18	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

**1.1.341.1.33 OBSTRUCTION OF FOOTPATHS AND THOROUGHFARES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to:               <ol style="list-style-type: none"> <li>a) prevent damage to the footpath; or</li> <li>b) prevent inconvenience to the public or danger from falling materials [ULP r.5(2)].</li> </ol> </li> <li>2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)].</li> <li>3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)].</li> <li>4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A].</li> <li>5. Authority to require an owner/occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <i>r.5 (2) Interfering with, or taking from, local government land</i> <i>r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)</i> <i>r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b)</i> <i>r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)</i>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation</b>	<i>Local Government Act 1995:</i> <i>s.5.42 Delegation of some powers or duties to the CEO</i> <i>s.5.43 Limitations on delegations to the CEO</i>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<del>Nil Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996</del>
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> <i>s5.44 CEO may delegate powers or duties to other employees</i>

<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Functions 1, 4 and 5 only          Director Community &amp; Place          Manager Community Safety &amp; Emergency Management          Coordinator Community Safety          Senior Rangers</p> <p>Functions 2 and 3 only          Director Planning &amp; Sustainability          Manager Approval Services          Coordinator Building Services          Senior Building Surveyors</p>
<b>CEO's Conditions on Sub-delegation:</b>	<p><del>Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996.</del></p> <p>Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> <li>i) Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction.</li> <li>ii) Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works.</li> <li>iii) Provided evidence of sufficient Public Liability Insurance.</li> <li>iv) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ul>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p>The permission and notice issued to be in writing and recorded on the appropriate record.</p>
<b>Compliance Links:</b>	<p><del>Local Government (Uniform Local Provisions) Regulations 1996</del>  <del>statutory compliance requirements apply.</del>  <del>Local Government Act 1995</del>  <del>Schedule 9.1, cl.3</del></p> <p>Financial Interest Return Required – Yes</p>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE02-03/21 2. 3. 4.	6. 7. 8. 9. 11. 12. 13. 14.

### 1.1.34 COUNCIL MEMBER, COMMITTEE MEMBER & CANDIDATE CODE OF CONDUCT COMPLAINTS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to dismiss a Council Member, Committee Member and Candidate Code of Conduct Division 3 Complaint if satisfied that -  (a) The behaviour to which the complaint relates occurred at a council 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.
<b>Statutory Power being Delegated:</b>	<u>Local Government Act 1995</u> <u>s.5.103 Model code of conduct for council members, committee members and candidates</u> <u>Local Government (Model Code of Conduct) Regulations 2021</u> <u>r.13 Dismissal of complaint</u>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<u>Local Government Act 1995</u> <u>s.5.42 Delegation of some powers or duties to the CEO</u> <u>s.5.43 Limitations on delegations to the CEO</u>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<u>Local Government Act 1995</u> <u>s.5.44 CEO may delegate powers or duties to other employees</u>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy and Performance Executive Manager Governance and Legal
<b>CEO's Conditions on Sub-delegation:</b>	Nil
<b>Record Keeping Statement (LGA 1995)</b> <u>s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</u>	Details of actions taken under this delegation are to be retained on the appropriate file or record.
<b>Compliance</b>	<u>Local Government (Model Code of Conduct) 2021</u> <u>Reg. 13 (2) - If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.</u>  <u>City of Wanneroo Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy (clause 5.7)</u>  <u>Financial Interest Return Required – Yes</u>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

## 1.2 CEO TO EMPLOYEES

### 1.2.1 DETERMINATION OF THE WARD OF RATEABLE PROPERTY

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to determine the ward for an enrolment eligibility claim in respect of rateable property situated in one ward and partly in another ward, where the ward was not nominated by the owner or occupier making the claim.
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.4.31(1B)(ab) Rateable property: ownership and occupation
<b>Power is originally assigned to:</b>	Chief Executive Officer
<b>Statutory Power of Delegation</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Power Delegated to:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Council & Corporate Support
<b>CEO's Conditions on Sub-delegation:</b>	Nil
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All documentation relative to the claim is to be retained as required by legislation.
<b>Compliance Links</b>	<i>Local Government Act 1995</i> s.4.31 Rateable property: ownership and occupation  <i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

## 1.2.2 ELECTORAL ENROLMENT ELIGIBILITY CLAIMS AND ELECTORAL ROLL

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li>1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)].</li> <li>2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)].</li> <li>3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.34.432(5A)].</li> <li>4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)].</li> <li>5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their family's safety at risk [Elections r.13(2)].</li> <li>6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)].</li> <li>7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34].</li> <li>8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination.</li> <li>9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)].</li> <li>10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)].</li> </ol>
<p><b>Statutory Power being Delegated:</b></p>	<p><i>Local Government Act 1995</i>  s.4.32(4), (5A) &amp; (5) Eligibility to enrol under s.4.30, how to claim  s.4.34 Accuracy of enrolment details to be maintained  s.4.35 Decision that eligibility to enrol under s.4.30 has ended  s.4.37 New roll for each election  <i>Local Government (Elections) Regulations 1997</i>  r.11(1a) Nomination of co-owners or co-occupiers — s.4.31  r.13(2) &amp; (4) Register - s.4.32(6)</p>
<p><b>Power is originally assigned to:</b></p>	<p>CEO</p>
<p><b>Statutory Power of Delegation:</b></p>	<p><i>Local Government Act 1995</i>  s.5.44 CEO may delegate some powers and duties to other employees</p>



<b>Power Delegated to:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Council & Corporate Support		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the requirements of the relevant legislation		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	All documentation relative to the claim is to be retained as required by legislation.  <a href="#">Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).</a>		
<b>Compliance Links</b>	<i>Local Government (Elections) Regulations 1997</i>  <i>Financial Interest Return required - Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. CE06-05/17	6.	11.	
2. 18/203840	7.	12.	
3.	8.	13.	
4.	9.	14.	

1.2.3 DESTRUCTION OF ~~LOCAL GOVERNMENT~~ ELECTION MATERIAL

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].	
<b>Statutory Power being Delegated:</b>	<u>Local Government Act 1995</u> <u>s.4.84 Retention and availability of electoral papers, regulations about</u> <i>Local Government (Elections) Regulations 1997</i> r.82(4) Keeping election papers – s4.84(a)	
<b>Power is originally assigned to:</b>	CEO	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees	
<b>Power Delegated to:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Manager Council & Corporate Support	
<b>CEO's Conditions on Sub-delegation:</b>	The authorisation is subject to the requirements of the <i>State Records Act 2000</i> and its subsidiary legislation and with Regulation 82 of the <i>Local Government (Elections) Regulations 1997</i> .	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Disposal Authority Approval to be recorded by the City's Archivist as appropriate	
<b>Compliance Links</b>	<i>State Records Act 2000</i> <i>Local Government (Elections) Regulations 1997</i>  <i>Financial Interest Return required - Yes</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.	11.
2. 18/203840	7.	12.
3.	8.	13.
4.	9.	14.

## 1.2.4 INFORMATION TO BE AVAILABLE TO THE PUBLIC

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li><del>1. Authority to determine the public right to inspect information does not extend to unconfirmed minutes of Council or Committee meetings, by determining if the information requested relates to a part of a meeting that could have been closed to members of the public but was not, unless the information to be inspected is a record of a decision made at the meeting [Admin. r.29(2)].</del></li> <li><del>2. Authority to determine the public right to inspect information in notice papers and agenda, reports and other documents which are to be tabled at a meeting or have been produced for presentation at a meeting and have been made available to members of the Council, in an agenda or minutes, by determining if the information requested would be part of the meeting which is likely to be closed to members of the public [Admin. r.29(3)].</del></li> <li>3. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s.5.95(1)(b)].</li> <li><del>4. Authority to determine not to provide a right to inspect information contained in notice papers, agenda, minutes, or information tabled at a meeting, where it is considered that that part of the meeting could have been closed to members of the public but was not closed [s.5.94(3)(b)].</del></li> </ol>
<p><b>Statutory Power being Delegated:</b></p>	<p><del>Local Government (Administration) Regulations 1996:</del>  <del>r.29(2) &amp; (3) Information to be available for public inspection (Acts s.5.94)</del>  <del>r.29B Copies of certain information not to be provided (Act s.5.96)</del>          Local Government Act 1995:          s.5.95(1)(b) <del>&amp; (3)(b)</del> Limits on right to inspect local government information</p>
<p><b>Power is originally assigned to:</b></p>	<p>CEO</p>
<p><b>Statutory Power of Delegation:</b></p>	<p>Local Government Act 1995          s.5.44 CEO may delegate some powers and duties to other employees</p>
<p><b>Power Delegated to:</b>  <i>The exercise of the delegated power does not include the power of delegation</i></p>	<p>Director Corporate Strategy &amp; Performance          Manager Council &amp; Corporate Support</p>
<p><b>CEO's Conditions on Sub-delegation:</b></p>	<p><del>The manner and form by which a person may request copies of rates record information or owners and occupiers register and electoral rolls and authority to make the information available, if satisfied that the information will not be used for commercial purposes has been set out in the Requests for Information about Owner Occupiers, Electors &amp; Ratepayers Management Procedure.</del></p>

<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	All documentation relative to the decision to deny the person the right to inspect information is to be retained on the appropriate file and the CEO informed.
<b>Compliance Links</b>	<i>Local Government Act 1995</i> <i>s.5.95 <u>Limits on right to inspect local government information</u></i> <i>Freedom of Information Act 1995</i> <i><del>Requests for Information about Owner Occupiers, Electors &amp; Ratepayers Management Procedure</del></i>  <i>Financial Interest Return required – Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2. 18/203840	7.
3. 18/313146	8.
4.	9.
	11.
	12.
	13.
	14.

### 1.2.5 INFRINGEMENT NOTICES REVIEW — LOCAL GOVERNMENT ACT 1995, REGULATIONS AND LOCAL LAWS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to consider <u>an owner of a vehicle's submission</u> that <u>a the</u> vehicle that is the subject of an infringement notice, <u>had has</u> been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)].</li> <li>2. Authority to extend the 28 day period within which payment of a modified penalty may be paid, whether or not the period of 28 days has elapsed. <u>[s.9.19]</u></li> <li>3. Authority to withdraw an infringement notice (within one year after the date of the notice was given) whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of time s.9.20 Withdrawal of notice
<b>Power is originally assigned to:</b>	<u>Chief Executive Officer</u>
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>Power Delegated to:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Director Planning & Sustainability Manager Community Safety & Emergency Management Manager Health & Compliance
<b>CEO's Conditions on Sub-delegation:</b>	A delegate, who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of any reviews of infringement notices need to be recorded in the appropriate file.
<b>Compliance Links</b>	<i>Local Government Act 1995</i> s.9.20 Withdrawal of notice <i>Infringement Notice Review and Withdrawal Management Procedures</i>  Financial Interest Return required – Yes
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 16/396766 2. 18/274278 3. 4.	6. 7. 8. 9.
	11. 12. 13. 14.

## 1.2.6 PUBLIC PLACES AND LOCAL GOVERNMENT PROPERTY LOCAL LAW

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p>a) <del>Authority to determine the form of an 'Application for a licence'.</del> <del>An application for a licence under the Public Places and Local Government Property Local Law must be in the form determined by the CEO. (LL cls 8.1)(2)(a).</del></p> <p>b) <del>Authority to determine the form of a 'Renewal of a licence'.</del> <del>An application for renewal must be in the form determined by the CEO. (LL scl 8.9).</del></p> <p>c) <del>Authority to suspend a Suspension of licence.</del> <del>The CEO may, subject to clause 8.12, by written notice given to the licensee, suspend a licence under the provisions of s8.11 and 8.12 of the Public Places and Local Government Property Local Law. (LL cls 8.11 &amp; 8.12).</del></p> <p>d) <del>Authority to revoke a suspension of a licence.</del> <del>Revocation of suspension: The CEO must, by written notice given to the licensee, revoke the suspension of a licence if the CEO is satisfied that the steps specified in the suspension notice have been taken; or may, by written notice given to the licensee, revoke the suspension if the CEO considers that it is appropriate to do so in the circumstances of a particular case. (LL csl 8.13) and 8.14).</del></p> <p>e) <del>Authority to cancel a Cancellation of a licence.</del> <del>A licence may be cancelled by the CEO under the provisions of s8.15 of the Public Places and Local Government Property Local Law. (LL csl 8.15).</del></p>
<b>Statutory Power being Delegated:</b>	<del>Clauses s.8.1, s.8.9, s.8.11, s.8.12, s.8.13, s.8.14 and s.8.15 of the Public Places and Local Government Property Local Law 2015</del>
<b>Power is originally assigned to:</b>	<del>Chief Executive Officer</del>
<b>Statutory Power of Delegation:</b>	Local Government Act 1995 s5.44 CEO may delegate some powers and duties to other employees
<b>Power Delegated to:</b>	Director Assets Director Community and Place Manager Community Facilities Manager Place Management
<b>CEO's Conditions on Delegation:</b>	<p>a) The licence must be signed by the applicant, provide the information required by the form and be forwarded to the CEO (or his delegate) together with any fee imposed by the Council under sections 6.16 to 6.19 of the Local Government Act 1995.</p> <p>b) The application for renewal must be signed by the licensee, provide the information required by the form; and be forwarded to the CEO (or his delegate) no later than 28 days before the expiry of the licence, or within a shorter period that the CEO (or his delegate) in a particular case, permits; and be accompanied by any fee</p>



	<p>imposed by the Council under section 6.16 to 6.19 of the Local Government Act 1995.</p> <p>c) The suspension notice must conform to the provisions of <a href="#">s.8.11</a> (2) and <a href="#">s8.12</a> of the Public Places and Local Government Property Local Law.</p> <p>d) The revocation of the suspension is subject to the provisions of <a href="#">cls.8.13.14.</a></p> <p>e) The cancellation of a licence is subject to the provisions of <a href="#">scl.8.15.</a></p>
<p><b>Record Keeping Statement (LGA 1995)</b></p> <p><i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i></p>	<p><i>Any decision made under this delegation is to be recorded in the appropriate file or register</i></p>
<p><b>Compliance Links:</b></p>	<p><i>Public Places and Local Government Property Local Law <a href="#">2015</a></i></p> <p><i>Financial Interest Return required – Yes</i></p>

Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 19/217438	6.	11.
2. 19/362166	7.	12.
3. 20/13521 and 20/25373	8.	13.
4.	9.	14.

## 1.2.7 APPOINTMENT OF AUTHORISED PERSONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to appoint persons or classes of persons as authorised persons [s.3.24 and s.9.10] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations:  (a) <i>Local Government Act 1995</i> and its subsidiary legislation, including <i>Local Government Act Regulations</i> , the <i>Local Government (Miscellaneous Provisions) Act 1960</i> and Local Laws made under the <i>Local Government Act</i> .  (b) <i>Caravan Parks and Camping Grounds Act 1995</i> ; (c) <i>Cat Act 2011</i> ; (e) <i>Control of Vehicles (Off-road Areas) Act 1978</i> ; (f) <i>Dog Act 1976</i> ; and (g) any other legislation prescribed for the purposes of s.9.10 of the <i>Local Government Act 1995</i> .
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] s.9.10 Appointment of authorised persons
<b>Power is originally assigned to:</b>	Chief Executive Officer
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Executive Manager Governance & Legal Manager Approval Services Manager Community Safety & Emergency Management Manager Health & Compliance
<b>CEO's Conditions on Sub-delegation:</b>	1. The CEO (in consultation with the Executive Manager Governance & Legal) is to appoint authorised officers for the purposes of s.9.29(2) Representing Local Government in Court;  2. Executive Manager Governance & Legal is limited to the appointment of Authorised Officers for the purposes of: ○ s.9.31 Certifying documents as evidence in legal proceedings; and ○ s.9.38 Evidence of documents coming from the City  3. Manager Approval Services is limited to the appointment of members of the Approval Services team as Authorised Officers. The appointment of Authorised Officers for the purposes of s.9.29(2) Representing local government in court and s.9.31 Certifying documents as evidence in legal proceedings is specifically excluded.



## 2 OTHER LEGISLATION

### 2.1 BUILDING ACT 2011

#### 2.1.1 ~~BUILDING ACT 2011~~—BUILDING PERMIT

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)].</li> <li>2. Authority to grant or refuse to grant a building permit [s.20<del>(1)</del> &amp; <del>(2)</del> and s.22].</li> <li>3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and(3)].</li> <li>4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> <li>i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]</li> <li>ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)].</li> </ol> </li> <li>5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].</li> </ol>
<b>Statutory Power being Delegated:</b>	<p><i>Building Act 2011</i>  s.18 Further Information  s.20 Grant of building permit  s.22 Further grounds for not granting an application  s.27(1) and (3) <del>impose</del> Conditions <u>imposed by on-P</u> permit <u>authority</u></p> <p><i>Building Regulations 2012</i>  r.23 Application to extend time during which permit has effect (s.32)  r.24 Extension of time during which permit has effect (s.32(3))  r.26 Approval of new responsible person (s.35(c))</p>
<b>Power is originally assigned to</b>	<a href="#">Permit Authority</a> (Local Government)
<b>Statutory Power of Delegation:</b>	Building Act 2011 s.127 <a href="#">(1) &amp; (3)</a> Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	Building Act 2011 s.127(6 <del>A</del> <u>a</u> ) Delegation: special permit authorities and local governments

<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors Building Surveyors		
<b>CEO's Conditions on Sub-delegation:</b>	<u>Business Practice Condition:</u>  The ability for Building Surveyors to exercise the functions of this delegation is limited to: 1) Certified Swimming pool barriers; 2) Certified Applications where a Development Approval has been granted.  In all other circumstances is dependent on a satisfactory peer review of the application being conducted by the Senior Building Surveyor or Coordinator Building Services		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Details of actions taken under this delegation are to be retained on the appropriate file or record.		
<b>Compliance Links</b>	<del>In undertaking the functions of this delegation, all delegates must be employed by the City of Wanneroo in accordance with s.5.36 of the Local Government Act 1995</del> <i>Building Act 2011</i> <i>Building Regulations 2012</i> <u>Local Government Act 1995</u> <u>s.5.36 Local government employees</u>  <i>Financial Interest Return required - No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. CB02-09/11	6.	11.	
2. 16/436067	7.	12.	
3. CE06-05/17	8.	13.	
4. CE01-06/18	9.	14.	

2.1.2 ~~BUILDING ACT 2011~~—DEMOLITION PERMIT

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)].</li> <li>2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20<del>(1)</del> &amp; <del>(2)</del> and s.22].</li> <li>3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)].</li> <li>4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> <li>a. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)].</li> <li>b. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)].</li> </ol> </li> <li>5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].</li> </ol>
<b>Statutory Power being Delegated:</b>	<p><i>Building Act 2011:</i>  s.18 Further Information  s.21 Grant of demolition permit  s.22 Further grounds for not granting an application  s.27(1) and (3) <del>Impose</del> Conditions <del>on</del> <u>imposed by P</u> permit <u>authority</u></p> <p><i>Building Regulations 2012</i>  r.23 Application to extend time during which permit has effect (s.32)  r.24 Extension of time during which permit has effect (s.32(3))  r.26 Approval of new responsible person (s.35(c))</p>
<b>Power is originally assigned to</b>	Local Government
<b>Statutory Power of Delegation:</b>	Building Act 2011 s.127 Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Conditions on Delegation:</b>	Delegation does not apply to places listed on the State's Register of Heritage Places or Council's Heritage Register, or to places classified by the National Trust.
<b>Statutory Power to Sub-Delegate:</b>	<del>Nil</del> <u><i>Building Act 2011</i></u> <u><i>s.127(6A) Delegation: special permit authorities and local governments</i></u>



<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Details of actions taken under this delegation are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Local Government Act 1995  s.5.36 Local government employees  Building Act 2011  Building Regulations 2012    Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 16/436067 2. CE06-05/17 3. CE01-06/18 4.	6. 7. 8. 9.
	11. 12. 13. 14.

### 2.1.3 ~~BUILDING ACT 2011~~ — OCCUPANCY PERMITS OR BUILDING APPROVAL CERTIFICATES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to require an applicant to provide any documentation or information required in order to determine an application. [s.55].</li> <li>2. Authority to grant or refuse to grant or modify the occupancy permit or building approval certificate. <del>in accordance with Section [s.58].</del></li> <li>3. Authority to impose, add, vary or revoke conditions on an occupancy permit or building approval certificate. <del>in accordance with Section [s. 62].</del></li> <li>4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Building Act 2011</i> s.55 Further Information s.58 Grant of Occupancy Permit, Building Approval Certificate s.62(1) and (3) Conditions imposed by <del>Permit—permit</del> Aauthorities s.65(4) Extension of period of duration  <i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Building Act 2011</i> s.127 Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	Building Act 2011 s.127( <del>6a6A</del> ) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors
<b>CEO's Conditions on Sub-delegation:</b>	Nil

<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Details of actions taken under this delegation are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Local Government Act 1995  s.5.36 Local government employees   Building Act 2011  Building Regulations 2012   Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 16/436067	6.
2. CE06-05/17	7.
3. CE01-06/18	8.
4.	9.
	11.
	12.
	13.
	14.

