

Council Minutes

Confirmed Minutes

Ordinary Council Meeting

6:00pm, 12 May 2024
Council Chambers (Level 1) Civic Centre
23 Dundobar Road, Wanneroo

wanneroo.wa.gov.au

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
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



CONFIRMED MINUTES OF ORDINARY COUNCIL MEETING

HELD ON TUESDAY 21 MAY 2024

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MINUTES

Mayor Aitken declared the meeting open at 6:00pm and read the prayer.

Good evening Councillors, staff, ladies and gentlemen, this meeting today is being held on Whadjuck Nyoongar Boodjar and I would like to acknowledge and pay my respects to Elders, past, present and future. I thank all past and present members of the community that have supported the City to better understand and value Nyoongar culture within the City of Wanneroo.

I invite you to bow your head in prayer:

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

Item 1 Attendances

Mayor Aitken advised that Cr Jacqueline Huntley requested to attend this Ordinary Council Meeting by electronic means in accordance with the details as signed in the documentation submitted on the electronic attendance request form dated 21 May 2024.

01-05/24 Electronic Attendance

Moved Cr Miles, Seconded Cr Moore

That Council APPROVES Cr Huntley to attend the Ordinary Council Meeting via Electronic Attendance.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Huntley

Cr Huntley joined the meeting via Zoom at 6:03pm

LINDA AITKEN, JP

Mayor

Councillors:

ALEX FIGG	North Ward
SONET COETZEE	North Ward
GLYNIS PARKER	North-East Ward (left at 6:37pm)
BRONWYN SMITH	North-East Ward
MARIZANE MOORE	Central-East Ward
PAUL MILES	Central-East Ward
HELEN BERRY	Central-West Ward

PHIL BEDWORTH	Central-West Ward
JACQUELINE HUNTLEY	Central Ward (<i>electronic attendance, admitted at 6:03pm</i>)
JORDAN WRIGHT	Central Ward
NATALIE HERRIDGE	South-West Ward
VINH NGUYEN	South-West Ward
JAMES ROWE, JP	South Ward
EMAN SEIF, JP	South Ward

Officers:

BILL PARKER	Chief Executive Officer
MARK DICKSON	Director, Planning and Sustainability
HARMINDER SINGH	Director, Assets
ROHAN KLEMM	Acting Director, Community & Place
NOELENE JENNINGS	Director, Corporate Strategy & Performance
VICKI COLES	Executive Manager Governance and Legal
PAUL GREER	Acting Manager Council & Corporate Support
NICK STAWARZ	Acting Manager Community Facilities
GRANT CHETTLEBURGH	Manager Parks & Conservation Management
CHRIS FORDE	Project Director Alkimos Aquatic & Recreation Centre
KATIE RUSSELL	Manager Community Development
LESLEY WILKINSON	Manager Cultural Development
KIRSTEN THRUSH	Manager Community Safety & Emergency Management
LIONEL NICHOLSON	Manager Infrastructure Capital Works
MARK LITTLE	Senior Project Manager
MADONNA ILIFFE	Senior Governance Officer
SUAD ALLIE	Coordinator Council Services
YVETTE HEATH	Council Support Officer
AMANDA BLYTH	Council Support Officer (Minutes)
DENISE FRASER	Council Support Officer

Item 2 Apologies and Leave of Absence

Moved Cr Rowe, Seconded Cr Berry

That Council GRANT a Leave of Absence to Cr Wright for the period from 2 June to 30 June 2024 inclusive.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the Motion: Nil

There were four members of the public and no members of the press in attendance.

Item 3 Public Question and Statement Time

Questions Received in Writing Prior to the Meeting

PQ01-05/24 Ms C Gundry, Balga

Statement

CP04-05/24 – Response to Petition (PT02-02/24) Alexander Heights Community Centre – Fencing Around Gazebo and Barbeque Area.

I am in full support of the erection of a fence around the area defined in the application. The number of times as a volunteer service coordinator, I have been confronted with broken bottles, used needles, discarded food and general rubbish is totally unacceptable and prohibits the safe use of the outdoor area. The erection of a fence around the said area would then allow all users of the Centre to enjoy a clean, safe and healthy environment.

PQ02-05/24 Ms R Casey, Merriwa

Removal of trees

Will Council mount a campaign to combat such anarchic attitudes and unauthorised removal of verge trees, including the issuing of fines?

Response by Director Assets:

Administration is aware of the issue raised regarding the removal of street trees in the Capricorn Beach Estate by some residents. Administration has discussed the issue with Acumen (Estate Developer) and will undertake an investigation into the allegations of the removal of street trees.

Part 6.1 of the City's Public Places and Local Government Property Local Law 2015, prohibits the damage or removal of a street tree, or part of a tree without a licence. In cases where there is reasonable proof of unauthorised interference, removal, pruning or damage to a City tree, the remedies provided for in the Public Places and Local Government Property Local Law may be applied.

Administration will also develop communications around the maintenance of street trees on residential verges and the responsibilities of property owners to make any requests relating to trees adjacent to their properties to Council.

Further response by Director Assets:

Since 2019, Rangers have issued 15 infringements and 4 written cautions relating to removal/damage to street trees. This is not indicative of the number of complaints as often there is no evidence to be able to prove who damaged or removed a street tree.

PQ03-05/24 Mr S Jeffrey, Girrawheen

Statement: MN01-05/24 Cr Rowe – Antisocial Behaviour, Hainsworth Park, Girrawheen.

Good evening Mayor Aitken and the Council Board. Both Henry and I support the motion and the following points are our reasons why the Board should also show their support;

Henry and I have exhausted all advice from the Council. We have reported Antisocial behaviour to the Police / after hours Ranger Service. Unfortunately, after said reports, the antisocial behaviour continues.

Henry and I want to feel safe on our own properties and to look out onto a beautiful park. An area free of rubbish, drug paraphernalia, broken bottles and free from smells of urine and faeces.

We want to see the Council take action and assist us in our plea for help. Yes, we live across from a park, but so do other Council residents. Lucky residents, that live across from parks where pine bollards are close to the road, stopping the loitering of vehicles.

By passing the motion and bringing the pine bollards forward, the reports of antisocial behaviour will be significantly reduced. This means less impact on the already exhausted Police and Ranger services.

In addition to bringing the pine bollards forward, we would like to request “no parking /standing” signs be placed in the area too. This will enable Rangers to act accordingly for any troublesome cars parking in the problem area.

Please pass this motion. By doing so, it would relieve a lot of stress for Henry and myself and also improve the area, making it safe and clean for all those visiting the park.

PQ04-05/24 Ms H Collins, Girrawheen

Statement: MN01-05/24 Cr Rowe – Antisocial Behaviour, Hainsworth Park, Girrawheen.

I am strongly in favour of the motion presented by Cr Rowe to have the Pine Bollards brought forward, Kerbside , along a section of Salcott road & Hainsworth Park.

For many years now this particular area has been subjected to Littering, Loitering, Drug use, Antisocial behaviour & as a Toilet to both individuals & sports/community groups. Efforts to stop this by both Council & Police have fallen well short & been frustrating for myself & my neighbour Steve as we have been reporting & recording this over the years to little avail.

By bringing the Bollards forward & adding appropriate Signage this should be the start of helping clean up this area & control soil Erosion due to the near constant Vehicles parking & driving thru this part. Furthermore this should free up Council services to attend to other matters instead of responding to myself & Steve reporting yet another incident at the Park & give us some Peace of mind that the Council are listening & understanding our concerns.

Myself & Steve are well aware we live across from a Park , but it is not for those visiting it to become their Rubbish dump or Toilet which we have been subjected to witness & at times clean up afterwards.

Please consider a Yes vote as a No vote would only allow those already abusing the Park to potentially get worse.

Questions and Statements Received during the Meeting**PQ05-05/24 Ms W Garstone, Maylands**

Removal of Trees and the Draft Local Planning Policy

Perth has the lowest tree canopy of all capital cities in Australia and are unlike other capital cities, there are no laws in place to protect tree on private property. The accepted minimum healthy canopy cover for urban areas is 30% while Perth has just 16% and this amount is dropping, 80% of tree loss each year is taking place on private property and this in the City of Wanneroo includes trees being lost from suburbs like Girrawheen, Wanneroo, Quinns Rocks and Yanchep.

Mature trees are being removed as a block is cleared from fence to fence with no consideration of what trees could remain whilst a lot is being developed as well.

We do have a housing crisis but I think the solution for housing should also consider tree canopy to ensure that people's homes under suburbs are liveable. Communities need trees to be liveable walkable and to help cool the streets.

Earlier this year WALGA released a draft local planning policy to all local governments and some local governments have commenced working towards adopting it. This policy is not anti-development, it's aim is to simply save the trees where possible in these development lots.

1. *Can the City of Wanneroo investigate the implementation of the draft local planning policy 'Tree retention Model Planning Policy' that was released by WALGA?*

Response by Director Planning and Sustainability

Administration is aware of the WALGA draft local planning policy. Administration will be engaging with Council at a future Forum to discuss the Council's intent with the policy.

Response by Manager Parks & Conservation Management

The City of Wanneroo plants 3,500 trees per year, this has been done with support of Council since 2016 onwards, with several hundred further trees being planted through conservation reserves and capital works projects. The newly planted trees are watered for the first two years of establishment to ensure they receive the water and nutrients to help promote their growth during that period.

2. *What is the timeline for the discussion to implement the policy?*

Response by Director Planning and Sustainability

No timeline has been identified at this stage, it is anticipated a conservation report will be presented to Council Forum within the next three to four months.

3. *Can the City of Wanneroo look into allowing residents to lodge petitions through an online electronic method?*

Response by Director Corporate Strategy & Performance

The City of Wanneroo currently has a project to update the City's website, online electronic methods will be considered as part of the project.

Item 4 Confirmation of Minutes**OC01-05/24 Minutes of Ordinary Council Meeting held on 23 April 2024**

Moved Cr Figg, Seconded Cr Wright

That the minutes of the Ordinary Council Meeting held on 23 April 2024 be confirmed.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Item 5 Announcements by the Mayor without Discussion**OA01-05/24 Platinum Waterwise Award - Aquamotion**

Aquamotion has been awarded the highest accolade for water efficiency, conservation and usage within Western Australia - the prestigious "Platinum" Waterwise award, presented by the Water Corporation.

For the past four years, Aquamotion has held a Gold classification for providing effective measurement of its water usage and methods to minimise it. With this award, Aquamotion has now achieved the highest classification, which is held by only a few local councils.

The Aquamotion team earned the platinum award for their efforts to educate both staff and the community about waterwise principles and for completing waterwise upgrades, including plant room renewals that have reduced the centre's water and energy requirements, and the installation of water-saving drink fountains, sinks, showers and toilets.

Congratulations and well done to the Aquamotion team!

OA02-05/24 Farewell to Emille van Heyningen

I'd like to take a moment to acknowledge Emille van Heyningen, who, sadly for us, is departing the City of Wanneroo to take a promotion to further his career.

Emille first joined the City in January of 2018 in the role as Manager of Strategic Land Use Planning and Environment.

During his tenure, Emille has lead his team to achieve a number of successes.

Some of the key highlights I can think of include his work on many of the City's plans and strategies including:

- The City's Transport Strategy;
- Coastal Management Plan;
- Urban Forest Strategy;
- Climate Change Adaptation and Mitigation Strategy; and
- Local Environmental Strategy.

Emille lead the City's Developer Contribution Planning Team to collect more than \$50m in DCP contributions and has overseen the delivery of more than 100 reports to Audit and Risk, Forum and Council meeting during his time at the City.

Emille, it goes without saying we are going to miss you greatly. The City of Armadale have hit the jackpot with you and we wish you all the very best in your new role.

Item 6 Questions from Council Members

CQ01-05/24 Cr Berry - Verge Trees

1. *Is Administration aware of any other verge trees that have been removed from areas or parks that have been subjected to tree damage?*

Response by Manager Parks & Conservation Management

The City of Wanneroo currently has a case before the courts regarding illegal tree removal, we are also aware of damage to trees within parks and adjacent properties. As these issues arise the City takes the relevant action required and local laws are applied if appropriate. The City also works with the community, by educating on the importance of trees.

2. *How many times has the City's used the remedies provided for in the Public Places and Local Government Property Local Law?*

Response by Director Assets

Since 2019, Rangers have issued 15 infringements and 4 written cautions relating to removal/damage to street trees. This is not indicative of the number of complaints as often there is no evidence to be able to prove who damaged or removed a street tree.

Item 7 Petitions

New Petitions Received

PT01-05/24 Verge Tree - Cordia Place Alexander Heights - rescinds decision

Cr Parker presented a petition of 77 signatures requesting Council to rescind a decision to remove verge tree from Cordelia Place Alexander Heights (24/170191).

Moved Cr Rowe, Seconded Cr Seif

That the petition PT01-05/24 be received and forwarded to the relevant Directorate for reporting back to Council.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Update on Petitions

UP01-05/24 Closure of Public Access Way - Flanders Place, Alexander Heights (PT01-04/24)

Cr Seif presented a petition with 24 signatures who identified as residents requesting to close the public access way (PAW) at Flanders Place, Alexander Heights (24/107526).

Update

Report will present by Assets (Traffic) at June Ordinary Council Meeting. Petitioner emailed and informed on 17 May 2024.

UP02-05/24 Illegal Off Road Activities in Two Rocks (PT02-04/24)

Cr Figg presented a petition with 16 signatures who identified as residents requesting Administration assist with preventative measures to stop illegal off roading and associated anti-social behaviours in Two Rocks (24/118934).

Update

Administration are currently investigating the issues raised and plan to present a report to a future Council meeting.

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.

Cr Rowe declared an impartiality interest for item AS02-05/24 due to being employed by Margaret Quirk MLA, Member for Landsdale.

Cr Berry declared an impartiality interest for item CP01-05/24 due to being a Financial Member of the Quinns Rocks RSL Sub-branch.

Cr Huntley declared an impartiality interest for item CP01-05/24 due to being a Member of the Wanneroo RSL.

Cr Miles declared an impartiality interest for item CP01-05/24 due to being a Member of the Wanneroo Lions Club who run Gunfire breakfast for Wanneroo RSL.

Cr Rowe declared an impartiality interest for item CP01-05/24 due to being a Member of Girrawheen Lions Club who are a recipient of the grant amount subject to Council Approval.

Cr Smith declared an impartiality interest for item CP01-05/24 due to attending the True North Church in the past.

Planning and Sustainability

Assets

Infrastructure Capital Works

AS01-05/24 Alkimos Aquatic and Recreation Centre - Business Plan

File Ref:	40645V014 – 24/115311
Responsible Officer:	Director Assets
Attachments:	1
Previous Items:	CE02-08/20 - Updated Advocacy Agenda 2020-2025 - Ordinary Council - 25 Aug 2020 7:00pm CP02-11/21 - Alkimos Aquatic & Recreation Centre - Concept Design and Community Engagement Strategy - Ordinary Council - 16 Nov 2021 6:00pm CP01-12/22 - Alkimos Aquatic & Recreation Centre - Progression to Detailed Design - Ordinary Council - 06 Dec 2022 6:00pm CP02-04/23 - 23037 - Alkimos Aquatic & Recreation Centre - Detailed Design (Architecture) Services - Ordinary Council - 18 Apr 2023 6:00pm CR02-04/23 - Alkimos Aquatic and Recreation Centre - Land Acquisition - Ordinary Council - 18 Apr 2023 6:00pm CP01-09/23 - Department of Local Government, Sport and Cultural Industries 2024/25 Funding Round - Ordinary Council - 12 Sep 2023 6:00pm AS01-12/23 - Alkimos Aquatic & Recreation Centre - Project Update and Design Options - Ordinary Council - 12 Dec 2023 6:00pm AS04-02/24 - Alkimos Aquatic and Recreation Centre - Business Plan - Ordinary Council - 20 Feb 2024 6:00pm

Issue

To consider the Business Plan for the major trading undertaking of the development and operation of the Alkimos Aquatic and Recreation Centre (**AARC**) (**Attachment 1**) prepared in accordance with Section 3.59 of the *Local Government Act 1995* (**Act**) for adoption following public advertising.

Background

In April 2023 (CR02-04/23), Council requested Administration prepare a Business Plan for AARC for consideration by Council. On 12 July 2023, the City appointed Bridge42 Pty Ltd for the preparation of a Business Plan in accordance with Section 3.59 of the *Local Government Act 1995* for the AARC.

The Business Plan was presented to the City's Alkimos Aquatic and Recreation Centre Working Group (**AARCWG**) at its 30 January 2024 meeting. The following was resolved at the meeting:

"That the Alkimos Aquatic & Recreation Centre Working Group SUPPORTS Administration presenting the Business Plan for major trading undertaking of the development and operation of the Alkimos Aquatic & Recreation Centre to Council for approval to advertise."

The Business Plan was then presented to Council at its February 2024 meeting for consideration to advertise and through report AS04-02/24 *Alkimos Aquatic and Recreation Centre - Business Plan*, Council resolved the following:

“That Council:-

- 1. NOTES that the Alkimos Aquatic and Recreation Centre Working Group at its 30 January 2024 meeting SUPPORTED Administration presenting the Business Plan for the major trading undertaking of the development and operation of Alkimos Aquatic and Recreation Centre to Council for approval to advertise; and*
- 2. ADOPTS the Alkimos Aquatic and Recreation Centre Business Plan, as shown as Attachment 1, for advertising in accordance with section 3.59 of the Local Government Act 1995.”*

This report considers the outcome of the advertising of the Business Plan in accordance with the Council's decision.

Detail

Delivery of the AARC will have a strong positive impact on the City's future planning for the area. The AARC has been a longstanding objective for the City and will assist the City with achieving their other strategic objectives, as nominated in the following key documents and their relevant strategic objectives.

From a capital perspective, the City has committed approximately \$26.113 million in funding from its reserves to the project, with all other funding for the project provided by external parties. The amount to be contributed by the City has been approved by Council for the project and therefore, has been allocated to future budgets. Given the allocation is being appropriately allowed for and managed, the impact to the City is considered minimal.

The City has had success in delivering large infrastructure projects, having already undertaken the required internal resourcing to ensure that qualified and experienced personnel are appointed to the team to lead delivery of the works.

It is provisioned for an operator tender process to commence in the short term, to determine if the City will directly manage the facility or whether an external operator will manage the facility. This timing will leave two years from opening to ensure that when the preferred option is determined, there is suitable time allowed for recruitment, on boarding and training of all staff to ensure the City is well resourced and equipped to deliver the required services when the facility opens.

Overall, the AARC is either providing completely new services to the catchment (e.g. aquatics and hardcourts) or offering services at a scale that is not comparable to what is currently offered in the market. Therefore, the overall impact to existing services and facilities within the district is considered low.

Consultation

The overall project financial model has been presented and discussed with Council Members at meetings, Council Forums, and the Ordinary Council Meeting 12 December 2023.

The draft Business Plan has been presented and discussed at the Alkimos Aquatic and Recreation Centre Working Group at 30 January 2024 meeting.

As per the requirement of the **Act** Section 3.59, the Business Plan was advertised for a period of 6 weeks from 24 February to 5 April 2024 including:

- An advertisement in the West Australian (Saturday 24 February 2024);
- An advertisement in Perth Now (Wanneroo – Thursday 29 February 2024); and
- Promoting the consultation on the City's Website (Your Say).

At the close of the advertising period, 5.00pm on Friday 5 April 2024, the City had received no submissions on the matter.

Comment

The development and operation of the Alkimos Aquatic and Recreation Centre is a significant undertaking by the City.

The purpose of this report is to meet the statutory requirements stipulated in Section 3.59 of the *Local Government Act 1995*, which requires a Local Government Authority to prepare a Business Plan as follows.

“(2) Before it

- (a) Commences a major trading undertaking; or*
- (b) Enters into a major land transaction; or*
- (c) Enters into a land transaction that is preparatory to entry into a major land transaction,*

a local government is to prepare a business plan.”

The AARC meets the definition of a 'major trading undertaking' and the Business Plan will answer the six key items below for public advertising, allowing the community to comment prior to the project further progressing.

“(3) The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —

- (a) its expected effect on the provision of facilities and services by the local government;*
- (b) its expected effect on other persons providing facilities and services in the district;*
- (c) its expected financial effect on the local government;*
- (d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56;*
- (e) the ability of the local government to manage the undertaking or the performance of the transaction; and*
- (f) any other matter prescribed for the purposes of this subsection.”*

The advertised business plan addressed these key requirements.

Since publication and advertising of the Business Plan there has been an increase in the estimated project capital cost from \$78M to \$82.9M, this increase does not represent a significant impact on the operational cost of the facility detailed within the Business Plan.

Statutory Compliance

Section 3.59 of the *Local Government Act 1995* (LGA) sets out the steps required for commercial enterprises by local governments and Section 10 of the Local Government (Functions and General) Regulations 1996 sets out the requirements for a business plan for a major trading undertaking.

As required by Section 3.59 of the LGA, local governments undertaking commercial enterprises are required to:

1. Prepare a business plan;
2. Undertake local and statewide advertising of the business plan; and
3. Consider any submissions received.

The City considered and obtained advice on the operation of section 3.59(5) and 3.59(6) of the Local Government Act 1995, in light of the increase in the estimated capital cost of the project, from \$78M to \$82.9M, and has concluded that the increase would not result in the project being 'significantly different' for the purposes of subsections (5) and (6) of section 3.59 of the Local Government Act 1995.

As a result, there is no requirement to readvertise the Business Plan with the updated estimate of capital costs, and the City can proceed with the project in accordance with section 3.59(5) of the Local Government Act 1995, as proposed in the Business Plan but with an increased estimated capital cost of \$82.9M (excluding GST).

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 Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium 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.

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

Policy Implications

Provisions of the Community Engagement Policy, Development Activities by the City Policy apply.

Financial (Budget) Implications

The approved capital funding for the project is as follows:

Funding Source	Amount
Federal Government	\$30,000,000
State Government (WA Recovery)	\$10,000,000
City of Wanneroo	\$26,113,624
Developer Contribution Plan (DCP)	\$14,214,588
Changing Places Funding	\$147,592
CSRFF	\$2,500,000
Total	\$82,975,804

The City has prepared detailed financial modelling to determine the overall feasibility of the AARC. The table below summarises the cumulative operating key performance financial metrics anticipated for the AARC, based on a 40-year operating period.

Cummulative \$	40 Year
Operating Revenue	431,718,000
Operating Expenses	434,180,000
Operating profit/loss	-2,462,000

Notes:

- The figures above exclude GST.
- The figures above are earnings before interest, taxes, depreciation, and amortization (EBITDA).
- The financial model assumes the AARC is directly managed by the City.
- There is no external finance assumed within the model.

Based on the financial analysis, it is estimated that the AARC will operate at a gross loss over the projected forty (40) years of its operations. However, over the lifespan of the facility, the financial impact of the AARC is considered minimal at the gross profit level.

Voting Requirements

Absolute Majority

Moved Cr Figg, Seconded Cr Coetzee

That Council:-

1. **APPROVES BY ABSOLUTE MAJORITY** the City proceeding with the Business Plan for the Alkimos Aquatic and Recreation Centre as shown at Attachment 1, prepared in accordance with Section 3.59 of the Local Government Act 1995; and
2. **NOTES** that the City will implement the major trading undertaking in consultation with the Alkimos Aquatic & Recreation Centre Project Working Group and Council as required.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Attachments:

1. Attachment 1 - Alkimos Aquatic & Recreation Centre - S3.59 Business Plan - Issued for Public Advertising

23/353772

Alkimos Aquatic and Recreation Centre

Business Plan for Major Trading Undertaking

1. Introduction and Overview

The following Business Plan has been prepared in accordance with Section 3.59 of the Local Government Act 1995 and corresponding Regulations.

It outlines the proposed major trading undertaking of the development and operation of the Alkimos Aquatic and Recreation Centre ('AARC').

Background

The AARC will serve as the City of Wanneroo's ('City') newest community recreation and aquatic facility, focused on servicing the growing needs of the expanding population of the City's Northern Coastal Growth Corridor.

The need for a regional aquatic facility was initially identified in the 2011 Northern Coastal Growth Corridor Community Facilities Plan (updated in 2020), with an initial implementation date of 2042-2046. However, following consultation with the community, it was clear that a facility for the northern coastal growth corridor was required much sooner.

This need was amplified due to the strong population projections in the region, a lack of existing community recreation and sporting amenities within the locality and the expected extension and delivery of new primary and secondary schools in the region.

In February 2020, the business case for the AARC was endorsed by Council and in July 2020, Council endorsed the preferred location. Since then, the concept design for the AARC has been completed, with various levels of funding now committed.

With the final amount of funding confirmed, the project has progressed into the Detailed Design Phase. There is therefore a need to prepare a Section 3.59 Business Plan, allowing the project to be publicly advertised and ensure the project meets the requirements stipulated in the Act.

Purpose and Objectives

The purpose of this report is to meet the statutory requirements stipulated in *Section 3.59 of the Local Government Act 1995*, which requires a Local Government Authority to prepare a Business Plan as follows.

'(2) Before it

- (a) Commences a major trading undertaking; or
 - (b) Enters into a major land transaction; or
 - (c) Enters into a land transaction that is preparatory to entry into a major land transaction,
- a local government is to prepare a business plan.'

The AARC meets the definition of a 'major trading undertaking' therefore, this report outlines a summary of the project scope as well as the following key statutory requirements:

'(3) The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —

- (a) *its expected effect on the provision of facilities and services by the local government; and*
- (b) *its expected effect on other persons providing facilities and services in the district; and*
- (c) *its expected financial effect on the local government; and*
- (d) *its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and*
- (e) *the ability of the local government to manage the undertaking or the performance of the transaction; and*
- (f) *any other matter prescribed for the purposes of this subsection.'*

The Business Plan will answer the six key items for public advertising, allowing the community to comment prior to the project further progressing.

2. Site Summary

The AARC will be located within the Alkimos Central Development, north of Romeo Road and adjacent to the future Alkimos METRONET station.

Figure 1 illustrates the general area in which the AARC will be built, with the particulars of the site further detailed below.



Figure 1: Satellite image of the subject site, with the AARC to be located at the highlighted green area.

Item	Description
Address	2570 Marmion Avenue, Alkimos 6038
Title	2985/162
Survey Plan	P419385
Distance from CBD	48km
Site Area (ha)	197.982
Tenure	Western Australian Land Authority

Note, via consultation with the Department of Planning, Lands and Heritage, the part of the site that will accommodate the AARC will be excised from the main lot, with ownership of the sub lot transferring to the City of Wanneroo. This is expected to occur within the next 12 months.

Current Status

The AARC will form a central part of the evolving and developing Alkimos Precinct.

The subject site is currently vacant, forming part of the evolving Alkimos Central Development. West of the AARC subject site is St James Anglican School and Marmion Avenue, while directly south is an expanding residential subdivision.

North-west of the site is provision for the soon to be delivered Alkimos METRONET Station, with further residential development to occur north of the site.

Catchment Overview

The AARC will be located within Alkimos, 44km from the Perth CBD, and will service the expanding Northern Coastal Growth Corridor. The AARC will provide vital aquatic and recreation services to neighbouring localities, including Two Rocks, Yanchep, Eglington, Butler, Jindalee, Quinns Rocks, Ridgewood and Merriwa.

Alkimos is expected to be one of Perth's fastest growing suburbs over the next 20 years, with the 2021 ABS Census recording a population of 13,904 residents, this is expected to grow to 32,321 by 2041¹. The impact of this population growth is then further intensified via the projections expected to occur throughout the Northern Coastal Growth Corridor, which stretches from Butler through to Two Rocks. It is estimated that this corridor growth will see the population of 20,500, recorded in 2016, to increase to 134,000 people in 2041²

To support this growth, Alkimos (along with other surrounding suburbs) are the focus of multiple new residential suburb developments, with Alkimos advertised to buyers as affordable, beach side living in Perth.

The AARC will be vital in ensuring that the expanding development of Alkimos transforms into a true place to live, being able to provide vital community services and support the people living in the locality, noting that the closest aquatic facilities (Arena Joondalup and Wanneroo Aquamotion) are located more than 20 minutes south of Alkimos.

¹ Forecast ID: City of Wanneroo - Alkimos

² City of Wanneroo: Northern Coastal Growth Corridor Aquatic and Recreation Facility: Summary Business Case

3. Details of Proposal

History

Development of an aquatic and recreation facility to service the Northern Coastal Growth Corridor has been a longstanding objective for the City, with discussions first had in 2011. In 2020, a business case was completed which defined the need and demand for an aquatic facility in this region in the short to medium term, along with determination of a preferred location, an initial project scope and financial feasibility.

Since this time, the project has progressed through the design phases (currently in detailed design), along with undertaking numerous rounds of community consultation as well as successful applications for State and Federal Government funding, with the \$78 Million budget required currently confirmed.

Throughout the entire process, the project has been well supported by the community who recognise the need for community and sporting services to meet the growing requirements of the expanding northern communities, recognising the vital service that recreation and aquatic amenities provide to the public.

Following completion of the S3.59 Business Plan (this document), the project will continue through the design phases and planning applications, prior to going out to considering tender for the appointment of both a contractor and operator in 2024, with construction estimated to commence by 2025.

Project Scope

The AARC will be Perth's newest and most northern aquatic and recreation centre, with the following key amenities included within its scope:

- Aquatic Amenities including:
 - Eight lane, indoor 25m pool
 - Indoor water play space
 - Warm water programme pool
 - Eight lane, outdoor 50m pool
 - Spa / Sauna
- Four indoor hardcourts with spectator seating
- Healthclub with programme rooms and personal training space
- Creche with outdoor play
- Function Room
- Community meeting rooms
- Retail space
- Café
- Office / administration area
- Changerooms, toilets and amenities
- Storage

Design Status

The project is currently within the detailed design phase, with the preferred architect appointed in early 2023 to continue on from the previous concept design; and lead the design and documentation process through to practical completion.

Figure 2 reflects the most recent design completed for the AARC, noting the below design is subject to change as the project progresses.