## 2.1.4 BUILDING ORDERS

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li>1. Authority to make Building Orders in relation to:               <ol style="list-style-type: none"> <li>a) Building work</li> <li>b) Demolition work</li> <li>c) An existing building or incidental structure [s.110(1)].</li> </ol> </li> <li>2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(e)].</li> <li>3. Authority to revoke a building order [s.117].</li> <li>4. If there is non-compliance with a building order, authority to cause an authorised person to:               <ol style="list-style-type: none"> <li>a) take any action specified in the order; or</li> <li>b) commence or complete any work specified in the order; or</li> <li>c) if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)].</li> </ol> </li> <li>5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].</li> <li>6. Authority to initiate a prosecution pursuant to s.133(1) for non-compliance with a building order made pursuant to s.110 of the <i>Building Act 2011</i>.</li> </ol>
<p><b>Statutory Power being Delegated:</b></p>	<p><i>Building Act 2011</i>  s.110(1) A permit authority may make a building order  s.111(1) Notice of proposed building order other than building order (emergency)  <del>s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect</del>  <u>Revocation of building order</u>  s.118(2) and (3) Permit authority may give effect to building order if non-compliance  s.133(1) <del>A permit authority may commence a prosecution for an offence against this Act</del> <u>Prosecutions</u></p>
<p><b>Power is originally assigned to:</b></p>	<p>Local Government</p>
<p><b>Statutory Power of Delegation:</b></p>	<p>Building Act 2011  s.127 Delegation: special permit authorities and local governments</p>
<p><b>Power Delegated to:</b></p>	<p>Chief Executive Officer</p>
<p><b>Conditions on Delegation:</b></p>	<p>In undertaking the functions of this delegation, the delegate may:</p> <ul style="list-style-type: none"> <li>• Refer notices to the City Lawyer or Executive Manager Governance &amp; Legal where it is considered appropriate; and</li> <li>• Determine that an order is to remain in effect in accordance with section 117(2) of the Building Act 2011 where it is considered appropriate.</li> </ul>

<b>Statutory Power to Sub-Delegate:</b>	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Manager Health & Compliance Coordinator Building Services Coordinator Compliance Services		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of actions taken under this delegation are to be retained on the appropriate file or record.		
<b>Compliance Links</b>	<i>Building Act 2011</i>  <i>Financial Interest Return required - No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. 16/436067	6.	11.	
2. CE06-05/17	7.	12.	
3. CE01-08/17	8.	13.	
4. CE01-06/18	9.	14.	

**2.1.5 REFERRALS AND ISSUING CERTIFICATES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to refer uncertified building applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)].</li> <li>2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the City of Wanneroo's District [s.145A(2)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<u>Building Act 2011</u> s.145A Local Government functions
<b>Power is originally assigned to:</b>	Permit Authority (Local Government)
<b>Statutory Power of Delegation:</b>	<u>Building Act 2011</u> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<u>Building Act 2011</u> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Manager Approval Services Coordinator Building Services
<b>CEO's Conditions on Sub-delegation:</b>	TBC
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Copies of action under this appointment are to be retained on the appropriate file or record.
<b>Compliance Link</b>	<u>Financial Interest Return Required – No</u>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.



**2.1.52.1.6 DESIGNATE EMPLOYEES AS AUTHORISED PERSONS**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].
<b>Statutory Power being Delegated:</b>	<del>s.96 (3) of the Building Act 2011</del> <u>s.96(3) Authorised persons</u> <u>s.99(3) Limitation on powers of authorised person</u>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Building Act 2011</i> s.127 Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Health & Compliance Manager Approval Services
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Appointment of Authorised Officers is to be facilitated through Governance.  Copies of action under this appointment are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Building Act 2011</i> <u>Note: An authorised person for the purposes of sections 96(3) and 99(3) is not an approved officer or authorised officer for the purposes of Building Reg. 70.</u>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2. CE01-06/18	7.
3. 18/203840	8.
4.	9.
	11.
	12.
	13.
	14.

### 2.1.62.1.7 ~~BUILDING ACT 2011~~ – PRIVATE SWIMMING POOL BARRIERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.-1 [r.51(2)].</li> <li>2. Authority to approve a door for the purposes of complying with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)].</li> <li>3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Building Regulations 2012:</i> r.51 Approvals by permit authority
<b>Power is originally assigned to:</b>	Local Government (Permit Authority)
<b>Statutory Power of Delegation:</b>	<i>Building Act 2011</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Manager Approval Services Coordinator Building Services Senior Building Surveyors
<b>CEO's Conditions on Sub-delegation:</b>	<u>Business Practice Condition:</u>  In undertaking the functions of this delegation, all delegates must be employed by the City of Wanneroo in accordance with section 5.36 of the <i>Local Government Act 1995</i> .  The ability to exercise the functions of this delegation is limited to: <ol style="list-style-type: none"> <li>1) The property being located on the high side of a 3m high retaining wall with a minimum 1.2m boundary barrier in lieu of a 1.8m high complaint boundary barrier;</li> <li>2) A performance solution to the pool barrier gate is permitted only if a person with a disability as defined by the <i>Building Regulations 2012</i> r.51(1) resides at the dwelling and no children under the age of 5 reside in the property.</li> </ol>

	In all circumstances, a review will be made of the performance solution every 4 years with the swimming pool inspection and may be subject to change.	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Details of actions taken under this delegation are to be retained on the appropriate file or record.	
<b>Compliance</b>	<i>Building Act 2011</i> <i>Building Regulations 2012</i>  <i>Financial Interest Return Required – No</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

### 2.1.72.1.8 ~~BUILDING REGULATIONS 2012~~ – APPOINTMENT OF AUTHORISED OFFICERS – INFRINGEMENT NOTICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to appoint an authorised officer for the purposes of the Criminal Procedures Act 2004, Part 2, section 6(b).
<b>Statutory Power being Delegated:</b>	<i>Building Regulations 2012</i> s.70(2) - <del><i>Building Regulations 2012</i></del> <u><i>Approved officers and authorised officers</i></u> <i>Criminal Procedures Act 2004</i> s.6 Other matters to be prescribed by prescribed acts s.8 Issuing infringement notices
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Building Act 2011</i> s.127(1) Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Manager Health & Compliance
<b>CEO's Conditions on Sub-delegation:</b>	Nil
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Appointment of Authorised Officers is to be facilitated through Governance. Copies of all notices issued are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Building Regulations 2012</i> r.70(3) <del><i>Each authorised officer must be issued a certificate of appointment</i></del> <u><i>Approved officers and authorised officers (Each authorised officer is to be issued a certificate of their appointment)</i></u> Schedule 7, <u><i>Form 1</i></u> (format for an Infringement Notice)  <i>Financial Interest Return required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-05/17	6.
2. 20/533822	7.
3. CE03-06/21	8.
4.	9.
	11.
	12.
	13.
	14.

## 2.1.82.1.9 ~~BUILDING REGULATIONS 2012~~ — APPOINTMENT OF APPROVED OFFICER – INFRINGEMENT NOTICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p>Authority to appoint <del>of</del> an approved officer for the purposes of the Criminal Procedures Act 2004, Part 2, s.6(a) (a specified employee of the local government) <u>in accordance with the Building Regulations 70(1) and (1A).</u></p> <p>“As defined in the <i>Local Government Act 1995</i>; s. 9.19. Extension of time The CEO of a local government may, in a particular case, extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed.”</p> <p>s. 9.20. Withdrawal of notice (1) Within one year after the notice was given the CEO of the local government may, whether or not the modified penalty has been paid, withdraw an infringement notice by sending to the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn. (2) Where an infringement notice is withdrawn after the modified penalty has been paid, the amount is to be refunded.</p>
<b>Statutory Power being Delegated:</b>	<i>Building Regulations 2012</i> <i>s.70(1) Approved Officers and Authorised Officers</i> <i>Criminal Procedures Act 2004</i> s.6 Other matters to be prescribed by prescribed Acts s.8 Issuing infringement notices
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Building Act 2011</i> s.127(1) Delegation: special permit authorities and local governments
<b>Position Delegated:</b>	Chief Executive Officer
<b>Council's Conditions on Appointment:</b>	This delegation is not to be sub-delegated
<b>Statutory Power to Sub-Delegate:</b>	N/A
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Copies of all notices issued are to be retained on the appropriate file or record.

Compliance Links	Local Government Act 1995		
	s.9.19 Extension of time		
	s.9.20 Withdrawal of notice		
	Criminal Procedure Act 2004		
	s.6(a) and (b) Other matters to be prescribed by acts		
	s7(1) Authorised and approved officers		
Financial Interest Return required – No			
Delegation Administration:			
Decision Reference		Decision Reference	Decision Reference
1.	CE01-05/17	6.	11.
2.	CE03-06/21	7.	12.
3.		8.	13.
4.		9.	14.



## 2.2 BUSH FIRES ACT 1954

### 2.2.1 ~~BUSH FIRES ACT 1954~~ – POWERS, DUTIES AND FUNCTIONS OF A LOCAL GOVERNMENT

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to perform all of the powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i> and <i>Bush Fires Regulations 1954</i>	
<b>Statutory Power being Delegated:</b>	<i>Bush Fires Act 1954</i> <i>Bush Fire Regulations 1954</i>	
<b>Power is originally assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	<i>Bush Fires Act 1954</i> s.48 Delegation by local government	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council's Conditions on Delegation:</b>	Excludes powers and duties that; <ul style="list-style-type: none"><li>are subject to separate delegated authority within this Register as set out below;<ul style="list-style-type: none"><li>Delegation 2.2.3 – Appointment of Bush Fire Control Officers;</li><li>Delegation 2.2.2 – Variation of Prohibited Burning Times; and</li><li>Delegation 2.2.4 - Prosecutions;</li></ul></li><li>are prescribed in the Act with a requirement for a resolution of the local government; and</li><li>are prescribed by the Act for performance by appointed officers.</li></ul>	
<b>Statutory Power to Sub-Delegate:</b>	Nil	
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A	
<b>CEO's Conditions on Sub-delegation:</b>	N/A	
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All actions taken must be recorded in writing in the appropriate file or record.	
<b>Compliance Links</b>	<i>Bush Fires Act 1954</i>  <i>Financial Interest Return required - No</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE03-10/17	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

## 2.2.2 ~~BUSH FIRES ACT 1954~~ – VARIATION OF RESTRICTED AND PROHIBITED BURNING TIMES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<p><u>1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].</u></p> <p><u>2. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)].</u></p> <p><del>Authority, Where considered that the seasonal conditions warrant it, to determine a variation of the prohibited or restricted burning times in the local government's district, to so vary prohibited or restricted burning times and give notice of such variation. If the prohibited or restricted burning times relate to forest land in the district, only after consultation with an authorised CALM Act Officer, to so vary prohibited or restricted burning times. [s.17(7)].</del></p>
<b>Statutory Power being Delegated:</b>	<i>Bush Fires Act 1954</i> s17(7) and (8) <del>(vary prohibited burning times)</del> s18(5), (5B) and (5C) <del>(vary restricted burning times)</del>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Bush Fires Act 1954</i> <u>s.48 Delegation by local government</u> <u>s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer ONLY for powers under s.17(7) and (8))</u> <del>s.17(10) (Prohibited and Restricted burning times)</del>
<b>Power Delegated to:</b>	Mayor and Chief Bush Fire Control Officer jointly
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Copies of all notices issued are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Bush Fires Act 1954</i> s.17(7B) and (8) <i>Prohibited burning times may be declared by Minister</i> s.18(5B) and (5C) <i>Restricted burning times may be declared by FES Commissioner</i> <u>City of Wanneroo Variation to Prohibited Burning Times Management Procedure</u>

		<i>Financial Interest Return required - No</i>			
<b>Delegation Administration:</b>					
<b>Decision Reference</b>		<b>Decision Reference</b>		<b>Decision Reference</b>	
1.	CD04-10/15	6.		11.	
2.	CE01-06/18	7.		12.	
3.	CE05-06/19 inserted provisions for restricted burning times (Annual Review)	8.		13.	
4.		9.		14.	

### 2.2.3 ~~BUSH FIRES ACT 1954~~— APPOINTMENT OF BUSH FIRE CONTROL OFFICERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and a. Of those Officers, appoint 2 as the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the City of Wanneroo [s.38(5A)]
<b>Statutory Power being Delegated:</b>	<i>Bush Fires Act 1954</i> s.38 Local government may appoint bush fire control officer
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Bush Fires Act 1954</i> s.48 Delegation by local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Excludes powers and duties that: <ul style="list-style-type: none"> <li>are prescribed in the Act with the requirement for a resolution by the local government</li> <li>are prescribed in the Act for performance by prescribed offices; or</li> <li>are subject to separate delegated authority within this register.</li> </ul>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Appointment of Authorised Officers is to be facilitated through Governance.  All actions taken must be recorded in writing in the appropriate file or record.
<b>Compliance Links</b>	<i>Bush Fire Brigades Local Law 2001</i>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 15/428120	6.
2. CE01-06/18	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

## 2.2.4 BUSH FIRES ACT 1954 — PROSECUTION OF OFFENCES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to institute and carry on proceedings <del>in the name of the local government</del> against <del>any a person for an offence</del> alleged to <del>have be</del> committed <del>against this Act any of these offences in the district in accordance with section 59 of the Bush Fires Act 1954 [s.59].</del> ; and</li> <li>2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Bush Fires Act 1954</i> s.59(3) Prosecution of <del>o</del> Offences s.59A(2), <del>(4) &amp; (5)</del> Alternative <del>p</del> Procedure – <del>i</del> nfringement <del>n</del> Notices
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Bush Fires Act 1954</i> s.48 Delegation by Local Government
<b>Power Delegated to:</b>	Chief Executive Officer Director Community & Place Manager Community Safety and Emergency Management Senior Rangers Rangers
<b>Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>a) Rangers and Senior Rangers are appointed as for the purposes of <del>(2)</del> only.</li> <li>b) The determination to institute and carry on proceedings is only to be exercised on the recommendation of the Coordinator Community Safety and with agreement of the Manager Community Safety and Emergency Management and the Director Community &amp; Place or CEO in consultation with the Executive Manager Governance &amp; Legal or City Lawyer.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Copies of all notices issued are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Bush Fires (Infringements) Regulations 1978</i> r.4(a) Prescribed officers <i>City of Wanneroo Infringement Notice Review and Withdrawal Management Procedure</i>  Financial Interest Return required - No

Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 14/196797	6. CE02-02/18	11.
2. 15/428120	7. 07/07/18 Administrative	12.
3. 17/46341	8. CE01-06/18	13.
4. CE06-05/17	9.	14.



## 2.3 CAT ACT 2011

### 2.3.1 ~~CAT ACT 2011~~ – LOCAL GOVERNMENT FUNCTIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the local government under the <i>Cat Act 2011</i> , <i>Cat Regulations 2012</i> and <i>Cat (Uniform Local Provisions) Regulations 2013</i> .
<b>Statutory Power being Delegated:</b>	<i>Cat Act 2011</i> <i>Cat Regulations 2012</i> <i>Cat (Uniform Local Provisions) Regulations 2013</i>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Cat Act 2011</i> s.44 Delegation by local government
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Conditions on Delegation:</b>	Notices of decisions must include advice as to <del>O</del> objection and <del>R</del> review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> and r.11 of the <i>Cat (Uniform Local Provisions) Regulations 2013</i> as applicable.
<b>Statutory Power to Sub-Delegate:</b>	<i>Cat Act 2011</i> s.45 Delegation by CEO of local government
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Manager Community Safety and Emergency Management Coordinator Community Safety
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Decisions made under this delegation are to be recorded in the appropriate file or register  <i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i>
<b>Compliance Links</b>	<u><i>City of Wanneroo</i></u> <i>Cats Local Law 2016</i>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/196797	6.
2. CE01-09/16	7.
3. CE01-06/18	8.
4. 18/274278	9.
	11.
	12.
	13.
	14.

## 2.4 DOG ACT 1976

### 2.4.1 ~~DOG ACT 1976~~—LOCAL GOVERNMENT FUNCTIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the local government under the <i>Dog Act 1976</i> and <i>Dog Regulations 2013</i> .
<b>Statutory Power being Delegated:</b>	<i>Dog Act 1976</i> <i>Dog Regulations 2013</i>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Dog Act 1976</i> s.10AA Delegation of local government powers and duties
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>The grant of an exemption to particular premises for the keeping of more dogs than is allowed under the City's local laws pursuant to s.26(3) of the <i>Dog Act 1976</i> is subject to: <ol style="list-style-type: none"> <li>s.2.2(2) of the <i>City of Wanneroo Dogs Local Law 2016</i>. All applications are assessed against the City's Guidelines and Score sheet for keeping more than two dogs;</li> <li>Rangers inspecting the premises to ensure means exist to effectively confine the dogs within the premises.</li> </ol> </li> <li>Proceeds from the sale of dogs are to be directed into the Municipal Fund.</li> <li>Notices of decisions must include advice as to Objection and Review rights in accordance with the relevant section of the <i>Dog Act 1976</i>.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Dog Act 1976</i> s.10AA (3) Delegation of local government powers and duties
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & Place Manager Community Safety & Emergency Management Coordinator Community Safety
<b>CEO's Conditions on Sub-delegation:</b>	<p>Subject to the conditions on delegation to the CEO; and</p> <ul style="list-style-type: none"> <li>Manager Community Safety &amp; Emergency Management to review decisions of Coordinator Community Safety.</li> <li>Director Community &amp; Place to review and determine appeals of decisions made by Manager Community Safety &amp; Emergency Management.</li> <li>CEO to review and determine appeals of decisions made by Director Community &amp; Place.</li> </ul>

<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Decisions made under this delegation are to be recorded in the appropriate file or register  <i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i>
<b>Compliance Links</b>	<i>Dogs Local Law 2016</i>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CD01-08/15	6. 18/274278
2. CE01-09/16	7.
3. 07/02/18 Administrative amendment	8.
4. CE01-06/18	9.
	11.
	12.
	13.
	14.

## 2.5 FOOD ACT 2008

### 2.5.1 ~~FOOD ACT 2008~~ – PROHIBITION ORDERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)].</li> <li>2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66].</li> <li>3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Food Act 2008</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
<b>Power is originally assigned to:</b>	Local Government (Enforcement Agency)
<b>Statutory Power of Delegation:</b>	<del>s.118 of the</del> Food Act 2008 s.118 Functions of enforcement agencies and delegation
<b>Power Delegated to:</b>	Manager Health & Compliance
<b>Conditions on Delegation:</b>	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.  <u>Business Practice Condition</u> The power to prosecute any person is only exercised by agreement of the Manager Health & Compliance and Director Planning & Sustainability in consultation with advice from the Executive Manager Governance & Legal.
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All actions taken must be recorded in writing in the appropriate file or record.
<b>Compliance Links</b>	<i>Food Act 2008</i>  Financial Interest Return required – No
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2. CE01-06/18	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.5.2 ~~FOOD ACT 2008~~—FOOD BUSINESS REGISTRATIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)].</li> <li>2. Authority to vary the conditions or cancel the registration of a food business [s.112].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Food Act 2008</i> s.110 Registration of food businesses; <del>and</del> s.112 Variation of conditions or cancellation of registration of food businesses
<b>Power is originally assigned to:</b>	Local Government (Enforcement Agency)
<b>Statutory Power of Delegation:</b>	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Power Delegated to:</b>	Manager Health & Compliance Coordinator Health Services Senior Environmental Health Officers
<b>Council's Conditions on Delegation:</b>	<del>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time; including but not limited to:-</del>  <del>— Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA</del> <del>— Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1</del> <del>— WA Priority Classification System</del> <del>— Verification of Food Safety Program Guideline</del>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All actions taken must be recorded in writing in the appropriate file or record.
<b>Compliance Links</b>	<i>Food Act 2008</i>

	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time; including but not limited to:-	
	<ul style="list-style-type: none"><li>• <u>Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA</u></li><li>• <u>Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1</u></li><li>• <u>WA Priority Classification System</u></li><li>• <u>Verification of Food Safety Program Guideline</u></li></ul>	
	<i>Financial Interest Return required - No</i>	
	<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.	11.
2. CE01-06/18	7.	12.
3.	8.	13.
4.	9.	14.



### 2.5.3 ~~FOOD ACT 2008~~ — APPOINTMENT OF AUTHORISED AND DESIGNATED OFFICERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i> [s.122(<del>2</del>1)].</li> <li>2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the F 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)].</li> <li>3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Food Act 2008</i> s122 Appointment of <del>A</del> authorised <del>O</del> officers s126 Infringement <del>N</del> otices
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Power Delegated to:</b>	Chief Executive Officer Director Planning & Sustainability Manager Health & Compliance
<b>Council's Conditions on Delegation:</b>	<p><del>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:</del></p> <ul style="list-style-type: none"> <li><del>— Appointment of Authorised Officers as Meat Inspectors</del></li> <li><del>— Appointment of Authorised Officers</del></li> <li><del>— Appointment of Authorised Officers — Designated Officers only</del></li> <li><del>— Appointment of Authorised Officers — Appointment of persons to assist with the discharge of duties of an Authorised Officer.</del></li> </ul> <p><u>Business Practice Condition</u> The power to prosecute any person is only exercised by agreement of the Manager Health &amp; Compliance and Director Planning &amp; Sustainability in consultation with the City Lawyer or Executive Manager Governance &amp; Legal.</p>

<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p><i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i></p> <p>All actions taken must be recorded in writing in the appropriate file or record.</p>
<b>Compliance Links</b>	<p><i>Food Act 2008</i></p> <p><u>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:</u></p> <ul style="list-style-type: none"> <li><u>• Appointment of Authorised Officers as Meat Inspectors</u></li> <li><u>• Appointment of Authorised Officers</u></li> <li><u>• Appointment of Authorised Officers – Designated Officers only</u></li> <li><u>• Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer.</u></li> </ul> <p><i>Financial Interest Return required – No</i></p>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE06-05/17	6.
2. CE01-06/18	7.
3. CE01-07/18	8.
4.	9.
	11.
	12.
	13.
	14.

2.5.4 ~~FOOD ACT 2008~~—DETERMINE COMPENSATION

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)].</li> <li>2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].</li> </ol>
<b>Statutory Power being Delegated:</b>	<i>Food Act 2008</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Power Delegated to:</b>	Director Planning & Sustainability
<b>Council's Conditions on Delegation:</b>	<p><del>a) In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.</del></p> <p><del>b)</del>a) Compensation under this delegation may only be determined upon documented losses up to a maximum of \$5000. Compensation requests above this value are to be presented to Council for determination.</p>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All actions taken must be recorded in writing in the appropriate file or record.
<b>Compliance Links</b>	<i>Food Act 2008</i> <u>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.</u>  Financial Interest Return required - No
<b>Delegation Administration:</b>	
Decision Reference	Decision Reference
Decision Reference	Decision Reference

1. CE01-08/18	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

### 2.5.5 DEBT RECOVERY AND PROSECUTIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	1. <u>Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)].</u> 2. <u>Authority to institute proceedings for an offence under the Food Act 2008 [s.125].</u>
<b>Statutory Power being Delegated:</b>	<u>Food Act 2008</u> <u>s.54 Cost of destruction or disposal of forfeited item</u> <u>s.125 Institution of proceedings</u>
<b>Power is originally assigned to:</b>	<u>Local Government</u>
<b>Statutory Power of Delegation:</b>	<u>Food Act 2008</u> <u>s.118 Functions of enforcement agencies and delegation</u> <u>(2)(b) Enforcement agency may delegate a function conferred on it</u> <u>(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]</u> <u>(4) Sub-delegation permissible only if expressly provided in regulations</u>
<b>Power Delegated to:</b>	<u>Chief Executive Officer</u> <u>Director Planning and Sustainability</u> <u>Manager Health and Compliance</u>
<b>Council's Conditions on Delegation:</b>	<u>Nil</u>
<b>Statutory Power to Sub-Delegate:</b>	<u>Nil</u>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>N/A</u>
<b>CEO's Conditions on Sub-delegation:</b>	<u>N/A</u>
<b>Record Keeping Statement (LGA 1995)</b> <u>s.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</u>	<u>All actions taken must be recorded in writing in the appropriate file or record.</u>
<b>Compliance Links</b>	<u>Food Act 2008</u> <u>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.</u> <u>Food Regulations 2009</u>  <u>Financial Interest Return required - No</u>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1.	6.
2.	7.
3.	8.
	11.
	12.
	13.

4.	9.	14.
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## 2.6 GRAFFITI VANDALISM ACT 2016

### 2.6.1 ~~GRAFFITI VANDALISM ACT 2016~~ – LOCAL GOVERNMENT FUNCTIONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the local government under the <i>Graffiti Vandalism Act 2016</i> .		
<b>Statutory Power being Delegated:</b>	<i>Graffiti Vandalism Act 2016</i> Part 3 Local government powers		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Graffiti Vandalism Act 2016</i> s.16 Delegation by local government		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	Hearing or determining of an objection of a kind referred to under s.22 is excepted.		
<b>Statutory Power to Sub-Delegate:</b>	<i>Graffiti Vandalism Act 2016</i> s.17 Delegation by CEO of local government		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Manager Asset Maintenance		
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Copies of all notices issued are to be retained on the appropriate file or record.		
<b>Compliance Links</b>	<i>Graffiti Vandalism Act 2016</i> <u>Objections to be dealt with under the <i>Local Government Act 1995</i>, Part 9, section 9.6</u>  <u>This delegated authority is effective in alignment with Delegated Authority 2.6.2 Notices – Deal with Objections and Give Effect to Notices</u>  <i>Financial Interest Return required – No</i>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE01-06/18		11.	
2.		12.	
3.		13.	
4.		14.	

## 2.7 HEALTH (ASBESTOS) REGULATIONS 1992 PUBLIC HEALTH ACT 2016 DELEGATIONS

### 2.7.1 HEALTH (ASBESTOS) REGULATIONS 1992 – APPOINTMENT OF AUTHORISED AND APPROVED OFFICERS (HEALTH (ASBESTOS) REGULATIONS 1992)

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to appoint a person or classes of persons as an</a> <del>The appointment in writing of persons or classes of persons to be authorised officers or an approved officers</del> for the purposes of the <i>Criminal Procedure Act 2004 Part 2</i> <a href="#">[r.15D(5)]</a> <del>.in relation to infringement notices under the Health (Asbestos) Regulations 1992.</del>		
<b>Statutory Power being Delegated:</b>	<i>Health (Asbestos) Regulations 1992</i> r.15D(5) Appointment of authorised and approved officers for the purposes of the <i>Criminal Procedures Act 2004 Part 2</i> .		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Delegation:</b>	<i>Health (Asbestos) Regulations 1992</i> r.15D. Infringement notices. (7) A local government may delegate a power or duty conferred or imposed on it by this regulation to the chief executive officer of the local government.		
<b>Power Delegated to:</b>	Chief Executive Officer		
<b>Council's Conditions on Delegation:</b>	Nil		
<b>Statutory Power to Sub-Delegate:</b>	Nil		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
<b>CEO's Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance.</i>		
<b>Compliance Links</b>	<i>Health (Asbestos) Regulations 1992</i> <ul style="list-style-type: none"><li><a href="#">Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].</a></li></ul> <i>Criminal Procedures Act 2004</i>  <i>Financial Interest Return required – No</i>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE03-10/17		11.	
2.		12.	
3.		13.	
4.		14.	



## 2.8 PUBLIC HEALTH ACT 2016

### 2.8.12.7.2 PUBLIC HEALTH ACT 2016 – APPOINTMENT OF DESIGNATE AUTHORISED OFFICERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to d</a> Designate a person or class of persons as authorised officers <del>for the purposes of under the</del> Public Health Act 2016 <a href="#">[s.24(1) and (3)]</a> .
<b>Statutory Power being Delegated:</b>	Public Health Act 2016 s.24 Designation of authorised officers
<b>Power is originally assigned to:</b>	Local Government (Enforcement Agency)
<b>Statutory Power of Delegation:</b>	Public Health Act 2016 s.21 Enforcement agency may delegate
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<del>The designation of authorised officers is to be in accordance with s.25 of the Public Health Act 2016.</del>  <del>Authorised officers may be appointed under the Public Health Act 2016 for the purposes of the Food Act 2008.</del>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Appointment of Authorised Officers under all legislation is to be facilitated through Governance  <a href="#">A Register (list) of authorised officers is to be maintained in accordance with s.27.</a>
<b>Compliance Links</b>	Public Health Act 2016 <a href="#">s.20 Conditions on performance of functions by enforcement agencies.</a> <a href="#">s.25 Certain authorised officers required to have qualifications and experience.</a> <a href="#">s.26 Further provisions relating to designations</a> <a href="#">s.27 Lists of authorised officers to be maintained</a> <a href="#">s.28 When designation as authorised officer ceases</a> <a href="#">s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers</a> <a href="#">s.30 Certificates of authority</a> <a href="#">s.31 Issuing and production of certificate of authority for purposes of other written laws</a> <a href="#">s.32 Certificate of authority to be returned.</a> <a href="#">s.136 Authorised officer to produce evidence of authority</a>

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**2.9.2.8 HEALTH (MISCELLANEOUS PROVISION) ACT 1911****2.9.12.8.1 APPOINTMENT AND AUTHORISATION OF DEPUTY**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Appoints and authorises any person to be its <i>Health (Miscellaneous Provisions) Act 1911</i> deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
<b>Statutory Power being Delegated:</b>	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26 Powers of local government
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Appointment</b>	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26 Powers of local government
<b>Positions Appointed:</b>	Director Planning & Sustainability Manager Health & Compliance Coordinator Health Services Senior Environmental Health Officers Environmental Health Officers Health Technical Officers
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>1. The giving of notices and certificates of approval under the <i>Health (Miscellaneous Provisions) Act 1911</i> and its subsidiary legislation is only to be exercised by the Manager Health &amp; Compliance, Coordinator Health Services and Senior Environmental Health Officers.</li> <li>2. The power to prosecute is only to be exercised on recommendation from the Manager Health &amp; Compliance and with the written approval of the Director Planning &amp; Sustainability in consultation with the Executive Manager Governance &amp; Legal or the City Lawyer.</li> <li>3. The granting of approvals and permits under the <i>Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974</i> is to be exercised by the Manager Health &amp; Compliance, Coordinator Health Services, Senior Environmental Health Officers and Environmental Health Officers</li> <li>4. Health Technical Officers are only appointed as a deputy for the purposes of administration of the Fly Eradication Regulations. The power to serve notice is to be undertaken by an authorised officer under the <i>Public Health Act 2016</i>.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A

<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."  Appointment of Authorised Officers under all legislation is to be facilitated through Governance
<b>Compliance Links</b>	Health (Miscellaneous Provisions) Act 1911  Financial Interest Returns Required – No
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CE04-03/17	6.
2. 18/203840	7.
3. 20/311419	8.
4.	9.
	11.
	12.
	13.
	14.

**2.102.9 STRATA TITLES ACT 1985****2.9.1 STRATA TITLES ACT 1985 – APPROVALS SUBDIVISION APPROVAL OF STRATA SCHEME**

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<p>1) Power to determine applications under section 15 of the <i>Strata Titles Act 1985</i>, except those applications that:-</p> <ul style="list-style-type: none"> <li>(a) propose the creation of a vacant lot;</li> <li>(b) propose vacant air stratas in multi-tiered strata scheme developments;</li> <li>(c) propose the creation or postponement of a leasehold scheme;</li> <li>(d) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to:- <ul style="list-style-type: none"> <li>i. a type of development; and/or</li> <li>ii. land within an area,</li> </ul> </li> </ul> <p>which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.</p> <p>2) Power to determine applications under section 21 of the <i>Strata Titles Act 1985</i>;</p> <p>3) Power to determine applications under section 22 of the <i>Strata Titles Act 1985</i>.</p>
<p><b>Statutory Power being Delegated:</b></p>	<p><i>Strata Titles Act 1985</i>; s.15 Subdivision approval of strata scheme s.21 Approval for modification of restricted use condition s.22 Approval under planning (scheme by-laws) condition</p>
<p><b>Power is originally assigned to:</b></p>	<p>Local Government</p>
<p><b>Statutory Power of Delegation:</b></p>	<p>Planning and Development Act 2005 Section 16 *DEL 2020/01:</p> <p>On 20 January 2021, pursuant to section 16 of the Act, the WAPC resolved to delegate to local governments, and to members and officers of those local governments its powers and functions under:</p> <ul style="list-style-type: none"> <li>1) section 15 of the <i>Strata Titles Act 1985</i> as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;</li> <li>2) sections 21 and 22 of the <i>Strata Titles Act 1985</i> as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1; Planning and</li> </ul>

<b>Power Delegated to:</b>	Director Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors Coordinator Planning Services Senior Planners		
<b>Conditions on Delegation:</b>	At the conclusion of each financial year in accordance with and in the format prescribed by the WAPC, data on all applications determined under Instrument of Delegation 2020/01 is to be provided to the WAPC.		
<b>Statutory Power to Sub-Delegate:</b>	Nil		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
<b>CEO's Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Copies of all notices issued are to be retained on the appropriate file or record.		
<b>Compliance Links</b>	<i>Strata Titles Act 1985;</i> <i>Planning and Development Act 2005 Section 16</i>  <i>Financial Interest Return required - No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. 16/436067	6.	11.	
2. CE01-06/18	7.	12.	
3. 20/310315	8.	13.	
4. CE03-06/21	9.	14.	



**2.11.2.10 PLANNING & DEVELOPMENT ACT 2005****2.11.2.10.1 STRUCTURE PLANNING (STRUCTURE PLANS, LOCAL DEVELOPMENT PLANS AND JINDEE DESIGN CODES)**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authorised to make</a> Decisions to amend structure plans and local development plans pursuant to Parts 4 (Structure Plans), and 6 (Local Development Plans) of the deemed provisions.
<b>Statutory Power being Delegated:</b>	Decisions relating to structure plans and local development plans under Parts 4 and 6 of Schedule 2 of <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions).
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	Clause 82 of the <i>Planning &amp; Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions).
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>The exercise of this delegated authority is conditional on the following:</p> <p>Structure Plans</p> <ol style="list-style-type: none"> <li>All new structure plans shall be referred to Council for consideration after being advertised for public comment;</li> <li>Prior to commencement of advertising of any new structure plan, or amendment thereto, Council Members must be notified of the proposal in writing advising the dates when the public comment period will start and finish; the means by which the proposal will be advertised, and each Council Member provided with copies of relevant plans and information relating to the proposal.;</li> <li>Advertising of an amendment to a structure plan may be waived under Part 4 of the deemed provisions where, in the opinion of the delegate, it is of a minor nature in which the change or departure does not: <ul style="list-style-type: none"> <li>materially alter the purpose and intent of the structure plan;</li> <li>change the intended lot/ dwelling yield by more than 10 per cent or adversely impact upon the amenity of adjoining landowners and occupiers;</li> <li>restrict the use and development of adjoining land; or</li> <li>significantly impact on infrastructure provision or impact upon the environment.</li> </ul> <p><i>NOTE: Under Clause 29(3) of the deemed provisions, the WAPC is also required to be of an opinion that an amendment to a structure plan is of a minor nature prior to advertising being waived.</i></p> </li> <li>The delegate may approve an amendment to a structure plan under Part 4 of the deemed provisions after being advertised for public comment provided that:-</li> </ol>

- If objections are raised on valid planning grounds that cannot be addressed through modification to the structure plan, the amendment application will be referred to Council for determination;
- Council Members are notified in writing of the delegate's intention to do so and provided with a summary of submissions and Administration's recommendations in respect of those submissions; and
- Council Members are provided with at least five working days in which to request that the proposal be referred to Council for consideration and recommendation.

e) The delegate may approve an amendment to a structure plan under Part 4 of the deemed provisions where advertising has been waived

f) An application to amend a structure plan shall be referred to Council for consideration and recommendation or determination (whichever appropriate), where requested by the applicant in writing.

#### Local Development Plans

a) Prior to commencement of advertising of any new local development plan, or amendment thereto, Council Members must be notified of the proposal in writing advising the dates when the public comment period will start and finish; the means by which the proposal will be advertised, and each Council Member provided with copies of relevant plans and information relating to the proposal.

b) The delegate may approve a Local Development Plan or amendment to a Local Development Plan under Part 6 of the deemed provisions after being advertised for public comment provided that:

- Council Members have been notified in writing of the delegate's intention to do so and provided with a summary of the submissions and Administration's recommendations in respect of those submissions; and
- Council Members are provided with at least five working days in which to request that the proposal be referred to Council for determination.

#### Jindee Design Codes

The delegate may determine an amendment to the Jindee Design Code where in the opinion of the delegate, the amendment is minor in nature and does not:

- i) Materially alter the purpose and intent of the structure plan;
- ii) Change the intended lot / dwelling yield by more than 10 per cent or adversely impact upon the amenity of adjoining landowners and occupiers;
- iii) Restrict the use and development of adjoining land; or
- iv) Significantly impact on infrastructure provision or impact upon the environment.

<b>Statutory Power to Sub-Delegate:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions)</i> Clause 83
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<b><u>Director Planning &amp; Sustainability and Manager Approval Services</u></b> All decisions under Part 4 (Structure Planning) Clauses 17, 18, 19, 20, 22 and 29(3) and Part 6 (Local Development Plans) Clauses 49, 50 and 52.  Jindee Design Codes in accordance with Councils conditions and Clause 3.25 DPS2.  <b>Coordinator Planning Services</b> All decisions under Part 4 (Structure Planning) Clause 17 and Part 6 (Local Development Plans) Clause 49.
<b>CEO's Conditions on Sub-delegation:</b>	As per Council's conditions on delegation to the CEO.
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Copies of all decisions made are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Planning &amp; Development (Local Planning Schemes) Regulations 2015</i> <i>Local Planning Policies</i>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. PS11-10/15	6.
2. CE06-05/17	7.
3. CE03-10/17	8.
4. CE03-06/21	9.
	11.
	12.
	13.
	14.

## 2.11.22.10.2 ~~PLANNING & DEVELOPMENT ACT 2005~~– DIRECTION NOTICES

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<ol style="list-style-type: none"> <li>1. The authority, under section 214(2) of the <i>Planning and Development Act 2005</i>, to issue a written direction to stop and not recommence a development <del>for a development</del>, or any part of a development that is undertaken in contravention of the District Planning Scheme No. 2 or an interim development order or in contravention of planning control area requirements.</li> <li>2. The authority, under section 214(3) of the <i>Planning and Development Act 2005</i>, to issue a written direction to remove, pull down, take up or alter the development and to restore the land as nearly practicable to its condition immediately before the development started for a development <u>that</u> has been undertaken in contravention of the District Planning Scheme No. 2 or an interim development order or in contravention of planning control area requirements.</li> <li>3. The authority, under section 214(5) of the <i>Planning and Development Act 2005</i>, to issue a written direction to execute work for a delay in the execution of any work to be executed under the District Planning Scheme No. 2 or an interim development order which would prejudice the effective operation of District Planning Scheme No. 2 or interim development order.</li> </ol>
<p><b>Statutory Power being Delegated:</b></p>	<p><i>Planning and Development Act 2005</i> s.214(2), (3) and (5) Illegal development, responsible authority's powers as to</p>
<p><b>Power is originally assigned to:</b></p>	<p>Local Government</p>
<p><b>Statutory Power of Delegation:</b></p>	<p><i>Local Government Act 1995</i> s.5.42(1)(b) Delegation of some powers or duties to the CEO <a href="#">s.5.43 Limitations on delegations to the CEO</a></p>
<p><b>Power Delegated to:</b></p>	<p>Chief Executive Officer</p>
<p><b>Council's Conditions on Delegation:</b></p>	<p>A written direction under Section 214 of the <i>Planning and Development Act 2005</i> may be issued by the delegate.</p> <p><u>Business Practice Conditions</u></p> <ol style="list-style-type: none"> <li>a) The authority to prosecute under Part 13 of the <i>Planning and Development Act 2005</i> is only exercised on recommendation from the Manager Approval Services, Manager Health &amp; Compliance or Director Planning &amp; Sustainability and with the written approval of the Chief Executive Officer or his delegate in consultation with the Executive Manager Governance &amp; Legal or City Lawyer.</li> <li>b) The authority to determine a position with respect to any prosecution action commenced in accordance with a) above may be exercised by the Chief Executive Officer or his delegate, having regard to the advice of the Director Planning &amp; Sustainability, Manager Approval Service or Manager Health &amp; Compliance.</li> <li>c) The authority to apply for an injunction to the Supreme Court</li> </ol>

	<p>under Section 216 of the Planning and Development Act 2005 may only be exercised by the Chief Executive Officer on recommendation from the Director Planning &amp; Sustainability.</p> <p>d) The authority to determine a position with respect to any mediation process resulting from an appeal against a decision made under delegated authority is granted to the Chief Executive Officer or his delegate.</p>
<b>Statutory Power to Sub-Delegate:</b>	<p><u>Local Government Act 1995</u>  <u>s.5.44 CEO may delegate powers and duties to other employees</u>  <del>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions) Clause 83</del></p>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Planning &amp; Sustainability  Manager Approval Services  Manager Health &amp; Compliance</p>
<b>CEO's Conditions on Sub-delegation:</b>	<p>A written direction under Section 214 of the Planning and Development Act 2005 may be issued Director Planning &amp; Sustainability, Manager Approval Services or Manager Health &amp; Compliance.</p> <p><u>Business Practice Conditions</u></p> <p>a) The authority to prosecute under Part 13 of the Planning and Development Act 2005 is only exercised on recommendation from the Manager Health &amp; Compliance or Manager Approval Services and with the written approval of the Director Planning &amp; Sustainability in consultation with the Executive Manager Governance &amp; Legal or City Lawyer.</p> <p>b) The authority to determine a position with respect to any prosecution action commenced in accordance with a) above may be exercised by the Director Planning &amp; Sustainability, having regard to the advice of the Manager Approval Services or Manager Health &amp; Compliance.</p> <p>c) The authority to apply for an injunction to the Supreme Court under Section 216 of the Planning and Development Act 2005 may only be exercised by the Chief Executive Officer on recommendation from the Director Planning &amp; Sustainability.</p> <p>d) The authority to determine a position with respect to any mediation process resulting from an appeal against a decision made under delegated authority is granted to the Director Planning &amp; Sustainability.</p>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p>Copies of all comments or recommendations made are to be retained on the appropriate file or record.</p>
<b>Compliance Links</b>	<p><i>Planning and Development (Local Planning Schemes) Regulations 2015</i></p> <p><i>Financial Interest Return required - Yes</i></p>
<b>Delegation Administration:</b>	

Decision Reference	Decision Reference	Decision Reference
1. PS11-10/15	6.	11.
2. CE06-05/17	7.	12.
3. CE01-06/18	8.	13.
4. 18/203840	9.	14.