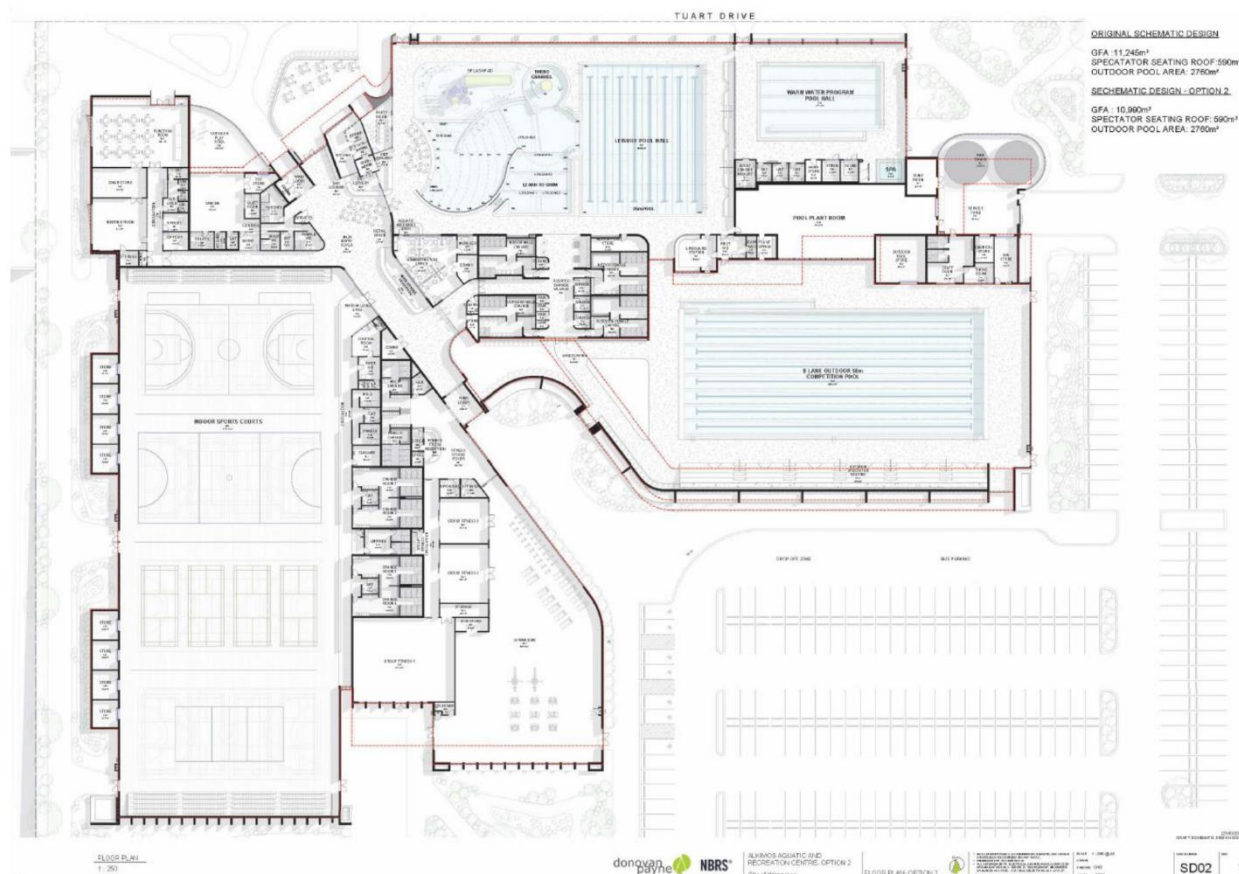


Figure 2: Concept design of the AARC.

Project Benefits

The AARC will serve as a true community asset, providing vital services to the community and delivering health, social and economic benefits to the wider locality.

The business case completed in 2020 undertook a social and economic analysis to quantify the benefits that would be generated by the AARC. The key benefits to be generated include:

- Improved access to aquatic and recreational facilities for participants that are currently travelling to existing facilities (e.g. 20 plus minute drive between Alkimos and the nearest aquatic facilities, Arena Joondalup and Wanneroo Aquamotion).
- Additional participation in aquatic and other sport / recreation activities by residents who want to participate but do not currently participate due to prohibitively high barriers to participation (e.g. time / distance required to travel to the nearest facility).

- Improved physical and mental health benefits for participants and the community.
- Increased productivity of participants and the community.
- New volunteering opportunities for members of the community.
- Greater likelihood of drowning prevention.
- Improved social cohesion and activities between community members.
- Opportunity for elite sporting development through the provision of proper facilities.
- Greater incentive for private sector investment by property developers to invest and build within the region.

These benefits were then quantified via a net present value analysis, with the quantum of benefits to be generated in the order of \$163 Million over a 20-year period, or as represented below in Figure 3.

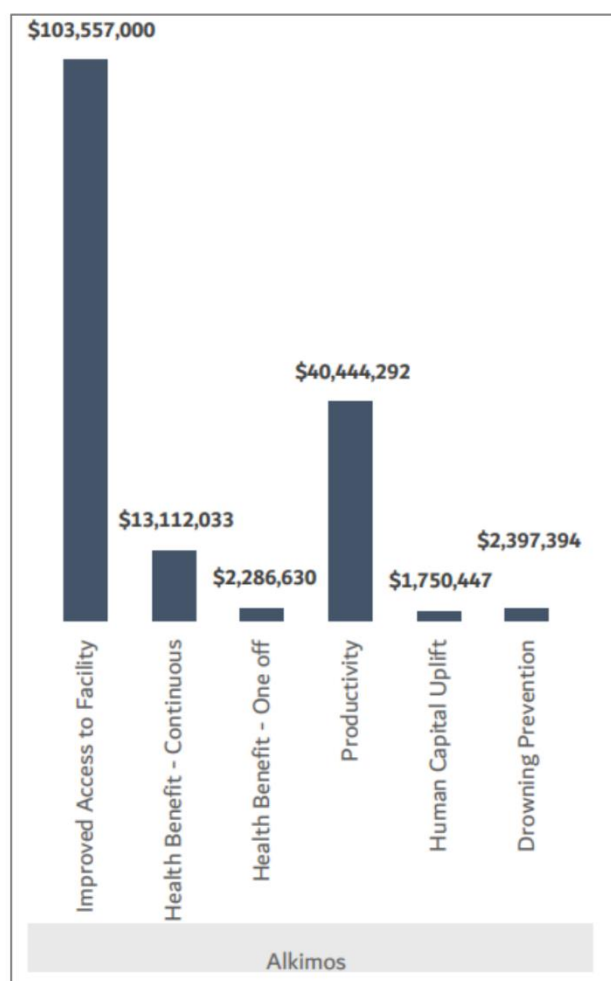




Figure 3: Summary of the net present value analysis, quantifying the benefits the AARC will generate, as per the 2020 Business Case.

Governance Structure

A preferred governance structure for the facility is still to be determined, with an open tender process likely to be undertaken in the short term.

However, the two options that will be considered, noting the benefits and constraints of each, have been documented below:

Governance Method	Benefits	Constraints
 <p>Direct</p> <p><i>The City maintain direct control of the asset and assume management responsibilities</i></p>	<ul style="list-style-type: none"> • Experience in managing similar assets (e.g., Aquamotion) • City maintains direct control. • The City have the experience and processes already set up to undertake 	<ul style="list-style-type: none"> • Greater responsibility imposed on the City. • Additional resources required to be hired and managed by the City to facilitate. • City takes greater risk if the asset fails
 <p>Independent</p> <p><i>The City appoint an external operator to manage the asset and day to day operations.</i></p>	<ul style="list-style-type: none"> • Experienced operator whose sole purpose and business objective is managing similar assets. • Existing accounts / administrative systems in place which can be leveraged. • Opportunity to share existing staff base. 	<ul style="list-style-type: none"> • Greater financial implications to the City, possibly requiring to pay the operator a fee. • The asset is required to achieve a higher revenue return to meet the operators hurdle rate. • Loss of operational management control by the City.

A tender process for the consideration of the appointment of an operator is likely to be undertaken, noting that the City may determine to manage the facility themselves (i.e. direct model).

This approach will ensure the City is still able to receive feedback from the market in terms of what an operator will or will not be willing to agree to, as well as ensuring the City can still keep the option open to manage the asset itself.

4. Financials

Capital Cost

The project budget for the AARC is \$78 Million (excl. GST).

Financial Modelling

The City has led detailed financial modelling to determine the overall feasibility of the AARC. The table below summarises the cumulative key performance financial metrics anticipated for the AARC, based on a 40-year operating period.

Cummulative \$	Year 40
Operating Revenue	431,718
Operating Expenses	434,180
Operating profit/loss	-2,462

Notes:

- The figures above are in\$'000 and exclude GST.
- The figures above are earnings before interest, taxes, depreciation, and amortization (EBITDA).
- The financial model assumes the AARC is directly managed by the City.
- There is no external finance assumed within the model.

Based on the financial analysis, it is estimated that the AARC will operate at a gross loss over the projected forty (40) years of its operations. However, over the lifespan of the facility, the financial impact of the AARC is considered minimal at the gross profit level.

5. Procurement & Programme

Procurement

A procurement workshop was undertaken in late 2022 to determine the preferred procurement methodology for the project. The various procurement options considered include:

- Traditional Approach (i.e. design completion to 100%)
- Design and Construct
- Early Contractor Involvement
- Managing Contractor

The workshop endorsed a 'Traditional' procurement approach on the basis of:

- The City maintains full control of the design
- Allows for a full market tender process at each phase to check pricing (ie design and construction)
- Strong control of the cost estimate prior and post tender
- Design is fully resolved / documented prior to tender
- Flexible options to have single or multiple contractors on site simultaneously
- Tender prices do not need to allow for design and design related risks

The project architect and further consultant team have therefore been appointed on the basis of a Traditional Approach, completing the design to 100%.

Programme

The estimated opening date for the AARC is September 2026, noting this date will be subject to change as the project progresses.

6. Opportunities and Risks

The key opportunity presented is delivery of a new recreation and aquatic facility to service a growing community and meet the needs of residents within the Northern Coastal Growth Corridor. The facility will provide new aquatic and sporting amenity, delivering improved health benefits and reducing barriers of entry such as travel time and cost to the closest comparable facilities (Arena Joondalup or Wanneroo Aquamotion), meaning more people can have access to quality community amenities.

The use of the facility by the community will then deliver improved social benefits, providing a place of cohesiveness and coming together, while the facility will improve the liveability of the area, encouraging more people to locate and build their life in Alkimos.

The immediate key risks recognised over the short term include:

- Ensuring the project can continue to align to the \$78 Million budget in a market which has experienced recent construction cost escalation and unforeseen market trends
- Managing the final stages of the land acquisition process, to have the subject site transferred from the State to the City
- Ensuring the final operator to be appointed (either the City or Independent) has the experience, capability and resources to commit to the operation and successful management of the facility

Each of these key risks are being managed by the team, with appropriate mitigation strategies developed for each.

7. Local Government Act Compliance

The relevant legislation is as follows:

- *Local Government Act 1995*, Section 3.59(3); and
- *Local Government (Functions and General) Regulations 1996*, Regulation 10.

In accordance with the *Local Government Act 1995*, Section 3.59(2), before it commences a major trading undertaking, a Local Government is to prepare a Business Plan.

In accordance with Section 3.59(3), the Business Plan is to include an overall assessment of the major trading undertaking and is to include details of:

- ‘(3) *The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —*
- (a) *its expected effect on the provision of facilities and services by the local government; and*
 - (b) *its expected effect on other persons providing facilities and services in the district; and*
 - (c) *its expected financial effect on the local government; and*
 - (d) *its expected effect on matters referred to in the local government’s current plan prepared under section 5.56; and*
 - (e) *the ability of the local government to manage the undertaking or the performance of the transaction; and*
 - (f) *any other matter prescribed for the purposes of this subsection.’*

The above legislative requirements have been addressed in the below subsections.

A. Expected Effect on the Provision of Facilities and Services by the Local Government

The City will lead direct management of the delivery of the AARC, with the asset forming part of the Communities and Place Delivery team. The scope and scale of the facility is comparable to other projects successfully delivered by the City, with the required internal resourcing already undertaken to ensure the City has the capability to successfully deliver the works.

Upon completion and operation, the AARC will have an impact on the City's provision of facilities and services as it will be one of the largest aquatic and recreational assets to be brought into their portfolio, including the additional new services that the AARC will deliver, which will be coordinated by the City (subject to the final governance model determined).

From an asset perspective, the City will be required to ensure that appropriate resources within the 'asset management team' are made available and appropriately trained in order for the AARC to form part of the existing portfolio. At a minimum, responsibilities of staff overseeing the AARC would need to include maintenance and asset repairs, commercial / contract manager, human resources, accounts and communications.

If the preferred governance model is then for the City to manage the asset directly, the City will be responsible for hiring and training all staff to operate the AARC, as each employee will be a direct City of Wanneroo employee. This will require additional provision of services to be delivered by the City which directly relate to the AARC, including facility management, all facility level staff (e.g. aquatics, health club, hardcourts, creche, retail etc.), events and marketing, administration, cleaning and commercial contracts. If, however an external operator manages the facility, many of these services and responsibilities will be delegated to them, and the City will remain at arm's length, however will retain powers such as setting of fees and charges and minimum product offerings.

It is provisioned for an operator tender process to commence in the short term, to determine if the City will directly manage the facility or whether an external operator will manage the facility. This timing will leave two years from opening to ensure that when the preferred option is determined, there is suitable time allowed for recruitment, on boarding and training of all staff to ensure the City is well resourced and equipped to deliver the required services when the facility opens.

It is also noted that the City currently directly manage the Wanneroo Aquamotion facility therefore, they are already experienced and equipped to directly manage similar types of facilities.

B. Expected Effect on Other Persons Providing Facilities and Services in the District

Given the scale of the facility and different amenities, the impact on surrounding facilities and services varies.

From an aquatic and hardcourt perspective, the impact will be none to low, noting that there are no surrounding competitors and the only potential impact will be to attendance at Wanneroo Aquamotion, which is another community facility managed by the City, and Arena Joondalup

For the health club, the impact will be low to medium on surrounding gyms, noting that the health club in the AARC would be considered a competitor by other businesses. However, the AARC health club is different to its surrounding competitors due to its significant scale (i.e. greater than 1,000m² in floor area) which does not compare to the service offered by existing health / gym facilities, which either offer a smaller gym space or cater to a more boutique fitness offering (e.g. cross training, Pilates, circuit fitness etc.) with a select target market. Therefore, given the health club service offered is substantially different to existing health clubs in the catchment, impact to surrounding businesses is considered low to medium.

The AARC will offer some food and beverage and retail amenities however, this will be directly complementary to the aquatic and sports function component (i.e. they are not a standalone café

or retail store). Therefore, the expected impact on surrounding food and beverage and retail businesses is considered low.

Overall, the AARC is either providing completely new services to the catchment (e.g. aquatics and hardcourts) or offering services at a scale that is not comparable to what is currently offered in the market. Therefore, the overall impact to existing services and facilities within the district is considered low.

C. Expected Financial Effect on the Local Government

From a capital perspective, the City has committed approximately \$25.18 Million in funding from its reserves to the project, with all other funding for the project provided by external parties. The amount to be contributed by the City has been approved by Council for the project and therefore, has been allocated to future budgets. Given the allocation is being appropriately allowed for and managed, the impact to the City is considered minimal.

Regarding operations of the facility, as noted under Section 4, it is estimated that the AARC will operate at a gross loss over the projected forty (40) years of its operations. However, over the lifespan of the facility, the financial impact of the AARC is considered minimal at the gross profit level.

It is also noted that the current funding model assumes no external finance therefore, this has assisted with minimising any long term negative financial impacts to the City.

D. Expected Effect on the Local Governments Planning for the Future

Delivery of the AARC will have a strong positive impact on the City's future planning for the area. The AARC has been a longstanding objective for the City and will assist the City with achieving their other strategic objectives, as nominated in the following key documents and their relevant strategic objectives.

2021 – 2031 Strategic Community Plan

- An inclusive and accessible City with places and spaces that embrace all:
 - Value public places and spaces.
 - Facilities and activities for all.
 - Bring people together.
- A City that celebrates rich cultural histories, where people can visit and enjoy unique experiences:
 - Tourism opportunities and visitor experiences.
- A vibrant, innovative City with local opportunities for work, business and investment:
 - Plan, develop and activate employment locations.
 - Develop local jobs and skills.
- A future focused City that advocates, engages and partners to progress the priorities of the community:
 - Advocate in line with community priorities.
 - Build local partnerships and work together with others.
 - Understand our stakeholders and their needs.

Corporate Business Plan: 2023/24 – 2026/27

- Community Recreation Programs and Facilities:
 - Plan and provide innovative models for quality community facilities and programs to enable opportunities for healthy and active lifestyles.
- Place Management:
 - Develop unique places by connecting with the community to help shape our local plans and service delivery.
- Community Development:
 - Work with the community and stakeholders to foster connectedness and capacity across all ages, diverse cultures and abilities to enhance quality of life.
- Economic Development:
 - Focus on local, regional and strategically significant infrastructure and economic development initiatives, which enable local economic growth and employment opportunities.

E. Ability of the Local Government to Manage the Undertaking or Performance of the Transaction

The City has had success in delivering similar, large infrastructure projects, having already undertaken the required internal resourcing to ensure that qualified and experienced personnel are appointed to the team to lead delivery of the works.

In terms of operation, if the City directly manages the facility, they have demonstrated success in managing similar assets, such as the Wanneroo Aquamotion. Therefore, there is confidence the City would be able to successfully manage the AARC, given the similarities in scope as well as having an existing foundation of knowledge and efficiencies that could be leveraged.

If the AARC was to be managed by an external operator, the City have demonstrated success in managing an external operator appointment process, having recently undertaken the process for the Wanneroo Aquamotion (which resulted in the City being appointed as the preferred operator), as well as for Carramar and Marangaroo Golf Courses (which were awarded to external operators).

F. Any Other Matter Prescribed for the Purpose of this Subsection

The Business Plan for the Major Trading Undertaking for “management and delivery of the Alkimos Aquatic and Recreation Centre” will be publicly advertised, as required under the Local Government Act 1995.

8. Public Consultation & Advertising

Following the public advertising period (Section 3.59(4)), the City will consider all submissions and may decide (by absolute majority) to proceed with the Major Trading Undertaking as described in this Business Plan in accordance with the provisions of the Local Government Act 1995, Section 3.59.

The advertising period will be **forty-two (42) days**.

Cr Rowe declared an impartiality interest for item AS02-05/24 due to being employed by Margaret Quirk MLA, Member for Landsdale.

AS02-05/24 Tender 23175 - Construction of Dordaak Kepap, Library and Youth Innovation Hub, Landsdale

File Ref: 25883V027 – 24/140614
Responsible Officer: Director Assets
Attachments: 2

Issue

To consider Tender No. 23175 for the Construction of Dordaak Kepap, Library and Youth Innovation Hub, Landsdale.

Background

The proposed Dordaak Kepap, Library and Youth Innovation Hub, Landsdale (PR-2664) is an important civic building for the City that will provide vital and valuable services within the local community of Landsdale, and the wider southern suburbs within the City of Wanneroo. Council considered item CP03-11/22 at its meeting on 8 November 2022 following community consultation, noting that design process was still ongoing and resolved:-

“That Council:

- 1. NOTES the results from the community engagement on the concept design for Dordaak Kepap;*
- 2. APPROVES the concept design for Dordaak Kepap as detailed in Attachment 5 progressing to detailed design; and*
- 3. RECOGNISES and THANKS the community for its involvement in the community consultation.”*

Since Council’s resolution in November 2022, Bollig Design Group (BDG) completed the detailed design of the facility for preparation of tender documents for the Construction of Dordaak Kepap, Library and Youth Innovation Hub, at 15 The Broadview, Landsdale, WA 6065.

Council considered item AS04-04/24 at its Meeting on 23 April 2024 and resolved:

“That the Motion be deferred until the next Ordinary Council Meeting to allow an opportunity to be provided with information as to whether additional State funding is available.”

Detail

The City is seeking to appoint a suitable qualified and experienced contractor to construct Dordaak Kepap. *Tender No. 23175 Construction of Dordaak Kepap, Library and Youth Innovation Hub, Landsdale* was advertised on Saturday 4 November 2023 and closed on Thursday 14 December 2023.

Eight addenda were issued including an extension of time request amending the tender closing date to 14 December and dealing with tender clarifications.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Major Works AS4000 -1997
Contract Type	Lump Sum
Contract Duration	12-14 Months Construction plus 12 Months Defects Liability Period
Commencement Date	2 weeks after receipt of Letter of Award
Expiry Date	Anticipated Practical Completion Date May 2025
Extension of Time	As per Conditions of Contract
Rise and Fall	Maximum Perth All Groups CPI increases upon extensions

Tender submissions were received from the following companies:

Company (full entity name)	Company (abbreviated name)	Business Address (Suburb)
BE Projects (WA) Pty Ltd	BE Projects	South Perth
Geared Construction Pty Ltd	Geared	Gnangara
McCorkell Constructions WA Pty Ltd	McCorkell	Perth
St Hilliers Contracting Pty Ltd	St Hilliers	Subiaco (WA office) (Millers Point NSW)
Swan Group WA Pty Ltd	Swan Group	Wangara

Probity Oversight

Oversight to the tender assessment process was undertaken by William Buck Consulting (WA) Pty Ltd (external Probity Advisor) and in conjunction with the City's Contracts Officer.

Tender submissions were evaluated by a Tender Evaluation Panel (**TEP**) and in accordance with the approved 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 15% c) Reconciliation Action Plan 5% d) Disability Access & Inclusion 5%	30 %
2	*Demonstrated Experience	20 %
3	*Methodology, Resources and Capacity	30 %
4	*WHS demonstrated working documents	20 %
5	Innovation	Non- Weighted (0%)
	Total	100 %

All tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Innovation was not included as a weighted qualitative criterion, however, responses received were considered within the overall evaluation assessment for the project.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement 30%)

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 and 3D that were included in the tender documentation.

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

Sub Criteria a) – Environment Consideration (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.

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
St Hilliers	1
Geared	2
McCorkell	2
Swan Group	4
BE Projects	4

Sub Criteria b) – Buy Local (15%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses;
- Location of tenderer's offices and workshops;
- Residential municipality of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Swan Group	1
Geared	1
McCorkell	3
St Hilliers	3
BE Projects	5

Sub Criteria c) – Reconciliation Action Plan (5%)

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

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

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
St Hilliers	1
Geared	2
Swan Group	3
McCorkell	3
BE Projects	5

Sub Criteria d) – Disability Access & Inclusion (5%)

An assessment was made to determine the ranking based on the responses provided that an assessment was made to determine the ranking based on the responses provided that relate to:

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

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
BE Projects	1
Geared	2
St Hilliers	2
Swan Group	4
McCorkell	4

Overall Sustainable Procurement Ranking Summary

An overall assessment of Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement has resulted in the following ranking:

Tenderer	Ranking
Geared	1
Swan Group	2
St Hilliers	3
McCorkell	4
BE Projects	5

Evaluation Criteria 2 - *Demonstrated Experience - Tenderer's relevant experience with achievement of meeting client expectations (20%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed 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:

Tenderer	Ranking
Geared	1
St Hilliers	1
Swan Group	3
McCorkell	3
BE Projects	5

Evaluation Criteria 3 - *Methodology, Resources and Capacity; Tenderer's resources and capacity to meet the requirements of the Contract (30%)

The tenderer's resources as presented in their tender submission were assessed to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's staff resources, vehicles, plant/equipment, and workshop support to manage the contract.

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

Tenderer	Ranking
Swan Group	1
St Hilliers	1
Geared	3
McCorkell	3
BE Projects	5

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 a Health and Safety Management System Questionnaire included within the tender documentation.

All tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
St Hilliers	1
Swan Group	2
McCorkell	2
Geared	4
BE Projects	5

Evaluation Criteria 5 - Innovation (Non-Weighted) (0%)

The respondent was requested to demonstrate (where possible) any innovative ideas for consideration that may also benefit this project, such as:

- i. Examples where innovative construction techniques were utilised on previous projects. Describe what was achieved for the project (i.e. construction time and cost savings, improved outcome for client).
- ii. Examples of potential innovation ideas or techniques that may be applicable to this project.
- iii. Any perceived challenges and ideas that may improve the project, reduce risk, reduce construction cost or delivery timeframes.

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

Tenderer	Ranking
McCorkell	1
Swan Group	2
St Hilliers	3
Geared	4
BE Projects	5

Overall Qualitative Weighted Assessment and Ranking

The tenderers' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, methodology, capacity and resources and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following tender ranking:

Tenderer	Ranking
Geared	1
<i>St Hilliers*</i>	2
Swan Group	3
McCorkell	4
BE Projects	5

**On 5 February 2024 St Hilliers advised the City that they were no longer able to continue participating within the tender process. As a result, St Hilliers submission was not considered further within the evaluation process.*

Pricing for the Works Offered

Tenderer's lump sum pricing resulted in the following ranking:

Tenderer	Ranking
Geared	1
Swan Group	2
BE Projects	3
McCorkell	4

Relative Value for Money Assessment

Refer to **Confidential Memo 1** for further detail relating to the tenderers lump sum pricing, relative value for money assessment and further information supporting the recommendation.

Tenderer's Relative Value for Money Assessment resulted in the following ranking:

Tenderer	Ranking
Geared	1
Swan Group	2
*McCorkell	3
BE Projects	4

**McCorkell advised the City on 8 March 2024 declining the request to extend tender validity resulting in their submission not proceeding for further evaluation.*

Lump sum pricing validity from submissions received was confirmed to 21 March 2024. Due to the tender evaluation process continuing beyond that date, the remaining tenderers were requested to provide confirmation of their agreement to extend the tender validity period to 24 April 2024.

Accordingly, the tender submissions from both Geared and Swan Group were shortlisted for further financial due diligence and performance risk review.

Following the decision at Ordinary Council 23 April 2024 to defer consideration of the Tender to the next meeting in May; the remaining tenderers were requested and provided confirmation of their agreement to extend their tender validity period to 31 May 2024.

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken against both Geared and Swan Group by Equifax Australasia Credit Ratings Pty Ltd and as part of the tender evaluation process. The outcome of this independent assessment advised that Swan Group is assessed as having the financial capacity to meet the requirements of the contract.

Confidential Memo 1 provides further detail to support this recommendation.

Performance Risk

The TEP considered that Swan Group has suitable experience to deliver the projects successfully for the City. Swan Group is currently delivering Halesworth Park Pavilion for the City with anticipated completion of that project by mid-July 2024.

Independent reference checks have also indicated that the recommended tenderer has provided good service and proactive delivery to its clients, producing quality building outcomes.

Swan Group has delivered projects listed up to \$16M in the last 5 years demonstrating suitable in experience and capability in undertaking works of varying and similar scale. Swan Group has worked for other local and state government clients.

Overall Assessment and Comment

Tender submissions were evaluated in accordance with the criteria set out in the PEP, the tender submission from Swan Group achieved an acceptable outcome for the City and is the recommended tenderer.

Consultation

The community consultation process for the building design was undertaken as per the City's Community Engagement Policy for a 4-week period from 26 August 2022 to 26 September 2022 and details provided in a report considered by Council at its meeting 8 November 2022 (refer Item - CP03-11/22 *Dordaak Kepap - Community Engagement Results and Next Steps*). The design was also presented to the City's Design Review Panel during this period. The proposed design for the Library and Youth Innovation Hub meets the operational requirements for present and the future, and to maximise operational use. The design provides for a single level of accommodation offering greater accessibility, flexibility, and economy. Innovative technologies and equipment are required particularly for the Youth Innovation components of the facility.

Local Aboriginal artist and consultancy, Peter Farmer Designs has been appointed to provide an artwork for the project that aligns with the Noongar name of the facility and will inform the theme of aesthetics throughout the building. The consultancy will also provide artistic input into the *paperbark tree* aesthetic on the external cladding to the facility.

External community engagement within neighbouring properties is ongoing, particularly premises within the Landsdale Forum Development and nearby schools regarding the forthcoming construction works.

Prior to and during site works, progress will be communicated via City's website and other media channels. All stakeholders including facility users will be informed accordingly.

Comment

Tender submissions were evaluated in accordance with the criteria set out in the Procurement and Evaluation plan with the tender submission from Swan Group assessed to provide the most advantageous tender for Council to accept.

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*.

It is noted that a development approval is not required for this project.

The site clearing requirements are as per Department of Water and Environmental Regulation (**DWER**) approved clearing permit requirements for tree removal currently in place and is valid until 27 September 2024.

Upon award of Tender No. 23175, it is envisaged that advance clearing works on the site would be undertaken by City Contractors; these works would be done separately to this contract and completed 'just-in-time' before the main construction works for Dordaak Kepap commences on the site.

These works must be completed before the clearing permit expires on 27 September 2024. Administration has since clarified that the process for seeking an extension to this permit with DWER would need to commence 3 months before expiry by 27 June 2024 (if required).

Water Corporation infrastructure is complete, leaving only the connection required as part of the construction works.

Western Power approvals for the provision of new power infrastructure are currently pending, and the connection of the new buildings will be completed as part of the construction works.

Existing power is presently available on the site, suited for Contractor use during construction.

A Building Permit will be obtained before construction work commences and is envisaged this would be sought upon award of the tender.

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 Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium 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.

Risk Management Considerations

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

Risk Title	Risk Rating
ST-S23 Stakeholder Relationship	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

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

Policy Implications

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

Financial (Budget) Implications

Based on the tender price received from Swan Group; the overall project cost is \$17,990,000, as noted in the project financial position table:

PR-2664 (PMO16175) Dordaak Kepap Library and Youth Innovation Hub, Landsdale, New Building

Description	Expenditure	Budget
Budget:		
Capital Works budget prior years (2014/15 to 2022/23)		\$673,460
Allocated Capital Works Budget for 2023/24 (PR-2664)		\$478,140
Listed Capital Works Budget for 2024/25 (PR-2664)		\$9,111,650
Listed Capital Works Budget for 2025/26 (PR-2664)		\$188,000
Expenditure:		
Professional Fees (actual and commitments), City costs, disbursements, etc.	\$1,315,000	
Construction Costs: Including Tenderer's works price, Contingency, Headworks, Art, and Misc. Fees, Operational Fit out Allocation first year after opening, Loose furniture, fixtures, IT and communications equipment)	\$16,675,000	
-		
Total Expenditure	\$17,990,000	\$10,451,250*
Total Funding Shortfall		\$7,538,750
Total Funding Provision Required		\$17,990,000

*A breakdown of the previously approved funding (including the funding sources) for the project is as follows:

Financial Year	Funding Sources (PR-2664)					Total
	Municipal Fund	Grants		Reserves	Loan	
2014-23	\$165,850	\$25,000		\$64,706	\$412,554	\$668,110
2023/24	\$300,000	\$105,000			\$73,140	\$478,140
2024/25	\$800,000	\$2,870,000		\$105,272	\$3,959,228	\$7,734,000
2025/26					\$1,570,500	\$1,570,500
Total	\$1,265,850	\$3,000,000		\$169,978	\$6,015,422	\$10,451,250

During the design stage of the project several changes were made to maintain the project within budget, including a value engineering review to maximise economies of scale in the build phase. Also, as part of the project financial management due diligence the City obtained regular updates from its independent Quantity Surveyor regarding the impacts of any changes to the total cost of the project. The last estimate received post finalising the design was \$12.15 M in August 2023.