**2.11.32.10.3 DEVELOPMENT CONTROL PLANNING APPROVALS**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Determination of applications for planning approval (including the exercise of discretion under District Planning Scheme No. 2 and the Residential Design Codes); and</li> <li>2. All matters which arise out of the imposition of conditions on planning approvals under the District Planning Scheme No. 2</li> </ol>
<b>Statutory Power being Delegated:</b>	The power to determine applications for planning approvals lodged pursuant to Part 7 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions) and Clause 28 of the Metropolitan Region Scheme including all applicable decisions under the District Planning Scheme No. 2 and the Metropolitan Region Scheme.
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions) Clause 82 <u>Delegations by local government</u>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>a) An application will be referred to Council for determination where a Council Member makes a written request to the CEO, Director Planning and Sustainability or Manager Approval Services;</li> <li>b) An application will be referred to Council for determination where the Director considers that: <ol style="list-style-type: none"> <li>i) Key planning aspects of the proposal are not addressed by the planning framework where there is no planning scheme provision, policy, or strategy at a local or state level to effectively guide decision making;</li> <li>ii) Where the planning matters raised in the proposal and submissions received demonstrate that it will be in the interest of the proponent and community for a decision to be made by Council.</li> </ol> </li> <li>c) Determination of a development application subject of an order by the SAT under s.31(1) of the State Administrative Tribunal Act 2004 where the development application was originally determined by Council will be reconsidered by Council.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015,</i> <del>Clause -</del> 83 <u>Local government CEO may delegate powers</u>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Coordinator Planning Services Coordinator Building Services Specialist Planner – Approval Services Specialist Project Planner Senior Planners

	Senior Building Surveyors
<b>CEO's Conditions on Sub-delegation:</b>	<p>The exercise of this delegated authority is conditional on the following:</p> <ul style="list-style-type: none"> <li>a) As per Council's conditions on delegation to the CEO;</li> <li>b) Any application for determination by the City that has been advertised for public comment shall be referred to the Director Planning and Sustainability for determination if more than 10 objections have been received.</li> <li>c) Any application for determination by the City that has been advertised for public comment shall be referred to the Manager Approval Services for determination if 6-10 objections have been received.</li> <li>d) Any application for determination by the City for more than 10 grouped or multiple dwellings shall be referred to the Manager Approval Services or Director Planning and Sustainability.</li> <li>e) Any application for the establishment of the following land uses (excluding additions and alterations): <ul style="list-style-type: none"> <li>i. Industry – hazardous;</li> <li>ii. concrete batching plant;</li> <li>iii. service station;</li> <li>iv. tavern;</li> <li>v. liquor store;</li> <li>vi. drive-through food outlet; and</li> <li>vii. childcare centre.</li> </ul> as per the land use definitions in DPS2 may be determined by the Manager Approval Services or the Director Planning and Sustainability.</li> <li>f) Determination of a development application subject of an order by the SAT under s.31(1) of the State Administrative Tribunal Act 2004 where the development application was determined under delegated authority will be reconsidered by the Director Planning and Sustainability or the Manager Approval Services.</li> </ul> <p>This delegated authority is limited for the Coordinator Building Services and Senior Building Surveyors as follows:</p> <ul style="list-style-type: none"> <li>a) to only make decisions related to applications seeking variation/s to the deemed-to-comply requirements of the R-Codes or provisions of a relevant structure plan or local development plan for a Single House located in a Residential Zone or any of the following on the same lot as a Single House: <ul style="list-style-type: none"> <li>i) outbuildings, garages or carports;</li> <li>ii) patios or verandas;</li> <li>iii) street walls or fences; and</li> <li>iv) retaining walls, and</li> </ul> </li> <li>b) Providing that the application for development (outlined in point b) above) is <b>not</b> located in a place that is:- <ul style="list-style-type: none"> <li>• Entered in the Register of Heritage Places under the</li> </ul> </li> </ul>

	<i>Heritage of Western Australia Act 1990; or</i> <ul style="list-style-type: none"> <li>• Included on a heritage list prepared in accordance with DPS 2;</li> <li>• Within an area designated under DPS 2 as a heritage area; or</li> <li>• The subject of a heritage agreement entered into under the <i>Heritage of Western Australia Act</i> section 29.</li> </ul>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Copies of approvals given and reports of actions taken are to be retained on the appropriate file or record.
<b>Compliance Links</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>State Administrative Tribunal Act 2004</i>  <i>Financial Interest Return required - No</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. CB01-11/14 and OC01-11/14	6. CE06-05/17
2. PS11-10/15	7. CE01-06/18
3. 16/436067	8. 18/203840
4. CE03-03/17 & 17/73467	9. 18/455559
	11. 19/104903
	12. CE01-04/20
	13. CE02-06/20
	14. CE03-06/21

**2.11.42.10.4 LANDSCAPE ENHANCEMENT ZONE BUILDING ENVELOPES**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. The power to adopt a plan defining a building envelope.</li> <li>2. The power to approve development outside of the building envelope defined on the plan adopted under 3.26.4 of DPS 2.</li> </ol>
<b>Statutory Power being Delegated:</b>	City of Wanneroo District Planning Scheme No. 2 <del>Cl.ause</del> 3.26.4, <u>3.26.5 Landscape Enhancement Zone</u> <del>Clause 3.26.5</del>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 – Deemed provisions for local planning schemes Clause 82 Delegations by local government
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>1. Compliance with all applicable Local Planning Policies adopted by Council.</li> <li>2. A proposed building envelope plan shall be referred to Council for determination: <ol style="list-style-type: none"> <li>(i) where requested by a Council Member or by the applicant in writing, or</li> <li>(ii) if an objection to a proposed building envelope is received by the City as part of a submission made in response to advertising of an application for planning approval, and the objection involves a relevant planning issue that cannot be specifically overcome by modification to the proposal, as determined by the Director Planning and Sustainability.</li> </ol> </li> <li>3. A proposed development which is outside of an approved building envelope shall be referred to Council under the same conditions as b) above.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions)</i> Clause 83 Local government CEO may delegate powers
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Approval Services Coordinator Planning Approvals Senior Planners
<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO.

<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Any decision made under this delegation is to be recorded in the appropriate file or register		
<b>Compliance Links</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>City of Wanneroo District Planning Scheme No. 2</i> <i>Local Planning Policies</i>  <i>Financial Interest Return required – No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. PS06-08/16	6.	11.	
2. 16/292302	7.	12.	
3. CE06-05/17	8.	13.	
4.	9.	14.	

## 2.11.52.10.5 DISTRICT PLANNING SCHEME NO 2 – APPOINTMENT OF AUTHORISED OFFICERS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	The appointment of officers as an authorised officer for the purposes of the Clause 79 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> within the City of Wanneroo.		
<b>Statutory Power being Delegated:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Sch <del>edule</del> 2, Cl <del>ause</del> 79 Entry and inspection powers		
<b>Power is originally assigned to:</b>	CEO		
<b>Statutory Power of Delegation</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Sch <del>edule</del> 2, Cl <del>ause</del> 83 Local government CEO may delegate powers		
<b>Power Delegated to:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability Manager Health & Compliance Manager Approval Services		
<b>CEO's Conditions on Sub-delegation:</b>	All authorisations are to be in writing and recorded on the Governance Register of Authorised Officers and the person's personnel file.		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i>		
<b>Compliance Links</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>Financial Interest Return required – No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. 16/335215	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	



**2.11.62.10.6 MANAGEMENT OF DEVELOPER CONTRIBUTION PLANS (DCP'S)**

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> <li>1. Prepare estimates and quotations on Infrastructure Costs and contributions payable to the City in accordance with the requirements of DPS2 (clause 9.10 and clause 14 of Schedule 14);</li> <li>2. Determination of prefunding requests and payments for Cell Works and DCP Infrastructure in accordance with the requirements of DPS2 (clause 9.12 and clause 14 of Schedule 14);</li> <li>3. The acquisition of land where the value of such land is calculated using the Council approved valuation for the relevant DCP, excluding the compulsory taking of land in accordance with the requirements of DPS2 (clause 9.14(e) and clause 14 of Schedule 14); and</li> <li>4. Deferral of Infrastructure Costs in accordance with DPS2 (clause 9.10 of DPS2).</li> </ol>
<b>Statutory Power being Delegated:</b>	Clauses 9.10, 9.12, subclauses 9.14.3(e) and clause 14 of schedule 14 of DPS2.
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015 – <del>Cl.ause</del> 82 <u>Delegations by Local Government</u></i>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>Council and Business Practice Conditions</p> <ol style="list-style-type: none"> <li>a) Estimates and quotations for contribution costs calculated in accordance with DPS2 based on the contribution rates approved by Council for the relevant contribution scheme or DCP area.</li> <li>b) Compensation or credits for Cell Works by a landowner shall not exceed the estimated cost of the works defined in the applicable DCP or contribution scheme area approved by Council and in accordance with the relevant clauses of DPS2;</li> <li>c) Compensation or credits for Cell Works shall be in accordance with the assessed or approved valuation for the DCP area approved by Council and in accordance with the relevant clauses of DPS2;</li> <li>d) Deferral of Infrastructure contributions shall be subject to the payment of interest in accordance with the relevant clauses of DPS2.</li> </ol>
<b>Statutory Power to Sub-Delegate:</b>	<i>Planning and Development (Local Planning Schemes) Regulations 2015 – Div.<del>ision</del> 2 (83) Local government CEO may delegate powers.</i>
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning & Sustainability

<b>CEO's Conditions on Sub-delegation:</b>	Subject to the conditions on delegation to the CEO and  Payment for Cell Works shall not exceed the estimated costs last reported to and approved by Council as part of the annual review of costs. Payments to a landowner (after off-setting any landowner contributions) shall not exceed \$500,000. Payments greater than \$500,000 shall be referred to the CEO for approval.		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Any decision made under this delegation is to be recorded in the appropriate file or register.		
<b>Compliance Links</b>	<i>Financial Interest Return Required – Yes</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1. PS03-12/21	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

### 3 CITY OF WANNEROO LOCAL LAWS

#### 3.1.1 ~~CITY OF WANNEROO LOCAL LAWS~~ – APPOINTMENT OF AUTHORISED PERSONS

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to A local government may, in writing,</a> appoint persons or classes of persons to be authorised <a href="#">persons</a> for the purpose of performing particular functions <a href="#">under the City's local laws [s.9.10]</a> .
<b>Statutory Power being Delegated:</b>	<i>Local Government Act 1995</i> s.9.10 Appointment of authorised persons.
<b>Power is originally assigned to:</b>	Chief Executive Officer
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers or duties to other employees
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Manager Approval Services Manager Asset Maintenance Manager Community Facilities Manager Community Safety & Emergency Management Manager Health & Compliance Manager Property Manager Waste Services
<b>CEO's Conditions on Sub-delegation:</b>	a) The appointment of persons is to relate to those functions of an "authorised person" under the City of Wanneroo Local Laws; and b) The delegation to the Manager Community Facilities applies only to the appointment of members of surf lifesaving clubs recommended by Surf Life Saving WA as sufficiently qualified and experienced, as Authorised Persons under the Public Places and Local Government Property Local Law 2015 to undertake the powers set out in section 5.6(1) in relations to beaches. c) The delegation to the Manager Property applies only to the appointment of Golf Course Controllers and subsidiary staff at the Carramar and Marangaroo golf courses under the Local Government & Public Property Local Law 2015.
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Appointment of Authorised Officers under all legislation is to be facilitated through Governance.  <a href="#">Authorised Officers to be issueds with an identity card setting out specific provisions as detailed in <del>Ss. 9.10</del> (4).</a>
<b>Compliance Links</b>	<i>City of Wanneroo Local Laws</i>  <i>Financial Interest Return required - Yes</i>
<b>Delegation Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/196797	6. 18/274278
2. 16/422068	7. 20/533822
3. CE01-06/18	8.
4. 18/203840	9.
	11.
	12.
	13.
	14.

### 3.1.2 ~~CITY OF WANNEROO LOCAL LAWS~~ – ADMINISTRATION

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the City's Local Laws.
<b>Statutory Power being Delegated:</b>	<i>City of Wanneroo Animals Local Law 2021  City of Wanneroo Bee Keeping Local Law 2016  City of Wanneroo Bush Fire Brigades Local Law 2001  City of Wanneroo Cats Local Law 2016  City of Wanneroo Dogs Local Law 2016  City of Wanneroo Extractive Industries Local Law 1998  City of Wanneroo Fencing Local Law 2021  City of Wanneroo Health Local Law 1999  City of Wanneroo Parking Local Law 2015  City of Wanneroo Penalty Units Local Law 2015  City of Wanneroo Private Property Local Law 2001  City of Wanneroo Public Places and Local Government Property Local Law 2015  City of Wanneroo Signs Local Law 1999  City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016  City of Wanneroo Standing Orders Local Law 2008  City of Wanneroo Waste Local Law 2016</i>
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995  s.5.42 Delegation of some powers or duties to the CEO</i>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Determinations and decisions under the City of Wanneroo Local Laws having regard to the relevant Council policies in force at the time.
<b>Statutory Power to Sub-Delegate:</b>	<i>Local Government Act 1995  s.5.44 CEO may delegate powers or duties to other employees</i>

<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	<u><i>City of Wanneroo Animals Local Law 2021</i></u> Director Community & Place Director Planning & Sustainability Manager Community Safety and Emergency Management Manager Health & Compliance Coordinator Community Safety Coordinator Health Services Senior Environmental Health Officers <u><i>City of Wanneroo Bee Keeping Local Law 2016</i></u> Manager Health & Compliance Coordinator Health Services <u><i>City of Wanneroo Bush Fire Brigades Local Law 2001</i></u> Manager Community Safety and Emergency Management <u><i>City of Wanneroo Cats Local Law 2016</i></u> Director Community & Place Manager Community Safety and Emergency Management Coordinator Community Safety <u><i>City of Wanneroo Dogs Local Law 2016</i></u> Director Community & Place Director Planning & Sustainability Manager Community Safety and Emergency Management Manager Health & Compliance Coordinator Community Safety <u><i>City of Wanneroo Extractive Industries Local Law 1998</i></u> Director Planning & Sustainability Manager Approval Services Coordinator Planning Approvals Specialist Planner – Approval Services <u><i>City of Wanneroo Fencing Local Law 2021</i></u> Director Planning & Sustainability Manager Health & Compliance <u><i>City of Wanneroo Health Local Law 1999</i></u> Director Planning & Sustainability Manager Health & Compliance Coordinator Health Services <u><i>City of Wanneroo Parking Local Law 2015</i></u> Director Assets Director Community & Place Director Planning & Sustainability Manager Community Safety & Emergency Management <u><i>City of Wanneroo Penalty Units Local Law 2015</i></u> Nil <u><i>City of Wanneroo Private Property Local Law 2001</i></u> Director Planning & Sustainability Director Corporate Strategy & Performance Director Assets Manager Health & Compliance <u><i>City of Wanneroo Public Places and Local Government Property Local Law 2015</i></u> Director Assets Director Community & Place Director Planning & Sustainability Manager Asset Maintenance Manager Parks & Conservation Maintenance Manager Community Safety & Emergency Management <u><i>City of Wanneroo Signs Local Law 1999</i></u> Director Planning & Development
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	<p>Manager Approval Services  Coordinator Building Services  Senior Building Surveyors  <u>City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016</u>  Director Planning &amp; Sustainability  Manager Health &amp; Compliance  <u>City of Wanneroo Standing Orders Local Law 2008</u>  <u><del>Nil</del>Executive Manager Governance and Legal</u>  <u>City of Wanneroo Waste Local Law 2016</u>  Director Assets  Manager Waste Services</p>
<b>CEO's Conditions on Sub-delegation:</b>	<p>Subject to the conditions on delegation to the CEO; and  <u>City of Wanneroo Animals Local Law 2021</u></p> <ul style="list-style-type: none"> <li>• The setting aside a reserve or foreshore or portion of a reserve or foreshore as an area upon which a person may ride or drive a horse or into which a person may bring a horse under Section 26(1); and</li> <li>• The setting of fees and charges under section 6.16 and 6.19 of the Local Government Act 1995; are excluded.</li> </ul> <p><u>City of Wanneroo Extractive Industries Local Law 1998</u></p> <ul style="list-style-type: none"> <li>• Subject to the City's District Planning Scheme No. 2; and</li> <li>• The setting of annual fees under sections 6.16 and 6.19 of the Local Government Act 1995 is excluded.</li> </ul> <p><u>City of Wanneroo Health Local Law 1999</u></p> <ul style="list-style-type: none"> <li>• Approvals must meet all the requirements of the Health Local Law, District Planning Scheme No. 2 and Building Code.</li> <li>• The setting of annual fees under sections 6.16 and 6.19 of the Local Government Act 1995 is excluded.</li> </ul> <p><u>City of Wanneroo Parking Local Law 2015</u>  Setting of fees for the amount payable for parking under Section 6.16 and 6.19 of the Local Government Act 1995 is excluded.</p> <p><u>City of Wanneroo Private Property Local Law 2001</u>  Subject to:</p> <ul style="list-style-type: none"> <li>• City's District Planning Scheme No. 2</li> <li>• Dividing Fences Act 1961</li> <li>• Schedule 3.1 of the Local Government Act 1995</li> </ul> <p><u>City of Wanneroo Public Places and Local Government Property Local Law 2015</u>  Subject to Council's –</p> <ul style="list-style-type: none"> <li>• Facility Hire and Use Policy</li> <li>• Circuses <u>and Performing Animals</u> Policy</li> <li>• Local Planning Policy 4.3 Public Open Space</li> <li>• <u>Sports Floodlighting Policy</u></li> </ul> <p><u>City of Wanneroo Standing Orders Local Law 2008</u></p> <ul style="list-style-type: none"> <li>• <u>For the purposes of commencing a prosecution</u></li> </ul>
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<p><i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i></p>
<b>Compliance Links</b>	<u>City of Wanneroo Local Laws</u>



		<i>Financial Interest Return required – Yes</i>	
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. 14/196797	6. 18/203840	11. 18/389558	
2. 16/254349	7. 18/274278	12. 19/85822	
3. CE01-08/17	8. 18/313146	13.	
4. CE01-06/18	9. CO01-08/18	14.	

## 4 APPOINTMENTS AND AUTHORISATIONS

### 4.1 ~~CARAVAN PARKS AND CAMPING GROUNDS ACT 1995 – APPOINTMENT OF AUTHORISED PERSONS REFER DELEGATION 1.2.7~~

### 4.2 ~~CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978 – APPOINTMENT OF AUTHORISED PERSONS REFER DELEGATION 1.2.7~~

### 4.34.1 LITTER ACT 1979 - APPOINTMENT OF PERSONS TO WITHDRAW INFRINGEMENT NOTICES

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to <del>To</del> determine if an infringement is to be withdrawn;</a> and <a href="#">To sign withdrawal notice sent under subsection 4 of the Litter Act 1979</a>		
<b>Statutory Power being Delegated:</b>	<i>Litter Act 1979.</i> <del>S.ection</del> 30(4) and 30(4a) <a href="#">Infringement notices</a>		
<b>Power is originally assigned to:</b>	Local Government		
<b>Statutory Power of Appointment</b>	<i>Litter Act 1979.</i> <del>Section-s.</del> 30(4a) <a href="#">Infringement notices</a>		
<b>Appointment:</b>	Director Community & Place Manager Community Safety and Emergency Management		
<b>Council's Conditions on Delegation:</b>	All requests for the withdrawal of an infringement are to be processed in accordance with the Infringement Notice Review Management Procedure.		
<b>Statutory Power to Sub-Delegate:</b>	N/A		
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
<b>CEO's Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Withdrawal notices are to be retained on the appropriate file or record.		
<b>Compliance Links</b>	<i>Litter Act 1979</i> <a href="#">93</a> <i>Financial Interest Returns Required - No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	
<b>Decision Reference</b>		<b>Decision Reference</b>	
1. 14/196797	6.	11.	
2. 17/46341	7.	12.	
3.	8.	13.	
4.	9.	14.	

#### 4.44.2 LOCAL GOVERNMENT ACT 1995

##### 4.4.14.2.1 AUTHORISATION TO ACKNOWLEDGE RECEIPT OF PRIMARY AND ANNUAL RETURNS

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<u>Authorisation—Authorised</u> to provide written acknowledgement of the receipt of Primary and Annual Returns in accordance with section 5.77 of the Local Government Act 1995.	
<b>Statutory Power being Authorised:</b>	Local Government Act 1995 S 5.77 Acknowledging receipt of returns	
<b>Power is originally assigned to:</b>	CEO	
<b>Statutory Power of Authorisation</b>	Local Government Act 1995 s5.45(2)(b) Other matters relevant to delegations under this Division	
<b>Positions Authorised:</b>	Director Corporate Strategy & Performance Manager Council & Corporate Support	
<b>CEO's Conditions on Authorisation:</b>	Nil	
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Signed acknowledgement of receipt of Returns to be saved in the appropriate container in the City's Electronic Document Management System.	
<b>Compliance Links</b>	<i>Financial Interest Returns Required – N/A</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/185803	6.	11.
2. CE06-05/17	7.	12.
3. 18/203840	8.	13.
4.	9.	14.

#### 4.4.24.2.2 AUTHORISATION FOR RECEIPT OF GIFT, BENEFIT AND TRAVEL DISCLOSURE

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<del>Authorisation Authority</del> to receive <del>written Gift, Benefit and Travel Disclosures</del> <u>from Council Members [s.5.87A]</u>
<b>Statutory Power being Authorised:</b>	<del>Local Government Act 1995</del> <del>s.5.103 Codes of Conduct</del> <u>5.87A – Council Members to Disclose Gifts</u>
<b>Power is originally assigned to:</b>	CEO
<b>Statutory Power of Authorisation</b>	<del>Local Government Act 1995:</del> <del>s.5.45(2)(b) Other matters relevant to delegations under this Division</del>
<b>Positions Authorised:</b>	Director Corporate Strategy & Performance Manager Council & Corporate Support Coordinator Corporate Support
<b>CEO's Conditions on Authorisation:</b>	<del>Subject to the City of Wanneroo Conflict of Interest and Gifts and Benefits Policy and Management Procedure</del> <u>Nil</u>
<b>Record Keeping Statement (LGA 1995)</b> <i>s.5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	All declarations are to be recorded <del>on</del> <u>in</u> the appropriate <u>statutory</u> register.
<b>Compliance Links</b>	<u>Local Government Act 1995 Section 5.87C, 5.89A provides for statutory compliance provisions.</u>  Financial Interest Returns Required – N/A
<b>Delegation Administration:</b>	
Decision Reference	Decision Reference
1. 18/203840	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

#### 4.4.34.2.3 AUTHORISATION FOR ATTESTING TO THE AFFIXING OF THE COMMON SEAL

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority to Authorisation to</a> attest to the affixing of the Common Seal to City documents in conjunction with the Mayor <a href="#">[s.9.49A]</a> .	
<b>Statutory Power being Authorised:</b>	Local Government Act 1995 Section 9.49A (1), (2) and (3)	
<b>Power is originally assigned to:</b>	CEO	
<b>Statutory Power of Authorisation</b>	<i>Local Government Act 1995:</i> s5.45(2)(b) Other matters relevant to delegations under this Division	
<b>Positions Authorised:</b>	All Directors	
<b>CEO's Conditions on Authorisation:</b>	As per the City's Execution of Document Policy.	
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	All documentation relative to the decision is to be retained as required by legislation.	
<b>Compliance Links</b>	<i>Execution of Documents Policy and Procedure</i> <i>Financial Interest Returns Required – No</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. 14/185803	6.	11.
2. 18/203840	7.	12.
3.	8.	13.
4.	9.	14.

**4.4.44.2.4 AUTHORISATION FOR EXECUTION OF DOCUMENTS**

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Persons shall only act in full understanding of the statutory power, inclusive of conditions [see below].</i>	The authority to execute various classes of documents on behalf of the local government. <a href="#">[s.9.49A]</a>
<b>Statutory Power being Authorised:</b>	Local Government Act 1995 <del>S.ection</del> 9.49A Execution of documents
<b>Power is originally assigned to:</b>	Local Government
<b>Statutory Power of Authorisation</b>	Local Government Act 1995 <del>S.ection</del> 9.49A(4) Execution of documents
<b>Authorisation:</b>	Execution to be in accordance with the City of Wanneroo Execution of Documents Policy and Management Procedure.
<b>CEO's Conditions on Sub-delegation:</b>	Nil
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) "A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	All uses of the City's common seal are to be recorded in a register maintained for this purpose.
<b>Compliance Links</b>	Execution of Documents Policy and Procedure  Financial Interest Return Required – No
<b>Administration:</b>	
<b>Decision Reference</b>	<b>Decision Reference</b>
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.



#### 4.4.54.2.5 AUTHORISATION FOR PRESIDING AT A COMMITTEE MEETING TO ELECT A PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<a href="#">Authority Authorisation</a> to preside at a committee meeting until the office of presiding member and deputy presiding member (if applicable) is filled in accordance with Section 5.12 and Schedule 2.3 of the Local Government Act 1995 <a href="#">[sch. 2.3(3)]</a> .		
<b>Statutory Power being Authorised:</b>	Local Government Act 1995 <del>Schedule 2.3</del> (3) CEO to <del>P</del> preside		
<b>Power is originally assigned to:</b>	CEO		
<b>Statutory Power of Authorisation</b>	<i>Local Government Act 1995:</i> s5.45(2)(b) Other matters relevant to delegations under this Division		
<b>Positions Authorised:</b>	All Directors		
<b>CEO's Conditions on Authorisation:</b>	The person presiding should be the Director directly involved with the Administration of the Committee		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	Record of person presiding to be retained in meeting minutes.  <i>Financial Interest Return Required – N/A</i>		
<b>Compliance Links</b>	<i>Local Government Act 1995</i> <i>Section 5.12 Presiding Members and deputies, election of</i> <i>Schedule 2.3 When and how mayors, presidents, deputy mayors and deputy presidents are elected by the Council</i>  <i>Financial Interest Returns Required – No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1.	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

#### 4.4.64.2.6 AUTHORISATION FOR ADMINISTRATIVE CHANGES TO THE DELEGATED AUTHORITY REGISTER

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<u>Authority Authorisation</u> to effect administrative, non-substantive changes to the Delegated Authority Register.	
<b>Statutory Power being Authorised:</b>	<i>Local Government Act 1995</i> s5.46 Register of, and records relevant to, delegations to CEO and employees	
<b>Power is originally assigned to:</b>	CEO	
<b>Statutory Power of Authorisation</b>	<i>Local Government Act 1995:</i> s5.46(2)(b) Other matters relevant to delegations under this Division	
<b>Positions Authorised:</b>	Executive Manager Governance & Legal	
<b>CEO's Conditions on Authorisation:</b>	N/A	
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	A record is to be maintained of all changes authorised	
<b>Compliance Links</b>	<i>Financial Interest Return Required – No</i>	
<b>Delegation Administration:</b>		
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>
1. 18/333025	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

#### 4.4.74.2.7 AUTHORISATION FOR ADMINISTRATIVE CHANGES TO THE CODE OF CONDUCT

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised Officers shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<u>Authority Authorisation</u> to effect administrative, non-substantive changes to the Code of Conduct.	
<b>Statutory Power being Authorised:</b>	Local Government Act 1995 <del>s5.103(1) Codes of conduct</del> <u>s.5.51A Code of conduct for employees</u>	
<b>Power is originally assigned to:</b>	CEO	
<b>Statutory Power of Authorisation</b>	Local Government Act 1995: s.46(2)(b) Other matters relevant to delegations under this Division	
<b>Positions Authorised:</b>	Executive Manager Governance & Legal	
<b>CEO's Conditions on Authorisation:</b>	N/A	
<b>Record Keeping Statement (LGA 1995)</b> s.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	A record is to be maintained of all changes authorised	
<b>Compliance Links</b>	Financial Interest Return Required – No	
<b>Delegation Administration:</b>		
Decision Reference	Decision Reference	Decision Reference
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

#### 4.54.3 CORRUPTION CRIME AND MISCONDUCT ACT 2003 – AUTHORISATION TO SUBMIT NOTIFICATIONS

<b>Function Authorised:</b> <i>This text is provided as a reference only. Authorised persons shall only act in full understanding of the statutory power, inclusive of conditions [see below].</i>	1. <u>Authority Authorisation</u> to notify the Corruption and Crime Commissioner, on behalf of the principal officer, in writing of any matter which is suspected on reasonable grounds concerns or may concern serious misconduct; <u>and</u> -  2. <u>Authorisation—Authority</u> to notify the Public Sector Commissioner, on behalf of the principal officer, in writing of any matter which is suspected on reasonable grounds concerns or may concern minor misconduct.		
<b>Statutory Power being Authorised:</b>	<i>Corruption Crime and Misconduct Act 2003.</i> Section 28 Certain officers obliged to notify serious misconduct Section 45H Certain officers obliged to notify minor misconduct		
<b>Power is originally assigned to:</b>	Principal Officer (Chief Executive Officer)		
<b>Statutory Power of Appointment</b>			
<b>Appointment:</b>	Executive Manager Governance & Legal		
<b>Conditions on Appointment:</b>	Notifications to be made in consultation with the CEO		
<b>Record Keeping Statement (LGA 1995)</b> <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	All notifications are to be recorded in the appropriate file or register		
<b>Compliance Links</b>	<i>Financial Interest Returns Required - No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>		<b>Decision Reference</b>	<b>Decision Reference</b>
1. 18/333025	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

## 5 DELEGATIONS TO CHIEF EXECUTIVE OFFICER AND OTHER OFFICERS FROM STATUTORY AUTHORITIES

### 5.1 DEPARTMENT OF LANDS – DEVELOPMENT APPLICATIONS MADE UNDER THE AUSPICES OF THE PLANNING & DEVELOPMENT ACT 2005

DoL FILE 1738/2002v8; 858/2001v9

#### PLANNING AND DEVELOPMENT ACT 2005

#### INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2<sup>nd</sup> day of June 2016



HON DONALD TERRENCE REDMAN MLA  
MINISTER FOR LANDS

## SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the *Planning and Development Act 2005*

## Column 1

The power to sign as owner in respect of Crown land that is:

- a reserve managed by the local government pursuant to section 46 of the *Land Administration Act 1997* and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or
- the land is a road of which the local government has the care, control and management under section 55(2) of the *Land Administration Act 1997* and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the Building Regulations 2012 (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road,

in respect of development applications being made under or referred to in:

- section 99(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act);
- section 103(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a local interim development order (as that term is defined in that Act);
- section 115 of the *Planning and Development Act 2005* in respect of development within a planning control area (as that term is defined in that Act);
- section 122A of the *Planning and Development Act 2005* in respect of which approval is required under an improvement scheme (as that term is defined in that Act);
- section 162 of the *Planning and Development Act 2005* in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act);

## Column 2

City of Albany  
City of Armadale  
Shire of Ashburton  
Shire of Augusta-Margaret River  
Town of Bassendean  
City of Bayswater  
City of Belmont  
Shire of Beverley  
Shire of Boddington  
Shire of Boyup Brook  
Shire of Bridgetown-Greenbushes  
Shire of Brookton  
Shire of Broome  
Shire of Broomehill-Tambellup  
Shire of Bruce Rock  
City of Bunbury  
Shire of Busseton  
Town of Cambridge  
City of Canning  
Shire of Capel  
Shire of Carnamah  
Shire of Carnarvon  
Shire of Chapman Valley  
Shire of Chittering  
Shire of Christmas Island  
Town of Claremont  
City of Cockburn  
Shire of Cocos (Keeling) Islands  
Shire of Collie  
Shire of Coolgardie  
Shire of Coorow  
Shire of Corrigin  
Town of Cottesloe  
Shire of Cranbrook  
Shire of Cuballing  
Shire of Cue  
Shire of Cunderdin  
Shire of Dalwallinu  
Shire of Dandaragan  
Shire of Dardanup  
Shire of Denmark  
Shire of Derby/West Kimberley  
Shire of Donnybrook-Balingup  
Shire of Dowerin  
Shire of Dumbleyung  
Shire of Dundas  
Town of East Fremantle  
Shire of East Pilbara  
Shire of Esperance  
Shire of Exmouth  
City of Fremantle  
City of Greater Geraldton

## Column 3

In accordance with and subject to approved Government Land policies.

Any signature subject to the following endorsement:  
Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the *Planning and Development Act 2005* (including any planning scheme).  
The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.



- |       |   |  |
|-------|---|--|
| (vi)  | section 163 of the <i>Planning and Development Act 2005</i> in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the <i>Heritage of Western Australia Act 1990</i> , or of which such a place forms part; | Shire of Gingin<br>Shire of Gnowangerup<br>Shire of Goomalling<br>City of Gosnells<br>Shire of Halls Creek<br>Shire of Harvey<br>Shire of Irwin<br>Shire of Jarramungup<br>City of Joondalup<br>Shire of Kalamunda<br>City of Kalgoorlie-Boulder<br>Shire of Katanning<br>Shire of Kellerberrin<br>Shire of Kent<br>Shire of Kojoonup<br>Shire of Kondinin<br>Shire of Koorda<br>Shire of Kulin<br>City of Kwinana<br>Shire of Lake Grace<br>Shire of Laverton<br>Shire of Leonora<br>City of Mandurah<br>Shire of Manjimup<br>Shire of Meekatharra<br>City of Melville<br>Shire of Menzies<br>Shire of Merredin<br>Shire of Mingenev<br>Shire of Moora<br>Shire of Morawa<br>Town of Mosman Park<br>Shire of Mount Magnet<br>Shire of Mt Marshall<br>Shire of Mukinbudin<br>Shire of Mundaring<br>Shire of Murchison<br>Shire of Murray<br>Shire of Nannup<br>Shire of Narembeen<br>Shire of Narrogin<br>Town of Narrogin<br>City of Nedlands<br>Shire of Ngaanyatjaraku<br>Shire of Northam<br>Shire of Northampton<br>Shire of Nungarin<br>Shire of Peppermint Grove<br>Shire of Perenjori<br>City of Perth<br>Shire of Pingelly<br>Shire of Plantagenet<br>Town of Port Hedland<br>Shire of Qualradring<br>Shire of Ravensthorpe<br>City of Rockingham<br>Shire of Roebourne<br>Shire of Sandstone<br>Shire of Serpentine Jarrahdale<br>Shire of Shark Bay<br>City of South Perth<br>City of Stirling<br>City of Subiaco<br>City of Swan |
| (vii) | section 171A of the <i>Planning and Development Act 2005</i> in respect of a prescribed development application (as that term is defined in that section of that Act).  |  |

Refer to TRIM 16/226784 for full details

## 5.2 DEPARTMENT OF ENVIRONMENTAL REGULATIONS – APPROVAL OF NOISE MANAGEMENT PLANS FOR OUT OF HOURS CONSTRUCTION WORK

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<u>Authority to approve</u> <del>Approval of</del> noise management plans in respect to a construction site for construction work outside the hours of 7am to 7pm Monday to Saturday in accordance with Regulation 13 of the Environmental Protection (Noise) Regulations 1997
<b>Statutory Power being Delegated:</b>	<i>Environmental Protection (Noise) Regulations 1997</i> <u>s.13-(3)(c)</u> Construction sites <del>(3)(c)</del>
<b>Power is originally assigned to:</b>	Chief Executive Officer of the Department of Environmental Regulation
<b>Statutory Power of Delegation:</b>	<p><i>Environmental Protection Act 1986</i> 20. Delegation by CEO <i>Government Gazette No. <u>232 20-December-2013</u> 71, 16 May 2014</i> Part 2 Environment Delegation No. <u>144119</u></p> <p>6282 GOVERNMENT GAZETTE, WA 20 December 2013</p> <hr/> <p><b>ENVIRONMENT</b></p> <hr/> <p>EV401*</p> <p><b>ENVIRONMENTAL PROTECTION ACT 1986</b> DELEGATION NO. 111</p> <p>I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the <i>Environmental Protection Act 1986</i> ("the Act"), and pursuant to section 20 of the Act, hereby delegate to—</p> <p>(a) the holder for the time being of the offices of—</p> <ul style="list-style-type: none"> <li>(i) Chief Executive Officer under the <i>Local Government Act 1995</i>;</li> <li>(ii) Director, Environmental Regulation Division, Department of Environment Regulation;</li> <li>(iii) Manager, Noise Regulation Branch, Environmental Regulation Division, Department of Environment Regulation; and</li> <li>(iv) Principal Environmental Officer, Noise Regulation Branch, Environmental Regulation Division, Department of Environment Regulation; and</li> </ul> <p>(b) to any employee of a local government under the <i>Local Government Act 1995</i> who is appointed as an Authorised Person under section 87 of the Act,</p> <p>all my powers and duties in relation to noise management plans under regulation 13 of the Environmental Protection (Noise) Regulations 1997 other than this power of delegation.</p> <p>Under section 59(1)(e) of the <i>Interpretation Act 1984</i>, Delegation No. 79, gazetted 9 May 2008 is hereby revoked.</p> <p>Dated the 12th day of December 2013.</p> <p>Approved by—</p> <p style="text-align: right;">JASON BANKS, Acting Chief Executive Officer. JOHN DAY, Acting Minister for Environment, Heritage.</p>

	<p><b>EV405*</b></p> <p style="text-align: center;"><b>ENVIRONMENTAL PROTECTION ACT 1986</b> DELEGATION NO. 119</p> <p>I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the <i>Environmental Protection Act 1986</i> ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of—</p> <p>(a) Chief Executive Officer under the <i>Local Government Act 1995</i>; and</p> <p>(b) to any employee of the local government under the <i>Local Government Act 1995</i> who is appointed as an Authorised Person under section 87 of the Act,</p> <p>all my powers and duties in relation to noise management plans under regulation 13 of the <i>Environmental Protection (Noise) Regulations 1997</i>, other than this power of delegation.</p> <p>Under section 59(1)(e) of the <i>Interpretation Act 1984</i>, Delegation No. 111, gazetted 20 December 2013, is hereby revoked.</p> <p>Dated the 1st day of May 2014.</p> <p style="text-align: right;">JASON BANKS, Acting Chief Executive Officer.</p> <p>Approved by—</p> <p style="text-align: right;">Hon ALBERT JACOBS JP MLA, Minister for Environment: Heritage.</p>
<b>Power Delegated to:</b>	The holder for the time being of the officer of Chief Executive Officer under the Local Government Act 1995 and; any employee of a local government under the <i>Local Government Act 1995</i> who is appointed as an Authorised Person under section 87 of the Act.
<b>Conditions on Delegation:</b>	Business Practice Condition Noise Management Plans are to be approved by Coordinator Health Services and authorised by Manager Health and Compliance. A copy of the approved plan is to be forwarded to the Manager Land Development when related to subdivision works.
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Any noise management plan determinations will be recorded in the appropriate register or file.
<b>Compliance Links</b>	Financial Interest Return required – No
<b>Delegation Administration:</b>	
Decision Reference	Decision Reference
1. 16/238647	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