Increased funding sourced from the City's reserves is presently available to offset the \$7,538,750 shortfall.

In February 2024, the Chief Executive Officer wrote to Ms Margaret Quirk, Member for Landsdale, seeking advocacy to the State Government for additional funds to offset the shortfall on the project. Further to discussions with Ms Margaret Quirk, in March 2024, the Chief Executive Officer wrote to Hon. Hannah Mary Beazley, Minister for Youth seeking additional funding for the project.

In May 2024, Mayor Aitken received correspondence from Hon. David Templeman MLA, Minister for Culture and the Arts; Sport and Recreation; International Education; Heritage, acknowledging the City's request for additional funding. (*refer to Confidential Memo 1*).

If Council accepts this tender the funding required in FY2024/25 and FY2025/26 budget will need to be listed for consideration; to be funded from the Strategic Projects Initiative. The forecast cash flow will be in the order shown in the table below.

FY2024/25	FY2025/26
\$14.90 M	\$2.050 M

The Project cashflow will be reviewed once the successful Tenderer has submitted their schedule of works and cashflow. If any budget amendments are required during the remaining 2023/24 financial year to bring funds from Reserves to 2023/24 Capital Works Budget; the necessary, budget adjustments will be listed for Council's consideration in the monthly FAS reports.

Operational Implications

On the completion of the construction of Dordaak Kepap the building will have expenses to operate it for the benefit of the community; this is anticipated to cost an additional \$630,000 per annum, on top of the City's annual operating budget. This includes the provision of four new full time equivalent employees (\$500,000) to complement existing staff, meet operating hour requirements, and maximise engagement of the community in programs, activities and services offered, and annual utilities and service costs (\$130,000). These figures do not include the ongoing depreciation for this asset and will form part of the overall infrastructure depreciation included in the future operating budgets.

In planning for the need of additional employees to deliver services within Dordaak Kepap, Administration has created efficiencies in its current library operations resulting in a reduction of the number of employees required per library, therefore condensing the need to request a larger allocation of positions to operate the new facility. This is represented in the above anticipated budget.

It is also proposed that an additional \$300,000 is included in the 2024/25 and 2025/26 operating budgets to purchase books and other borrowed items to be housed in the new library. In following years, this will be reduced to an additional \$30,000 to enable circulation and ongoing replenishment of over 120,000 items across all City libraries.

Voting Requirements

Simple Majority

Moved Cr Herridge, Seconded Mayor Aitken

An administrative change was made to the recommendation prior to the vote.

In recommendation 1 and 2 the words (Attachment 2) was added. In recommendation 3.b) removed 'the City's Strategic Project Reserve' and replaced with i. and ii. and included a new recommendation number 4.

That Council:

- 1. ACCEPTS the tender submitted by Swan Group for Tender No. 23175 for the Construction of Dordaak Kepap, Library and Youth Innovation Hub, Landsdale, for the lump sum price as identified within Confidential Memo 2 (Attachment 2) in accordance with the terms and conditions specified in the tender document;**

2. **NOTES** the information contained in the Confidential Memo 2 (Attachment 2) will be released via the City's website after a formal letter of Tender Award is issued to the successful tendered (as per item 1 above); and
3. **LISTS** \$16,843,750 for consideration in the Draft 2024/25 and 2025/26 Capital Works Program for allocation to PR-2664 Dordaak Kepap Library and Youth Innovation Hub, Landsdale, New Building; comprising of the following:
 - a) Previously confirmed available funding of \$9,305,000, and
 - b) Additional funding of up to \$7,538,750 to be funded from the following:
 - i. \$3.0m additional State funding;
 - ii. \$4,538,750 from the City's Strategic Projects/Initiatives Reserve;
4. **THANKS** the State Government for the additional \$3.0m funding for Dordaak Kepap Library and Youth Innovation Hub, Landsdale.

CARRIED
14/1

For the motion: Mayor Aitken, Cr Bedworth, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Cr Berry

Attachments:

1. RFT 23175 Construction of Dordaak Kepap, Landsdale - Confidential Memorandum 1 Confidential
2. RFT 23175 Construction of Dordaak Kepap, Landsdale - Confidential Memorandum 2 Confidential

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

<i>RFT 23175 – Construction of Dordaak Kepap, Landsdale - Confidential Memorandum 1</i>	24/26753
<i>RFT 23175 – Construction of Dordaak Kepap, Landsdale - Confidential Memorandum 2</i>	24/100284

Parks & Conservation Management

Cr Parker left the meeting, the time being 6:47pm and did not return.

AS03-05/24 Tender 24022 - Provision of Streetscape Maintenance for Arterial Roads

File Ref: 49261 – 24/117431
Responsible Officer: Director Assets
Attachments: 2

Issue

To consider Tender No. 24022 for the Provision of Streetscape Maintenance for Arterial Roads for an initial period of three (3) years with two (2), twelve months, or part thereof, options to extend at the discretion of the City.

Background

Streetscape Maintenance for Arterial Roads are currently broken down into three separable portions under contract 21238:

Portion 1 - Main Roads WA managed (Marmion Avenue, Wanneroo Road and Ocean Reef/Gnangara Road), currently undertaken by Skyline Landscape Services;

Portion 2 - Arterial Roads North (Connolly Drive, Joondalup Drive, Neerabup Road, Hester Avenue, Flynn Drive and Pinjar Road north) currently undertaken by LD Total; and

Portion 3 - Arterial Roads South (Hartman Drive, Hepburn Avenue, Mirrabooka Avenue, Alexander Drive, Marangaroo Drive, Lenore Road, and Pinjar Road south) currently undertaken by Skyline Landscape Services.

Portions 1 and 3 commenced on 1 July 2022 and will expire on 30 June 2024 with Portion 2 commencing on 1 June 2022 and expiring on 31 May 2024.

There are no options to extend this contract and there is a need to procure a suitable contractor as a single supply contract with three separable portion options to provide these services.

Detail

Tender No. 24022 for the Provision of Streetscape Maintenance for Arterial Roads was advertised on Saturday 2 March 2024 and closed on Tuesday 19 March 2024.

Two Mandatory Site Meetings were held at the Civic Centre on Thursday 7 March 2024.

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Lump Sum plus Schedule of Rates
Contract Duration	3 year term
Commencement Date	Portion 1 & 3 July 2024, Portion 2 June 2024
Expiry Date	Portion 1 & 3 June 2027, Portion 2 May 2027

Item	Detail
Extension Permitted	Yes, 2 periods of 12 months or part thereof
Rise and Fall	Maximum Perth All Groups CPI increases upon extensions.

Tender submissions were received from the following companies:

Legal Name	Trading Name
Environmental Industries Pty Ltd	Environmental Industries
Sanpoint Pty Ltd	LD Total
Skyline Landscape Services (WA) Pty Ltd	Skyline Landscape Services

Probity Oversight

- Probity oversight to the Tender assessment process was undertaken by William Buck Consulting (WA) Pty Ltd and the City's Contracts Officer. The external Probity Advisor report is presented at Confidential **Attachment 2**.
- 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 (Corporate Social Responsibility) Procurement a. Environmental Considerations 5% b. Buy Local 10% c. Reconciliation Action Plan 5% d. Disability Access & Inclusion 5%	25%
2	*Work Health & Safety	20%
3	*Demonstrated experience relative to this Request for Tender	15%
4	*Methodology	20%
5	*Demonstrated Capacity and Resources	20%

All tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money assessment.

All submissions received were deemed conforming.

Evaluation Criteria 1 – Sustainable (Corporate Social Responsibility) Procurement (25%)

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 and 3D that were included in the tender documentation.

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

Sub Criteria a) – Environment Consideration (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.

An assessment was made to determine the ranking based on tenderer's environmental policy and practices.

Tenderers provided details of their environmental considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
Environmental Industries	1
LD Total	1
Skyline Landscape Services	1

Sub Criteria b) – Buy Local (10%)

An assessment was made to determine the ranking based on the responses provided, detailing the following information:

- Purchasing arrangements through local businesses;
- Location of tenderer's offices and workshops;
- Residential municipality of staff and subcontractors; and
- Requirement for new employees arising from award of the contract.

Tenderers provided details of their 'Buy Local' considerations within Schedule 3B, with the following ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	2
Skyline Landscape Services	3

Sub Criteria c) – Reconciliation Action Plan (5%)

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

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

Tenderers provided information specifying differing levels of actions in relation to indigenous reconciliation action with assessment resulting in the following ranking:

Tenderer	Ranking
Environmental Industries	1
LD Total	2
Skyline Landscape Services	2

Sub Criteria d) – Disability Access & Inclusion (5%)

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

- People with disabilities have the same buildings and facilities access opportunities as other people;
- People with disabilities receive information in a format that will enable them to access information as readily as other people are able to access it;

- People with disabilities receive the same level and quality of service from staff as other people receive;
- People with disabilities have the same opportunities as other people to make complaints; and
- People with disabilities have the same opportunities as other people to participate in any employment opportunities.

The assessment of this criterion determined the following ranking:

Tenderer	Ranking
Environmental Industries	1
Skyline Landscape Services	2
LD Total	3

Overall Sustainable Procurement Ranking Summary

An overall assessment of Evaluation Criteria 1 - Sustainable (Corporate Social Responsibility) Procurement has resulted in the following ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	1
Skyline Landscape Services	3

Evaluation Criteria 2 - Work Health & Safety (20 %)

Evidence of Work Health & Safety management policies and practices were assessed from the Tender submissions. The assessment for safety management was based on the Tenderer's responses to a specific Questionnaire included within the Tender documentation.

Tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
LD Total	1
Skyline Landscape Services	2
Environmental Industries	3

Evaluation Criteria 3 - Demonstrated experience relative to this Request for Tender (15%)

The Tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in the tender submissions were assessed to evaluate Tenderers 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:

Tenderer	Ranking
LD Total	1
Environmental Industries	2
Skyline Landscape Services	3

Evaluation Criteria 4 - Methodology (20%)

Assessment of this evaluation criterion considered the Tenderer's ability to demonstrate a clear understanding of the requirements and detailed methodology to manage this contract. This includes such aspects as traffic management requirements for appropriateness and ability to achieve contract requirements and a breakdown of the proposed contracted hours for each separable portion.

Tenderer's provided details of their Methodology with the following ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	2
**Skyline Landscape Services	3

**Skyline Landscape Services did not meet the City's minimum requirement for this criterion.

Evaluation Criteria 5 - Demonstrated Capacity and Resources (20%)

The Tenderer's resources as presented in their Tender submission were assessed to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the Tenderer's staff resources, vehicles, plant/equipment, and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	2
**Skyline Landscapes	3

**Skyline Landscape Services did not meet the City's minimum requirement for this criterion.

Overall Qualitative Weighted Assessment and Ranking

The tenderers' submissions were evaluated in accordance with the selection criteria and were assessed against sustainable procurement, experience, methodology, capacity and resources and safety management systems to undertake the works.

The overall qualitative weighted assessment resulted in the following tender ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	2
**Skyline Landscape Services	3

**Skyline Landscape Services did not meet the City's minimum requirement for the Methodology and Demonstrated Capacity and Resources, therefore did not proceed to the value for money assessment.

Pricing for the Goods/ Services/ Works Offered

An assessment was made to determine the ranking based on the lump sum and additional works pricing provided with the Tender documentation.

Based on the information provided, Tenderers are ranked as follows:

Tenderer	Ranking
LD Total	1
Environmental Industries	2

The Tender documentation as issued included estimated hours for the services and pricing submissions were therefore compared to the tendered Fixed Lump Sum Price.

Overall Value for Money Assessment

The overall assessment of relative value for money resulted in the following ranking:

Tenderer	Ranking
LD Total	1
Environmental Industries	2

Please refer to the Confidential **Attachment 1** for further detail relating to the tenderers lump sum pricing, value for money assessment and further information supporting the recommendation.

Overall Assessment and Comment

The Evaluation Panel determined that the Tender submission from LD Total has satisfied the overall value for money assessment in accordance with the assessment criteria as detailed in the Procurement and Evaluation Plan and is therefore recommended as the successful Tenderer for separable portions 1, 2 and 3.

Consultation

Nil

Comment

The tender submission from LD Total satisfied the overall value for money assessment and is therefore recommended as the successful tenderer.

Statutory Compliance

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

Strategic Implications

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

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 Appetite Statement

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.

Enterprise Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-022 Environmental Management	Medium
Accountability	Action Planning Option
Director Planning and Sustainability	Manage

Financial and Performance Risk

Financial Risk

An independent financial risk assessment advised that LD Total has been assessed with a 'strong' financial capacity to meet the requirements of the contract and all payments will be made on satisfactory completion of works.

Performance Risk

LD Total holds several maintenance contracts with Local, State and other Government agencies including the City of Wanneroo with no history of disputes or claims reported in the last five years.

Policy Implications

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

Financial (Budget) Implications

The costs associated with Tender 24022 for the Provision of Streetscapes Maintenance for Arterial Roads are included in the Parks & Conservation Annual Operational Budget.

The scheduled maintenance is delivered as per the scope and specification of the contract with a fixed lump sum and a schedule of rates for additional works as and when required.

The tender scope of works captures the recommendations of the recently completed Service Review – Manage and Maintain Streetscapes.

Voting Requirements

Simple Majority

Moved Cr Miles, Seconded Cr Seif

That Council **ACCEPTS** the tender submitted by Sanpoint Pty Ltd t/as LD Total for Tender 24022 - Provision of Streetscapes Maintenance for Arterial Roads for the Lump Sum amounts for Separable Portions 1, 2 & 3 as detailed in Confidential Attachment 1 and the Schedule of Rates as detailed in the tender submission, with the option of two (2), twelve (12) month or part thereof options to extend, at the City's discretion and subject to budget availability and satisfactory performance.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. Attachment 1 - RFT 24022 - Confidential Confidential
2. Attachment 2 - Probity Letter - Confidential Confidential

This attachment is confidential and distributed under separate cover to all Council Members.*Attachment 1 - RFT 24022 - Confidential***24/166256***Attachment 2 - Probity Letter - Confidential***24/154162**

Waste Services

AS04-05/24 Appointment of Alternative Member to Mindarie Regional Council - Meeting 27 June 2024

File Ref: 14553V016 – 24/154796
Responsible Officer: Director Assets
Attachments: Nil

Issue

To consider the appointment of an Alternative Member to the Mindarie Regional Council **(MRC)** for its Council Meeting to be held on 27 June 2024, due to the leave of absence of Delegate Cr Jordan Wright.

Background

At the special meeting of Council held on 06 November 2023 Council appointed Cr Wright and Cr Miles as delegates for the City of Wanneroo to the MRC.

It should be noted that the MRC does not recognise Deputies under its constitution agreement. Therefore, if a delegate is unable to attend a meeting and Council wishes to have another Council member attend in their place, it is necessary for the matter to be presented to Council for an alternative member to be appointed.

Detail

Cr Wright has advised that he will not be able to attend the scheduled MRC's Ordinary Council Meeting to be held on Thursday 27 June 2024. As a result, this report seeks Council to appoint an alternative member to the MRC for the meeting to be held on Thursday 27 June 2024 only, after which Cr Wright will resume his position as a City of Wanneroo delegate to the MRC.

Consultation

Nil

Comment

It is important that the City of Wanneroo has full representation at this meeting. Therefore, Council is requested to consider the appointment of a Council Member as an alternate Delegate to the MRC for the meeting to be held on Thursday 27 June 2024 only.

Where there are more nominations than vacancies for representation, an electronic vote will be conducted.

Statutory Compliance

Under the Local Government Act 1995:

Part 5 – Administration

Division 2 – Council meetings, committees and their meetings and electors' meetings Section 5.10

“(1) A committee is to have as its members-

(a) Persons appointed by the local government to be members of the committee...”*

**Absolute Majority required.*

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 Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationship	Medium
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Absolute Majority

Moved Cr Smith, Seconded Cr Miles

That Council appoints Cr Bronwyn Smith as a delegate for the City of Wanneroo to the Mindarie Regional Council for the Mindarie Regional Council's Ordinary Council Meeting to be held on Thursday 27 June 2024, after which Cr Wright will resume his role as a City of Wanneroo delegate.

**CARRIED BY ABSOLUTE MAJORITY
14/0**

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments: Nil

AS05-05/24 Contract 20079 Extension - Collection & Transport of Kerbside Bin Waste

File Ref: 40322 – 24/126462
 Responsible Officer: Director Assets
 Attachments: 1

Issue

To consider the available initial 1-year extension option available for Contract 20079 for the Collection and Transport of Kerbside Bin Waste.

Background

On 20 October 2020 Council considered a report (Item AS04-10/20) which resolved the following:

That Council ACCEPTS the submission for Option 2 from The Trustee for Rico Family Trust t/as Solo Resource Recovery for RFQ20079 Provision of Collection and Transport to collect the City's Garden Organic (GO) materials for a period of 3 years with 2 x 1-year extensions, as per the uplift rate included in the Schedule of Rates.

The initial 3-year term of Contract 20079 for the Collection and Transport of Kerbside Bin Waste with Solo Resource Recovery is due to expire on 20 June 2024 and has two, 12-month contract extension options available.

Detail

Essential details of the contract are as follows:

Item	Detail
Contract Form	WALGA Services Contract
Contract Type	Schedule of Rates
Contract Duration	3 years
Commencement Date	21 June 2021
Expiry Date	20 June 2024
Extension Permitted	Yes, two 1-year extensions
Rise and Fall Included	No
Provision for CPI rate adjustments to be incorporated into contract extensions	No

The scope of work is for the kerbside collection of the City's green waste bins and transport to the Wangara greens processing facility.

Consultation

Nil

Comment

This contract is crucial in the collection and delivery of the GO service to approx. 78,000 residents on a fortnightly basis. Since the service commencement the contractor has

collected around 40,000 tonnes of green waste, this has been diverted from landfill and produced approximately 200,000kg of bagged compost. The compost has been collected by our residents at the Wangara green waste recycling facility for free.

Since the beginning of the contract in June 2021, new services have increased by almost 6000 residents with approximately 1500 in this financial year alone. This reflects the rapid growth in residential properties wishing to utilise this service.

Administration therefore recognises this as an important factor in considering the extension of the current contract for a further 12 months.

While the contract is silent on CPI, the proponent has requested that the City consider a CPI (Perth All Groups, March 2024) increase in this extension due to current market conditions and a significant increase in GO bin services. The City hasn't seen a CPI increase in this contract over the past 3 years, but it is deemed fair and equitable to ensure continuity of service.

It is also proposed that the Chief Executive Officer is authorised to consider and decide on a second extension of contract number 20079 for a period up to 12 months from 21 June 2025 subject to the provisions of the contract.

Statutory Compliance

Council at its meeting of 20 October 2020 considered the item AS04-10/20 and approved the establishment of Contract 20079 arrangements in accordance with this provision.

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

4.4 - Manage waste and its impacts

Risk Appetite Statement

In pursuit of strategic objective goal 4, we will accept a Medium 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.

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-O08 Contract Management	Low
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O21 Competitive Service Costing	Medium
Accountability	Action Planning Option
Chief Executive Officer	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken by Equifax Australasia Credit Ratings Pty Ltd as part of the tender evaluation process and the outcome of this independent assessment advised that Solo Resource Recovery is assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Contract performance throughout the initial contract period has been monitored through ad-hoc methods and now through the contract performance report system.

Policy Implications

A 1-year contract extension is available in accordance with the contract provisions conforming with the requirements of the City's Purchasing Policy.

Financial (Budget) Implications

The estimated costs associated with providing Contract 20079 services are included in the annual waste operations budget. Additional information is contained in the Confidential Attachment.

Voting Requirements

Simple Majority

Moved Cr Rowe, Seconded Cr Wright

That Council:-

1. **APPROVES** the initial 1-year Contract 20079 extension for Solo Resource Recovery to continue the Collection and Transport of Kerbside Bin Waste in accordance with the contract schedule of rates, plus CPI and subject to appropriate funding availability; and
2. **AUTHORISES** the Chief Executive Officer to consider and decide on a second extension of contract number 20079 for a period up to 12 months from 21 June 2025 subject to the provisions of the contract.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. Attachment 1 - 20079 Confidential Attachment - Justification of Extension of Contract - Kerbside Waste Bin Collection Confidential

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

Attachment 1 - 20079 Confidential Attachment - Justification of Extension of Contract - Kerbside Waste Bin Collection	24/140228
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Community & Place

Community Development

Cr Berry declared an impartiality interest for item CP01-05/24 due to being a Financial Member of the Quinns Rocks RSL Sub-branch.

Cr Huntley declared an impartiality interest for item CP01-05/24 due to being a Member of the Wanneroo RSL.

Cr Miles declared an impartiality interest for item CP01-05/24 due to being a Member of the Wanneroo Lions Club who run Gunfire breakfast for Wanneroo RSL.

Cr Rowe declared an impartiality interest for item CP01-05/24 due to being a Member of Girrawheen Lions Club who are a recipient of the grant amount subject to Council Approval.

Cr Smith declared an impartiality interest for item CP01-05/24 due to attending the True North Church in the past.

Cr Wright left the meeting, the time being 6:52pm.

CP01-05/24 Community Funding Program - Flagship Fund 2024/25 to 2026/27

File Ref:	35955 – 24/116887
Responsible Officer:	Acting Director Community & Place
Attachments:	1

Issue

To consider Flagship Fund applications received through the City's Community Funding Program for specified community initiatives from 2024/25 to 2026/27.

Background

The City's Community Support and Financial Assistance Framework was adopted by Council in 2018. The Community Funding Policy (the Policy; **Attachment 1**) forms part of this framework and sets the scope and high level structure for the City's Community Funding Program. The Policy was revised and endorsed by Council in July 2020, with a minor review in 2021.

The Flagship Fund is a category in the City's Community Funding Program that provides longer-term financial support for community initiatives, aligned to the City's vision, that celebrate and commemorate Wanneroo's rich history and diverse culture. Initiatives must directly benefit the local community and ideally attract a high number of attendees or have a broad reach. As per the Policy, Council approves Flagship Fund applications.

Demonstrating the City's commitment to support sustainable community initiatives, the Flagship Fund opens for applications every three years, providing an opportunity for the City's established and experienced community groups to receive up to \$10,000 per year for a maximum of three years. Aligned to the objectives of the City's Social Strategy, applications should evidence other partnering contributions, additional sources of funding and sponsorship.

At the 7 September 2021 Council Meeting (CP05-09/21) Council considered applications for the initial Flagship Funding round spanning from 2021/22 to 2023/24 and approved seven

applications. Council also authorised the Chief Executive Officer to approve up to \$10,000 on an annual basis for up to three years to the relevant event organiser for the Wanneroo Christmas Lunch. The Rotary Club of Mindarie was later approved to deliver this event. Overall, this resulted in community groups delivering 15 events per annum, equating to 45 events over the three year period.

In 2022, the Yanchep Two Rocks RSL Sub-Branch requested additional flagship funding to receive the full \$10,000 per annum in 2022/23 and 2023/24 as they were able to demonstrate that the ANZAC Day and Remembrance Day events delivered in 2021/22 had significantly grown in attendance, attracting crowds larger than anticipated in their initial application. Therefore, at the 1 November 2022 Council Meeting (CP02-11/22) Council approved additional Flagship Funding for the Yanchep Two Rocks RSL Sub-Branch of \$2,300 in 2022/23 and \$1,600 in 2023/24, bringing their funding amount to \$10,000 per annum for these years.

In 2021/22, the delivery of ANZAC Day events were impacted by COVID-19; all other events have been delivered successfully, and all funds for 2021/22 and 2022/23 have been acquitted. The 2023/24 acquittals are due at the end of this financial year. The list of the approved Flagship Funding for 2021/22-2023/24 are shown in Table 1.

Table 1: 2021/22 to 2023/24 Flagship Funding Recipients

Group	Annual Initiatives Delivered	City Flagship Funding
Wanneroo RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day Vietnam Veterans Day 	2021/22: \$10,000 2022/23: \$10,000 2023/24: \$10,000
Quinns Rocks RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day Vietnam Veterans Day 	2021/22: \$10,000 2022/23: \$10,000 2023/24: \$10,000
Yanchep Two Rocks RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day 	Original approval: 2021/22: \$7,040 2022/23: \$7,700 2023/24: \$8,400 Amended to: 2022/23: \$10,000 2023/24: \$10,000
Yanchep Two Rocks Community Recreation Association	<ul style="list-style-type: none"> Australia Day Community Breakfast Community Volunteer Breakfast 	2021/22: \$6,750 2022/23: \$7,425 2023/24: \$8,200
Lions Club of Girrawheen	<ul style="list-style-type: none"> Australia Day Community Breakfast 	2021/22: \$5,000 2022/23: \$5,500 2023/24: \$6,000
Ngulla Koort Indigenous Corporation	<ul style="list-style-type: none"> Outer North NAIDOC Event 	2021/22: \$8,500 2022/23: \$9,250 2023/24: \$10,000
True North Church	<ul style="list-style-type: none"> Yanchep Carols in the Park Merriwa Christmas Festival 	2021/22: \$10,000 2022/23: \$10,000 2023/24: \$10,000
Rotary Club of Mindarie	<ul style="list-style-type: none"> Wanneroo Christmas Lunch 	2021/22: \$10,000 2022/23: \$10,000 2023/24: \$10,000

Detail

Between 21 February and 30 March 2024, a new three-year Flagship Funding round opened for applications. Eight applications were received, as shown in Table 2.

Table 2: 2024/25 to 2026/27 Flagship Funding Applicants

Group	Annual Initiatives Planned	City Flagship Funding
Wanneroo RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day Vietnam Veterans Day 	2024/25: \$9,967 2025/26: \$10,000 2026/27: \$10,000
Quinns Rocks RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day Vietnam Veterans Day 	2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000
Yanchep Two Rocks RSL Sub-branch	<ul style="list-style-type: none"> Remembrance Day ANZAC Day 	2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000
Yanchep Two Rocks Community Recreation Association	<ul style="list-style-type: none"> Australia Day Community Breakfast 	2024/25: \$9,900 2025/26: \$9,950 2026/27: \$10,000
Lions Club of Girrawheen	<ul style="list-style-type: none"> Australia Day Community Breakfast 	2024/25: \$9497.21 2025/26: \$9497.21 2026/27: \$9497.21
Ngulla Koort Indigenous Corporation	<ul style="list-style-type: none"> Outer North NAIDOC Event 	2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000
True North Church	<ul style="list-style-type: none"> Yanchep Carols in the Park 	2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000
The Kenyan Community of WA	<ul style="list-style-type: none"> Kenyan Community Extravaganza 	2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000

A comprehensive assessment process was undertaken by Administration for Flagship Fund applications including the following steps:

- Application pre-assessment;
- Review against the eligibility criteria;
- Independent panel member assessment; and
- Panel meeting to discuss key assessment points and recommendations.

Each application was assessed against the general Community Funding Policy eligibility criteria as well as the following Flagship Fund-specific criteria, as shown in Table 3.

Table 3: Flagship Funding Criteria

Criteria	Description
Flagship Status	<ul style="list-style-type: none"> • The initiative is a significant community event attracting a high number of attendees or with a broad community reach. • The initiative demonstrates recognition, celebration and/or commemoration of the City of Wanneroo's rich history and diverse culture.
Community Benefit and Accessibility	<ul style="list-style-type: none"> • The event has clear outcomes that demonstrate the benefit to the community. • The event is open to the wider community, in that the initiative will be attended by a reasonable number of community members beyond the applicants' immediate stakeholders and/or members.

	<ul style="list-style-type: none"> The event is welcoming to people of all abilities, ages, and cultural background where applicable and practices access & inclusion principles. The event aligns with Act Belong Commit messaging.
Delivery Capacity	<ul style="list-style-type: none"> The applicant group demonstrates the capacity and experience to plan and deliver the event and defines achievable outcomes for the event. The application contains a full budget which includes a breakdown of all financial and in-kind support by the applicant, contributors, partners and volunteers, and the expenses/items which they cover.
Collaboration and Contribution	<ul style="list-style-type: none"> The applicant has made a cash and in-kind contribution. The applicant demonstrates a partnering approach, working together with other groups and contributors (e.g., other grants, financial and in-kind donations, local sponsors, and groups/agencies/organisations), to show use of all available resources in planning and delivery. The applicant demonstrates how the City's support will be acknowledged in lead up to and during the initiative.

Table 4 provides a summary of each application's assessment against the Flagship Funding criteria and Administration's proposed recommendation.