### 5.3 ENVIRONMENTAL PROTECTION ACT 1986 – ENVIRONMENTAL PROTECTION NOTICE

<b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.
<b>Statutory Power being Delegated:</b>	<i>Environmental Protection (Noise) Regulations 1997</i> 13. Construction sites (3)(c)
<b>Power is originally assigned to:</b>	Chief Executive Officer of the Department of Environmental Regulation
<b>Statutory Power of Delegation:</b>	<p><i>Environmental Protection Act 1986</i>  <i>Section 20</i>  <i>Delegation No. 52</i>  <i>Government Gazette No. 47 19 March 2004</i></p> <p>EV401</p> <p style="text-align: center;"><b>ENVIRONMENTAL PROTECTION ACT 1986</b>  <b>Section 20</b>  Delegation No. 52</p> <p>Pursuant to section 20 of the <i>Environmental Protection Act 1986</i>, the Chief Executive Officer hereby delegates as follows—</p> <p>Powers and duties delegated—</p> <p>All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.</p> <p>Persons to whom delegation made—</p> <p>This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the <i>Local Government Act 1995</i>.</p> <p>Pursuant to section 59(1)(e) of the <i>Interpretations Act 1984</i>, Delegation No. 32, dated 4 February 2000 is hereby revoked.</p> <p>Dated this 9<sup>th</sup> day of January 2004.</p> <p>Approved—</p> <p>FERDINAND TROMP, A/Chief Executive Officer.</p> <p>Dr JUDY EDWARDS MLA, Minister for the Environment.</p>
<b>Power Delegated to:</b>	The holder for the time being of the officer of Chief Executive Officer under the <i>Local Government Act 1995</i>
<b>Conditions on Delegation:</b>	
<b>Statutory Power to Sub-Delegate:</b>	Nil

<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
<b>CEO's Conditions on Sub-delegation:</b>	N/A		
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<i>Any notices issued under this delegation are to be recorded in the appropriate container or register.</i>		
<b>Compliance Links</b>	<i>Financial Interest Return required – No</i>		
<b>Delegation Administration:</b>			
<b>Decision Reference</b>	<b>Decision Reference</b>	<b>Decision Reference</b>	
1.	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

#### 5.4 ENVIRONMENTAL PROTECTION ACT 1986 – NOISE MANAGEMENT PLANS – KEEPING LOG BOOKS, NOISE CONTROL NOTICES, CALIBRATION AND APPROVAL OF NON-COMPLYING EVENTS

<p><b>Function Delegated:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i></p>	<p>The powers and duties of the Chief Executive Officer of the Department of Environment Regulation under the <i>Environmental Protection (Noise) Regulations 1997</i> in relation to:</p> <ul style="list-style-type: none"> <li>a) Waste collection and other works – noise management plans relating to specified works under regulation 14A or 14B;</li> <li>b) Bellringing or amplified calls to worship – the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);</li> <li>c) Community activities – noise control notices in respect of community noise under regulation 16;</li> <li>d) Motor sport venue – noise management plans in relation to motor sport venues under Part 2 Division 3;</li> <li>e) Shooting venues – noise management plans in relation to shooting venues under Part 2 Division 4;</li> <li>f) Calibration results – requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;</li> <li>g) Sporting, cultural and entertainment venues – approval of event or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation: <ul style="list-style-type: none"> <li>i. Sub regulation 18(13)(b) is not delegated.</li> </ul> </li> </ul>
<p><b>Power is originally assigned to:</b></p>	<p>Chief Executive Officer of the Department of Environmental Regulation</p>
<p><b>Statutory Power of Delegation:</b></p>	<p><i>Environmental Protection Act 1986</i>  <i>Delegation No. 112</i>  <i>Government Gazette No. 232 20 December 2013</i></p> <p>EV402*</p> <p style="text-align: center;"><b>ENVIRONMENTAL PROTECTION ACT 1986</b>  DELEGATION NO. 112</p> <p>I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the <i>Environmental Protection Act 1986</i> ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the <i>Local Government Act 1995</i>, my powers and duties under the <i>Environmental Protection (Noise) Regulations 1997</i>, other than this power of delegation, in relation to—</p> <ul style="list-style-type: none"> <li>(a) waste collection and other works—noise management plans relating to specified works under regulation 14A or 14B;</li> <li>(b) bellringing or amplified calls to worship—the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);</li> <li>(c) community activities—noise control notices in respect of community noise under regulation 16;</li> <li>(d) motor sport venues—noise management plans in relation to motor sport venues under Part 2 Division 3;</li> <li>(e) shooting venues—noise management plans in relation to shooting venues under Part 2 Division 4;</li> <li>(f) calibration results—requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;</li> <li>(g) sporting, cultural and entertainment events—approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation— <ul style="list-style-type: none"> <li>(i) Subregulation 18(13)(b) is not delegated.</li> </ul> </li> </ul> <p>Under section 59(1)(e) of the <i>Interpretation Act 1984</i>, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.</p> <p>Dated the 12th day of December 2013.</p> <p style="text-align: right;">JASON BANKS, Acting Chief Executive Officer.</p> <p>Approved by—</p> <p style="text-align: right;">JOHN DAY, Acting Minister for Environment, Heritage.</p>



Power Delegated to:	The holder for the time being of the officer of Chief Executive Officer under the Local Government Act 1995		
Conditions on Delegation:			
Statutory Power to Sub-Delegate:	Nil		
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	N/A		
CEO's Conditions on Sub-delegation:	N/A		
Record Keeping Statement (LGA 1995) <i>s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	<i>Any notices issued or determinations made under this delegation are to be recorded in the appropriate register or file.</i>		
Compliance Links	<i>Financial Interest Return required – No</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1.	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

## 5.5 DEPARTMENT OF ENVIRONMENTAL PROTECTION – APPOINTMENT OF DESIGNATED PERSON - INFRINGEMENT NOTICE REVIEW

<b>Function Authorised:</b> <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Authorised to accept payments and exercise those powers in relation to modified penalties relating to infringement notices served under Section 99J of the Act by an Inspector authorised under section 88 of the Act and employed by the relevant local government.
<b>Statutory Power being Delegated:</b>	<i>Environmental Protection Act 1986</i> 99K Content of infringement notice 99M Extending time to pay modified penalty 99N Withdrawing infringement notice
<b>Power is originally assigned to:</b>	Chief Executive Officer of the Department of Environmental Regulation
<b>Statutory Power of Delegation:</b>	<i>Environmental Protection Act 1986</i> 20. Delegation by CEO <i>Government Gazette No. 28 11 February 2000</i> Part 2 Environmental Protection Designation No. 01  <b>EP401*</b> <b>ENVIRONMENTAL PROTECTION ACT 1986</b> Section 99I Designation No. 01  This appointment is made pursuant to section 99I of the Environmental Protection Act 1986 ("the Act") 1. Pursuant to section 99I of the Act, I (Dr) Bryan Jenkins, as Chief Executive Officer hereby appoint any person for the time being holding or acting in the Office of Chief Executive Officer of a Local Government under the Local Government Act 1995 as a "designated person" for the purpose of sections 99K, 99M and 99N of the Act. 2. The "designated person" is authorised to accept payments and exercise those powers in relation to modified penalties relating to infringement notices served under section 99J of the Act by an Inspector authorised under section 88 of the Act and employed by the relevant Local Government. Dated this 21st day of January 2000.  (Dr) BRYAN JENKINS, Chief Executive Officer, Department of Environmental Protection.
<b>Power Delegated to:</b>	Any person for the time being holding or acting in the Office of the Chief Executive Officer of a local government
<b>Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-Delegate:</b>	Nil
<b>CEO's Sub-Delegation:</b> <i>The exercise of the delegated power does not include the power of delegation</i>	N/A
<b>CEO's Conditions on Sub-delegation:</b>	N/A
<b>Record Keeping Statement (LGA 1995)</b> s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	<i>Any infringements reviewed under this delegation are to be recorded in the appropriate register or file.</i>
<b>Compliance Links</b>	<i>Financial Interest Return required – No</i>
<b>Delegation Administration:</b>	
Decision Reference	Decision Reference
Decision Reference	Decision Reference

1. 16/427246	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

## 5.6 WESTERN AUSTRALIAN PLANNING COMMISSION – DELEGATION OF CERTAIN POWERS AND FUNCTIONS OF THE WESTERN AUSTRALIAN PLANNING COMMISSION RELATING TO THE METROPOLITAN REGION SCHEME

PL403

### PLANNING AND DEVELOPMENT ACT 2005

#### INSTRUMENT OF DELEGATION

Del 2017/02 Powers of Local Governments and Department of Transport  
Metropolitan Region Scheme

Delegation of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme

#### Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to an officer of a public authority or to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

PL405

### PLANNING AND DEVELOPMENT ACT 2005

#### INSTRUMENT OF DELEGATION

Del 2022/03 Powers of Local Governments Metropolitan Region Scheme

Delegation of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme.

#### Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function to an officer of a public authority or to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

#### Resolution under section 16 of the Act (delegation)

On 8 December 2021, pursuant to section 16 of the Act, the WAPC resolved—

- A. To delegate to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme, of applications for approval to commence and carry out development specified in clauses 1 and 2 of Section A, within their respective districts, subject to the conditions set out in clauses 1 to 4 of Section B;
- B. To revoke its delegation of powers and functions to local governments as detailed in the notice entitled "DEL 2017/02 Powers of local governments (MRS)" published in the *Government Gazette* on 30 May 2017, to give effect to this delegation.

SAM FAGAN, Secretary, Western Australian Planning Commission.

### PLANNING AND DEVELOPMENT ACT 2005

#### INSTRUMENT OF DELEGATION

#### SECTION A—Types of Development

##### 1. Development on zoned land

Applications for development on land zoned under the MRS except—

- (a) where the land is subject to a resolution under Clause 32 of the MRS; or
- (b) where the land is subject to the declaration of a planning control area under Section 112 of the *Planning and Development Act 2005*; or

- (c) where that land is partly within the development control area described in section 10 of the *Swan and Canning Rivers Management Act 2006* or is outside the development control area but abuts waters within the development control area and the Swan River Trust objects to the proposal, or a referral body recommends refusal; or
- (d) where the local government is of the opinion that the application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest, or
- (e) in respect of public works undertaken by public authorities.

## 2. Development on regional road reservations

Applications for developments on or abutting land that is reserved in the MRS for the purpose of a regional road.

### SECTION B—Conditions

#### 1. Referral requirements for development on land within or abutting a regional road reservation

The following applications for development on land that abuts or is fully or partly reserved as regional road reservation (classified as Category 1, 2 and 3) shall be referred to Main Roads WA (MRWA) or the Department of Planning, Lands and Heritage, as applicable, for transport planning related comments and recommendations before being determined by the local government subject to the process explained in clause 4, Section B.

Type of regional road reservation in the MRS	Classification on plans SP 693 (PRR) and SP 694 (ORR)	Referral Agency
Primary Regional Road (PRR)	Category 1, 2 and 3	Main Roads WA
Other Regional Road (ORR)	Category 1, 2 and 3	Department of Planning, Lands and Heritage

The regional road network (PRR and ORR) changes periodically with amendments to the MRS. This clause relates to all regional road reservations in the MRS as amended from time to time. Regional roads subject to this notice and the relevant agency that is responsible for their planning are shown on accompanying editions of plans SP 693 (PRR, MRWA) and SP 694 (ORR, WAPC).

The road categories shown on plans SP 693 (PRR) and SP 694 (ORR) classify the regional roads based on—

- (a) the permissible vehicular access arrangements to the subject land via the regional road frontage
  - **Category 1 road** means that frontage access is not allowed (control of access);
  - **Category 2 road** means that frontage access may be allowed subject to approval; and
- (b) the legibility and statutory powers of current road land requirements defined for the purpose of regional road reservation in the MRS
  - **Category 3 road** means that the subject regional road reservation is not accurately defined or is subject to review by the agency that is responsible for planning of the regional road.

“**Category 1 road**” applies where regional roads—

- (a) are constructed or planned to a fully controlled and grade separated freeway standard; or
- (b) are constructed or planned to an access controlled arterial standard, (i.e. functioning as Primary Distributor or Integrator Arterial (District Distributor) road with widely spaced signalised intersections or roundabouts, and a few, if any, direct access points to individual sites or local streets.

“**Category 2 road**” applies where regional roads—

- (a) are constructed or planned to a partially access controlled arterial standard, (i.e. a primary or district distributor road with direct connections to local streets and driveways to larger sites, but with some restriction of direct frontage access to individual properties); or
- (b) have direct frontage access to abutting properties due to the historic development of the road and properties.

“**Category 3 road**” applies where regional road reservation is not accurately defined or is under review.

Tables 1, 2 and 3 below outline the category of the regional road reservation and the criteria for referring development applications to agencies for comment in accordance with this instrument of delegation.

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**Table 1—Referral process of development applications with respect to Category 1 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— <ul style="list-style-type: none"> <li>(a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or</li> <li>(b) Development with potential for a significant increase in traffic using any access, either directly or indirectly, onto the road reservation; or</li> <li>(c) Development, which involves direct vehicle access to and/or from the regional road reservation.</li> </ul>	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

**Table 2—Referral process of development applications with respect to Category 2 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— <ul style="list-style-type: none"> <li>(a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or</li> <li>(b) Development with potential for a significant increase in traffic on the regional road using any access, either directly or indirectly, onto the road reservation; or</li> <li>(c) Development, which involves the retention of more than one existing access; or additional, relocated or new access between the subject land and the road reservation; or</li> <li>(d) Development, which proposes retention of an existing access between the subject land and the road reservation, where alternative access is or could be made available from side or rear streets or from rights of way at rear; or</li> <li>(e) Development on a lot affected by the regional road reservation where—               <ul style="list-style-type: none"> <li>• all or part of the proposed development is within the regional road reservation; and</li> <li>• has a construction value greater than \$50 000; or</li> </ul> </li> <li>(f) Development on a lot affected by the regional road reservation where—               <ul style="list-style-type: none"> <li>• none of the proposed development is within the regional road reservation; and</li> <li>• has a construction value greater than \$250 000</li> </ul> </li> </ul>	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.



**Table 3—Referral process of development applications with respect to Category 3 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. All development applications, other than those where local government first decides to refuse it.	1. Where the local government first decides to refuse the application under the MRS

**Notes—**

- (1) Copies of plans SP 693 (PRR) and SP 694 (ORR) are available from the WAPC's website: "Resolutions and instruments of delegation—WAPC Powers of local governments (MRS)". (<http://www.DPLH.wa.gov.au/1212.asp>).
- (2) In determining applications under this delegation, local governments shall have due regard to relevant WAPC and MRWA policy and guidelines, including but not limited to the Commission's D C Policy—5.1 *Regional Roads (Vehicular Access)*, the Transport Impact Assessment Guidelines, and MRWA *Driveways Policy*, which set out the principles and requirements to be applied when considering proposals for vehicle access to or from developments abutting certain categories of regional roads.  
(<http://www.DPLH.wa.gov.au/publications/812.asp>; and <https://www.mainroads.wa.gov.au/BuildingRoads/StandardsTechnical/RoadandTrafficEngineering/GuidetoRoadDesign/Pages/Driveways.aspx>)
- (3) Local governments shall ensure that sufficient transport information accompanies the development application to assist the referral agency in assessing the transport implications of the proposal. This information should be provided in accordance with the WAPC's *Transport Impact Assessment Guidelines*. <http://www.DPLH.wa.gov.au/publications/1197.asp>
- (4) With regard to proposals for new noise-sensitive developments, the local government shall have due regard to the provisions of Commission's *State Planning Policy—5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning*. (<http://www.DPLH.wa.gov.au/publications/1182.asp>)

**2. Referral requirements for development on land abutting the Swan River Trust Development Control Area**

Applications for development on land that is outside the development control area but abutting land that is in the development control area, or which in the opinion of the local government are likely to affect waters in the development control area, shall be referred to the Swan River Trust for comment and recommendation before being determined by the local government.

**3. Referral requirements for development on land abutting other reservations**

Applications for development on land abutting land reserved in the MRS for purposes other than regional roads or Parks and Recreation (where the reservation corresponds with the Swan River Trust development control area and is covered by Clause 2, Section B of this notice) shall be referred to the public authority responsible for that reserved land for comment and recommendation before being determined by the local government.

In the case of land reserved for the purpose of Parks and Recreation, which is not vested or owned by another public authority, the applications shall be referred to the Department of Planning, Lands and Heritage before being determined by the local government.

**4. For the purpose of this Instrument of Delegation**

- (a) Where an application is referred by the local government to a public authority for comment and recommendation, the public authority shall provide comment and a recommendation, if any, within 30 days of receipt of the application. If no comment or recommendation is received within that 30 day period the local government may determine the application on the available information.
- (b) Where the recommendation provided by the public authority specified in the delegation notice is not acceptable to the local government the application, together with the recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the local government, shall be referred immediately to the WAPC for determination.
- (c) The powers delegated to a member or officer of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development within the local government district under the local government's local planning scheme.

**Interpretation**

In this Instrument of Delegation, unless the context otherwise requires—

- A reference to a 'position' or 'classification' contemplates and includes a reference to its successor in title.
- "access" means both entry and exit from either a road or abutting development by a vehicle.
- "Commission" or "WAPC" means the "Western Australian Planning Commission".

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- “development” has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005* or “development means the development or use of any land, including—
  - (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;
  - (b) the carrying out on the land of any excavation or other works;
  - (c) in the case of a place to which a Conservation Order made under section 59 of the *Heritage of Western Australia Act 1990* applies, any act or thing that—
    - (i) is likely to change the character of that place or the external appearance of any building; or
    - (ii) would constitute an irreversible alteration of the fabric of any building”.
- “local road” means a public road other than a private road or a road subject of reservation under Part II of the MRS.
- “not acceptable” means that the local government wishes to determine the application, as a delegate of the WAPC, in a manner that is inconsistent with the recommendation received from the public agency to which the local government was required to consult under this Notice of Delegation.
- Main Roads WA means Main Roads Western Australia
- “regional road” means any road designated under the region Scheme as follows—
  - (a) land coloured red in the Scheme Map—Primary Regional Roads; and
  - (b) land coloured dark blue in the Scheme Map—Other Regional Roads.
- “reserved land” means land reserved under Part II of the MRS.
- “road reservation” means land reserved for the purposes of a regional road in the MRS.
- “significant increase in traffic” means generating more than 100 vehicle trips in the peak hour and would therefore require a transport assessment to accompany the development application. Refer to the Commission’s *Transport Impact Assessment Guidelines*

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In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

#### Resolution under section 16 of the Act (delegation)

On 24 May 2017, pursuant to section 16 of the Act, the WAPC resolved—

- A. To delegate to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme, of applications for approval to commence and carry out development specified in clauses 1 and 2 of Section A, within their respective districts, subject to the conditions set out in clauses 1 to 4 of Section B;
- B. To delegate to the Managing Director, Policy, Planning and Investment—Transport, of the Department of Transport, and the person or persons from time to time holding or acting in that office, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme (MRS), of applications for approval to commence and carry out development specified in clause 3, Section A, subject to the conditions set out in clause 5 of Section B.
- C. To revoke its delegation of powers and functions to local governments as detailed in the notice entitled "DEL 2011/02 Powers of local governments (MRS)" published in the *Government Gazette* on 10 June 2014, to give effect to this delegation.

KERRINE BLENKINSOP, Secretary,  
Western Australian Planning Commission.

### PLANNING AND DEVELOPMENT ACT 2005 INSTRUMENT OF DELEGATION

#### SECTION A—Types of Development

##### 1. Development on zoned land

Applications for development on land zoned under the MRS except—

- (a) where the land is subject to a resolution under Clause 32 of the MRS; or
- (b) where the land is subject to the declaration of a planning control area under Section 112 of the *Planning and Development Act 2005*; or
- (c) where that land is partly within the development control area described in section 10 of the *Swan and Canning Rivers Management Act 2006* or is outside the development control area but abuts waters within the development control area; or
- (d) where the local government is of the opinion that the application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest; or
- (e) in respect of public works undertaken by public authorities.

##### 2. Development on regional road reservations

Applications for developments on or abutting land that is reserved in the MRS for the purpose of a regional road, but excluding any application relating to large format digital signage.

##### 3. Large Format Digital Signage applications

Applications from any public authority for development in relation to large format digital signage, on land reserved under the MRS for the purpose of a Primary Regional Road.

#### SECTION B—Conditions

##### 1. Referral requirements for development on land within or abutting a regional road reservation

The following applications for development on land that abuts or is fully or partly reserved as regional road reservation (classified as Category 1, 2 and 3) shall be referred to Main Roads WA (MRWA) or the Department of Planning (DoP), as applicable, for transport planning related comments and recommendations before being determined by the local government subject to the process explained in clause 4, Section B.

Type of regional road reservation in the MRS	Classification on plans SP 693 (PRR) and SP 694 (ORR)	Referral Agency
Primary Regional Road (PRR)	Category 1, 2 and 3	Main Roads WA
Other Regional Road (ORR)	Category 1, 2 and 3	Department of Planning

The regional road network (PRR and ORR) changes periodically with amendments to the MRS. This clause relates to all regional road reservations in the MRS as amended from time to time. Regional roads subject to this notice and the relevant agency that is responsible for their planning are shown on accompanying editions of plans SP 693 (PRR, MRWA) and SP 694 (ORR, WAPC).

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The road categories shown on plans SP 693 (PRR) and SP 694 (ORR) classify the regional roads based on—

- (a) the permissible vehicular access arrangements to the subject land via the regional road frontage
  - **Category 1 road** means that frontage access is not allowed (control of access);
  - **Category 2 road** means that frontage access may be allowed subject to approval; and
- (b) the legibility and statutory powers of current road land requirements defined for the purpose of regional road reservation in the MRS
  - **Category 3 road** means that the subject regional road reservation is not accurately defined or is subject to review by the agency that is responsible for planning of the regional road.

“**Category 1 road**” applies where regional roads—

- (a) are constructed or planned to a fully controlled and grade separated freeway standard; or
- (b) are constructed or planned to an access controlled arterial standard, (i.e. functioning as Primary Distributor or Integrator Arterial (District Distributor) road with widely spaced signalised intersections or roundabouts, and a few, if any, direct access points to individual sites or local streets.

“**Category 2 road**” applies where regional roads—

- (a) are constructed or planned to a partially access controlled arterial standard, (i.e. a primary or district distributor road with direct connections to local streets and driveways to larger sites, but with some restriction of direct frontage access to individual properties); or
- (b) have direct frontage access to abutting properties due to the historic development of the road and properties.

“**Category 3 road**” applies where regional road reservation is not accurately defined or is under review.

For enquiries and assistance regarding—

- (a) PRR Category 1, 2 and 3—call Main Roads WA on 138 138.
- (b) ORR Category 1, 2 and 3—call Department of Planning on (08) 6551 9000.

Tables 1, 2 and 3 below outline the category of the regional road reservation and the criteria for referring development applications to agencies for comment in accordance with this instrument of delegation.

**Table 1—Referral process of development applications with respect to Category 1 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— <ul style="list-style-type: none"> <li>(a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or</li> <li>(b) Development with potential for a significant increase in traffic using any access, either directly or indirectly, onto the road reservation; or</li> <li>(c) Development, which involves direct vehicle access to and/or from the regional road reservation.</li> </ul>	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

**Table 2—Referral process of development applications with respect to Category 2 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. Where a development application has one or more of the following characteristics— <ul style="list-style-type: none"> <li>(a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or</li> <li>(b) Development with potential for a significant increase in traffic on the regional road using any access, either directly or indirectly, onto the road reservation; or</li> </ul>	1. Where the local government first decides to refuse the application under the MRS; or 2. Under circumstances where the application is for an ancillary and incidental addition or modification to an existing authorised development, which does not encroach upon the road reservation and has no intention to alter existing access arrangements.

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Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
(c) Development, which involves the retention of more than one existing access; or additional, relocated or new access between the subject land and the road reservation; or (d) Development, which proposes retention of an existing access between the subject land and the road reservation, where alternative access is or could be made available from side or rear streets or from rights of way at rear; or (e) Development on a lot affected by the regional road reservation where— <ul style="list-style-type: none"> <li>all or part of the proposed development is within the regional road reservation; and</li> <li>has a construction value greater than \$20 000; or</li> </ul> (f) Development on a lot affected by the regional road reservation where— <ul style="list-style-type: none"> <li>none of the proposed development is within the regional road reservation; and</li> <li>has a construction value greater than \$150 000</li> </ul>	

**Table 3—Referral process of development applications with respect to Category 3 (PRR or ORR reservations in the MRS)**

Respective referral agency (as per Section B)	
Referral is required in these instances	Referral is not required in these instances
1. All development applications, other than those where local government first decides to refuse it.	1. Where the local government first decides to refuse the application under the MRS

## Notes—

- Copies of plans SP 693 (PRR) and SP 694 (ORR) are available from the WAPC's website: "Resolutions and instruments of delegation—WAPC Powers of local governments (MRS)". (<http://www.planning.wa.gov.au/1212.asp>)
- In determining applications under this delegation, local governments shall have due regard to relevant WAPC and MRWA policy and guidelines, including but not limited to the Commission's D C Policy—5.1 *Regional Roads (Vehicular Access)*, the Transport Impact Assessment Guidelines, and MRWA *Driveways Policy*, which set out the principles and requirements to be applied when considering proposals for vehicle access to or from developments abutting certain categories of regional roads.  
(<http://www.planning.wa.gov.au/publications/812.asp>; and <https://www.mainroads.wa.gov.au/BuildingRoads/StandardsTechnical/RoadandTrafficEngineering/GuidetoRoadDesign/Pages/Driveways.aspx>)
- Local governments shall ensure that sufficient transport information accompanies the development application to assist the referral agency in assessing the transport implications of the proposal. This information should be provided in accordance with the WAPC's *Transport Impact Assessment Guidelines*. (<http://www.planning.wa.gov.au/publications/1197.asp>)
- With regard to proposals for new noise-sensitive developments, the local government shall have due regard to the provisions of Commission's *State Planning Policy—5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning*. (<http://www.planning.wa.gov.au/publications/1182.asp>)
- With regard to development application for the display of advertisements on land reserved under the MRS local government should have regard to the Commission's DC Policy 5.4 *Advertising on Reserved Land*. (<http://www.planning.wa.gov.au/publications/825.asp>)

**2. Referral requirements for development on land abutting the Swan River Trust Development Control Area**

Applications for development on land that is outside the development control area but abutting land that is in the development control area, or which in the opinion of the local government are likely to affect waters in the development control area, shall be referred to the Swan River Trust for comment and recommendation before being determined by the local government.



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**3. Referral requirements for development on land abutting other reservations**

Applications for development on land abutting land reserved in the MRS for purposes other than regional roads or Parks and Recreation (where the reservation corresponds with the Swan River Trust development control area and is covered by Clause 2, Section B of this notice) shall be referred to the public authority responsible for that reserved land for comment and recommendation before being determined by the local government.

In the case of land reserved for the purpose of Parks and Recreation, which is not vested or owned by another public authority, the applications shall be referred to the Department of Planning before being determined by the local government.

**4. For the purpose of this Instrument of Delegation (excluding applications under clause 3, Section A)—**

- (a) Where an application is referred by the local government to a public authority for comment and recommendation, the public authority shall provide comment and a recommendation, if any, within 30 days of receipt of the application. If no comment or recommendation is received within that 30 day period the local government may determine the application on the available information.
- (b) Where the recommendation provided by the public authority specified in the delegation notice is not acceptable to the local government the application, together with the recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the local government, shall be referred immediately to the WAPC for determination.
- (c) The powers delegated to a member or officer of a local government may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development within the local government district under the local government's local planning scheme.

**5. Referral Requirements for applications from a public authority for large format digital signage development on land within a Primary Regional Road reservation**

Where applications for large format digital signage development relate to land that is reserved as Primary Regional Roads (PRR) reservation in the MRS, the following shall apply—

- (a) DoT shall refer the application to the relevant local government and Main Roads WA for comment and recommendation;
- (b) the local government and Main Roads WA shall provide their comments and recommendations, if any, to the delegate within 30 days of receipt of the application;
- (c) Once the 30 day period has elapsed, the delegate may determine the application, even in the absence of comments and recommendations; and
- (d) the delegate is not bound to follow any recommendation received.

**Interpretation**

In this Instrument of Delegation, unless the context otherwise requires—

- A reference to a 'position' or 'classification' contemplates and includes a reference to its successor in title.
- "access" means both entry and exit from either a road or abutting development by a vehicle.
- "Commission" or "WAPC" means the "Western Australian Planning Commission".
- "development" has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005* or "development means the development or use of any land, including—
  - (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;
  - (b) the carrying out on the land of any excavation or other works;
  - (c) in the case of a place to which a Conservation Order made under section 59 of the *Heritage of Western Australia Act 1990* applies, any act or thing that—
    - (i) is likely to change the character of that place or the external appearance of any building; or
    - (ii) would constitute an irreversible alteration of the fabric of any building".
- "DoT" means the Department of Transport
- "Large format digital signage" means an electronic billboard whether freestanding or attached to another structure with a display area of greater than 13m<sup>2</sup> "local government" means a local government within the area covered by the MRS.
- "local road" means a public road other than a private road or a road subject of reservation under Part II of the MRS.
- "not acceptable" means that the local government wishes to determine the application, as a delegate of the WAPC, in a manner that is inconsistent with the recommendation received from the public agency to which the local government was required to consult under this Notice of Delegation.
- Main Roads WA means Main Roads Western Australia
- "Public authority" means any of the following—
  - (a) a Minister of the Crown in right of the State;



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- (b) a department of the Public Service, State trading concern, State instrumentality or State public utility;
- (c) any other person or body, whether corporate or not, who or which, under the authority of a written law, administers or carries on for the benefit of the State, a social service or public utility;
- “regional road” means any road designated under the region Scheme as follows—
  - (a) land coloured red in the Scheme Map—Primary Regional Roads; and
  - (b) land coloured dark blue in the Scheme Map—Other Regional Roads.
- “reserved land” means land reserved under Part II of the MRS.
- “road reservation” means land reserved for the purposes of a regional road in the MRS.
- “significant increase in traffic” means generating more than 100 vehicle trips in the peak hour and would therefore require a transport assessment to accompany the development application. Refer to the Commission’s *Transport Impact Assessment Guidelines*

Extract from Government Gazette #8104 18 January 202230 May 2017 page 2738 18/187735

## PLANNING

PL101

### CORRECTION

#### PLANNING AND DEVELOPMENT ACT 2005

##### INSTRUMENT OF DELEGATION

Del 2017/02 Powers of Local Governments and Department of Transport  
Metropolitan Region Scheme

Certain typographical errors were recorded in the Instrument of Delegation, made under the *Planning and Development Act 2005*, and published on 30 May 2017 from page 2738 to 2743 of the *Government Gazette*.

The errors are corrected as follows—

1. On page 2739, the text of Resolution C is deleted and replaced with the following words—  
“TO REVOKE its delegation of powers and functions to local governments and the Department of Transport as detailed in the notice entitled “DEL 2015/02 Powers of local governments and Department of Transport (MRS)” published in the *Government Gazette* on 18 December 2015, to give effect to this delegation.”

Extract from Government Gazette #105 2 June 2017 page 2761 18/187738

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## PLANNING

PL402

### PLANNING AND DEVELOPMENT ACT 2005

#### AMENDMENT TO INSTRUMENT OF DELEGATION—POWERS OF LOCAL GOVERNMENT AND DoT

Notice of amendment to the Instrument of Delegation, Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme, as gazetted on 30 May 2017

#### Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act), the Western Australian Planning Commission (WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a member, committee or officer of the WAPC or to a public authority or to a member or officer of a public authority.

In accordance with section 16 (4) of the Act, a reference in this instrument to a function or power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred on the WAPC by the Act or any other written law as the case requires.

#### Resolution under section 16 of the Act (delegation)

On 12 December 2018, pursuant to section 16 of the Act, the WAPC resolved—

- A. To amend the Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme as gazetted on 30 May 2017, as set out in Schedule 1 below.

SAM FAGAN, Secretary,  
Western Australian Planning Commission.

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**Schedule 1**

**1. Instrument of delegation amended**

The amendments within this Schedule are to the Schedules set out in the Instrument of Delegation 2017/02—Powers of Local Governments and Department of Transport, Metropolitan Region Scheme, as gazetted on 30 May 2017 and as amended.

**2. Amendment to Section A**

1. The word “but excluding any application relating to large format digital signage” are deleted from clause 2.

2. Clause 3 is deleted.

**3. Amendments to Section B**

1. The words in brackets “(excluding applications under clause 3, Section A)” are deleted from the title to clause 4.

2. Clause 5 is deleted.

3. In the interpretation section the terms “Large format digital signage” and “Public Authority” and their respective definitions, are deleted.

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**PL403****PLANNING AND DEVELOPMENT ACT 2005****AMENDMENT TO INSTRUMENT OF DELEGATION—POWERS OF OFFICERS**

Notice of amendment to the Instrument of Delegation to committees of certain functions of the Western Australian Planning Commission, as gazetted on 16 October 2015 and as amended.

**Preamble**

Under section 16 of the *Planning and Development Act 2005* (the Act), the Western Australian Planning Commission (WAPC) may, by resolution published in the *Government Gazette*, delegate any function to a member, committee or officer of the WAPC or to a public authority or to a member or officer of a public authority.

In accordance with section 16 (4) of the Act, a reference in this instrument to a function or power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred on the WAPC by the Act or any other written law as the case requires.

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**Resolution under section 16 of the Act (delegation)**

On 12 December 2018, pursuant to section 16 of the Act, the WAPC resolved—

- A. To amend the Instrument of Delegation 2018/01 Delegation to officers of certain powers and functions of the Western Australian Planning Commission as gazetted on 3 October 2018, as set out in Schedule 1 below.

SAM FAGAN, Secretary,  
Western Australian Planning Commission.

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**Schedule 1****1. Instrument of delegation amended**

The amendments within this Schedule are to the Schedules set out in the Instrument of Delegation 2018/01—Delegation to officers of certain powers and functions of the Western Australian Planning Commission as gazetted on 3 October 2018.

**2. Amendment to Schedule 9**

Any reference to the title “Manager, Strategic Property Unit” is deleted and replaced with the title “Chief Property Officer.”

Any reference to the “Property Operations Manager” is deleted and replaced with the title “Manager, Acquisitions, Management, Disposals.”

**3. Amendment to Schedule 9**

The following row is inserted into to Schedule 9 after item 9.25 on page 3843 of the *Gazette*—

9.26. All powers and functions of the WAPC, pursuant to regulation 1 of the <i>Power of Entry and Inspection Regulations</i> .	<ul style="list-style-type: none"> <li>Any Compliance Officer</li> <li>Any other Officer of the Department</li> </ul>	Subject to the statutory limitations prescribed under regulation 1. With respect to any other Officer of the Department, only if accompanying a Compliance Officer
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*Extract from Government Gazette #193 18 December 2018 page 4825 20/190775*

Power Delegated to:	Director Planning & Sustainability Manager Approval Services Coordinator Planning Services Specialist Planner – Approval Services Specialist Project Planner Senior Planners		
Conditions on Delegation:	Nil		
Statutory Power to Sub-Delegate:	Nil		
Record Keeping Statement (LGA 1995) s5.46(3) " A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."	Any determinations made under this delegation are to be recorded in the appropriate register or file.		
Compliance Links	Financial Interest Return required – No		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1.	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

## REVISIONS

Review	Council Item	Trim Ref	Details
15.12.09	CE01-12/09	10/4539	
14.12.10	CS04-12/10	10/70284	
13.12.11	CS04-12/11	11/141585v1-2	
11.12.12	CS04-12/12	11/141585v3	
30.04.13	CS08-04/13	11/141585v4	
28.05.13	CS03-05/13	11/141585v4	
24.06.14	CS04-06/14	14/141221	
23.06.15	CS06-06/15	14/141221	
08.12.15	CS08-12/15	14/180898	
08.12.15	CS07-12/15	14/180898	
28.06.16	CE02-06/16	14/180898	
06.12.16	CE04-12/16	14/180898	
07.02.17	CE01-02/17	14/180898	
07.02.17	CE02-02/17	14/180898	
07.03.17	CE03-03/17	14/180898	Amendment to Delegation 8.3 - District Planning Scheme No. 2 - Development Control
07.03.17	CE02-03/17	14/180898	New Delegation of Authority - Public Health Act 2016 – Appointment of Authorised Officers
09.05.17	CE01-05/17	14/180898	New Delegation – Criminal Procedure Act 2004 – Appointment of Authorised and Approved Officers – Building Regulations 2012
09.05.17	CE04-05/17	14/180898	New Delegation – Health (Miscellaneous Provisions ) Act 1911 – Appointment and Authorisation of Deputy
09.05.17	CS05-05/17	14/180898	New Delegations – Pre-Qualified Supplier Panels (Delegations 6.11 – 6.14)
30.05.17	CE06-05/17	14/180898	Annual Review see 17/134814 for details
15.09.17	Administrative	14/180898	Administrative amendment to Delegation 7.29 – Public Health Act 2016 – Appointment of Authorised Officers
19.09.17	CE02-09/17	14/180898	Amendment to Delegation 7.30 – Health (Miscellaneous Provisions) Act 1911
09.10.17	Administrative	14/180898	Review of sub-delegations for Delegation 5.2 – Crossing from Public Thoroughfare to private land or private thoroughfare see 16/329065 for details
10.10.17	CE03-10/17	14/180898	Changes and Amendments to Delegations
13.10.17	Administrative	14/180898	Minor Amendment to Delegation 6.4 - Choice of Most Advantageous Tender
07.02.18	CE02-02/18	14/180898	Amendment to Delegation 7.10 – Bush Fires Act 1954 – Prosecutions
	Administrative	14/180898	Changes to position titles see 18/48479 for details
25.06.18	CE01-06/18	14/180898	Council Approval of Annual Review
20.07.18	18/203840	14/180898v2	CEO approval of annual review and renumbering of sub-delegations
20.02.18	18/274278	14/180898v2	Extension of sub-delegations to Operations Manager Community Service Delivery and Coordinator Community Safety
24.07.18	CE01-07/18	14/180898v2	Amendment to delegation Food Act 2008 – appointment of Authorised and Designated Officers
03.08.18	Administrative	14/180898v2	Administrative amendments. See 18/313146 for details
16.08.18	Administrative	14/180898v2	Administrative amendments. See 18//33025 for details
21.08.18	CE01-08/18	14/180898v2	Amendments to delegations
28.08.18	18/333701	14/180898v2	Removal of sub-delegations to Operations Manager Community Service Delivery
21.09.2018	18/389558	14/180898v2	Extension of sub-delegations for administration of the City of Wanneroo Bee Keeping Local Law 2016

Review	Council Item	Trim Ref	Details
18.10.2018	18/306398	14/180898v2	Amendments to delegations
24.10.2018	18/455559	14/180898v2	Administrative amendment to Delegation 2.10.3 Development Control
04/06/2019	19/197120	14/180898V2 14/180898V3	Annual Review Amended Version (Current)
12/07/2019	CEO	19/217438	Addition of Delegation 1.2.6 Public Places and Local Government Property Local Law
26/09/2019	Administrative	19/376416	Changes to position titles
11/10/2019	Administrative	19/394864	Removal of Operations Manager Business and Finance and removal of Operations Manager Asset Operations and Services
25/10/2019	CEO	19/362166	Additional sub-delegation to Delegation 1.2.6 Public Places and Local Government Property Local Law
2/12/2019	CEO	19/470186	Additional sub-delegation to Delegation 1.1.24 Waiver, Grant of Concession or Write Off of Monies Owning
22/01/2020	CEO	20/13521	Change of Delegation 1.2.6 from Manager Communications and Brand to Manager Place Management following restructure of respective service units.
29/01/2020	Administrative	20/34041	Clarification of how 35 days is calculated.
30/06/2020	CE01-06/20	14/180898v4	Annual Review
20/07/2020	SCS01-07/20	20/291734	Addition of Delegation 1.1.33 – Grant of Concession on Council Rates
22/07/2020	Administrative	20/310315	Change to delegation 2.9.1 – Strata Titles Act in line with change to legislation
23/07/2020	Administrative	20/311419	Change to delegation 4.5 – Health (Miscellaneous Provision) Act 1911 – Appointment and Authorisation of Deputy to provide clarity to the function and the positions appointed.
4/11/2020	CEO	20/418596	Change to delegation 1.1.26 – Removal of sub-delegation from Manager Finance and Coordinator Rates & Accounts and ability for Director Corporate Strategy & Performance to exercise delegation of condition b) from Council.
7/12/2020	Administrative	20/533822	Changes made due to changes in legislation.
16/12/2020	Administrative	20/559662	Additional changes made due to legislative amendments relating to authorisations (SL 2020/213 and 2020/212)
16/03/2021	CE02-03/21	21/60182	Addition of Delegation 1.1.34 – Obstruction of Footpaths and Thoroughfares
19/03/2021	CEO	21/86894	Change to Delegation 1.1.26 – Removal of condition to limit decisions under condition b) of the delegation to be limited to CEO and DCSP.
31/05/2021	CEO	21/223785	Addition of Manager Finance as a sub delegate with conditions
15/06/2021	CE03-06/21	14/180898v5	Annual Review
7/12/2021	PS03-12/21	21/458668	Addition of delegation 2.10.6 – Management of Development Contribution Plans
17/02/2022	Administrative	CE01-10/21	Amendment to reference to the Animals Local Law from 1999 to 2021
18/03/2022	Administrative	PS02-02/22	Amendment to reference to the Fencing Local Law from 2016 to 2021

## Item 9 Motions on Notice

### **MN01-06/22 Cr Chris Baker - Caretaker Election Period Policy**

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File Ref:	2408 – 21/440403
Author:	Cr Baker
Action Officer:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil

#### **Issue**

To consider the adoption of a Caretaker Election Period Policy (the **Policy**) to provide for procedures and practices to be followed in the lead up to an election.

#### **Background**

The *Local Government Act 1995* provides minimal guidance for Council and Council Members as to the proper conduct of Council business in the lead up to an election or when a Council Member nominates as a candidate for local government, State or Federal elections. It is left to individual local governments to determine their policy position to manage the likely issues whilst continuing to govern.