Table 4: Application Assessment

Application Details	Summary Against Flagship Funding criteria	Proposed Recommendation
Applicant: Wanneroo RSL Sub-branch		
<u>Annual events</u> <ul style="list-style-type: none"> Vietnam Veterans Day: 18 August 2024, 2025, and 2026 Remembrance Day: 11 November 2024, 2025, and 2026 ANZAC Day: 25 April 2025, 2026, and 2027 Venue: Memorial Park Wanneroo <u>Funding Requested</u> 2024/25: \$9,967 2025/26: \$10,000 2026/27: \$10,000	<ul style="list-style-type: none"> Application aligns with Flagship Funding criteria. Large-scale ANZAC Day event Events have been held since 2013 Events attract a combined 5,280 attendees. Clear budget demonstrated Flagship Fund contribution is 44% of total financial budget (excluding in-kind) Demonstrated sourcing of other income with financial contributions from Lotterywest and RSLWA Proposed expenses and amounts align with previous years. 	APPROVE \$10,000 for 2024/25, 2025/26 and 2026/27 subject to: <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence
Applicant: Quinns Rocks RSL Sub-branch		
<u>Annual events</u> <ul style="list-style-type: none"> Remembrance Day event: 11 November 2024, 2025, and 2026 ANZAC Day event: 25 April 2025, 2026, and 2027 Vietnam Veteran's Day event: 18 August 	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Large-scale ANZAC Day event Events attract a combined 3,220 attendees. clear budget demonstrated Financial and in-kind contributions from Lotterywest and Quinns Rocks Sports Club 	APPROVE \$10,000 for 2024/25, 2025/26 and 2026/27 subject to: <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year

<p>2025, 2026, and 2027 Venue: Quinns Rocks Sports Club</p> <p><u>Funding Requested</u> 2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000</p>	<ul style="list-style-type: none"> Flagship Fund contribution is 43% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years. 	<ul style="list-style-type: none"> Receipt of a Public Community Event Licence
Applicant: Yanchep Two Rocks RSL sub-branch		
<p><u>Annual Events</u></p> <ul style="list-style-type: none"> Remembrance Day event: 11 November 2024, 2025, and 2026 Venue: Yanchep Sports & Social Club ANZAC Day event: 25 April 2025, 2026, and 2027 Venue: Yanchep National Park <p><u>Funding Requested</u> 2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000</p>	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Large-scale ANZAC Day event Events attract a combined 4,500 attendees. Clear budget demonstrated Demonstrated partnering approach and sourcing of other income with financial and in-kind contributions from Lotterywest, Highland Pipe Band, the Yanchep Inn, Two Rocks State Emergency Service and Yanchep National Park Flagship Fund contribution is 50% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years. 	<p>APPROVE \$10,000 for 2024/25, 2025/26 and 2026/27 subject to:</p> <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence
Applicant: Yanchep Two Rocks Community Recreation Association		
<p><u>Annual Event</u></p> <ul style="list-style-type: none"> Australia Day Community Breakfast: 26 January 2025, 2026, and 2027 Venue: Phil Renkin Centre <p><u>Funding Requested</u> 2024/25: \$9,900 2025/26: \$9,950 2026/27: \$10,000</p>	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Due to rising costs, applicant has requested full funding for the Australia Day Community Breakfast. It is noted the Community Volunteer Breakfast will still proceed. Event is significant to the community and has been delivered for several years Event attracts 500 attendees. One additional partnership demonstrated with Yanchep Sun City being the single partner contribution valued at \$200 Flagship Fund is 83% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years except entertainment which has increased from \$1,500 to \$3,500. 	<p>Noting the relatively small attendance (500 people) and lack of other funding contributors, Administration is proposing a CPI increase in funding over the next three years, from \$8,200 in 2023/24.</p> <p>APPROVE \$8,500 for 2024/25, \$8,800 for 2025/26 and \$9,100 for 2026/27 subject to:</p> <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence

Applicant: Lions Club of Girrawheen		
<u>Annual Event</u> <ul style="list-style-type: none"> Australia Day Community Breakfast event: 26 January 2025, 2026, and 2027 Venue: John Moloney Park, Marangaroo <u>Funding Requested</u> 2024/25: \$9,497.21 2025/26: \$9,497.21 2026/27: \$9,497.21	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Clear budget demonstrated, additional budget request for promotion/marketing, specifically the purchase of three banners in year 1. Event is significant to the community. Event attracts 500 people Event has been delivered for nearly 15 years No funding partners or in-kind contributions identified Flagship Fund contribution is 88% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years. 	Noting the relatively small attendance (500 people), lack of other funding contributors and high budget for promotion; Administration is proposing a CPI increase in funding over the next three years, from \$6,000 in 2023/24, plus additional funds in 2024/25 to enable the purchase of three banners. APPROVE \$8,000 for 2024/25; \$6,600 for 2025/26 and \$6,900 for 2026/27 subject to: <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence
Applicant: Ngulla Koort Indigenous Corporation		
<u>Annual Event</u> <ul style="list-style-type: none"> Mookaroo NAIDOC Festival (Outer North): 11 July 2025, 2026, and 2027 Venue: True North Church, Merriwa <u>Funding Requested</u> 2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Event first delivered in 2019 Large-scale event with approximately 2,000 attendees, demonstrating a year-on-year increase in attendance. Clear budget demonstrated Demonstrated partnering approach and sourcing of other income with financial and in-kind contributions from Neami National, Derbal Yerrigan, Mercycare and the Hope Foundation Flagship Fund contribution is 87% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years. 	APPROVE \$10,000 for 2024/25, 2025/26 and 2026/27 subject to: <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24 Flagship Funding Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence
Applicant: True North Church		
<u>Annual Event</u> <ul style="list-style-type: none"> Yanchep Carols in the Park: 8 December 2024, 2025, and 2026 Venue: Splendid Park,	<ul style="list-style-type: none"> Application aligns with flagship funding criteria. Large-scale event Event attracts 4,000 attendees 	APPROVE \$10,000 for 2024/25, 2025/26 and 2026/27 subject to: <ul style="list-style-type: none"> Receipt of a satisfactory acquittal for 2023/24

<p>Yanchep</p> <p><u>Funding Requested</u> 2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000</p>	<ul style="list-style-type: none"> Due to rising costs, applicant has requested full funding for the Yanchep Carols event. It is noted the Merriwa Christmas Festival will still proceed. Applicant has advised that additional sponsors are yet to be identified. In-kind volunteering has been calculated at \$24,000. Flagship Fund contribution is 37% of total financial budget (excluding in-kind) Proposed expenses and amounts align with previous years. 	<p>Flagship Funding</p> <ul style="list-style-type: none"> Receipt of a satisfactory acquittal report each year Receipt of a Public Community Event Licence
Applicant: Kenyan Community of WA		
<p><u>Annual Event</u></p> <ul style="list-style-type: none"> Kenyan Community Extravaganza: 12 October 2024, October 2025, and October 2026 <p>Venue: Wanneroo Showgrounds</p> <p><u>Funding Requested</u> 2024/25: \$10,000 2025/26: \$10,000 2026/27: \$10,000</p>	<ul style="list-style-type: none"> Details in application were limited. Application does not comply with Flagship Status criteria as the event does not have a broad community reach; the event is primarily targeted towards members of the Kenyan community. While the event has been successfully delivered over the last three years, supported by the City through a Community Grant (\$5,000); the Group's AGM is overdue and there are challenges with succession planning for Board positions. Notable aspects of the application include: the event is large-scale, attracting 3,000 people and commemorates one of our multicultural communities; budget items are reasonable, and the Flagship Fund contribution requested is 26% of total financial budget (excluding in-kind). 	<p>DO NOT APPROVE the Flagship Funding application.</p> <p>NOTE Administration will work with the Kenyan Community of WA to submit a Community Grant application for the Kenyan Community Extravaganza.</p>

Consultation

Promotion of the Flagship Fund took place in February and March 2024 via the following methods:

- City of Wanneroo website;
- City of Wanneroo Facebook page;
- Direct email to potential applicants;
- Phone calls with potential applicants; and
- Meetings with potential applicants.

Administration also provided support and additional information to applicant groups to assist in the preparation of applications.

Comment

Administration has provided support and capacity building for all applicants throughout the Flagship Funding application process and continually supports groups to increase event sustainability through partnerships, collaboration and sourcing a range of funding.

Administration has undertaken an evaluation of each application and is proposing Flagship Fund recommendations for approval totalling \$197,900 for the three-year period, as per Table 4.

When considering the funding amount requested for 2025/26 and 2026/27, where maximum funds are not already recommended, Administration has recommended a scaled increase in the funding to allow for a CPI increase, supplier cost increases and event growth over time.

Two Flagship Funding budget requests, from the Yanchep Two Rocks Community Recreation Association and Lions Club of Girrawheen, were substantially greater than the amount funded by the City in 2023/24 without a significant difference in the proposed event. Administration has taken this into consideration when recommending Flagship Funding amounts for 2024/25 to 2026/27.

Whilst Administration is recommending not to fund the Kenyan Community of WA through Flagship Funding, as the event does not align to the Flagship Status criteria, Administration would like to acknowledge our strong, positive working relationship with the Kenyan Community of WA. In 2021, 2022, 2023 the City has supported the Kenyan Community Extravaganza through a Community Grant valued at \$5,000 each year. The event strongly aligns with the Community Grants criteria and Administration will work closely with the Group to use their Flagship Funding application content to apply for a Community Grant.

For future event sustainability, it has been recommended that groups seek external funding in addition to the City's contribution. This approach increases support and funds leveraged for the benefit of City residents and reduces financial reliance on the City. It also supports applicant groups intending to grow their event with the associated increase in costs.

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

1.4 - Bringing people together

Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium 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.

Risk Management Considerations

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

Policy Implications

Flagship Fund applications are assessed in accordance with the Community Funding Policy. As per the Community Funding Policy, Flagship Funding approval is via Council.

Financial Implications

Administration is proposing approval of Flagship Funding amounts of \$66,500 in 2024/25, \$65,400 in 2025/26, and \$66,000 in 2026/27. This equates to \$197,900 over three years.

The Flagship Funding approved as outlined in the recommendation, will be listed for consideration in the City's annual budget process in the associated financial years.

Voting Requirements

Simple Majority

Moved Cr Bedworth, Seconded Cr Seif

That Council: -

1. APPROVES Flagship Funding for:

- a) **Wanneroo RSL Sub-branch: \$10,000 for 2024/25, \$10,000 for 2025/26 and \$10,000 for 2026/27 subject to:**
 - i. **Receipt of a satisfactory acquittal for 2023/24 Flagship Funding**
 - ii. **Receipt of a satisfactory acquittal report each year**
 - iii. **Receipt of a Public Community Event Licence**
- b) **Quinns Rocks RSL Sub-branch: \$10,000 for 2024/25, \$10,000 for 2025/26 and \$10,000 for 2026/27 subject to:**
 - i. **Receipt of a satisfactory acquittal for 2023/24 Flagship Funding**
 - ii. **Receipt of a satisfactory acquittal report each year**
 - iii. **Receipt of a Public Community Event Licence**
- c) **Yanchep Two Rocks RSL sub-branch: \$10,000 for 2024/25, \$10,000 for 2025/26 and \$10,000 for 2026/27 subject to:**
 - i. **Receipt of a satisfactory acquittal for 2023/24 Flagship Funding**
 - ii. **Receipt of a satisfactory acquittal report each year**
 - iii. **Receipt of a Public Community Event Licence**

- d) Yanchep Two Rocks Community Recreation Association: \$8,500 for 2024/25, \$8,800 for 2025/26 and \$9,100 for 2026/27 subject to:
 - i. Receipt of a satisfactory acquittal for 2023/24 Flagship Funding
 - ii. Receipt of a satisfactory acquittal report each year
 - iii. Receipt of a Public Community Event Licence
 - e) Lions Club of Girrawheen: \$8,000 for 2024/25, \$6,600 for 2025/26 and \$6,900 for 2026/27 subject to:
 - i. Receipt of a satisfactory acquittal for 2023/24 Flagship Funding
 - ii. Receipt of a satisfactory acquittal report each year
 - iii. Receipt of a Public Community Event Licence
 - f) Ngulla Koort Indigenous Corporation: \$10,000 for 2024/25, \$10,000 for 2025/26 and \$10,000 for 2026/27 subject to:
 - i. Receipt of a satisfactory acquittal for 2023/24 Flagship Funding
 - ii. Receipt of a satisfactory acquittal report each year
 - iii. Receipt of a Public Community Event Licence
 - g) True North Church: \$10,000 for 2024/25, \$10,000 for 2025/26 and \$10,000 for 2026/27 subject to:
 - i. Receipt of a satisfactory acquittal for 2023/24 Flagship Funding
 - ii. Receipt of a satisfactory acquittal report each year
 - iii. Receipt of a Public Community Event Licence
2. NOTES that the Flagship Funding for 2024/25, 2025/26 and 2026/27 as detailed within this report will be listed for consideration in the City's annual budget process.
3. NOTES Administration will work with the Kenyan Community of WA to submit a Community Grant application for the Kenyan Community Extravaganza.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, and Cr Smith

Against the motion: Nil

Absent: Cr Parker and Cr Wright

Attachments:

1. [Community Funding Policy - October 2021 - CURRENT](#) 19/211787[v3]



Policy Manual

Community Funding Policy

Policy Owner:	Community Development
Contact Person:	Manager Community Development
Date of Approval:	12 October 2021 (CP01-10/21)

POLICY STATEMENT

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

POLICY OBJECTIVE

The objective of this policy is to:

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

SCOPE

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

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

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

IMPLICATIONS

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

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

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



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The City is committed to providing funding that is:

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

IMPLEMENTATION

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

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

Program Outcomes

Through the Community Funding Program, the City aims to:

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

General Program Eligibility

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

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



Policy Manual

- adhere to all other terms and conditions set out in the supporting guidelines for the specific funding category.

The City will not provide funding for activities that:

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

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

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

Where the funded activity or program is no longer taking place, any funds distributed must be returned to the City. If funds have been expended by the Funding Recipient prior to the activity or program ceasing, any refund or reimbursement received must be returned to the City.

Assessment and Approval

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



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Category	Funding Amount	Approval required
Kickstarter Fund	Up to and including \$1,000	Manager Place Management and/or Manager Community Development
Community Grants	Up to and including \$5,000	Manager Community Development
Flagship Fund	Up to \$10,000 p.a. for up to three years	Council
Participation Fund		
State	Up to and including \$100 (capped at \$600 per club, group or association)	Manager Community Development
National	Up to and including \$200 (capped at \$600 per team to a maximum of 4 teams per event)	Manager Community Development
International	Up to and including \$400 per individual (capped at \$1,600 per team)	Manager Community Development
Response & Recovery Fund	Up to and including \$1,000	Manager Community Development
	Up to and including \$5,000	Director Community and Place

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

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

In the event of an **Emergency**, all funding applications received through any category of the Community Funding Program will be assessed against the City's Local Recovery Plan in addition to the standard community funding conditions. This process will apply only during



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the emergency period for the purposes of ensuring funding is prioritised for services and projects with a recovery focus.

Agreement

All funding distributed by the City to any successful applicant shall be formalised in an agreement; the provisions and conditions of which are dependent on the specific category. The City is to be acknowledged in any associated publicity and promotional material, with the City's logo displayed appropriately.

All community funding recipients are required to provide the City with reports in relation to funding outcomes and achievements as detailed in their agreement. For recipients of Participation Fund contributions, this will be limited to photographs, press clippings etc.

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

ROLES AND RESPONSIBILITIES

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

DISPUTE RESOLUTION

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

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

EVALUATION AND REVIEW PROVISIONS

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

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



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

DEFINITIONS

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

Co-Funded	<i>The City has a preference for not being the sole-funder of applications approved through the Community Funding Program. There is an expectation that applicants will be self-contributing and/or seeking other external sources of support in addition to the City's contribution.</i>
Community Funding	<i>Financial support provided to individuals and community groups or organisations enabling delivery of projects which promote healthy, safe connected and inclusive communities.</i>
Community Support and Financial Assistance Framework	<i>Overarching framework which encompasses all types of support and assistance (both financial and non-financial) provided by the City to individuals, community groups, community organisations or businesses.</i>
Emergency	<i>A serious, unexpected event requiring immediate action, including the provision of support and relief. May include, but not limited to; natural disaster (bushfire, cyclone, storm, earthquake), terrorist acts or pandemic.</i>
Funding Recipient	<i>An individual or organisation that, for a specified term, receives a cash contribution in return for delivering a community activity as outlined in an agreement.</i>
Kickstarter Fund	<i>A fund that supports empowerment of community members, community groups and local organisations to implement small-scale initiatives or local neighbourhood projects which activate places and bring communities together.</i>
Community Grants	<i>Grants that support delivery of a variety of non-profit-making community activities and events delivered in the City which support key actions in the City's various community-directed plans. Community Grants encourage community group sustainability, aligning with the Community Development capacity-building approach and reducing reliance on the City.</i>
Flagship Fund	<i>A fund that provides longer-term financial support for City brand-aligned community initiatives which celebrate and commemorate Wanneroo's rich history and diverse culture.</i>
Response and Recovery Fund	<i>To enable and support response and recovery to emergency situations which have a large or widespread impact on the local community (i.e. livelihood, housing, resourcing, service impact). In the event of an emergency, funding will be prioritised towards supporting relief measures and essential services and projects, aligned to the City's Local Recovery Plan, which target vulnerable City of Wanneroo residents and enable community reconnection.</i>



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Participation Fund

A sponsorship fund offering a financial contribution to individuals participating in State, National or International competitions, festivals and exhibitions. Applications are accepted from clubs, groups or associations on behalf of eligible individuals to assist with costs of participation. Contributions are available for individuals participating in the areas of sport, arts and culture.;

- *aged up to and including 25 years,*
- *aged 60 and over,*
- *with a disability, of any age.*

To be eligible for this fund, individuals must reside in the City of Wanneroo and have been selected by an appropriate governing body.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

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

REFERENCES

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

RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

Version	Next Review	Record No:
January 2014 (CD04-12/13)	November 2014	10/60107*
May 2016 (CP08-05/16)	May 2017	15/531947
July 2020	July 2023	19/211787
July 2021	July 2023	19/211787V2
12 October 2021 (CP01-10/21)	12 October 2024	19/211787V3

Cultural Development

Cr Wright returned to the meeting, the time being 6:54pm.

Cr Huntley left the meeting, the time being 6:55pm

CP02-05/24 Arts Policy Review

File Ref:	8249 – 24/136401
Responsible Officer:	Acting Director Community & Place
Attachments:	3

Issue

To consider the revised Arts Policy (the Policy).

Background

The Arts Policy (**Attachment 1**) was last updated at the Ordinary Council Meeting on 7 December 2021 (CP02-12/21) with changes made to better align the policy to strategic plans and operational procedures, and to amend terminology and definitions.

The Policy has been revised (**Attachment 2**) to include updated definitions and changes to the policy structure. This review also removes references to internal documents and procedures.

Detail

The policy outlines the framework for the management of the exhibitions program (Gallery), arts development program, art collection, public art collection and community arts program.

To enhance transparency and accessibility, references to internal documents have been removed from the Policy.

Consultation

The reviewed policy (Attachment 3) has been subject to internal consultation and was presented to the Arts Advisory Group for information on 19 March 2024.

The reviewed policy has also been presented to Council Members for feedback and the requested changes have been made to the policy.

Comment

The proposed improvements and changes to the Policy reflect the City's commitment to the development of arts in the community, the maintenance of existing public art and the use of art to develop a sense of place.

The Policy sets out the principles that guide the City of Wanneroo's approach and vision for its Art Collection, Public Art Collection, Community Arts, Exhibition (Gallery) and Arts Development programs. It provides a framework for the ongoing provision of arts and cultural activities within the City of Wanneroo.

The Policy includes clarification (as an addition made following the last input from Council Members) that it does not apply to proposals by lessees of City-owned and managed leased sites for public art on their premises. This is to avoid any confusion with the terms of existing

leases and other policies (such as the Leasing Policy) which will already address the processes for a lessee to seek approval of works on a building leased from the City.

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

2.2 - Arts and local creativity

Risk Appetite Statement

In pursuit of strategic objective goal 2, we will accept a Medium 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.

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

This policy may have implications for other departments within the City of Wanneroo, including Land Development, Planning, Assets and Facilities.

Financial Implications

The Policy incurs no financial implications as all funding is encompassed within annual operational budgets.

Voting Requirements

Simple Majority

Moved Cr Smith, Seconded Cr Bedworth

That Council APPROVES the updated Arts Policy as shown in Attachment 3 to this report.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Huntley and Cr Parker

Attachments:

1. Arts Policy	16/209310[v2]
2. Arts Policy (v2) Final with track changes March 2024	24/76100
3. Arts Policy	16/209310[v3]

Arts Policy

Policy Owner:	Cultural Development
Contact Person:	Manager Cultural Development
Date of Approval:	7 December 2021 (CP02-12/21)

POLICY STATEMENT

The City of Wanneroo (City) values arts as a means of celebrating the history and identity of our community, enhancing the local environment and contributing to a sense of place. It provides opportunities within the City of Wanneroo community that develop and stimulate:-

- a healthy sense of belonging;
- a sense of place and distinctive identity;
- a pride in diversity; and
- a curiosity, connectivity and an active participation in creativity.

POLICY OBJECTIVE

The purpose of this policy is to provide guidance for the effective management of the City's artistic and cultural programs recognising the City's role in conserving, celebrating and interpreting local heritage and cultural significance.

This policy sets out the principles that guide the City's approach to its art collection, public art collection, community arts, exhibition and arts development programs, local artists and actively involved communities.

It is supported by the following key principles-

- advocacy, promotion and communication
- access, participation and appreciation
- investing in local practice
- local identity, heritage and new communities
- creative spaces and public places
- cultural industries, economic development and cultural tourism
- strategic planning, resources and infrastructure
- creative destinations and trails
- collaboration, partnerships and external funding
- implementing best practice and excellence
- sustainable management, purchase and handover for considered development.

SCOPE

This policy applies to City Employees, Council Members, artists, developers, cultural agencies, arts groups and Wanneroo's diverse communities.

IMPLICATIONS (Strategic, Financial, Human Resources)

The Arts Policy is underpinned by the City's vision for the arts, which is recognised in the Corporate Business Plan and throughout the City's Cultural Plan.

Funding for cultural programs (e.g. exhibitions, workshops) is allocated via the City's Annual Budget process. The City applies for external funding where available to enhance and support art development e.g. grants.

Under the WA State Percent for Art Scheme, which encourages art in the built environment, developers will contribute towards local public art by commissioning artwork which is subsequently handed over to the City for inclusion in the City's Public Art Collection. Such artwork becomes subject to ongoing maintenance and management, and is planned for in the City's annual asset maintenance budget allocation.

IMPLEMENTATION

The City recognises that participation in a dynamic art and cultural environment cultivates community well-being, local identity and further develops creative expression. Community engagement in the arts is provided through:-

- **art collection**
management of the City's cultural assets, investment, promotion/awareness, including acquisition and deaccessioning
- **public art collection**
celebration of place, conservation, commissions, advocacy and advice
- **community arts**
response to community needs; to, for and with community
- **exhibition program**
plan and deliver sensitive, intelligent, responsive and inspirational exhibitions and displays
- **arts development**
share, care, communicate, nurture audience appreciation for the arts, provide cultural leadership.

ROLES AND RESPONSIBILITIES

The Manager of Cultural Development is responsible for the implementation of this policy in collaboration with relevant service unit managers.

The City facilitates an Arts Advisory Group consisting of Council Members, cultural industry representatives and City Officers to provide advice and guidance on art programs and the City's art collections. The Arts Advisory Group's role is to advise and make recommendations to Council.

EVALUATION AND REVIEW PROVISIONS

This policy shall be reviewed every three years.

DISPUTE RESOLUTION

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

DEFINITIONS

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

	ART
Art	The expression or application of human creative skill and imagination. Art is subjective, its definition varies between cultures and has changed throughout history. This includes visual art; art forms that create works that are primarily visual in nature, such as drawing, painting, sculpture, printmaking, design, photography, ceramics, video, film-making and architecture.
Community Arts	Community Arts and cultural development are community-based arts practices and can engage any art form. There are many variations of how community arts and cultural development works are made, developed and shared, and as such, there is no one model. What is at the core of this practice, however, is the collaboration between professional artists and communities to create art.
Culture	For the purposes of this policy, culture refers to the City's engagement with the community through the provision of cultural assets and activities aligned to arts, museums, galleries, libraries, community history, heritage locations and public spaces.
Public Art	Public art is usually site specific, can be permanent or temporary, and is artwork in the public domain. It can be sculptural, mural, and significantly diverse in form. Monuments, statues and memorials are the more traditional forms of public art. Today public art is extremely diverse in form and can include interactive works, urban art, street art, architectural street furniture, 2D and 3D projections, multisensory artworks, temporary and ephemeral works.
Collections	A collection may be defined as a set of material or intangible objects (artworks, artefacts, archive documents, ephemera etc.) which an individual or an establishment has assembled, classified, selected, and preserved in a safe setting and usually displays to a smaller or larger audience, according to whether the collection is public or private.
Exhibitions	Exhibitions can include all art forms, and cultural materials, vary in themes and scale, and are publically displayed. Exhibition development includes the conception, design and delivery of an exhibition. This includes research; curatorial premise development; artist and lender selection and engagement; exhibition design; installation management; legal, planning and logistical management; records management; marketing, audience engagement and event management. Art exhibitions may include a commercial interest where items are available for purchase.
Cultural Significance	Cultural significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations. Heritage is something inherited from the past and valued enough today to leave for future generations.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Management Procedure for the Art Collection (Purchasing and Exhibition)
 Management Procedure for the Community Art Awards and Exhibition
 Management Procedure for Community and Public Art
 Local Planning Policy No.4.16: Provision of Public Art in Development Proposals (in development)



REFERENCES

Percent for Art Scheme information is managed by the State’s Department of Finance in partnership with the Department of Local Government, Sport and Cultural Industries. Information is available at <https://www.wa.gov.au/organisation/departments/departments-of-finance/percent-art-scheme>

RESPONSIBILITY FOR IMPLEMENTATION

Manager Cultural Development

Version	Next Review	Record No:
November 2020	November 2023	16/209310[V2]



ARTS POLICY

Responsible Directorate:	Community & Place
Responsible Service Unit:	Cultural Development
Contact Person:	Arts Development Officer & Cultural Exhibitions Curator
Date of Approval:	TBC
Council Resolution No:	Council Resolution No.

Arts Policy

Policy Owner: Cultural Development
Contact Person: Manager Cultural Development
Date of Approval: TBC

1. POLICY STATEMENT

The City of Wanneroo (City) values arts as a means of celebrating the history and identity of our community, enhancing the local environment and contributing to a sense of place. It provides opportunities within the City of Wanneroo community that develop and stimulate:-

- a healthy sense of belonging;
- a sense of place and distinctive identity;
- a pride in diversity; and
- a curiosity, connectivity and an active participation in creativity.

2. POLICY OBJECTIVE

Objective

The purpose-objective of this policy is to provide guidance for the effective management of the City's artistic and cultural programs recognising the City's role in conserving, celebrating and interpreting local heritage and cultural significance providing access to cultural experiences.

Purpose

This policyThe purpose of this policy is to sets out the principles that guide the City's approach to its art collection, public art collection, community arts, exhibition program and arts development programs, creative partnerships, local artists and actively involved communities.

It is supported by the following key principles-

- advocacy, promotion and communication
- access, participation and appreciation

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- investing in local practice
- local identity, heritage and new communities
- creative spaces and public places
- ~~cultural industries, economic development and cultural tourism~~
- strategic planning, resources and infrastructure
- ~~cultural industries, economic development and cultural tourism~~
- ~~creative destinations and trails.~~
- collaboration, partnerships and external funding
- ~~implementing best practice and excellence~~
- sustainable management, purchase and handover for considered development.

3. KEY DEFINITIONS

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DEFINITIONS:	Any definitions listed in the following table apply to this document only.
<u>Art</u>	The expression or application of human creative skill and imagination. Art is subjective, its definition varies between cultures and has changed throughout history. This include visual art; art forms that create works that are primarily visual in nature, such as drawing, painting, sculpture, printmaking, design, writing, poetry, photography, ceramics, video, film-making and architecture.
<u>Community Arts</u>	Community Arts and cultural development is a community-based arts practice and can engage any art form. There are many variations of how community arts and cultural development works are made, developed and shared, and as such, there is no one model. What is at the core of this practice, however, is the collaboration between professional artists and communities to create art.
<u>Culture</u>	For the purposes of this policy, culture refers to the City's engagement with the community through the provision of cultural assets and activities aligned to arts, museums, galleries, libraries, community history, heritage locations and public spaces.
<u>Public Art</u>	Public art is usually site specific, can be permanent or temporary, and is artwork in the public domain. It can be sculptural, mural, and significantly diverse in form. Monuments, statues and memorials are the more traditional forms of public art. Today public art is extremely diverse in form and can include interactive works, urban art, street art, architectural street furniture, 2D and 3D projections, multisensory artworks, temporary and ephemeral works.
<u>Collections</u>	A collection may be defined as a set of material or intangible objects (artworks, artefacts, archive documents, ephemera etc.) which an individual or an establishment has assembled, classified, selected, and preserved in a safe setting and usually displays to a smaller or larger audience, according to whether the collection is public or private.
<u>Exhibitions</u>	Exhibitions can include all art forms, and cultural materials, vary in themes and scale, and are publically displayed. Art exhibitions may include a commercial interest where items are available for purchase.
<u>Performing Arts</u>	The performing arts is an umbrella term which covers many disciplines including music, dance, the spoken word, and drama, all performed to an audience. (Acting Colleges and Performing Arts Schools)



4. SCOPE

This policy applies to the City's workforce, Councillors, artists, developers, cultural agencies, arts groups and Wanneroo's diverse communities.

This policy does not apply to proposals by City lessees to install public art to City owned or Managed lease premises. In this context, the art proposal would be considered under the terms of the applicable lease or in agreements, or other policies.

5. IMPLICATIONS (Strategic, Financial, Human Resources)

This policy aligns with the following objectives within the Strategic Community Plan 2021 –2031:
2 ~ A city that celebrates rich cultural histories, where people can visit and enjoy unique experiences.
2.3 - Tourism opportunities and visitor experiences

The Arts Policy is underpinned by the City's vision for the arts, which is recognised in the Corporate Business Plan and throughout the City's Cultural Plan

Funding for cultural programs (e.g. exhibitions, workshops) is allocated via the City's Annual Budget process. The City applies for external funding where available to enhance and support art development e.g. grants, sponsorship, creative partnerships.

Under the WA State Percent for Art Scheme, which encourages art in the built environment, developers will contribute towards local public art by commissioning artwork which is subsequently handed over to the City for inclusion in the City's Public Art Collection. Such artwork becomes subject to ongoing maintenance and management, and is planned for in the City's annual asset maintenance budget allocation.

6. IMPLEMENTATION

The City recognises that participation in a dynamic art and cultural environment cultivates community well-being, local identity and further develops creative expression. Community engagement in the arts is provided through:-

- **art collection**
management of the City's cultural assets, investment, promotion/awareness, including acquisition and deaccessioning
- **public art collection**
celebration of place, conservation, commissions, advocacy and advice
- **community arts**
response to community needs; to, for and with community
- **exhibition program**
plan and deliver sensitive, intelligent, responsive and inspirational exhibitions and displays

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- **arts development**
share, care, communicate, nurture audience appreciation for the arts, provide cultural leadership.

7. ROLES AND RESPONSIBILITIES

The Manager of Cultural Development is responsible for the implementation of this policy in collaboration with relevant service unit managers.

The City facilitates an Arts Advisory Group consisting of Council Members, cultural industry representatives and City Officers to provide advice and guidance on art programs and the City's art collections. The Arts Advisory Group's role is to advise and make recommendations to Council.

8. DISPUTE RESOLUTION

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

9. EVALUATION AND REVIEW PROVISIONS (if applicable)

This policy shall be reviewed every three years.

DISPUTE RESOLUTION

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

DEFINITIONS

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

	ART
Art	The expression or application of human creative skill and imagination. Art is subjective, its definition varies between cultures and has changed throughout history. This include visual art; art forms that create works that are primarily visual in nature, such as drawing, painting, sculpture, printmaking, design, photography, ceramics, video, film-making and architecture.
Community Arts	Community Arts and cultural development is a community-based arts practice and can engage any art form. There are many variations of how community arts and cultural development works are made, developed and shared, and as such, there is no one model. What is at the core of this practice, however, is the collaboration between professional artists and communities to create art.
Culture	For the purposes of this policy, culture refers to the City's engagement with the community through the provision of cultural assets and activities aligned to arts,

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	museums, galleries, libraries, community history, heritage locations and public spaces.
Public Art	Public art is usually site specific, can be permanent or temporary, and is artwork in the public domain. It can be sculptural, mural, and significantly diverse in form. Monuments, statues and memorials are the more traditional forms of public art. Today public art is extremely diverse in form and can include interactive works, urban art, street art, architectural street furniture, 2D and 3D projections, multisensory artworks, temporary and ephemeral works.
Collections	A collection may be defined as a set of material or intangible objects (artworks, artefacts, archive documents, ephemera etc.) which an individual or an establishment has assembled, classified, selected, and preserved in a safe setting and usually displays to a smaller or larger audience, according to whether the collection is public or private.
Exhibitions	Exhibitions can include all art forms, and cultural materials, vary in themes and scale, and are publically displayed. Exhibition development includes the conception, design and delivery of an exhibition. This includes research; curatorial premise development; artist and lender selection and engagement; exhibition design; installation management; legal, planning and logistical management; records management; marketing, audience engagement and event management. Art exhibitions may include a commercial interest where items are available for purchase.
Cultural Significance	Cultural significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations. Heritage is something inherited from the past and valued enough today to leave for future generations.

10. RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

~~Management Procedure for the Art Collection (Purchasing and Exhibition)
Management Procedure for the Community Art Awards and Exhibition
Management Procedure for Community and Public Art~~

~~Percent for Art Scheme information is managed by the State's Department of Finance in partnership with the Department of Local Government, Sport and Cultural Industries.~~

~~Best practices outlined by the National Association for the Visual Arts (NAVA) and the National Cultural Policy for REVIVE 2023, Commonwealth of Australia (sharing collections).~~

11. REFERENCES

~~Percent for Art Scheme information is managed by the State's Department of Finance in partnership with the Department of Local Government, Sport and Cultural Industries. Information is available at <https://www.wa.gov.au/organisation/departments/departments-of-finance/percent-art-scheme>~~

~~Corporate Business Plan
The City's Cultural Plan.~~

12. RESPONSIBILITY FOR IMPLEMENTATION

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Manager Cultural Development

REVISION HISTORY

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Version	Next Review	Record No.
November 2020 (CP02-12/21)	November 2023	16/209310[V2]
January 2024	April 2027	16/209310[V3]

Version	Next Review	Record No:
November 2020	November 2023	16/209310[V2]



Council Policy

ARTS POLICY

Responsible Directorate:	<i>Community & Place</i>
Responsible Service Unit:	<i>Cultural Development</i>
Contact Person:	<i>Arts Development Officer & Cultural Exhibitions Curator</i>
Date of Approval:	<i>TBC</i>
Council Resolution No:	<i>Council Resolution No.</i>

1. POLICY STATEMENT

The City of Wanneroo (City) values arts as a means of celebrating the history and identity of our community, enhancing the local environment and contributing to a sense of place. It provides opportunities within the City of Wanneroo community that develop and stimulate:-

- a healthy sense of belonging;
- a sense of place and distinctive identity;
- a pride in diversity; and
- a curiosity, connectivity and an active participation in creativity.

2. POLICY OBJECTIVE

Objective

The objective of this policy is to provide guidance for the effective management of the City's artistic and cultural programs recognising the City's role in conserving, celebrating and providing access to cultural experiences.

Purpose

The purpose of this policy is to set out the principles that guide the City's approach to its art collection, public art collection, community arts, exhibition program and arts development programs, creative partnerships, local artists and actively involved communities.

It is supported by the following key principles-

- advocacy, promotion and communication
- access, participation and appreciation
- investing in local practice
- local identity, heritage and new communities
- creative spaces and public places
- strategic planning, resources and infrastructure
- cultural industries, economic development and cultural tourism



Council Policy

- collaboration, partnerships and external funding
- sustainable management, purchase and handover for considered development.

3. KEY DEFINITIONS

DEFINITIONS:	Any definitions listed in the following table apply to this document only.
Art	The expression or application of human creative skill and imagination. Art is subjective, its definition varies between cultures and has changed throughout history. This include visual art; art forms that create works that are primarily visual in nature, such as drawing, painting, sculpture, printmaking, design, writing, poetry, photography, ceramics, video, film-making and architecture.
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Performing Arts	The performing arts is an umbrella term which covers many disciplines including music, dance, the spoken word, and drama, all performed to an audience. (Acting Colleges and Performing Arts Schools)

4. SCOPE

This policy applies to the City's workforce, Councillors, artists, developers, cultural agencies, arts groups and Wanneroo's diverse communities.

This policy does not apply to proposals by City lessees to install public art to City owned or Managed lease premises. In this context, the art proposal would be considered under the terms of the applicable lease or in agreements, or other policies.



Council Policy

5. IMPLICATIONS

This policy aligns with the following objectives within the Strategic Community Plan 2021 –2031:

2 ~ *A city that celebrates rich cultural histories, where people can visit and enjoy unique experiences.*

2.3 - *Tourism opportunities and visitor experiences*

The Arts Policy is underpinned by the City's vision for the arts, which is recognised in the Corporate Business Plan and throughout the City's Cultural Plan

Funding for cultural programs (e.g. exhibitions, workshops) is allocated via the City's Annual Budget process. The City applies for external funding where available to enhance and support art development e.g. grants, sponsorship, creative partnerships.

Under the WA State Percent for Art Scheme, which encourages art in the built environment, developers will contribute towards local public art by commissioning artwork which is subsequently handed over to the City for inclusion in the City's Public Art Collection. Such artwork becomes subject to ongoing maintenance and management and is planned for in the City's annual asset maintenance budget allocation.

6. IMPLEMENTATION

The City recognises that participation in a dynamic art and cultural environment cultivates community well-being, local identity and further develops creative expression. Community engagement in the arts is provided through:-

- **art collection**
management of the City's cultural assets, investment, promotion/awareness, including acquisition and deaccessioning
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celebration of place, conservation, commissions, advocacy and advice
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response to community needs; to, for and with community
- **exhibition program**
plan and deliver sensitive, intelligent, responsive and inspirational exhibitions and displays
- **arts development**
share, care, communicate, nurture audience appreciation for the arts, provide cultural leadership.

7. ROLES AND RESPONSIBILITIES

The Manager of Cultural Development is responsible for the implementation of this policy in collaboration with relevant service unit managers. The City facilitates an Arts Advisory Group consisting of Council Members, cultural industry representatives and City Officers to provide advice and guidance



Council Policy

on art programs and the City's art collections. The Arts Advisory Group's role is to advise and make recommendations to Council.

8. DISPUTE RESOLUTION

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

9. EVALUATION AND REVIEW (if applicable)

This policy shall be reviewed every three years.

10. DISPUTE RESOLUTION

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

11. RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

[Percent for Art Scheme](#) information is managed by the State's Department of Finance in partnership with the Department of Local Government, Sport and Cultural Industries.

Best practices outlined by the National Association for the Visual Arts (NAVA) and the National Cultural Policy for REVIVE 2023, Commonwealth of Australia (sharing collections).

12. REFERENCES

Corporate Business Plan
The City's Cultural Plan.

13. RESPONSIBILITY FOR IMPLEMENTATION

Manager Cultural Development

REVISION HISTORY

Version	Next Review	Record No.
November 2020 (CP02-12/21)	November 2023	16/209310[V2]
January 2024	April 2027	16/209310[V3]

CP03-05/24 Museum Collection Policy

File Ref: 26774V03 – 24/137122
Responsible Officer: Acting Director Community & Place
Attachments: 3

Issue

To consider the revised Museum Collection Policy (the Policy).

Background

The Museum Collection Policy (**Attachment 1**) was last updated at the Ordinary Council Meeting of 7 September 2021 (CP01-09/21) with changes made to better align the policy with strategic plans and operational procedures, and to amend terminology and definitions.

The Policy has been revised (**Attachment 2**) to include important facets of collections management including deaccessioning, disposal, and collections access. This review also removes references to internal documents and procedures.

Detail

The policy outlines the framework for the management of the Museum and Community History Centre collections. This includes identifying the specific criteria that governs acquisitions and acceptance into the collections.

To enhance transparency and accessibility, references to internal documents have been removed from the Policy.

Clear governance over deaccessioning and disposal processes has been formally integrated into the Policy. The Policy also stipulates conditions regarding access to and use of collections, including loans.

Definitions have been updated to reflect the new National Standards for Australian Museums and Galleries, 2023.

Consultation

The reviewed Policy (**Attachment 3**) has been subject to internal consultation and has been presented to the Heritage Services Advisory Group for their information on 27 February 2024.

The reviewed Policy has also been presented to the City's Council Members for feedback and the requested changes have been applied.

Comment

The proposed improvements and changes to the Policy reflect the City's commitment to ethical collections management, public engagement, and the preservation of cultural heritage.

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 Appetite Statement

In pursuit of strategic objective goal 2, we will accept a Medium 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.

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 Policy incurs no financial implications as all funding is encompassed within annual operational budgets.

Voting Requirements

Simple Majority

Moved Cr Herridge, Seconded Cr Coetzee

That Council APPROVES the updated Museum Collection Policy as per Attachment 3 to this report.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Huntley and Cr Parker

Attachments:

1 ↓	Museums and Heritage - Museum Collection Policy - 2021	24/56715
2 ↓	Cultural Services - Museum - Collection Policy - Tracked Changes - 02022024	24/37333
3 ↓	Museums and Heritage - Museum Collection Policy	24/56705



Policy Manual

Museum Collection Policy

Policy Owner: Cultural Development
Contact Person: Coordinator Cultural Services
Date of Approval: 7 September 2021

POLICY STATEMENT

The purpose of this policy is to provide a clear and consistent framework for the acquisition, management, maintenance and development of the Wanneroo Museums and Community History Centre collections (The Collections).

POLICY OBJECTIVE

The Collections provide insight into the heritage, culture, people and places of the City of Wanneroo and are significant resources for developing a sense of place and identity for past, present and future members of the City of Wanneroo community. They tell the unique stories of Wanneroo and provide opportunities for local residents and visitors alike to reminisce, share, learn and engage with the history, culture and heritage of the area.

The City of Wanneroo seeks to collect, research, document, conserve and interpret objects and stories relating to the social history, culture and heritage of the municipality, and adjacent coastline of Wanneroo. This enables the sharing of stories, connecting contemporary life to that of past generations. The policy covers all collections housed at the Wanneroo Regional Museum, Cockman House, Buckingham House, Old Wanneroo Schoolhouse, the Community History Centre, and the Heritage Shed at the City's Ashby Operations Depot.

The purpose of The Collections is to provide a resource that can be used to:-

- Enrich the knowledge and understanding of the past and present Wanneroo municipal region throughout history.
- Interpret the history and development of the region.
- Help foster a sense of identity to the past, present and future of the City of Wanneroo community.
- Conserve the region's tangible and intangible cultural heritage for the benefit of the community and future generations.
- Provide an important source of educational and research materials for the community.

SCOPE

The policy applies to employees and volunteers in the Cultural Development service unit as part of their employment. It should be applied in every circumstance that deals with acquisitions, maintenance, management, and development of the Collections.



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The policy also applies broadly to all employees and community within the City of Wanneroo as well as the community that was encompassed by the pre-1998 boundaries of the City of Wanneroo.

IMPLICATIONS (Strategic, Financial, Human Resources)

The policy relates to the Strategic Community Plan, specifically the following areas:

Society

1.3 Distinctive Places

1.3.1 Create distinctive places based on identity of areas

1.4 Connected Communities

1.4.3 Build strong communities through the strength of cultural and heritage diversity

Economy

2.4 Places of Destination

2.4.1 Actively build on cultural heritage and distinctive identity to promote Wanneroo as a place to visit

Civic Leadership

4.1 Working with Others

4.1.2 Engage, include and involve community

The City of Wanneroo recognises the importance of storing, conserving and protecting Collections under the auspices of the Wanneroo Regional Museum, to ensure preservation for future generations, and endeavours to do so within a framework of collecting industry standards including National Standards for Australian Museums and Galleries, the Collections Trust - Spectrum 5.0 Standard and the archival standards of the National Archives of Australia.

The Collections are comprised of three sub-collections: the Primary Collection and the Secondary Collection, and the Community History Collection.

IMPLEMENTATION

Assessment of cultural significance

Significance defines the meanings and values of an object or collection through research and analysis, and by assessment against a standard set of criteria. The assessment criteria are a broad framework of cultural and natural values relevant to the whole spectrum of collections in Australia.

Four primary criteria apply when assessing significance:

- Historic
- Artistic or aesthetic
- Scientific or research potential
- Social or spiritual



Policy Manual

Four comparative criteria evaluate the degree of significance. These are modifiers of the main criteria:

- Provenance
- Rarity or representativeness
- Condition or completeness
- Interpretive capacity

A major factor contributing to Significance is regional relevance.

Regional relevance: the object should:

- Have been made or used in the Wanneroo area or be comparable to a heritage object used in the district; or
- Have a proven association with a known individual, some event or a period in the history of, or technology developed or employed in the district.

Items for the Museum Collections are selected for their potential to help contribute to the history of the Wanneroo area, particularly through the themes developed in the Wanneroo Regional Museum exhibition space.

Acquisitions

The Museum can acquire heritage objects through either Purchase or Donation. Acquisitions include collection of historic and contemporary objects.

Purchases

Purchases are detailed in the Collections Development Operational Procedure, adhering to cultural significance criteria.

Donations

Objects proposed for donation must be assessed against the Cultural Significance criteria and Collections Development Operational Procedure prior to being accepted.

Acceptance of Objects into the Collections

Acceptance of objects into the Collections is dependent on criteria detailed in the Collections Development Operational Procedure, availability of storage capacity, resources, and conservation and maintenance requirements and is considerate of the acquisition priorities of other institutions and keeping places.



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Ethics

The City of Wanneroo will only acquire objects for the Collections in accordance with State and Federal law and international agreements between Australia and other countries.

- UNESCO Convention on Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, 1970;
- Convention on International Trade in Endangered Species of Wild Fauna and Flora, 1975;
- International Council of Museums (ICOM) Code of Ethics for Museums, 2004.
- Underwater Cultural Heritage Act 2018

The City of Wanneroo is committed to the acquisition of objects with established legal and ethical provenance.

The collection of objects will be conducted in accordance with International, National Standards and industry best practice and will comply with State and Federal legislation. If offered objects or material is subject to specific legislation, the Museum will redirect the offer to the appropriate institution, or provide contact details of the related agency to the prospective donor.

Deaccessioning

Periodically, the Museum deaccessions objects from the Collections in accordance with the Collections Development Operational Procedure.

Disposal

Disposal is the physical removal of an object from the Collections and follows the deaccession process.

ROLES AND RESPONSIBILITIES

This Policy will be administered by the Coordinator Cultural Services.

EVALUATION AND REVIEW PROVISIONS

This Policy will be reviewed every three years.

DEFINITIONS

For the purposes of this policy, the following definitions apply:

Collections: Refers to the objects of high significance to the history of the Wanneroo region that represent the history and people of the City of Wanneroo.



Policy Manual

Community History Collection: Items of high significance including paper-based and digital items including but not limited to documents, books, images, maps and cartographic materials, electronic resources, oral histories, born-digital records and associated ephemera.

Conservation: The processes of looking after an object or objects so as to retain its cultural significance or value.

Collections Development Team: consists of the Curator, Curatorial Officers and the Community History Librarian.

Deaccessioning: The formal process of removing an object from the collection.

Documentation: The process of recordkeeping for each object in the Collections, including registration, cataloguing and research notes. Documentation encompasses the recording of the full history of the object while it exists within the Collections.

Donation: The transfer of legal ownership from a third party to the City of Wanneroo Museums and Community History Collections

Historic Wanneroo: The greater area of the Shire of Wanneroo prior to the excision of the City of Joondalup in 1998.

Object: Refers to artefacts, books, images, ephemera, documents, audio, artworks and other similar items in all formats.

Primary Collection: Contains objects that are of the highest significance in accordance with museum standards and is used for interpretive display, research, and for outgoing loans to approve institutions.

Secondary Collection: Contains objects of lower significance that may be duplicated in the Primary Collection, used for interactive visitor experiences, displays, educational resources, or for interpretation, promotional displays, research, used to aid preservation of Primary Collection and can be loaned to educational organisations.

Primary collection: Objects that have high aesthetic, historic, scientific, social or spiritual value to the Wanneroo community. They may also have a high representative or rarity value.

Provenance: The full history and ownership of an item from the time of its discovery or creation to the present day, from which authenticity and ownership are determined.

Secondary collection: Objects within the Collections that are of a lower aesthetic, historic, scientific, social or spiritual value or are duplicates of objects within the primary collection. These may be used for educational, display purposes.

Significance: Refers to the values and meanings that items and collections have for people and communities (Significance 2.0: A guide to assessing the significance of collections).



Policy Manual

Wanneroo Museums: includes the Wanneroo Regional Museum, Cockman House, Buckingham House and the Old Wanneroo Schoolhouse.

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

Cultural Plan (19/69781)
 Collections Development Operational Procedure (20/338820)
 Collections Care Operational Procedure (20/338827)
 Collections Documentation Operational Procedure (20/339238)
 Collections Access Operational Procedure (20/338813)
 Museums and Heritage – Glossary of Terms (20/417820)
 Disposal of Property Other Than Land and Buildings Management Procedure (17/139349)
 Community History Operational Procedure (20/454331)
 Repatriation Management Procedure (19/39474[V2])
 Collections Offer Form (20/439063)
 Donation Form (10/298)
 Loan Form (15/40203)

REFERENCES

The most current versions of the following industry guides will be used as supporting documents for the implementation of this policy:

National Standards for Australia Museums and Galleries
 Significance and Significance 2.0
 International Code on Monuments and Sites (ICOMOS) Code of Ethics
 International Council of Museums (ICOM) Code of Ethics for Museums
 Spectrum 5.0 – The UK Museum Collections Management Standard
 Burra Charter
 Heritage of Western Australia Act 1990
 Aboriginal Heritage Act 1972
 Firearms Act 1973

RESPONSIBILITY FOR IMPLEMENTATION

Cultural Development is the unit responsible for implementation of this policy.

Versions	Next Review	Record Number
4 May 2010 – CS07-05/10	March 2012	TRIM: 10/1348
21 August 2012 – CS05-08/12	August 2014	TRIM: 12/78892
30 May 2017 – CP06-05/17	May 2019	TRIM: 16/115936
13 November 2018 – CP12-11/18	November 2020	HP: 18/342453
November 2020	November 2023	18/342453v2



Council Policy

MUSEUM COLLECTION POLICY

Responsible Directorate:	Community and Place
Responsible Service Unit:	Cultural Development
Contact Person:	Coordinator Cultural Services
Date of Approval:	7 September 2021
Council Resolution No:	<i>Council Resolution No.</i>

1. POLICY STATEMENT

The City of Wanneroo (The City) is committed to the collection and management of material that represents the social and cultural experiences of its people and the stories of its places.

The purpose of this policy is to provide a clear and consistent framework for the acquisition, management, maintenance and development of the Wanneroo Museums and Community History Centre collections (The Collections).

2. OBJECTIVE AND PURPOSE

Objective

~~This~~The objective of this policy is to ensure guides the appropriate management of the City's museum and community history collections, including collections development, care and conservation, documentation, and access.

It provides a thematic framework for the collection's strategic development and identifies how the collection is used to support exhibition and education programs, and community initiatives around history and culture.

Purpose

The purpose of this policy is to: -

- Govern the acquisition, deaccession and disposal of the museum and community history collections.
- Provide a framework to ensure that the collection remains responsive, manageable, sustainable, and relevant.
- Identify collections access principles to facilitate outgoing loans and access to cultural materials housed at the City of Wanneroo.

The Collections provide insight into the heritage, culture, people and places of the City of Wanneroo and are significant resources for developing a sense of place and identity for past, present and future members of the City of Wanneroo community. They tell the unique

stories of Wanneroo and provide opportunities for local residents and visitors alike to reminisce, share, learn and engage with the history, culture and heritage of the area.

The City of Wanneroo seeks to collect, research, document, conserve and interpret objects and stories relating to the social history, culture and heritage of the municipality, and adjacent coastline of Wanneroo. This enables the sharing of stories, connecting contemporary life to that of past generations. The policy covers all collections housed at the Wanneroo Regional Museum, Cockman House, Buckingham House, Old Wanneroo Schoolhouse, the Community History Centre, and the Heritage Shed at the City's Ashby Operations Depot.

The purpose of The Collections is to provide a resource that can be used to:-

- Enrich the knowledge and understanding of the past and present Wanneroo municipal region throughout history.
- Interpret the history and development of the region.
- Help foster a sense of identity to the past, present and future of the City of Wanneroo community.
- Conserve the region's tangible and intangible cultural heritage for the benefit of the community and future generations.
- Provide an important source of educational and research materials for the community.

3. KEY DEFINITIONS

For the purposes of this policy, the following definitions apply:

Aboriginal and Torres Strait Islander Cultural Material: Includes cultural and Secret/Sacred objects, archives, photographs, visual artworks, documented performances, and documented knowledge.

Acquisition: The process of gaining legal possession of an item for a collection, through donation, purchase, bequest, transfer, subscription, copying or creation.

Conservation: All action aimed at safeguarding cultural material for the future, for the purpose of public access and understanding. The processes of looking after an object or objects so as to retain its cultural significance or value.

Deaccessioning: The formal process by which an item in an organisation's collection is removed from the collection. The formal process of removing an object from the collection.

Disposal: The formal removal of an item from an organisation's collection after a deaccessioning decision has been made.

Interpretation: A process involving both the organisation and its visitors in understanding and communicating the meaning and significance of objects, collections and places. Modes of interpretation include tours, exhibitions, education programs, publications, social media, and websites.



Council Policy

Provenance: The full history and ownership of an item from the time of its [creation](#) or discovery ~~or creation~~ to the present day, from which authenticity and ownership are determined.

Repatriation: [The return of cultural material to its source community, country of original or former owners and descendants.](#)

Significance: [The historical, aesthetic, scientific or social values that a collection item, or an overarching collection has for past, present and future generations.](#)

~~**Wanneroo Museums:** includes the Wanneroo Regional Museum, Cockman House, Buckingham House and the Old Wanneroo Schoolhouse.~~ **Collections:** Refers to the objects of high significance to the history of the Wanneroo region that represent the history and people of the City of Wanneroo.

~~**Collections Development Team:** consists of the Curator, Curatorial Officers and the Community History Librarian.~~

~~**Community History Collection:** Items of high significance including paper-based and digital items including but not limited to documents, books, images, maps and cartographic materials, electronic resources, oral histories, born-digital records and associated ephemera.~~

~~**Documentation:** The process of recordkeeping for each object in the Collections, including registration, cataloguing and research notes. Documentation encompasses the recording of the full history of the object while it exists within the Collections.~~

~~**Donation:** The transfer of legal ownership from a third party to the City of Wanneroo Museums and Community History Collections~~

~~**Historic Wanneroo:** The greater area of the Shire of Wanneroo prior to the excision of the City of Joondalup in 1998.~~

~~**Object:** Refers to artefacts, books, images, ephemera, documents, audio, artworks and other similar items in all formats.~~

~~**Primary Collection:** Contains objects that are of the highest significance in accordance with museum standards and is used for interpretive display, research, and for outgoing loans to approve institutions.~~

~~**Secondary Collection:** Contains objects of lower significance that may be duplicated in the Primary Collection, used for interactive visitor experiences, displays, educational resources, or for interpretation, promotional displays, research, used to aid preservation of Primary Collection and can be loaned to educational organisations.~~ **Primary collection:** Objects that have high aesthetic, historic, scientific, social or spiritual value to the Wanneroo community. They may also have a high representative or rarity value.

~~**Secondary collection:** Objects within the Collections that are of a lower aesthetic, historic, scientific, social or spiritual value or are duplicates of objects within the primary collection. These may be used for educational, display purposes.~~

4. SCOPE

[This policy applies the collection owned and managed by the City of Wanneroo as part of the Wanneroo Regional Museum \(Museum\) and Community History Centre collections.](#)



Council Policy

The policy does not apply to items held in other City of Wanneroo collections such as the City of Wanneroo Art Collection.

~~This policy applies to all Council Members and employees.~~

~~The policy also applies broadly to all employees and community within the City of Wanneroo as well as the community that was encompassed by the pre-1998 boundaries of the City of Wanneroo. The policy applies to employees and volunteers in the Cultural Development service unit as part of their employment. It should be applied in every circumstance that deals with acquisitions, maintenance, management, and development of the Collection~~

5. IMPLICATIONS

This policy aligns with the following objectives 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 histories: Wanneroo will be a City that utilises the strength of cultural diversity and the unique history of the area to shape a stronger community. The people of Wanneroo will appreciate and celebrate the City's unique Aboriginal and other diverse global cultures and histories.

The policy relates to the Strategic Community Plan, specifically the following areas: Society

Distinctive Places

Create distinctive places based on identity of areas

Connected Communities

1.4.3 Build strong communities through the strength of cultural and heritage diversity

Economy

Places of Destination

Actively build on cultural heritage and distinctive identity to promote Wanneroo as a place to visit

Civic Leadership

4.1 Working with Others

4.1.2 Engage, include and involve community

The City of Wanneroo recognises the importance of storing, conserving and protecting Collections under the auspices of the Wanneroo Regional Museum, to ensure preservation for future generations, and endeavours to do so within a framework of collecting industry standards including National Standards for Australian Museums and Galleries, the Collections Trust – Spectrum 5.0 Standard and the archival standards of the National Archives of Australia.

The Collections are comprised of three sub-collections: the Primary Collection and the Secondary Collection, and the Community History Collection.

6. IMPLEMENTATION

The mMuseum and eCommunity hHistory eCentre are in a unique position to collect, interpret and share stories and objects that represent the diverse cultural and historical aspects of the



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City of Wanneroo region. The collections are shaped and enriched through community engagement and partnerships with individuals and groups. The collections and the stories they hold create the scaffolding for the museum to deliver it's learning and education programs and events, and to facilitate access to a breadth of knowledge of the Wanneroo region's storied past and present.

6.1 Assessment of cultural significance

All collection items or overarching collections will be subject to cultural significance assessments prior to their entry into or disposal from the collections.

Significance defines the meanings and values of an object or collection through research and analysis, and by assessment against a standard set of criteria. The assessment criteria are a broad framework of cultural and natural values relevant to the whole spectrum of collections in Australia.

Four primary criteria apply when assessing significance:

- Historic
- Artistic or aesthetic
- Scientific or research potential
- Social or spiritual

Four comparative criteria evaluate the degree of significance. These are modifiers of the main criteria:

- Provenance
- Rarity or representativeness
- Condition or completeness
- Interpretive capacity

A major factor contributing to significance is regional relevance.

Regional relevance: the~~The~~ object should:

- Have been made or used in the Wanneroo area or be comparable to a heritage object used in the districtregion; or
- Have a proven association with a known individual, some event or a period in the history of, or technology developed or employed in the districtregion.

Items for the Museum Collections are selected for their potential to help contribute to the history of the Wanneroo area, particularly through the themes developed in the Wanneroo Regional Museum exhibition space.

6.2 Acquisitions

The Museum can acquire heritage objects through either Purchase or Donation. Acquisitions include collection of historic and contemporary objects.

Acquisitions may be made by

- Donation
- Purchase

- [Bequest](#)
- [Transfer](#)
- [Subscription](#)
- [Copying](#)
- [Creation](#)

All acquisitions will be subject to a process of due diligence to ensure that material acquired for the collection has clear proof of ownership and provenance to enable transfer of ownership to the Wanneroo Regional Museum.

Irrespective of the method of acquisition, the mMuseum will consider the relevance of the item to the Museum Collection Policy, the ethics of the acquisition and the assurance as to title and provenance.

The mMuseum and eCommunity hHistory eCentre will not actively or knowingly acquire First Nations Secret/Sacred cultural material, and implements its responsibilities to the care, handling, storage and/or return of Secret/Sacred cultural material held in collections.

In extenuating circumstances or where culturally appropriate, a shared custodianship arrangement may be entered into with relevant individuals, communities, or organisations. This may not translate to shared ownership but may translate to long term loans and custodianship through ongoing access to, and decision-making about, material held by the organisation.

Purchases

~~Purchases are detailed in the Collections Development Operational Procedure, adhering to cultural significance criteria.~~

Donations

~~Objects proposed for donation must be assessed against the Cultural Significance criteria and Collections Development Operational Procedure prior to being accepted.~~

Acceptance of Objects into the Collections

~~Acceptance of objects into the Collections is dependent on criteria detailed in the Collections Development Operational Procedure, availability of storage capacity, resources, and conservation and maintenance requirements and is considerate of the acquisition priorities of other institutions and keeping places.~~

Ethics

~~The City of Wanneroo will only acquire objects for the Collections in accordance with State and Federal law and international agreements between Australia and other countries.~~

- ~~• UNESCO Convention on Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, 1970;~~
- ~~• Convention on International Trade in Endangered Species of Wild Fauna and Flora, 1975;~~
- ~~• International Council of Museums (ICOM) Code of Ethics for Museums, 2004.~~

- ~~Underwater Cultural Heritage Act 2018~~

~~The City of Wanneroo is committed to the acquisition of objects with established legal and ethical provenance.~~

~~The collection of objects will be conducted in accordance with International, National Standards and industry best practice and will comply with State and Federal legislation. If offered objects or material is subject to specific legislation, the Museum will redirect the offer to the appropriate institution, or provide contact details of the related agency to the prospective donor.~~

6.3 Deaccessioning

Deaccessioning is a necessary and appropriate tool in collections management. An object can be deaccessioned from the ~~m~~Museum's collection for the following reasons:

- The item does not comply with the current Museum Collection Policy;
- The item is damaged beyond repair or conservation, or it requires conservation disproportionate to its level of significance;
- The item is duplicated within the collection and is assessed to be of low to no significance;
- The item is deemed to present a Workplace Health and Safety risk and cannot be rendered safe or secure;
- The ~~m~~Museum's possession of the object is inconsistent with applicable law or ethical principles, e.g., the object was, or may have been stolen or illegally exported or imported, or the object may be subject to other legal claims for return or restitution;
- Theft, or irretrievable loss;
- Repatriation of cultural material to an Aboriginal group, community or individual, ~~consistent with the Aboriginal and Torres Strait Islander Cultural Material Repatriation Procedure;~~ or
- The item lacks any supporting information to enable proper identification or to establish its relevance to the collection.

Deaccessioning and disposal are not dependent on the method of acquisition. All collection items may be deaccessioned if they meet the above criteria.

Items may be recommended for deaccession and disposal by the Museum Curator or Community Historian and ~~must be referred to approved at the discretion of the Manager Cultural Development for approval unless the nature of the object is deemed to require higher-level sign-off.~~

~~Periodically, the Museum deaccessions objects from the Collections in accordance with the Collections Development Operational Procedure.~~

6.4 Disposal

Disposal of collection items must be executed through the following methods and in the following order.

- Offer item back to original donor or if the donor is deceased, their known family or next of kin.
- Donation to, or exchange with another public collection or organisation.
- Sold at public auction or via reputable dealer.
- Disposed of as waste.

City of Wanneroo Council ~~elected m~~Members, City employees or their family members are not eligible to purchase or acquire an object that has gone through the deaccessioning and disposal process, unless the item was originally donated by them.

Disposal is the physical removal of an object from the Collections and follows the deaccession process.

6.5 Access

Collections items may be available for loan, research, education, public engagement, community initiatives or exhibitions with some exemptions determined by the Museum Curator or Community Historian.

All outgoing loan requests must be made in writing to the Museum Curator or Community Historian and will be assessed by the Collections Development Team. Loans may be refused if the item is fragile, culturally sensitive, already in use in current or planned exhibitions or if the appropriate conditions for the wellbeing and security of the item cannot be assured by the borrower.

Access to Aboriginal and Torres Strait Islander Cultural Materials by First Nations peoples will be facilitated by the Museum and Community History Centre with appropriate permissions from Traditional Custodians or Knowledge Holders. This includes loans, handling and use for the purposes of education or cultural practice.

7. ROLES AND RESPONSIBILITIES

The Cultural Development service unit is responsible for the implementation of this policy and all associated procedures. This Policy will be administered by Cultural Development.

8. DISPUTE RESOLUTION (if applicable)

All disputes regarding this policy will be referred to the ~~Manager Cultural Development~~Director Community and Place in the first instance. If an agreement cannot be reached, the matter will be submitted to the ~~CEO~~Director Community and Place for a ruling.

9. EVALUATION AND REVIEW

This policy shall be reviewed every three years to evaluate its effectiveness, including measurement against annual key performance indicators. This may include, but not limited to:

- The Policy and accompanying processes are clear and provide adequate direction.
- The Policy and accompanying processes are being followed accurately.

Regular collection reviews will be undertaken to ensure compliance with the policy. This Policy will be reviewed every three years.

10. RELATED DOCUMENTS

~~Aboriginal and Torres Strait Islander Cultural Material Repatriation Management Procedure~~

~~Firearms Act 1973~~

~~State Records Act 2000~~

~~Copyright Act 1968~~

~~Underwater Cultural Heritage Act 2018~~

~~Aboriginal Heritage Act 1972 Cultural Plan (19/69781)~~

~~Collections Development Operational Procedure (20/338820) Collections Care Operational Procedure (20/338827) Collections Documentation Operational Procedure (20/339238) Collections Access Operational Procedure (20/338813) Museums and Heritage Glossary of Terms (20/417820) Disposal of Property Other Than Land and Buildings Management Procedure (17/139349)~~

~~Community History Operational Procedure (20/454331) Repatriation Management Procedure (19/39474[V2]) Collections Offer Form (20/439063) Donation Form (10/298) Loan Form (15/40203)~~

11. REFERENCES

The most current versions of the following industry guides will be used as supporting documents for the implementation of this policy:

National Standards for Australia Museums and Galleries- 2.0, 2023.

<https://magsq.com.au/national-standards/>

Significance and Significance 2.0, 2009. <https://magsq.com.au/national-standards/>

International Council of Museums (ICOM) Code of Ethics for Museums, 2017.

<https://icom.museum/en/resources/standards-guidelines/code-of-ethics/>

-Spectrum 5.0 – The UK Museum Collections Management Standard, 2017.

<https://collectionstrust.org.uk/spectrum/>

First Peoples: A roadmap for enhancing Indigenous Engagement in Museums and Galleries, 2018. <https://www.amaga-indigenous.org.au/>

Burra Charter

International Code on Monuments and Sites (ICOMOS) Code of Ethics Heritage of Western Australia Act 1990 Aboriginal Heritage Act 1972

Firearms Act 1973



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12. RESPONSIBILITY FOR IMPLEMENTATION

Manager Cultural Development ~~is the unit responsible for implementation of this policy.~~

REVISION HISTORY

Version	Next Review	Record No.
4 May 2010 – CS07-05/10	March 2012	10/1348
21 August 2012 – CS05-08/12	August 2014	12/78892
30 May 2017 – CP06-05/17	May 2019	16/115936
13 November 2018 – CP12- 11/18	November 2020	18/342453
November 2020	November 2023	18/342453v2



Council Policy

Museum Collection Policy

Responsible Directorate:	<i>Community and Place</i>
Responsible Service Unit:	<i>Cultural Development</i>
Contact Person:	<i>Museum Curator</i>
Date of Approval:	<i>Date the document was approved by Council</i>
Council Resolution No:	<i>Council Resolution No.</i>

1. POLICY STATEMENT

The City of Wanneroo (The City) is committed to the collection and management of material that represents the social and cultural experiences of its people and the stories of its places.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this policy is to ensure appropriate management of the City's Museum and Community History collections, including collections development, care and conservation, documentation, and access.

It provides a thematic framework for the collection's strategic development and identifies how the collection is used to support exhibition and education programs, and community initiatives around history and culture.

Purpose

The purpose of this policy is to: -

- Govern the acquisition, deaccession and disposal of the Museum and Community History collections.
- Provide a framework to ensure that the collection remains responsive, manageable, sustainable, and relevant.
- Identify collections access principles to facilitate outgoing loans and access to cultural materials housed at the City of Wanneroo.

3. KEY DEFINITIONS

Aboriginal and Torres Strait Islander Cultural Material: Includes cultural and Secret/Sacred objects, archives, photographs, visual artworks, documented performances, and documented knowledge.

Acquisition: The process of gaining legal possession of an item for a collection, through donation, purchase, bequest, transfer, subscription, copying or creation.

Conservation: All action aimed at safeguarding cultural material for the future, for the purpose of public access and understanding.



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Deaccession: The formal process by which an item in an organisation's collection is removed from the collection.

Disposal: The formal removal of an item from an organisation's collection after a deaccessioning decision has been made.

Interpretation: A process involving both the organisation and its visitors in understanding and communicating the meaning and significance of objects, collections, and places. Modes of interpretation include tours, exhibitions, education programs, publications, social media, and websites.

Provenance: The full history and ownership of an item from the time of its creation or discovery to the present day, from which authenticity and ownership are determined.

Repatriation: The return of cultural material to its source community, country of original or former owners and descendants.

Significance: The historical, aesthetic, scientific or social values that a collection item, or an overarching collection has for past, present and future generations.

4. SCOPE

This policy applies the collection owned and managed by the City of Wanneroo as part of the Wanneroo Regional Museum (Museum) and Community History Centre collections.

The policy does not apply to items held in other City of Wanneroo collections such as the City of Wanneroo Art Collection.

5. IMPLICATIONS

This policy aligns with the following objectives within the **City's 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 histories

6. IMPLEMENTATION

The Museum and Community History Centre are in a unique position to collect, interpret and share stories and objects that represent the diverse cultural and historical aspects of the City of Wanneroo region. The collections are shaped and enriched through community engagement and partnerships with individuals and groups. The collections and the stories they hold create the scaffolding for the Museum to deliver its learning and education programs and events, and to facilitate access to a breadth of knowledge of the Wanneroo region's storied past and present.

6.1 Assessment of cultural significance

All collection items or overarching collections will be subject to cultural significance assessments prior to their entry into or disposal from the collections.

Four primary criteria apply when assessing significance:



Council Policy

- Historic
- Aesthetic
- Scientific or research potential
- Social or spiritual

Four comparative criteria evaluate the degree of significance. These are modifiers of the main criteria. These include:

- Provenance
- Rarity or representativeness
- Condition or completeness
- Interpretive capacity

A major factor contributing to significance is regional relevance.

The object should:

- Have been made or used in the Wanneroo area or be comparable to a heritage object used in the region; or
- Have a proven association with a known individual, some event, or a period in the history of, or technology developed or employed in the region.

6.2 Acquisitions

Acquisitions may be made by

- Donation
- Purchase
- Bequest
- Transfer
- Subscription
- Copying
- Creation

All acquisitions will be subject to a process of due diligence to ensure that material acquired for the collection has clear proof of ownership and provenance to enable transfer of ownership to the Wanneroo Regional Museum.

Irrespective of the method of acquisition, the Museum will consider the relevance of the item to the Museum Collection Policy, the ethics of the acquisition and the assurance as to title and provenance.

The Museum and Community History Centre will not actively or knowingly acquire First Nations Secret/Sacred cultural material and implements its responsibilities to the care, handling, storage and/or return of Secret/Sacred cultural material held in collections.

In extenuating circumstances or where culturally appropriate, a shared custodianship arrangement may be entered into with relevant individuals, communities, or organisations. This may not translate to shared ownership but may translate to long term loans and custodianship through ongoing access to, and decision-making about, material held by the



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organisation.

6.3 Deaccession

Deaccessioning is a necessary and appropriate tool in collections management. An object can be deaccessioned from the Museum's collection for the following reasons:

- The item does not comply with the current Museum Collection Policy
- The item is damaged beyond repair or conservation, or it requires conservation disproportionate to its level of significance.
- The item is duplicated within the collection and is assessed to be of low to no significance.
- The item is deemed to present a Workplace Health and Safety risk and cannot be rendered safe or secure.
- The Museum's possession of the object is inconsistent with applicable law or ethical principles, e.g., the object was, or may have been stolen or illegally exported or imported, or the object may be subject to other legal claims for return or restitution.
- Theft, or irretrievable loss
- Repatriation of cultural material to an Aboriginal group, community or individual.
- The item lacks any supporting information to enable proper identification or to establish its relevance to the collection.

Deaccessioning and disposal are not dependent on the method of acquisition. All collection items may be deaccessioned if they meet the above criteria.

Items may be recommended for deaccession and disposal by the Museum Curator or Community Historian and approved at the discretion of the Manager Cultural Development.

6.4 Disposal

Disposal of collection items must be executed through the following methods and in the following order.

- Offer item back to original donor or if the donor is deceased, their known family or next of kin.
- Donation to, or exchange with another public collection or organisation
- Sold at public auction or via reputable dealer.
- Disposed of as waste

City of Wanneroo Council Members, City employees or their family members are not eligible to purchase or acquire an object that has gone through the deaccessioning and disposal process, unless the item was originally donated by them.

6.5 Access

Collections items may be available for loan, research, education, public engagement, community initiatives or exhibitions with some exemptions determined by the Museum Curator or Community Historian.



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All outgoing loan requests must be made in writing to the Museum Curator or Community Historian and will be assessed by the Collections Development Team. Loans may be refused if the item is fragile, culturally sensitive, already in use in current or planned exhibitions or if the appropriate conditions for the wellbeing and security of the item cannot be assured by the borrower.

Access to Aboriginal and Torres Strait Islander Cultural Materials by First Nations peoples will be facilitated by the Museum and Community History Centre with appropriate permissions from Traditional Custodians or Knowledge Holders. This includes loans, handling and use for the purposes of education or cultural practice.

7. ROLES AND RESPONSIBILITIES

The Cultural Development service unit is responsible for the implementation of this policy and all associated procedures.

8. DISPUTE RESOLUTION (if applicable)

All disputes regarding this policy will be referred to the Director Community and Place in the first instance. If an agreement cannot be reached, the matter will be submitted to the CEO for a ruling.

9. EVALUATION AND REVIEW

This policy shall be reviewed every three years to evaluate its effectiveness, including measurement against annual key performance indicators. This may include, but not limited to:

- The Policy and accompanying processes are clear and provide adequate direction.
- The Policy and accompanying processes are being followed accurately.
- Regular collection reviews will be undertaken to ensure compliance with the policy.

10. RELATED DOCUMENTS

Firearms Act 1973
State Records Act 2000
Copyright Act 1968
Underwater Cultural Heritage Act 2018
Aboriginal Heritage Act 1972

11. REFERENCES

National Standards for Australian Museums and Galleries 2.0, 2023.

<https://magsq.com.au/national-standards/>

Significance and Significance 2.0, 2009. <https://www.arts.gov.au/what-we-do/museums-libraries-and-galleries/significance-20>

Spectrum 5.0. The UK Museum Collections Management Standard, 2017.

<https://collectionstrust.org.uk/spectrum/>

ICOM Code of Ethics for Museums, 2017. <https://icom.museum/en/resources/standards-guidelines/code-of-ethics/>



Council Policy

First Peoples: A Roadmap for enhancing Indigenous Engagement in Museums and Galleries, 2018. <https://www.amaga-indigenous.org.au/>

12. RESPONSIBILITY FOR IMPLEMENTATION

Manager Cultural Development

REVISION HISTORY

Version	Next Review	Record No.
4 May 2010 – CS07-05/10	March 2012	10/1348
21 August 2012 – CS05-08/12	August 2014	12/78892
30 May 2017 – CP06-05/17	May 2019	16/115936
13 November 2018 – CP12-11/18	November 2020	18/342453
November 2020	November 2023	18/342453v2

Community Facilities

Cr Huntley returned to the meeting, the time being 7:08pm

CP04-05/24 Response to Petition (PT02-02/24) Alexander Heights Community Centre - Fencing around gazebo and barbeque area

File Ref: 13130V02 – 24/115350
Responsible Officer: Acting Director Community & Place
Attachments: 3

Issue

To consider petition PT02-02/24 relating to the installation of a fence at the Alexander Heights Community Centre.

Background

The Alexander Heights Community Centre (the Centre) is located at 18 Linto Way in Alexander Heights (**Attachment 1**) and features a main hall and dining room, meeting rooms and a children's playground. There is a small courtyard on the eastern side of the building which has a barbeque and picnic shelter (**Attachment 2**). There is also a path that runs from Linto Way through the courtyard and along the back of the shops behind the Centre.

At the Ordinary Council Meeting (OCM) on 20 February 2024, Council received a petition (PT02-02/24) with 96 verified signatures which states:

"The outdoor section on the eastern side of the Alexander Heights Community Centre is often vandalised and damaged, requiring regular reports to the City of Wanneroo ranger services.

Examples of antisocial behaviour include but are not limited to offensive graffiti on the community barbeque, discarded syringes and drug material, hostility and aggression toward user groups, including senior citizens.

The City of Wanneroo has increased ranger patrols and considered temporary CCTV for the area in question. Both measures have failed to deter antisocial behaviour.

The petition requests the City to install a fence around the gazebo and barbeque area, including it as part of the Alexander Heights Community Centre."

Detail

The Centre is regularly accessed by community members for a variety of activities and services and aims to provide a space for community minded groups and people to engage with other members of the community.

Photos of the area proposed by the petition for fencing is indicated in **Attachment 3**.

Consultation

Nil

Comment

In order to ascertain whether the request for fencing is appropriate, consideration must be given to how the facility is currently used. For example, barbeques in public open space offer a valuable opportunity for people to gather, socialise and connect over food, fostering a sense of community and strengthening relationships between neighbours and friends. They also promote outdoor activities, encouraging people to spend less time indoors.

The outdoor courtyard area is a usable space for users of the centre but also for general community members passing by. Installing a fence would create a physical barrier that discourages community members from accessing and enjoying the space. It would also restrict community access and the ability to use the area as a walkway.

In terms of safety, users of the centre access the courtyard via doors on the eastern side, which also serve as an emergency exit. Fencing the area may present a risk in the event of an emergency as it would limit the effectiveness of the emergency evacuation exit. Should the fence be installed it would necessitate the reconsideration of the emergency evacuation plan for the centre.

Fencing may also detract from the visual appeal of the community centre and its surroundings, as the fencing would likely have to be garrison-type fencing similar to what currently surrounds the playground.

Over a period of four weeks in 2023, Administration monitored the area and determined that it was mostly homeless people that use the barbeque on an occasional basis. There was one instance of people drinking alcohol in the area.

For these reasons, Administration does not support the installation of a fence around the barbeque and gazebo area. Instead, given that members of the public need to use and access this area, Administration proposes to investigate other solutions which could include:

- Relocation of three internal CCTV cameras to the outside of the Centre (along the grassed area).
 - CCTV cameras offer continuous surveillance, extending the scope of observation and blind spots. This expanded coverage would boost security by allowing for monitoring of a broader area, effectively deterring potential antisocial behaviour.
 - Furthermore, CCTV cameras are easily adjustable to cater for evolving security needs, providing flexibility and adaptability in response to changing threats.
 - The aesthetic appeal of CCTV is preferable over a fence, which would maintain the visual appeal of the centre whilst reinforcing its security measures.
 - Existing cameras within the facility can be relocated to the external space without adversely affecting the surveillance of the internal facility areas.
- Mitigation strategies for the existing bushland that will increase the passive surveillance to the area.
 - The existing dense vegetation obstructs sightlines, creates blind spots where unauthorised activities can occur undetected, and presents a bushfire risk.
 - Undertaking bushfire mitigation works would reduce the risk of bushfire, and facilitate more effective management of the vegetation by the City's conservation maintenance teams.
 - By actively managing the existing vegetation it will enhance the passive surveillance of the area by improving visibility and making it easier to detect and deter antisocial behaviour.
- Investigate alternative lighting options around the path network.
 - Enhanced visibility during both the day and night reduces the anonymity of individuals engaging in antisocial behaviour, and decreases the likelihood of it occurring.

- Well-lit areas are perceived as being more safe, and would encourage greater use of the path network / area especially during evening hours.
- The incorporation of lighting also aligns with Crime Prevention through Environmental Design (CPTED) principles, emphasising the critical role of the physical environment in deterring crime and enhancing security, thus creating safer places for all.

It is anticipated that these strategies would address the petitioner's concerns relating to anti-social behaviour, whilst still allowing the community and user groups of the Centre to use the barbeque and outdoor area.

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 Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium 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.

Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Policy Implications

Nil

Financial Implications

Any costs associated with the outcomes of the investigation will be met through an annual operating budget.

Voting Requirements

Simple Majority

Moved Cr Wright, Seconded Cr Seif

That Council:-

1. DOES NOT SUPPORT the installation of a fence around the gazebo and barbeque area;
2. NOTES that Administration will investigate other strategies to deter anti-social behaviour around the gazebo and barbeque area; and
3. REQUESTS Administration to contact the lead petitioner and advise of the outcomes of this report.

**LOST
2/12**

For the motion: Cr Seif and Cr Wright

Against the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, and Cr Smith

Alternative Motion**Moved Cr Rowe, Seconded Mayor Aitken**

That Council:-

1. SUPPORTS the installation of a fence around the gazebo and barbeque area;
2. REQUESTS Administration to contact the lead petitioner and advise of the outcomes of this report; and
3. REQUESTS Administration to action the installation of a community barbeque at Highview Park Alexander Heights

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

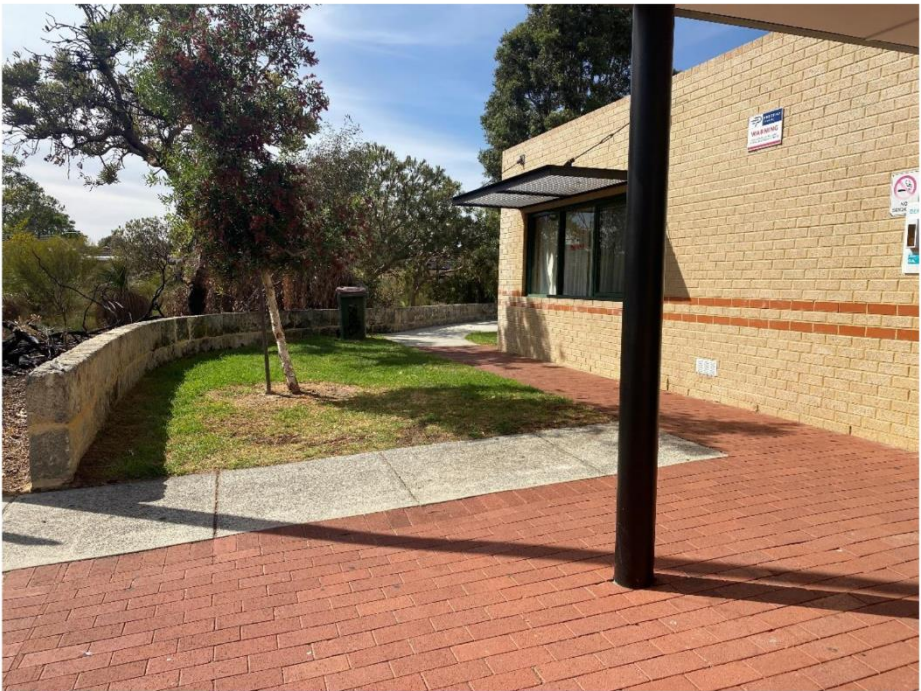
Attachments:

- | | |
|--|-----------|
| 1. Attachment 1 - Alexander Heights Community Centre | 24/126873 |
| 2. Attachment 2 - Photos of the area | 24/126874 |
| 3. Attachment 3 - Location of existing barbeque and gazebo | 24/126875 |

Attachment 1: Site Location



Attachment 2: External Area Photos







Attachment 3: Proposed Fenced Area



CP05-05/24 Girrawheen Hub Redevelopment Concept Plan - Community Engagement Outcomes

File Ref: 41848 – 24/141972
Responsible Officer: Acting Director Community & Place
Attachments: 2
Previous Items: CP01-08/23 - Girrawheen Hub Redevelopment - Community Engagement - Ordinary Council - 15 Aug 2023 6:00pm
CP04-02/20 - Future Direction of Girrawheen Hub - Ordinary Council - 10 Feb 2020 7:00pm

Issue

To consider the community engagement outcomes for the proposed redevelopment of Girrawheen Hub.

Background

The Girrawheen Hub Precinct (the Precinct) is located at 13 Patrick Court, Girrawheen and includes the Girrawheen Hub, Girrawheen Library, the Girrawheen Koondoola Community Centre and a community garden (**Attachment 1**).

In 2016, the City of Wanneroo assumed responsibility for the management of the Girrawheen Hub when the previous tenant vacated the site. The City initiated a place activation approach to support the utilisation of the hub, with a focus on employment readiness skills, social enterprise, micro-economic support and related social services that involved the culturally diverse local community.

In 2018, the City adopted a phased approach to activating the wider Girrawheen Hub Precinct, encompassing the Library, Community Centre and Hub, through the Girrawheen Place Activation Plan. The Girrawheen Hub was refurbished and officially opened in August 2018. The refurbishment was partially funded by the State Government's Local Projects Local Jobs initiative. The associated funding agreement provided office and meeting spaces free of charge to multicultural groups to support their development over a 3-year period, expiring in June 2020.

In February 2020 (CP04-02/20) Council supported an investigation into the potential redevelopment of the Girrawheen Hub as a Precinct Model and consultants CCS Strategic (the Consultant) were appointed to develop a Masterplan for the Girrawheen Hub Precinct.

Two concept designs were prepared as part of the Masterplan. Concept 1 involved a refurbishment of the existing buildings and site, and Concept 2 involved a complete redevelopment.

Council considered the two masterplan options at its meeting in August 2023 (CP01- 08/23) and resolved to:

- “1. *ENDORSE the Option 2 Concept Plan from the Girrawheen Hub Master Plan as depicted in (**Attachment 2**) for the purpose of undertaking community consultation commencing later in 2023, with the outcome to be reported to Council; and*
2. *NOTES that an advocacy approach will be developed to seek \$20M external funding to support the implementation of the Option 2 Concept Plan.*”

Further to item 1 of Council's resolution, this report presents the outcomes of the community consultation for Council's consideration.

Detail

Administration undertook community engagement on the proposed Option 2 Concept Plan (**the Concept Plan** - refer **Attachment 2**) from 6 - 27 November 2023. The approach to community engagement is outlined in the consultation section of this report, with detail on the results of the engagement outlined below.

Key considerations during the development of the concept design were:

1. Continuity of accommodation for existing user groups;
2. Safety and accessibility of the site;
3. Commerciality of new activities;
4. Potential for a 'branded' anchor tenant; and
5. New community group access and opportunity.

At the close of the consultation period, Administration received 33 responses. Of these responses 29 (87.8%) supported the Concept Plan and 4 (12.2%) did not support the concept.

A summary of the comments received in favour of the project are as follows:

- Design looks decent;
- Current buildings and community space is substandard with limit access, aged and run down and not welcoming. New design addresses those issues;
- Area is widely used by the community, any updates to buildings will be beneficial;
- Design looks pretty good;
- Design looks great;
- Great the buildings are together for improved activation and security; and
- Agree the hub precinct needs development.

A summary of the main reasons for the Concept Plan not being supported has been included below.

- Concept design lacks Crime Prevention through Environmental Design (CPTED);
- The layout and position of the proposed facility in relation to the street front needs refining;
- The location of the Seniors Centre would make it difficult to access for those with mobility issues;
- Do not support the inclusion of residential facilities; and
- Would like to see self-contained retirement units and a joint venture with the shopping centre to incorporate a community hub as a better option to community.

Consultation

The consultation process was undertaken as per the City's Community Engagement Policy and was conducted for a 22-day period from 6 November 2023 to 27 November 2023 by way of the following:

- The City's Website - The consultation period and relevant documentation was advertised on the City's 'Your Say' section of the website along with a survey to collect feedback;
- Onsite Information Session - an onsite meeting was held for interested residents on Thursday, 16 November from 5.00pm – 6.30pm. Approximately 20 residents and interested parties attended the session and were provided with the Concept Design and the opportunity to ask questions of City officers;

- Direct Mail - Letters were sent to 413 properties within a 400m radius of the Girrawheen precinct inviting feedback on the concept design and providing details of the site meeting;
- Email - 85 different user groups and interested parties who use the facilities within the Hub Precinct were emailed a copy of the proposed concept design, avenues for feedback, and details of the on-site meeting.
- On site signage - Posters were displayed at the Girrawheen Hub, Senior Citizens Centre and Library to promote the project and provide avenues for feedback.
- Social Media – the consultation was promoted on the City’s social media channels with links to the Your Say section of the City’s website.

Comment

Following completion of the engagement period, it is clear that there is support for the redevelopment of the Girrawheen Hub precinct and the Concept Plan. However, there were some recurring comments that require further attention as the project moves forward.

At the on-site information session community members were reassured that the plans were only in concept stage and that further consultation would be required to inform detailed design – in particular the internal layout of the proposed new buildings. Administration considers that most of the concerns raised by the community can be addressed through detailed design.

A summary of comments from the community on the Concept Plan are outlined below, along with Administration’s response to those comments.

Comments	Administration Response
<i>Parking</i>	
<ul style="list-style-type: none"> • Accessible for seniors with mobility issues • Bus Parking for Seniors Trips/School children 	These comments are noted and would be addressed through detailed design.
<i>Positioning/CPTED</i>	
<ul style="list-style-type: none"> • Community facilities feel hidden. Do they need to be to the back of the location available. • Two story part of the building in a position where it can be seen easier from the street. • Basketball Courts to the back away from street view isn’t a good idea. • Moving away from the feel the hub is hidden away. Better signage suggested also. • Position of Seniors Centre in relation to carpark • Location of playground to ensure good passive surveillance and potentially work with adjoining primary school. 	<p>It is acknowledged that the existing lot layout of the Precinct presents a challenge in relation to passive surveillance. The Concept Plan proposes to address this by moving the main two storey element of facility and entry point further north into the existing carpark area to improve line of sight, visibility and improve passive surveillance of the surrounding precinct.</p> <p>Including adjacent residential land uses would also assist in improving surveillance over the parts of the facility that are setback from the streetscape. Many of the other comments can be addressed through detailed design.</p>
<i>Selling of Land for Residential Development</i>	
<ul style="list-style-type: none"> • The community was interested to know who this could or would be sold to. 	This would be subject to further investigation and consideration by Council.

<i>Inclusion of Café Space</i>	
<ul style="list-style-type: none"> There aren't many local café options. Can this be included to bring community together even more. 	The Concept Plan shows potential commercial and retail uses on the ground floor of the redevelopment site. This could potentially include a café use but this would be subject to further planning.
<i>Capacity of the Venue/Spaces</i>	
<ul style="list-style-type: none"> Details were requested regarding actual size of internal spaces. 	This would be addressed through detailed design.
<i>Retail Spaces</i>	
<ul style="list-style-type: none"> Community do not want TAB or Liquor stores. There are enough chemists in the area 	Noted. The permissibility of future land uses on this site would be subject to further planning, but it is not proposed to locate a TAB or liquor store in this location.
<i>Community Garden</i>	
<ul style="list-style-type: none"> Kept in the design, important space. More space for the community garden to incorporate compost bins, worm farms 	Noted. The Concept Plan shows the retention of the community garden as a valued community asset.
<i>Safety</i>	
<ul style="list-style-type: none"> Camera and surveillance plenty to ensure the safety of users. Adequate Lighting, it is very dark currently. 	Noted. This would be addressed through detailed design.
<i>Consultation</i>	
<ul style="list-style-type: none"> Continued consultation over internal design and timelines. 	Further consultation with key stakeholders would form part of the detailed design process.
<i>Seniors' Centre</i>	
<ul style="list-style-type: none"> Accessibility of external and internal design to best accommodate those with mobility issues. 	Noted. This would be addressed through detailed design.
<i>Sustainability</i>	
<ul style="list-style-type: none"> Can solar be considered? Water catchment for Community Gardens. 	Noted. The City regularly installs solar arrays on its community facilities. The inclusion of rainwater collection infrastructure for the community garden is something that would be addressed through detailed design, but is able to be considered.

Given the strong level of support for the Concept Plan received during community engagement, Administration is recommending that Council consider adopting the Plan as the guiding concept for the redevelopment of the Girrawheen Hub Precinct.

Only a small number of responses received did not support the Concept Plan. In relation to the reasons for this non-support, Administration is of the view that these issues can be addressed and resolved through the process of detailed design. Administration is proposing that another phase of community engagement be undertaken with key stakeholders to inform further design phases and address the comments that requested further information on the internal design of the facility.

In relation to the proposed redevelopment of part of the lot for mixed-use/residential land uses, this was included in the design in acknowledgement of the Masterplan's intent to introduce new services to the site with both a community services and commercial focus to

enhance the relevance of the precinct's operations. Homelessness in Girrawheen is evident, and the use of the site for the provision of affordable or social housing is identified as a key opportunity to meet the current needs of the local community. Although this element of the Concept Plan was mentioned by some during the community engagement period as a reason not to support it, there were also many in favour of the inclusion of this aspect of the Plan, particularly if the redevelopment of part of the lot was for social or aged housing. This is in recognition of the benefits that this could provide to the precinct as a whole. For this reason, this element has been retained in the Concept Plan and it is proposed to explore the feasibility of this further during the next phase of engagement and design.

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

1.2 - Valued public places and spaces

Risk Appetite Statement

In pursuit of strategic objective goal 1, we will accept a Medium 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.

Risk Management Considerations

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

Risk Title	Risk Rating
ST- S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

Policy Implications

Community engagement for the project was conducted in accordance with the City's Community Engagement Policy. Further consultation would be required as part of the detailed design process.

Financial Implications

As per the Master Plan, the indicative cost to deliver Option 2 Concept Plan is estimated at \$22,328,444 inclusive of all demolition and building works, carpark modifications, streetscape reinstatement, landscaping and community garden works. This also includes cost escalations

up to projected completion of construction in 2031, although it is noted that these costings were developed two years ago and therefore the actual cost is likely to be higher given the City's recent experiences with project costs.

These indicative costs are currently reflected as a placeholder in the City's draft 20 year Capital Works Budget / Long Term Financial Plan (LTFP) as per the below table:

Year	Description	Municipal	Grant	Total
2024/25	Engagement & Concept Design	\$100,000	\$0	\$100,000
2027/28	Detailed Design	\$150,000	\$0	\$150,000
2028/29	Detailed Design, Procurement & Construction	\$250,000	\$250,000	\$500,000
2029/30	Construction	\$1,000,000	\$9,750,000	\$10,750,000
2030/31	Construction	\$828,444	\$10,000,000	\$10,828,444
TOTAL		\$2,328,444	\$20,000,000	\$22,328,444

The figures currently listed as a placeholder in the LTFP would need to be refined and updated through the process of detailed design as more accurate cost estimates are obtained and as other funding commitments are identified and confirmed.

The City is not currently in a position meet the total cost of the development in its current form and would need to source external funding. Accordingly, the project is included under the 'Liveability' theme of the City's endorsed 2025 Top Advocacy Projects as follows:

Project	Advocacy "Ask"
Girrawheen Community Hub Precinct	State and Federal Government funding of approximately \$20M to implement the Girrawheen Hub Precinct Master Plan.

The \$20M "ask" is reflected in the LTFP listing outlined above. Given the community-focused nature of the facilities within the Hub precinct, there are also likely to be grant funding opportunities to supplement Council's contribution to the project.

Subject to the outcome of any grant application or advocacy efforts, there may also be additional contributions to the project that can be drawn from the City's Reserve accounts, if deemed appropriate and consistent with the purpose of the Reserve. This would need to be further investigated as the design process progresses.

Voting Requirements

Simple Majority

Moved Cr Seif, Seconded Cr Rowe**That Council: -**

- 1. NOTES the outcome of the Girrawheen Hub Precinct Concept Design community engagement process;**
- 2. ENDORSES Concept Design Option 2 as the guiding concept for the redevelopment of the Girrawheen Hub Precinct.**
- 3. AUTHORISES the Chief Executive Officer to progress the project to the next phase of design;**
- 4. NOTES that further community consultation will need to be undertaken to inform further design phases including internal design; and**
- 5. NOTES that an advocacy approach is being developed to seek \$20M external funding to support the implementation of the Option 2 Concept Plan.**

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

- | | |
|---|-----------|
| 1. Attachment 1 - Site Plan - Girrawheen Hub Precinct | 22/241637 |
| 2. Attachment 2 - Girrawheen Hub Precinct - Concept Design and Elevation Drawings | 23/263298 |



	<p>City of Wanneroo does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that City of Wanneroo shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information. Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE.</p>	<p>Girrawheen Hub Precinct</p>	Date: 9/12/2020	
			Printed by Hoole, Peter	
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Figure 32 Masterplan SK08 - Option 2 Masterplan







Community Safety & Emergency Management Report

CP06-05/24 City of Wanneroo Cat Amendment Local Law 2024

File Ref:	25244V002 – 24/144448
Responsible Officer:	Acting Director Community & Place
Attachments:	2
Previous Items:	Review of the Cats Local Law 2023 - Ordinary Council - 21 Nov 2023 6:00pm 3.5 - Amendment to the City of Wanneroo Cat Local Law 2023 - Forum - 09 Apr 2024 6:00pm

Issue

To consider the draft Cats Amendment Local Law 2024.

Background

The City of Wanneroo Cat Local Law 2023 (**Attachment 1**) was adopted by Council on 21 November 2023 (CP03-11/23) and gazetted on 30 November 2023.

There was community concern that the practice of allowing domestic cats to roam off their owner's property was having a detrimental effect on neighbouring properties, along with the well documented impact on the environment with birds and native animals often subject to injury or death by uncontrolled cats.

The City of Wanneroo Cat Local Law 2016 made provision for restricting the number of cats that may be kept at a premises and provided structure to the process, decision making and objection and review rights. There were no provisions in that local law relating to the movement or confinement of cats.

Neither the *Cat Act 2011 (the Act)* or the Cat Regulations 2012 provide any restrictions on the movement or containment of cats although there is provision to enable an authorised person, (in the case of the City this being Rangers) to seize a cat in a public place where they suspect an offence against the Act is being committed or at the request of and with the consent of the owner/occupier of a premises.

The Cat Local Law was therefore reviewed and amended to focus predominantly on strengthening nuisance provisions and prohibiting cats from nature reserves such as at Yellagonga Regional Park and Lake Gnangara.

Detail

The implementation of a local law occurs 14 days after gazettal. The City is then required to provide an Explanatory Memorandum to the Committee on the process followed to review, adopt and advertise the local law.

Once a local law is gazetted, it is referred to the Committee to consider under its terms of reference. Where the Committee finds that a local law offends one or more of its terms of reference, it will usually seek a written undertaking from the local government to amend or repeal the instrument in question.

Where a local government does not comply with the Committee's request for an undertaking, it may, as a last resort, resolve to report to the Parliament recommending the disallowance of the instrument in the Legislative Council.

The Committee wrote to the City on 13 March 2024 requesting that the City review its Cat Local Law 2023 within six months. Council at its meeting of 23 April 2024 (CR01-04/24) considered the matter and resolved the following.

- “1. *RESOLVES to undertake to the Joint Standing Committee on Delegated Legislation that:-*
- a) *Within 6 months, correct the typographical and reference errors in Part 1, clause 4.1, clauses 2.2(c), 4.1(1) and items 1 and 2 in Schedule 2;*
 - b) *Not to enforce the local law to the contrary before it is amended in accordance with undertaking 1;*
 - c) *To ensure that all consequential amendments arising from the undertaking will be made; and*
 - d) *Where the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings; and*
2. *NOTES that the Cat Amendment Local Law 2024 will be presented to the 21 May 2024 Ordinary Council Meeting.”*

Consultation

The Cat Amendment Local Law 2024 has been subject to internal consultation and was also presented to Council members for comment in April 2024.

Comment

To fulfill the Undertaking, the City is required to draft a Cat Amendment Local Law which will need to comply with all the mandatory procedural steps contained in section 3.12 of the *Local Government Act 1995*.

The matters that the City is required to address as part of the amendment local law were identified in a confidential Council Report and Council resolution of 23 April 2024 (CR01-04/24).

Whilst reviewing the local law to construct the required amendment local law, the City identified that the ‘Conditions’ relating to the approval of an application were inadvertently deleted prior to adoption by Council which caused the reference errors identified by the Committee.

The ‘Conditions’ have been inserted back into the local law and subsequent clauses renumbered and references corrected.

Additionally there have been other minor matters identified that require correction and the City has included these in the Cat Amendment Local Law 2024 shown at Attachment 2. Council will note that it is proposed to replace both Schedule 1 and Schedule 2 of the Cat Local Law 2023. This is due to the complexity of drafting an amendment local law to address minor errors in both the Schedules, mainly those that relate to the naming of streets and parks and the boundaries of some of the areas identified as “sensitive areas”.

Statutory Compliance

Section 3.12 of the Act prescribes the procedures for making and finalising the process of adopting Local Laws including amendment local laws.

Whilst the Act does not expressly prescribe a time frame in which the procedural requirements for making local laws are to be completed, the procedures should be undertaken with 'all convenient speed' in line with the *Interpretations Act 1984*.

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 Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

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

Policy Implications

Nil

Financial Implications

The cost of an amendment local law will be met through the operational budget.

Voting Requirements

Simple Majority

Moved Cr Figg, Seconded Cr Berry**That Council:-**

1. In accordance with section 79 of the *Cat Act 2011* and section 3.12(3)(a) of the *Local Government Act 1995*, GIVES local public notice stating that it proposes to make a Cat Amendment Local Law 2024, a summary of its purpose and effect being:

Purpose:

The purpose of this local law is to amend the City of Wanneroo Cat Local Law 2023.

Effect:

The effect of this local law is to correct typographical and reference errors.

2. NOTES that:

- a) Copies of the proposed Cat Amendment Local Law 2024 may be inspected at the City's offices and will be made available on the City's website;
- b) Submissions regarding the proposed Cat Amendment Local Law 2024 may be made to the City within a period of not less than 6 weeks after the public notice is given;
- c) In accordance with section 3.12(3)(b) of the *Local Government Act 1995*, as soon as the notice is given, a copy of the proposed Cat Amendment Local Law 2024 will be provided to the Minister for Local Government; and
- d) In accordance with section 3.12(3)(c) of the *Local Government Act 1995*, a copy of the proposed Cat Amendment Local Law 2024 will be supplied to any person requesting it.

3. NOTES that all submissions received will be presented to Council for consideration.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. Attachment 1: Cat Local Law 2023 23/404727
2. Attachment 2: Cat Amendment Local Law 2024 - Draft 24/109840



CAT ACT 2011

LOCAL GOVERNMENT ACT 1995

City of Wanneroo

CATS LOCAL LAW 2023

Under the powers conferred by the Cat Act 2011, the Local Government Act 1995 and all other powers enabling it, the Council of the City of Wanneroo resolved on 21 November 2023 to make the following local law.

PART 1 - PRELIMINARY

1.1 Title

This is the *City of Wanneroo Cats Local Law 2023*.

1.2 Commencement

This local law comes into operation on the fourteenth day after the day on which it is published in the *Government Gazette*.

1.3 Repeal

The City of Wanneroo *Cat Local Law 2016* published in the *Government Gazette* on 28 July 2016, is repealed.

1.4 Terms Used

(1) In this local law, unless the context otherwise requires—

Act means the *Cat Act 2011*;

application means an application for an approval;

approval means approval under regulation 9 of the *Cat (Uniform Local Provisions) Regulations 2013* and *Part 2* of this local law;

applicant means a person who has made an application for approval;

authorised person means a person appointed by the local government to perform the functions conferred on an authorised person under this local law;

cat has the meaning given to it in the *Act*;

cat control notice has the meaning given to it in the *Act*;

cat management facility has the meaning given to it in the Act;

CEO means the Chief Executive Officer of the local government;

district means the district of the local government;

local government means the City of Wanneroo;

local planning scheme means a local planning scheme made by the local government under the Planning and Development Act 2005;

nuisance means—

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference.

owner has the meaning given to it in the Act;

person means person or any word or expression descriptive of a person includes a public body, company, or association or body of persons, corporate or unincorporate.

premises has the meaning given to it in the Act; and

schedule means a schedule to this local law.

- (2) A term that is used in this local law and is not defined in subclause (1) has the same meaning given to it in the Act or, if not defined in the Act, the same meaning given to it in the Cat Regulations 2012, the Cat (Uniform Local Provisions) Regulations 2013 or the Local Government Act 1995.

1.5 Application

This local law applies throughout the district.

PART 2 - NUMBER OF CATS THAT MAY BE KEPT

2.1. Interpretation

For the purposes of applying this Part, a cat does not include a cat less than 6 months old.

2.2. Prescribed premises

For the purposes of the definition of **prescribed premises** in regulation 4(1) of the *Cat (Uniform Local Provisions) Regulations 2013*, this local law limits the number of cats that may be kept at any premises within the district except –

- (a) a cat management facility operated by a body prescribed as a cat management facility operator under the *Cat Regulations 2012*;

- (b) a cat management facility operated by the local government; or
- (c) a veterinary clinic or veterinary hospital as defined under section 2 of the *Veterinary Surgeons Act 1960*, but only in relation to cats kept on those premises for treatment.

2.3. 'Standard number of cats'

For the purposes of the definition of **standard number of cats** in regulation 4(1) of the *Cat (Uniform Local Provisions) Regulations 2013*, no more than 3 cats may be kept on premises at which a member of a cat organisation is not ordinarily resident.

2.4. Application for approval

- (1) An application for approval to keep an additional number of cats at prescribed premises is dealt with in regulation 8 of the *Cat (Uniform Local Provisions) Regulations 2013*.
- (2) An application for approval must be accompanied by the application fee determined by the local government.

2.5. Determining an application

- (1) For the purpose of determining whether to grant approval for an application to keep an additional number of cats at prescribed premises, the local government must have regard to -
 - (a) the zoning of the land under the local planning scheme;
 - (b) the physical suitability of the premises for the proposed use;
 - (c) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;
 - (d) the structural suitability of any enclosure in which any cat is to be kept;
 - (e) the likelihood of a cat causing a nuisance, inconvenience or annoyance to an occupier of adjoining land;
 - (f) the likely effect on the amenity of the surrounding area of the proposed use;
 - (g) the likely effect on the local environment including any pollution or other environmental damage, which may be caused by the proposed use; and
 - (h) any other factors which the local government considers to be relevant in the circumstances of the application.
- (2) A determination is to be in the form determined by the CEO and is to be issued to the applicant.

2.6. Renewal of an application

- (1) An application is to be renewed if -
 - (a) the applicant has not breached the conditions of the approval;
 - (b) the approval would have been granted if a fresh application for approval had been made; and
 - (c) the renewal fee, imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*, is paid to the local government before the expiry of the approval.

- (2) On the renewal of an approval, the conditions of the approval that applied immediately before the renewal continue to have effect.

2.7. Transfer of an approval

- (1) An approval relates only to the premises specified in the approval, and only to the applicant specified in the approval, and is transferrable only in accordance with this clause.
- (2) An application for the transfer of an approval from the applicant to another person must be -
 - (a) made in the form determined by the CEO;
 - (b) made by the proposed transferee;
 - (c) made with the consent of the applicant; and
 - (d) lodged with the local government together with the fee for the application for the transfer of an approval that is imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.
- (3) The local government is not to determine an application for the transfer of an approval until the proposed transferee has complied with subclause (2).
- (4) The local government may grant, or refuse to grant an application for the transfer of an approval, and this approval will be subject to such conditions as the local government may impose under Regulation 9(3) of the *Cat (Uniform Local Provisions) Regulations 2013*.
- (5) Where the local government grants an application for the transfer of an approval -
 - (a) it is to issue to the transferee an approval in the form determined by the CEO; and
 - (b) on the date of approval, unless otherwise specified in the approval, the transferee becomes the applicant for the purposes of this local law.

2.8. Variation or cancellation of an approval

- (1) The local government may, at any time, vary the conditions of an approval by giving written notice to the permit holder and specifying the date on which the changes will become effective.
- (2) The local government may cancel an approval -
 - (a) on the request of the applicant;
 - (b) if the applicant breaches the Act, the *Cat Regulations 2012*, the *Cat (Uniform Local Provisions) Regulations 2013* or this local law; or
 - (c) if the applicant is not a fit and proper person to provide for the health and welfare of the cats.
- (3) If an approval is cancelled, the fee paid for the approval is not refundable for the term of the approval that has not yet expired.

PART 3 - CAT CONTROL

3.1. Cat prohibited areas

- (1) A cat must not be in a cat-prohibited area specified in Schedule 1 at any time.
- (2) If a cat is in a cat-prohibited area in contravention of subclause 3.1(1), then –
 - (a) the owner of the cat commits an offence; and
 - (b) an authorised person may seize and impound the cat and deal with the cat pursuant to the Act.

3.2. Cat not to be a nuisance

- (1) The owner of a cat must prevent the cat from creating a nuisance.
- (2) Where in the opinion of an authorised person, a cat is creating a nuisance, an authorised person may give a cat control notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for a period specified on the notice which must not exceed 28 days.
- (4) The owner of a cat given the notice to abate the nuisance must comply with the notice within the period specified in the notice.
- (5) A cat control notice under subclause 3.2(2) must be Form 3 of the *Cat Regulations 2012*.

PART 4 – OBJECTIONS AND APPEALS

4.1 Objections and appeals

- (1) A person who is aggrieved by a decision of the local government made under clauses 2.5, 2.7, 2.8 or 2.9 is a decision to which Part 9 Division 1, of the *Local Government Act 1995* applies.
- (2) The form of an objection is Form 8 in the *Cat Regulations 2012*, Schedule 1

PART 5 - ENFORCEMENT

5.1. Infringement Notices

- (1) The issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Part 4, Division 4 of the Act.
- (2) An infringement notice in respect of an offence against this local law may be given under Section 62 of the Act and is to be in the form of Schedule 1, Form 6 of the *Cat Regulations 2012*.
- (3) A notice sent under Section 65 of the Act withdrawing an infringement notice is to be in the form of Schedule 1, Form 7 of the *Cat Regulations 2012*.

5.2 Serving of infringement notices

An infringement notice served under section 62 of the Act or this local law may be given to a person -

- (a) personally;
- (b) by registered mail addressed to the person; or
- (c) by leaving it for the person at her or his address.

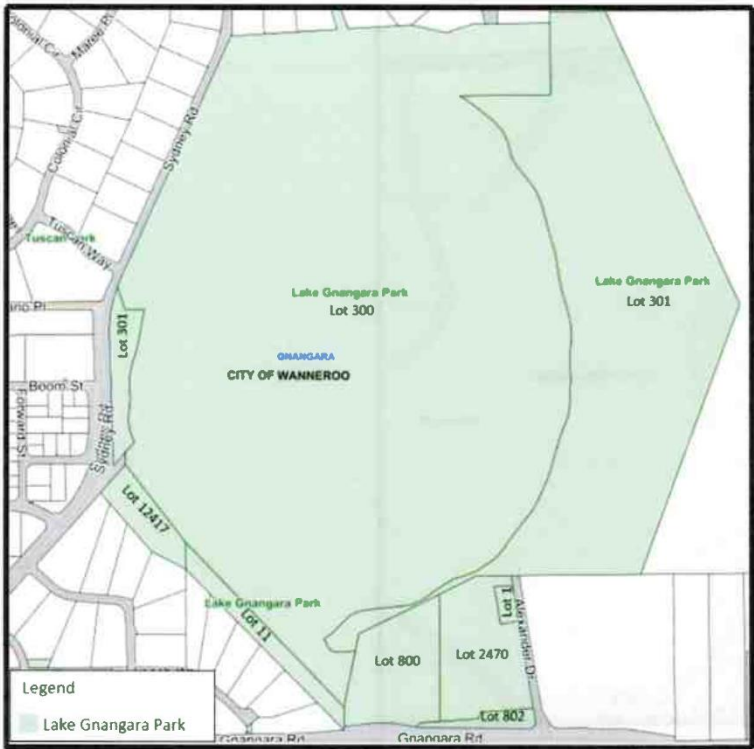
5.3 General offence and penalty provisions

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against any provision of this local law is a prescribed offence for the purposes of Section 84 of the Act.
- (3) Unless otherwise specified, any person who commits an offence under this local law is liable on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding a fine of \$500 in respect of each day or part of a day during which the offence has continued.
- (4) The amount appearing in the final column of Schedule 2 directly opposite an offence described in that Schedule, is the modified penalty for that offence.

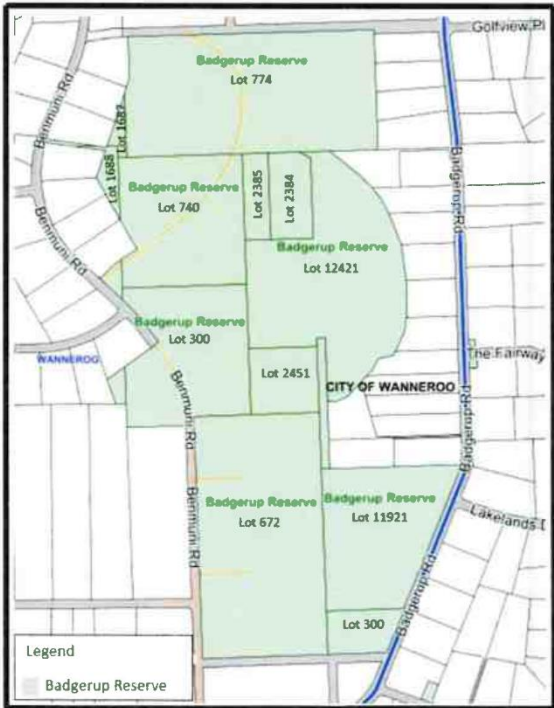
Schedule 1**Cat Prohibited Areas**

Common Name	Reserve/Lot Number	Location (bound by or accessed from)
Lake Gngara Park - Gngara	As shown in Map 1	Sydney Road, Gngara Road, Alexander Drive, Vintage Lane, Heritage Terrace
Badgerup Reserve - Wanneroo	As shown in Map 2	Badgerup Road and Benmuni Road
Lake Adams - Mariginiup	As shown in Map 3	Neaves Road, Lee-Steere Drive and Coogee Road
Koondoola Open Space & Reserve (including Waddington Park & Rendell Park) - Koondoola	As shown in Map 4	Alexander Drive, Waddington Crescent, Beach Road, Koondoola Avenue and Marangaroo Drive
Chancellor Park & Marangaroo Golf Course - Marangaroo	As shown in Map 5	Le Grand Gardens, Caroline Green, Decourcey Way, Chancellor Rise and Hepburn Avenue
Lake Joondalup Foreshore - Wanneroo	As shown in Map 6	Scenic Drive, Poinciana Place, Ocean Reef Road, Tyne Crescent, James Spiers Drive, Banyandah Boulevard, Donnelly Ramble
Pinjar Park - Nerabup	As shown in Map 7	Old Yanchep Road, Pederick Road, Tandos Road
Landsdale Park - Darch	As shown in Map 8	Hepburn Avenue, Lansdale Road
Hepburn Park - Landsdale	As shown in Map 9	Hepburn Avenue, Lansdale Road, Alexander Drive, Candlestick Avenue
Donnelly Park - Wanneroo	As shown in Map 10	Donnelly Ramble
Banyandah Park - Wanneroo	As shown in Map 11	Banyandah Boulevard, Scenic Drive, Donnelly Ramble
Lake Joondalup Park - Wanneroo	As shown in Map 12	Scenic Drive
Scenic Park - Wanneroo	As shown in Map 13	Scenic Drive
Rotary Park - Wanneroo	As shown in Map 14	Scenic Drive
Studmaster Park - Wanneroo	As shown in Map 15	Tyne Crescent, James Spiers Drive
Panzano Park - Woodvale	As shown in Map 16	Woodvale Drive, Panzano Circuit, Cosimo Drive
Rosso Park - Woodvale	As shown in Map 17	Rosso Meander, Solaia Loop

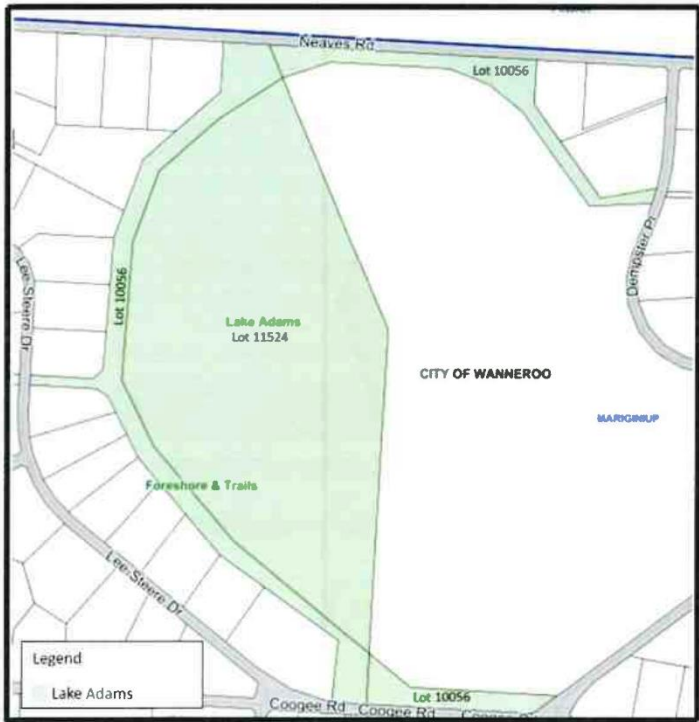
Solana Park - Woodvale	As shown in Map 17	Rosso Meander, Solaia Loop
Quinns Foreshore Reserve – Quinns Rocks	As shown in Map 18	Seaham Way, Kinsale Drive, Quinns Road
Foreshore Reserve – Mindarie	As Shown in Map 19	Alexandria View, Glendsanda Way, Long Beach Promenade, Clarecastle Retreat, Kinsale Drive, Quinns Road
Foreshore Reserve – Quinns Rocks	As shown in Map 20	Quinns Road, Ocean Drive, Waterland Point, St Anthony Avenue
Foreshore Reserve - Jindalee	As shown in Map 21	St Anthony Avenue, Maritime Drive, Jindalee Boulevard, Aurora Esplanade, Bathers Promenade
Foreshore Reserve – Alkimos (South)	As shown in Map 22	Graceful Boulevard, Coolangatta Rise
Foreshore Reserve- Alkimos (North)	As shown in Map 23	Portside Promenade, Almond Street
Foreshore Reserve – Eglinton	As shown in Map 24	Idyllic View, Celeste Street
Foreshore Reserve - Yanchep	As shown in Map 25	Trumpster Parade, Forteshore Vista, Compass Circle, Brazier Road, Capricorn Esplanade, Holiday Way,
Foreshore Reserve – Two Rocks	As shown in Map 26	Spot View, Two Rocks Road, Jordan Street, Marcon Street, Australis Drive, Pope Street, Sovereign Drive
Poinciana Park - Wanneroo	As shown in Map 27	Poinciana Place, Scenic Drive
Kinsale Park - Mindarie	As shown in Map 28	Caldale Close, Kinsale Drive, Duncanno Rise, Seaham Way, Chalmers Court



Map 1 – Lake Gnangara Park – Gnangara, cat prohibited area



Map 2 – Badgerup Reserve - Wanneroo, cat-prohibited area



Map 3 – Lake Adams - Mariniup, cat-prohibited area



Map 4 – Koondoola Regional Open Space & Reserve Waddington Park & Rendell Park - Koondoola, cat prohibited area



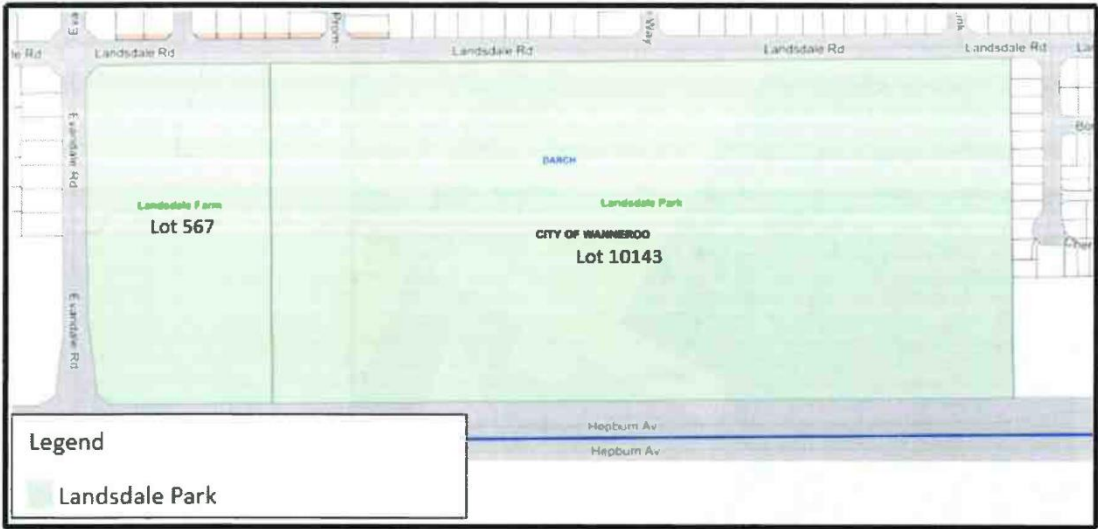
Map 5 – Chancellor Park & Marangaroo Golf Course - Marangaroo, cat prohibited area



Map 6 – Lake Joondalup Foreshore - Wanneroo, cat prohibited area



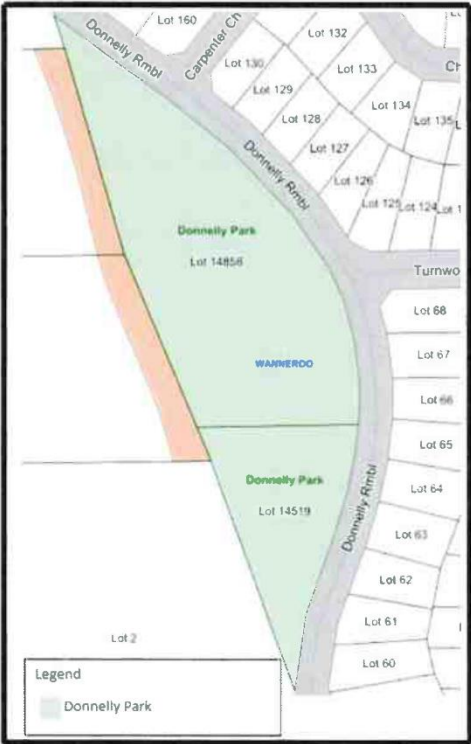
Map 7 – Pinjar Park - Neerabup, cat prohibited area



Map 8 – Landsdale Park - Darch, cat prohibited area



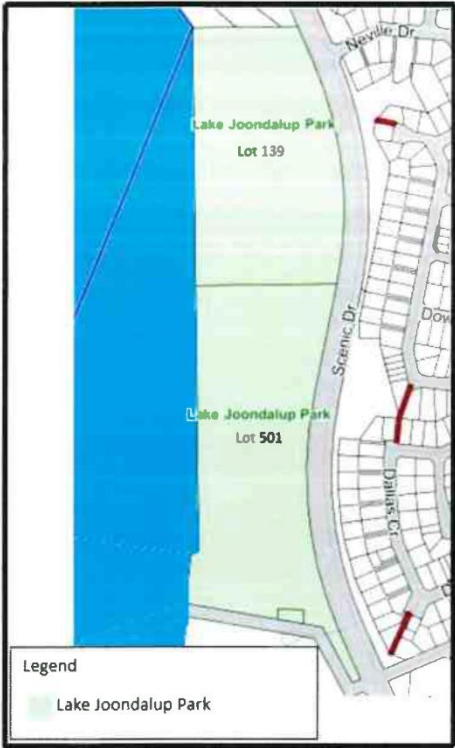
Map 9 – Hepburn Park - Landsdale, cat prohibited area



Map 10 – Donnelly Park - Wanneroo, cat prohibited area



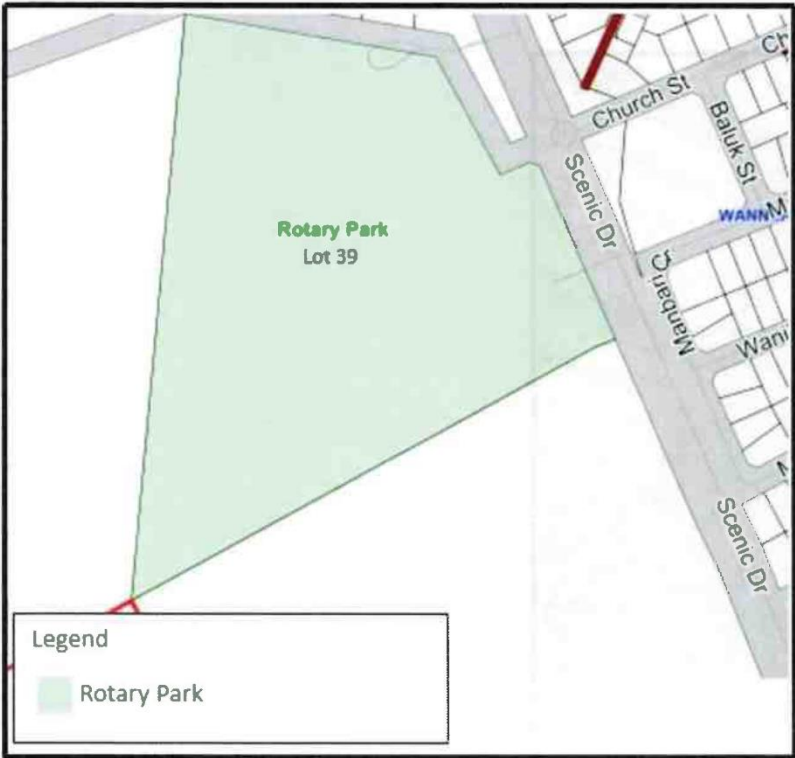
Map 11 – Banyandah Park - Wanneroo, cat prohibited area



Map 12 – Lake Joondalup Park - Wanneroo, cat prohibited area



Map 13 – Scenic Park - Wanneroo, cat prohibited area



Map 14 – Rotary Park - Wanneroo, cat prohibited area



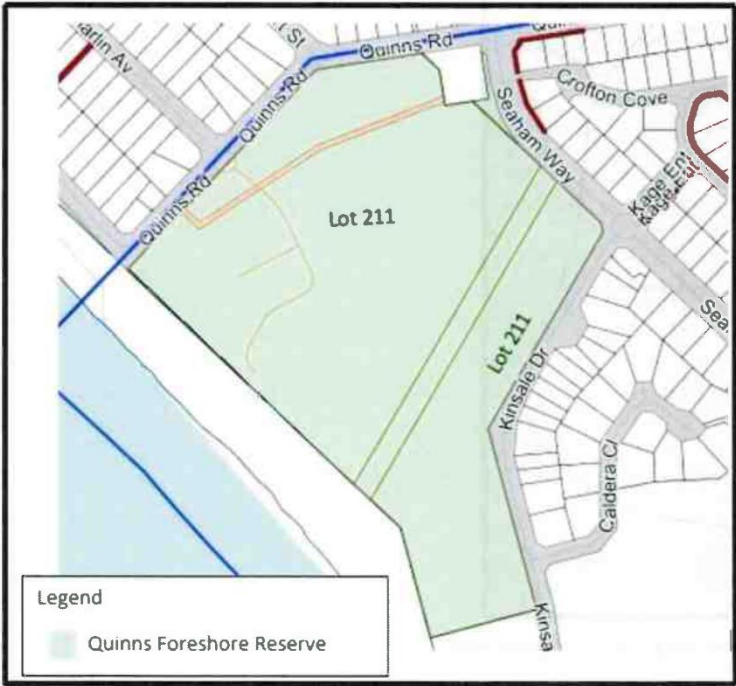
Map 15 – Studmaster Park - Wanneroo, cat prohibited area



Map 16 – Panzano Park - Woodvale, cat prohibited area



Map 17 – Rosso & Solana Park - Woodvale, cat prohibited area



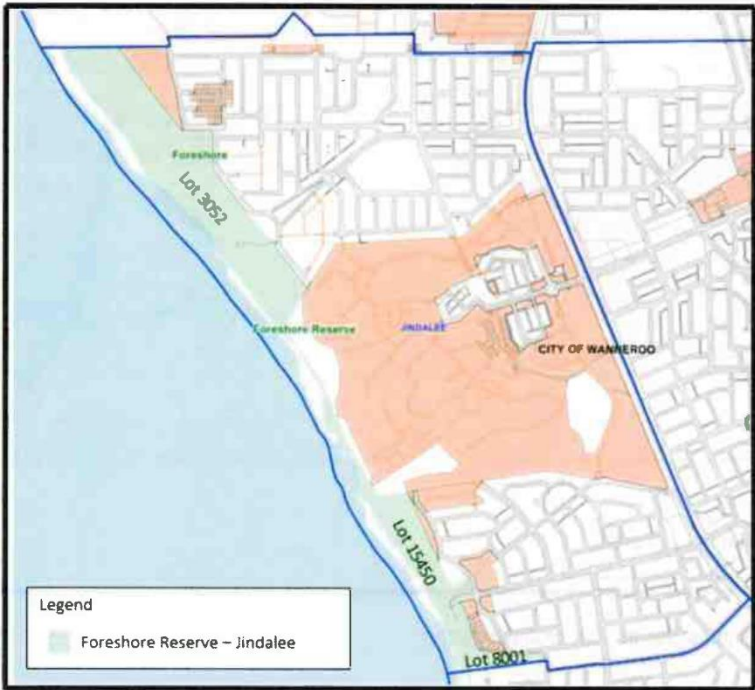
Map 18 – Quinns Foreshore Reserve Quinns Rocks, cat prohibited area



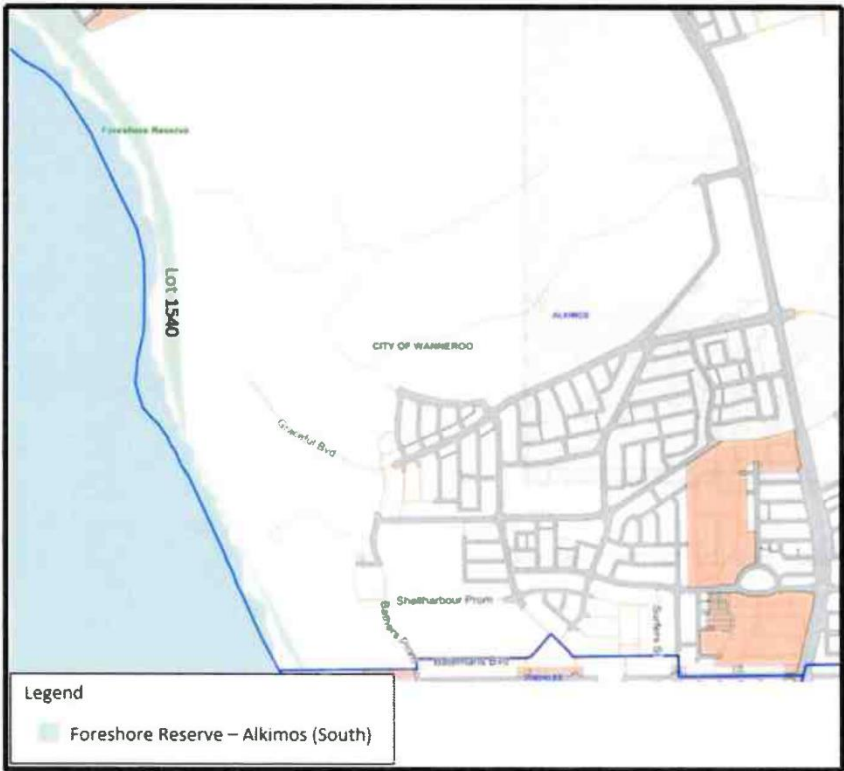
Map 19 – Foreshore Reserve – Mindarie, cat prohibited area



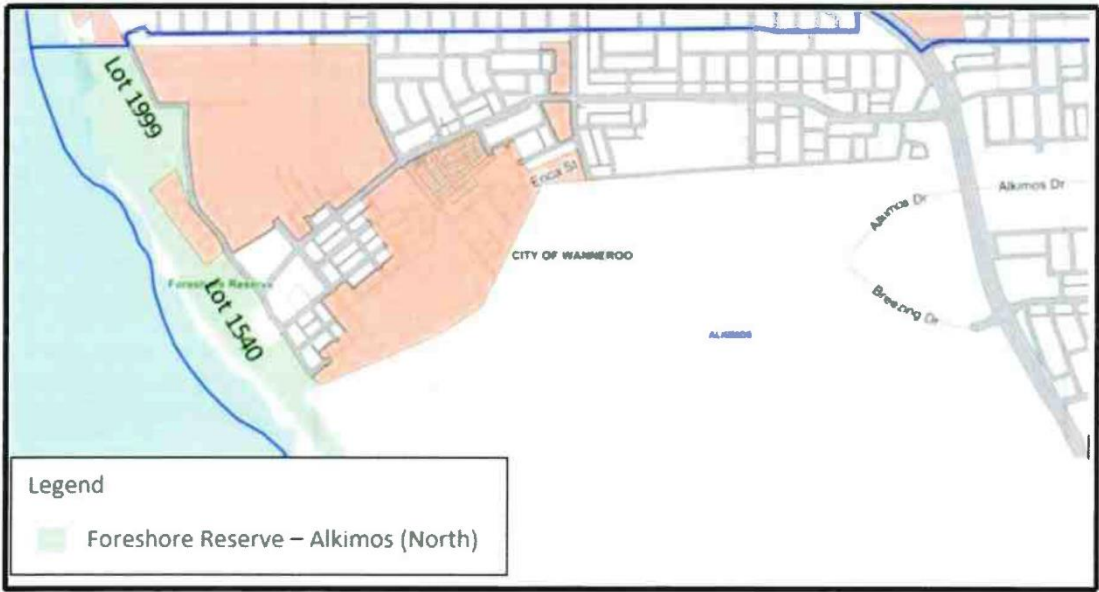
Map 20 – Foreshore Reserve – Quinns Rocks, cat prohibited area



Map 21 - Foreshore Reserve - Jindalee, cat prohibited area



Map 22 – Foreshore Reserve – Alkimos (South), cat prohibited area



Map 23 – Foreshore Reserve – Alkimos (North), cat prohibited area



Map 24 – Foreshore Reserve – Eglinton- cat-prohibited area



Map 25 – Foreshore Reserve – Yanchep, cat prohibited area



Map 26 – Foreshore Reserve – Two Rocks, cat prohibited area



Map 27 – Poinciana Park - Wanneroo, cat prohibited area



Map 28 – Kinsale Park - Mindarie, cat prohibited area

SCHEDULE 2**Prescribed Offences and Modified Penalties**

	Offence	Description	Modified Penalty Units
1	2.3(1)	Keeping more than the standard number of cats without an approval	20
2	2.6	Failure to comply with a condition of an approval	20
3	3.1(1)	Cat in a prohibited area	20
4	3.2(1)	Cat causing nuisance	20
5	3.2(4)	Failure to comply with a cat control notice	20

Note: Penalty Units are prescribed in the City of Wanneroo Penalty Units Local Law 2015.

Dated

28/11/2023



The Common Seal of the City of Wanneroo was affixed by authority of a resolution of the Council in the presence of:

A handwritten signature in black ink, appearing to read "Linda Aitken".

Linda Aitken JP
Mayor

A handwritten signature in black ink, appearing to read "Noelene Jennings".

Noelene Jennings PSM
Acting Chief Executive Officer

**CAT ACT 2011****LOCAL GOVERNMENT ACT 1995****City of Wanneroo****CATS AMENDMENT LOCAL LAW 2024**

Under the powers conferred by the *Cat Act 2011*, the *Local Government Act 1995* and all other powers enabling it, the Council of the City of Wanneroo resolved on [Date] to make the following local law.

1. Title

This is the *City of Wanneroo Cats Amendment Local Law 2024*.

2. Commencement

This local law comes into operation on the fourteenth day after the day on which it is published in the *Government Gazette*.

3. Cats Local Law 2023 amended

This local law amends the City of Wanneroo Cats Local Law 2023, as published in the Government Gazette on 30 November 2023, as follows.

4. Clause 1.4 (1) amended

In Clause 1.4 (1) under the definition of "person" amend the word "includes" to "including".

5. Clause 2.2 (c) amended

In Clause 2.2 (c) delete the words "clinic or veterinary hospital" and replace with "veterinary practice business", delete the words "section 2" and replace with "section 3" and delete "Veterinary Surgeons Act 1960" and replace with "Veterinary Practice Act 2021".

6. Clause 2.5(1)(e) amended

In clause 2.5(1)(e) delete the words "inconvenience or annoyance".

7. Clause 2.6 amended

Insert a new Clause 2.6 and re-number subsequent clauses:-

2.6 Conditions

- (1) For the purpose of ensuring that the premises to which an application relates are suitable for the additional number of cats, the local government may impose any condition that it considers to be reasonably necessary for that purpose, including—
- (a) that the premises must be adequately fenced (and premises will be taken not to be adequately fenced if there is more than one escape of a cat from the premises);
 - (b) that there must be adequate space for the exercise of the cats;
 - (c) that, in the case of multiple dwellings where there is no suitable dividing fence, each current occupier of the adjoining multiple dwellings must give their written consent to the approval; and
 - (d) that, without the consent of the local government, the approved person must not substitute or replace any cat that dies or is permanently removed from the premises.
- (2) An approved person who does not comply with a condition of the approval commits an offence.

8. Clause 2.8(1) amended

In clause 2.8(1) delete the words “permit holder” and replace with “applicant”.

9. Schedule 1 amended

Delete Schedule 1, Cat Prohibited Areas and replace with:-

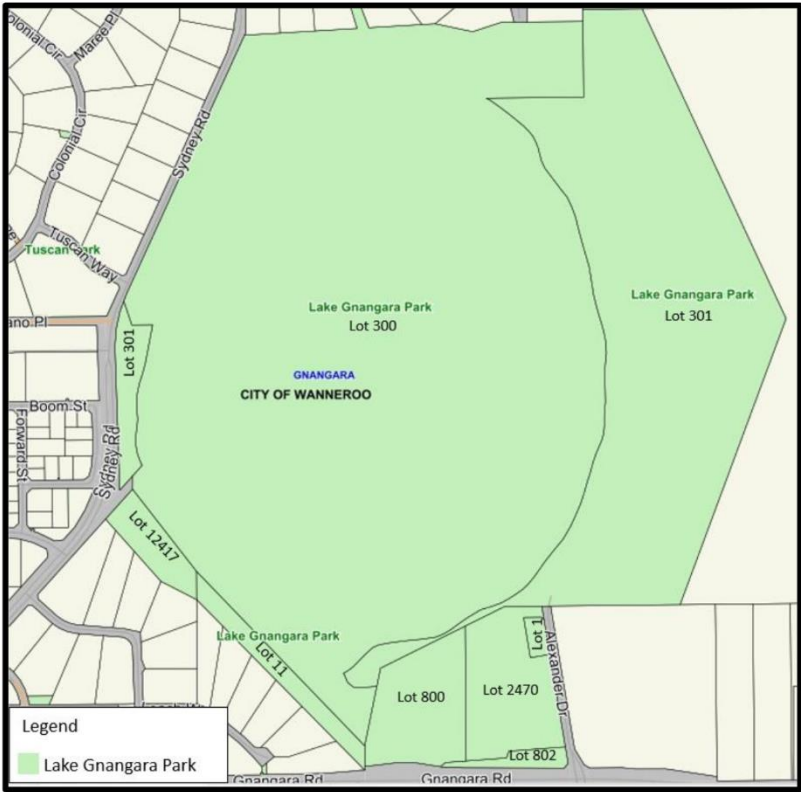
Schedule 1

Cat Prohibited Areas

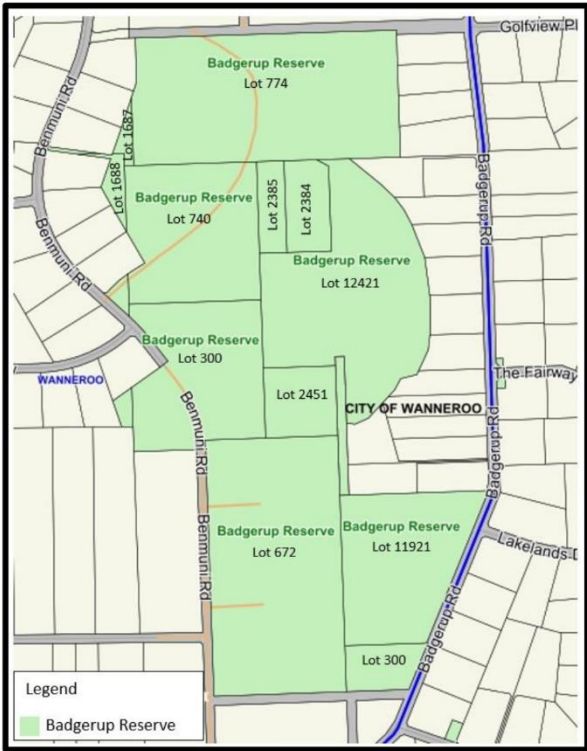
Common Name	Reserve/Lot Number	Location as shown by green shaded area (bound by or accessed from)
Lake Gngangara Park - Gngangara	As shown in Map 1	Sydney Road, Gngangara Road, Alexander Drive, Vintage Lane, Heritage Terrace
Badgerup Reserve - Wanneroo	As shown in Map 2	Badgerup Road and Benmuni Road
Lake Adams - Mariginiup	As shown in Map 3	Neaves Road, Lee-Steere Drive and Coogee Road
Koondoola Regional Bushland (including Waddington Park & Rendell Park) - Koondoola	As shown in Map 4	Alexander Drive, Waddington Crescent, Beach Road, Koondoola Avenue and Marangaroo Drive
Chancellor Park & Marangaroo Golf Course - Marangaroo	As shown in Map 5	Le Grand Gardens, Caroline Green, Decourcey Way, Chancellor Rise, Aylesford Drive, Addington Way and Hepburn Avenue
Lake Joondalup Foreshore - Wanneroo	As shown in Map 6	Scenic Drive

Pinjar Park - Neerabup	As shown in Map 7	Old Yanchep Road, Pederick Road, Trandos Road
Landsdale Park - Darch	As shown in Map 8	Hepburn Avenue, Landsdale Road
Hepburn Park - Landsdale	As shown in Map 9	Hepburn Avenue, Landsdale Road, Alexander Drive, Candlestick Avenue
Donnelly Park - Wanneroo	As shown in Map 10	Donnelly Ramble
Banyandah Park - Wanneroo	As shown in Map 11	Banyandah Boulevard, Scenic Drive, Donnelly Ramble
Lake Joondalup Park - Wanneroo	As shown in Map 12	Scenic Drive
Scenic Park - Wanneroo	As shown in Map 13	Scenic Drive
Rotary Park - Wanneroo	As shown in Map 14	Scenic Drive
Studmaster Park - Wanneroo	As shown in Map 15	Tyne Crescent, James Spiers Drive
Panzano Park - Woodvale	As shown in Map 16	Woodvale Drive, Panzano Circuit, Cosimo Drive
Rosso Park & Solana Park - Woodvale	As shown in Map 17	Rosso Meander, Solaia Loop
Lot 211 (2) Quinns Road, Mindarie	As shown in Map 18	Seaham Way, Kinsale Drive, Quinns Road
Foreshore Reserve – Mindarie	As Shown in Map 19	Alexandria View, Glensanda Way, Long Beach Promenade, Clarecastle Retreat, Kinsale Drive, Quinns Road
Foreshore Reserve – Quinns Rocks	As shown in Map 20	Quinns Road, Ocean Drive, Waterland Point, St Anthony Avenue
Foreshore Reserve - Jindalee	As shown in Map 21	St Anthony Avenue, Maritime Drive, Jindalee Boulevard, Aurora Esplanade, Bathers Promenade, and Seahorse Cove
Foreshore Reserve – Alkimos (South)	As shown in Map 22	Graceful Boulevard, Coolangatta Rise
Foreshore Reserve- Alkimos (North)	As shown in Map 23	Portside Promenade, Almond Street
Foreshore Reserve – Eglinton	As shown in Map 24	Idyllic View, Celeste Street
Foreshore Reserve - Yanchep	As shown in Map 25	Trumpster Parade, Foreshore Vista, Compass Circle, Brazier Road, Capricorn Esplanade, Holiday Way,

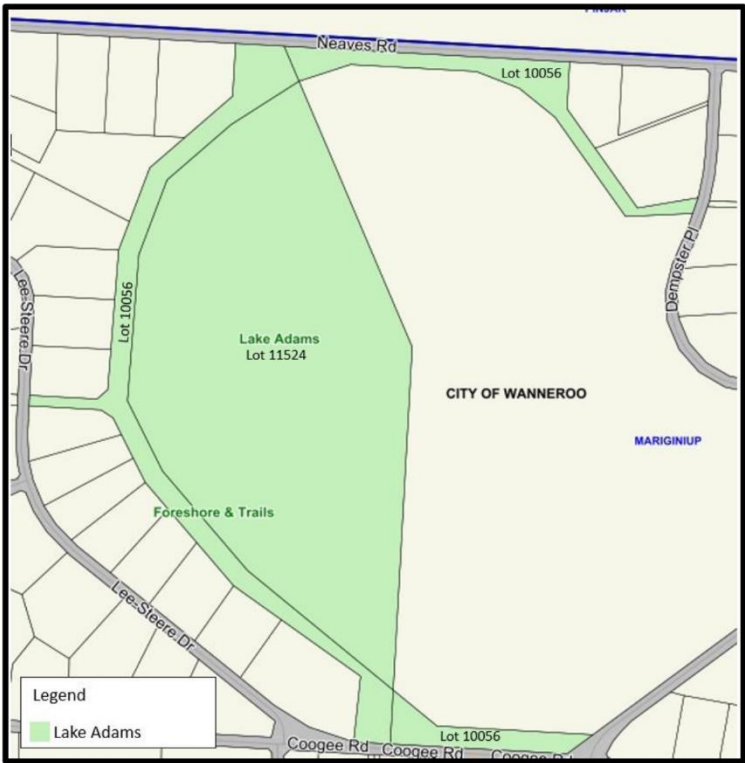
Foreshore Reserve – Two Rocks	As shown in Map 26	Spot View, Two Rocks Road, Jordan Street, Marcon Street, Australis Drive, Pope Street, Sovereign Drive
Poinciana Park - Wanneroo	As shown in Map 27	Poinciana Place, Scenic Drive
Kinsale Park - Mindarie	As shown in Map 28	Caldera Close, Kinsale Drive, Duncannon Rise, Seaham Way, Chalmers Court



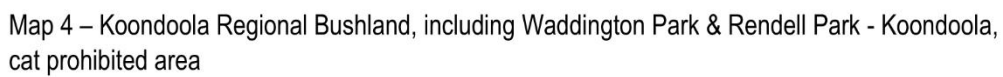
Map 1 – Lake Gngara Park – Gngara, cat prohibited area

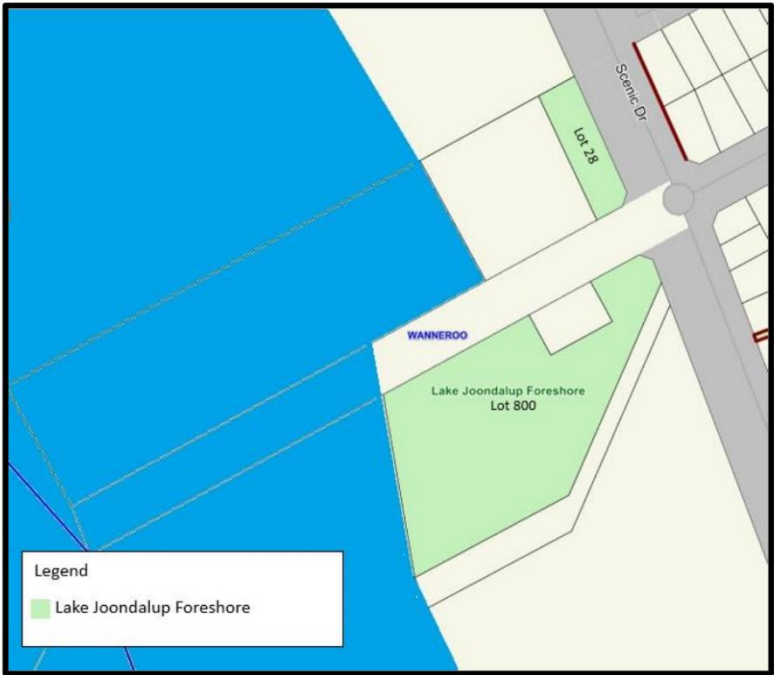


Map 2 – Badgerup Reserve - Wanneroo, cat-prohibited area



Map 3 – Lake Adams - Mariginiup, cat-prohibited area

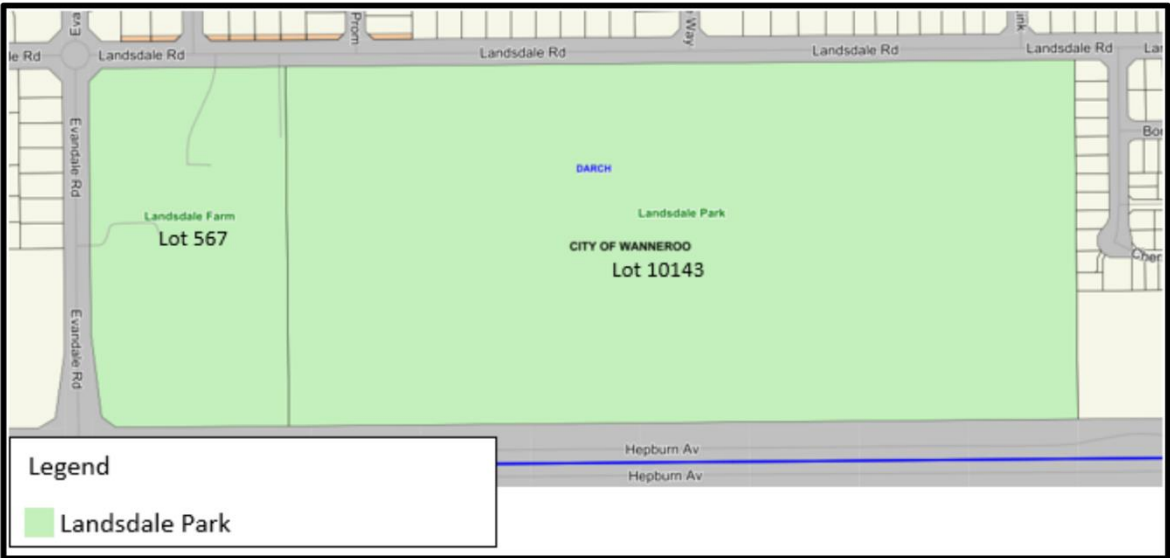




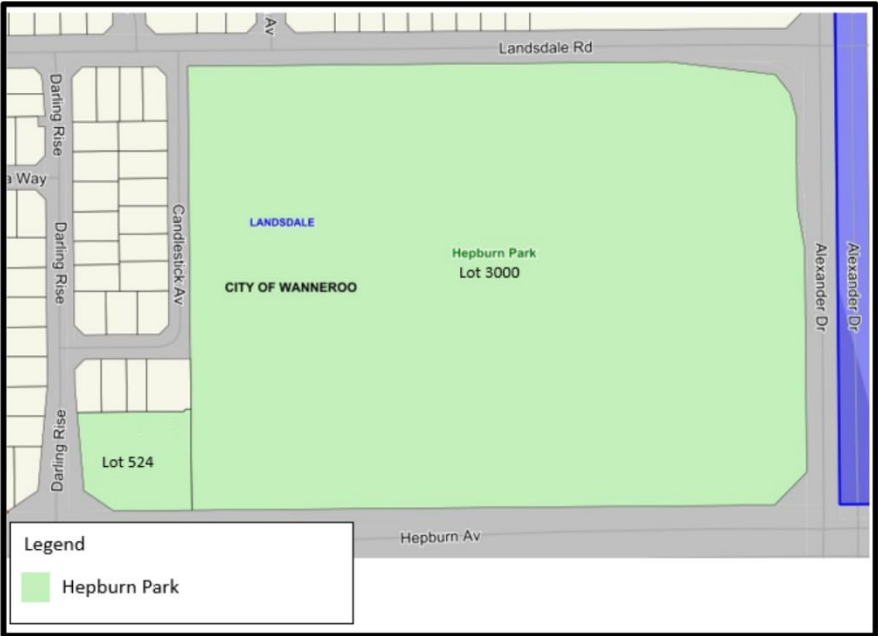
Map 6 – Lake Joondalup Foreshore - Wanneroo, cat prohibited area



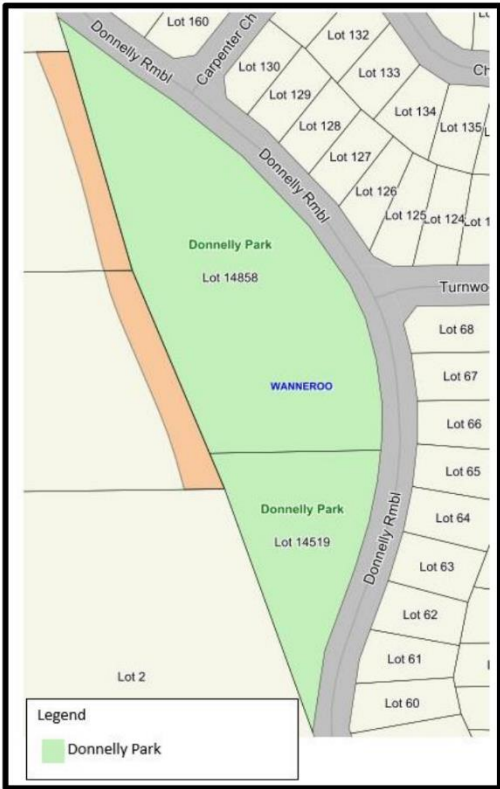
Map 7 – Pinjar Park - Neerabup, cat prohibited area



Map 8 – Landsdale