Adoption and implementation of a Policy will provide greater transparency and accountability of Council as prescribed by section 1.3 of the *Local Government Act 1995*.

#### **Detail**

The purpose of the Policy would be to provide for the following matters:-

- Avoid the Council making major decisions in the lead up to an election that would bind an incoming council;
- Use of local government resources;
- Local government officers required to act impartially in relation to all candidates;
- Materials published by the City;
- Attendance and participation in functions and events;
- Access to local government information; and
- Management of conflicts of interest.

#### **Consultation**

Subject to Council's resolution, administration to consult with Council Members at a forthcoming Forum on the policy requirements so that a draft Policy can be prepared and presented for consideration by Council.

#### **Comment**

Nil

#### **Statutory Compliance**

Council in establishing the Policy would have to give consideration to the adoption of delegations to the CEO to provide authority to determine those matters that may be considered by the Council during the designated caretaker period



## **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**

Nil

## **Policy Implications**

The drafting of a Policy to provide for matters relating to a caretaker period prior to a local government election.

## **Financial Implications**

There are no costs anticipated in the development of the Policy.

## **Voting Requirements**

Simple Majority

## **Recommendation**

**That Council REQUESTS the CEO present a draft Council Election Caretaker Policy for consideration by Council Members at an upcoming Council Forum.**

## **Administration Comment**

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The proposed Policy could provide a consolidated and adopted position in relation to the obligations and responsibilities of Council and Council Members in respect of election periods and the management of Council business during these periods.

*Attachments: Nil*

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**MN02-06/22 Cr Coetzee - Wanneroo Road - Traffic Safety Concerns**

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File Ref: 3120V010 – 22/214239  
Author: Cr Coetzee  
Action Officer: Director Assets  
Disclosure of Interest: Nil  
Attachments: 1

**Issue**

To consider the traffic safety issues on Wanneroo Road, Carabooda.

**Background**

Wanneroo Road is a Western Australian State road managed by Main Roads WA and connects the northern suburbs including Yanchep and Two Rocks with the rest of the Perth metropolitan area. Sections of Wanneroo Road from Joondalup Drive to Yanchep Beach Road have been upgraded to a four-lane dual carriageway standard by the State Government over the years. However with the latest construction works currently underway, the final section of Wanneroo Road south of Yanchep Beach Road, from Taronga Place to Yanchep Beach Road, will remain as a single carriageway with a winding alignment. (Refer **Attachment 1** for the location).

**Detail**

Traffic safety concerns have been raised by the community for this section of Wanneroo Road. I have had personal experience in using this road many times and note the following traffic safety concerns:

- Presence of large trees in the close proximity of the road surface;
- No street lighting making this section very dark; and
- A perception that the posted speed limit is high.

I am concerned that with the upgrade of the majority of Wanneroo Road to dual carriageway standard, there is now an increased a risk of serious traffic crashes within this lower standard section of Wanneroo Road due to the above listed concerns.

**Consultation**

A number of residents have raised traffic safety concerns for Wanneroo Road, Carabooda.

**Comment**

Wanneroo Road is a State road managed by Main Roads WA (MRWA) and any remedial action to alleviate these traffic safety concerns raised by the community need to be addressed by MRWA. On behalf of the City's community who use this road regularly, it is appropriate that the City writes to MRWA expressing these concerns and requesting that MRWA investigate these concerns, undertake a traffic safety assessment and implement suitable remedial measures as soon as possible.

**Statutory Compliance**

Nil

## Strategic Implications

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

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

*5.3 - Responsibly managed and maintained assets*

## Risk Management Considerations

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

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

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

## Policy Implications

Nil

## Financial Implications

As Wanneroo Road is a State road, costs associated with the implementation of any potential measures to alleviate the traffic safety concerns in Wanneroo Road will MRWA's responsibility.

## Voting Requirements

Simple Majority

## Recommendation

That Council:-

- 1. NOTES** the traffic safety issues being experienced by the road users within the Wanneroo Road, Carabooda section immediately south of Yanchep Beach Road; and
- 2. REQUESTS** Administration to write to Main Roads WA requesting the investigation, including undertaking a traffic safety assessment, of traffic safety concerns in the section of Wanneroo Road, Carabooda immediately south of Yanchep Beach Road, and implement suitable remedial measures as soon as possible.

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## Administration Comment

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The latest traffic counts for this section of Wanneroo Road were carried out in 2020/21 and showed that an average of 10,910 vehicles per day used the road.

Main Roads WA (MRWA) figures show that there were 16 reported crashes on this section of the road in the last 5 years. Of these, 7 were recorded as KSI (killed / serious injury) crashes, which included 6 single vehicle incidents.

The MRWA road planning model indicates that this section of Wanneroo Road could be carrying up to 28,900 vehicles per day by 2031 if the Freeway is extended beyond Romeo Road to Alkimos Drive. This is projected to reduce to 24,100 by 2041 with the Freeway extended beyond Yanchep Beach Road, thereby providing an alternative route to Joondalup and Perth. Neither Freeway extension is currently a funded and committed project by MRWA. These projected volumes are dependent upon the rate of subdivision development of the Yanchep and Two Rocks areas.

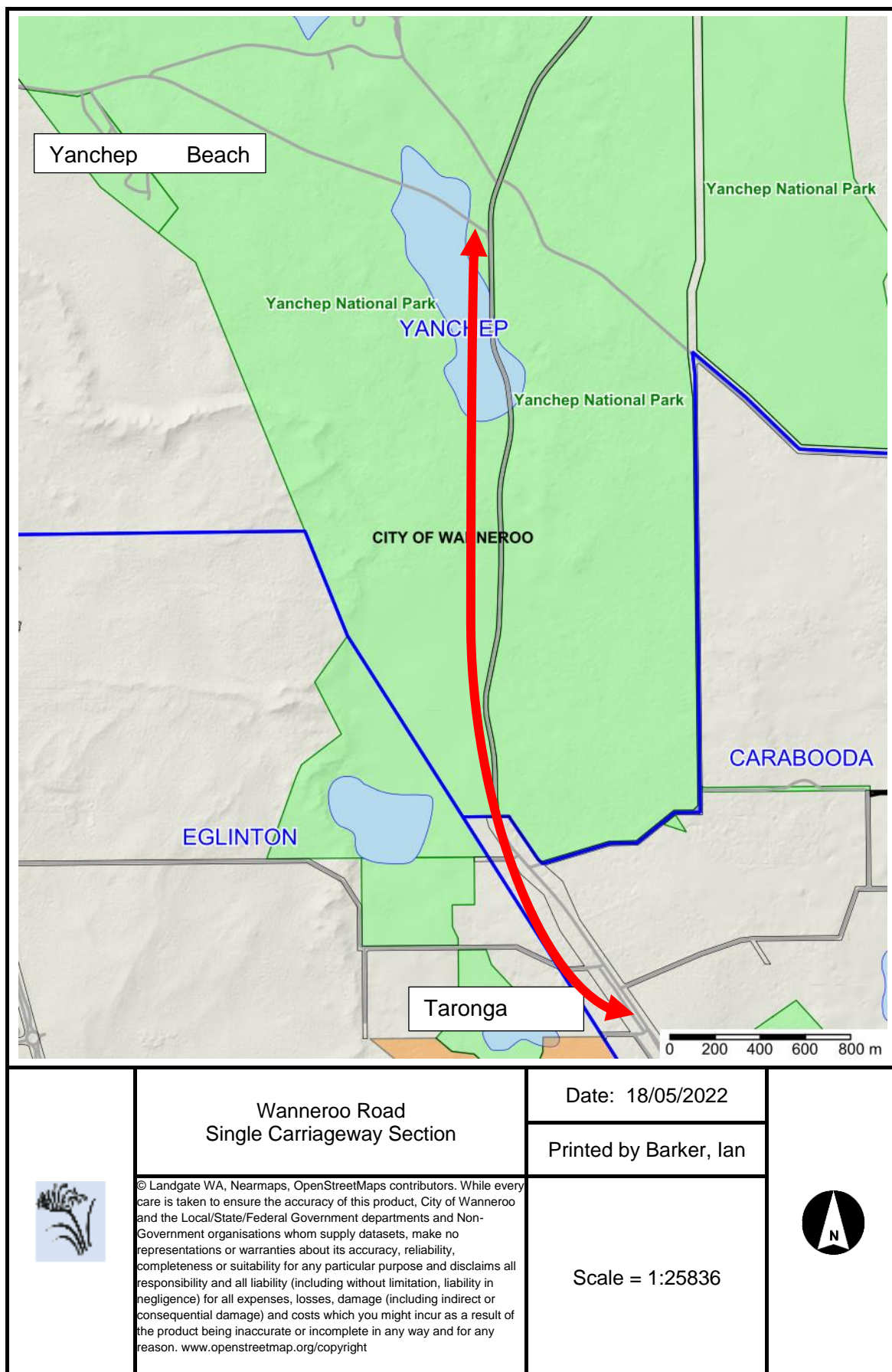
The road reserve for Wanneroo Road is 20m wide through the Yanchep National Park and 100m wide from the southern Park boundary and Taronga Place.

### Attachments:



Wanneroo Road  
Single Carriageway Section Location Plan

22/188994



## MN03-06/22 Cr Baker – Planning Framework Affecting the Two Rocks Town Centre

File Ref: 2945 – 22/187312  
 Author: Councillor Chris Baker  
 Action Officer: Director Planning and Sustainability  
 Disclosure of Interest: Nil  
 Attachments: 1

### Issue

To request Administration undertake the following, in order to ensure built form outcomes around the Two Rocks Marina are aligned with the local community's expectations:

- Reviewing the Two Rocks Town Centre Agreed Local Structure Plan No. 70 (ASP 70); and
- Completing the Local Development Plans (LDP's) as required under ASP 70.

### Background

The Two Rocks Town Centre Agreed Local Structure Plan No. 70 (ASP 70) affects various land parcels in the vicinity of the Two Rocks Marina, Two Rocks. The land affected by this structure plan is largely vacant, and was the site of the former Atlantis Marine Park which closed in 1990 and was subsequently demolished. There is existing commercial development occupying the north western section of the ASP 70 area. The ASP 70 map, which shows its location in respect to the Two Rocks Marina, is provided in **Attachment 1**.

ASP 70 was previously considered by Council at the 28 July 2009 (PS01-07/09) and 19 October 2010 (PS05-10/10) meetings. Following endorsement by Council ASP 70 was then forwarded to the WAPC for consideration, where final adoption was granted on 13 August 2014. ASP 70 has not been amended since the WAPC's adoption.

ASP 70 divides the structure plan into five precincts, each of which require their own LDP's prior to any development in the precinct. The five precincts are also shown on the plan provided in **Attachment 1**. To date, a combined LDP has been prepared and approved for Precinct A and B, an LDP proposal is currently subject to Administration's consideration in Precinct C and no LDP has been contemplated for Precincts D and E.

On 4 May 2022, the Metro Outer Joint Development Assessment Panel (JDAP) granted development approval for a supermarket and specialty tenancies on land formerly occupied by the Atlantis Marine Park. This application generated a significant amount of community interest and questions regarding the structure plan and local development plans.

Within the ASP 70 area only Precinct A and B benefit from an adopted Local Development Plan. The City received a proposed LDP for Precinct C along with the Woolworths JDAP but this remains under assessment. LDPs should be prepared for the remaining precincts to establish appropriate standards for development.

ASP 70 currently includes the following provision in Part 1 in relation to the preparation of Local Development Plans (previously referred to as Detailed Area Plans):

*"Table 1 – General Planning Requirements for Local Structure Plan Area*

#### *2. Detailed Area Plans*

*The City will not approve development within a Precinct in the absence of a precinct Detailed Area Plan (DAP), approved by the City pursuant to clause 9.14 of the Scheme, for the whole of each Precinct A-E, unless the City is satisfied that the development is of a scale and permanence that would not prejudice the: design of the DAP; timely provision*



*of infrastructure and services to the area; or the development of the surrounding area in line with the Agreed Structure Plan.”*

An LDP provides guidance for applicants when preparing development applications. LDPs would also assist administration in its assessment and the decision maker, be it JDAP or Council for future applications. LDPs are the policy vehicle that particularly focus on guiding matters such as building heights, setbacks, design standards, architectural elements, heritage and landscaping.

## **Detail**

The feedback I have received from members of the Two Rocks community has indicated that ASP 70 requires a review, for the following reasons:

- The current structure plan is clearly out of step with community expectations and needs;
- To ensure the tourism/resort focus of the town centre structure plan is strictly adhered to;
- To review the allocation of public open space in the area;
- To ensure the impact on the heritage value of the area is accurately and appropriately considered in any future development of the area; and
- Review the scale and form of allowable development.

It is acknowledged that the preparation of the outstanding LDP's will assist in addressing some of the community concerns as outlined above. Preparation of LDPs will not however, deal with land use permissibility, which is considered as part of the Local Structure Plan. The land is largely zoned for commercial purposes as well as range of residential development from single houses through to apartments. The commercial designation is results from its designation as a District Centre in the Yanchep Two Rocks District Structure Plan.

## **Consultation**

During the City's original assessment of ASP 70, the structure plan was advertised in April and May 2009 for public comment for a period of 42 days. At that time, submissions were received from residents raising issues in relation to the provision of public open space, the protection of heritage sites, the retention of views and vistas, the proposed coastal setbacks, the provision of parking, staging, zoning, density and building heights. It is clearly apparent that many of these issues remain important to the local community.

Both the preparation of the outstanding LDP's and a review of ASP 70 will require consultation with the local community and other relevant stakeholders – and will ensure that the views of residents are accurately represented in the planning framework that will guide future development proposals for this area.

Preparation of LDPs is subject to community consultation and Administration would ensure there is engagement with the local community, landowners and other stakeholders in their preparation.

As part of the review of ASP 70, there would be a requirement for community consultation, following Council's initiation of the structure plan review. Council would consider all submissions received and resolve a recommendation on the structure plan that would be forwarded to the WAPC.

## **Comment**

It is considered that the completion of the LDP's and a review of ASP 70 would bring the planning framework for the Two Rocks Marina precinct into step with community expectations and better recognise the cultural significance of the site and surrounding area. A review would provide an opportunity to define a form of development more suited to this unique location. A

revised planning framework for the Two Rocks Marina precinct could promote place activation that is respectful to its location, whilst taking into account community expectations.

## Statutory Compliance

The preparation of Local Development Plans as well as any review of ASP 70 would need to occur in accordance with the deemed provisions for local planning schemes contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 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-S23 Stakeholder Relationships	Low
Accountability	Action Planning Option
Director Planning & Sustainability & Director Assets	Manage

Risk Title	Risk Rating
CO-O26 Heritage	Moderate
Accountability	Action Planning Option
Director Community & Place	Manage

The above risks relating to the issue contained within this report have been identified and considered within the City's Strategic and Corporate risk registers. Action plans are in place to manage these risks.

## Policy Implications

Any review of ASP 70 should be undertaken in accordance to the various policies available in both the City's and the State's planning frameworks.

## Financial Implications

It is understood that the costs in preparing the outstanding LDP's can be met through Administration's operational budgets.

However, the cost of reviewing ASP 70 could be in the order of \$300,000, as the City would need to engage a range of consultants (it is difficult to be accurate at this stage as this would depend on the range of technical studies will be needed and their scope). Consultants would need to complete the various technical studies required, including (but not limited to) a traffic study, local water management strategy, retail needs assessment, environmental review, bushfire management plan, heritage assessment, urban design analysis – which would inform the preparation of a new (or revised) structure plan. While the State is progressing its assessment of the Sun City Precinct for possible inclusion in the State Heritage Register, that does not address the need to incorporate any potential change to the heritage listing of the Sun City Precinct in the structure plan and LDPs and expert heritage advice would be required in that event to inform a review of ASP 70.

The cost to undertake any work toward reviewing ASP 70 has not been included in the City's Long Term Financial Plan. This work would need to be included in a future budget, the earliest being the 2023/24 Financial Year budget. To include this unforeseen request, other identified projects in the Long Term Financial Plan will need to be either removed or pushed back to accommodate this project.

## **Voting Requirements**

Simple Majority

### **Recommendation**

**That Council:-**

**1. REQUESTS Administration:**

- a) Prepare the outstanding Local Development Plans for land identified as Precinct D and Precinct E,
- b) Reviews and determines the draft LDP No. 2 for Precinct C and
- c) Review the combined LDP (LDP No. 1) for Precincts A and B;

**2. REQUESTS Administration discuss with the major Two Rocks Town Centre landowners funding a review of ASP 70.**

**3. REQUESTS that in the event the major landowners do not agree to fund a review of ASP 70 the inclusion of \$300,000, to be listed for consideration in the 2023/24 Financial Year Draft Operating Budget for the review of ASP 70.**

## **Administration Comment**

Set out below is Administration's response in relation to the preparation of Local Development Plans (LDPs) and a review of Agreed Structure Plan No. 70 – Two Rocks Town Centre (ASP 70)

### Local Development Plans

Administration is supportive of preparing Local Development Plans for Precincts D and E and reviewing the LDPs for the remaining precincts.

Local Development Plans are the planning mechanism that set out built form standards such as building heights, setbacks, architectural style, landscaping and can address character and heritage considerations as well. Preparation and adoption of LDPs for the remaining Precincts within the structure plan area will be able to respond to many of the concerns that were raised in submissions and deputations to the City and JDAP in relation to the Two Rocks Woolworths development application.

The time and cost to prepare Local Development Plans is considerably less as their preparation does not require detailed assessment of the wide range of matters dealt with by a Structure Plan. A detailed review of the Two Rocks Structure Plan would be in the order of \$300,000 and take about two years from initiation due to the range of studies required and the extensive drafting and approval processes involved.

The timeframe to prepare LDPs and review the existing LDP would be in the order of 6 months pending the finalisation of the Heritage Council's consideration of the Sun City Precinct for possible inclusion in the State Heritage Register. It would be important to ensure that the preparation of any LDPs (or a review of the Structure Plan) is done in the light of any potential

change to the heritage status of the area. Heritage Council officers have indicated that that process may not be complete before the end of this year.

Preparation of LDPs is subject to community consultation and Administration would ensure there is engagement with the local community, landowners and other stakeholders in their preparation. Typically LDPs are prepared at subdivision stage by developers and are approved under delegated authority. However if LDPs are prepared for the Two Rocks area they could be presented to Council for determination given the significant community interest in the matter and their more complex nature than those prepared typically for new housing estates.

LDPs would not however address land use, zoning and residential densities which are set under the Structure Plan. The permissibility of commercial or other uses in the area is controlled through the zoning of the land in Part 1 of ASP 70 and the Structure Plan map. The Commercial and Mixed use zoning of the area is consistent with the Yanchep Two Rocks District Structure Plan which identifies the Two Rocks town centre as a District Centre which is intended to accommodate a range of commercial and higher density housing around the marina facility.

### Review of ASP 70

The current structure plan is due to expire in 2025 due to the Planning Regulations (introduced in 2015 by the State Government) setting a default 10 year lifespan on all Structure Plans. In this regard the Structure Plan timeframe could be extended on request to the WAPC. The normal planning process is that landowners prepare local structure plans which are then assessed by the City and approved by the WAPC. It is Administration's view that a review of ASP 70 should be undertaken by the relevant land owners at their cost.

In this circumstance Administration would write to the relevant land owners, notify them of the eventual expiry of the Structure Plan and ask that they initiate a review of the structure plan with sufficient time for it to be approved prior to its expiry. If a suitable response is not provided Council may need to consider a budget allocation in the 2023/24 Financial Year in order to progress a review of the structure plan before its expiry, if this is still required.

#### *Attachments:*

[!\[\]\(aa53ad6fea213b8b2226d3077e30533a\_img.jpg\) Attachment 1 - Cr. Baker Motion on Notice Report 22/190683](#)

FIGURE 1 (STATUTORY PROVISIONS) TWO ROCKS TOWN CENTRE LOCAL STRUCTURE PLAN



**Item 10 Urgent Business****Item 11 Confidential****CR01-06/22 Proposed Acquisition of Land From Lot 13 (4) Hoskins Road, Landsdale for an Intersection Truncation**

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File Ref: 37154 – 21/357329

Responsible Officer: Director, Corporate Strategy & Performance

*This report is to be dealt with in confidential session, under the terms of the Local Government Act 1995 Section 5.23(2), as follows:*

*(e)(iii) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government*

**Item 12 Date of Next Meeting**

The next Special Council Meeting has been scheduled for 6:00pm on Tuesday 28 June 2022, to be held at Council Chambers, Civic Centre, 23 Dundobar Road, Wanneroo.

**Item 13 Closure**





## COUNCIL CHAMBER SEATING DIAGRAM

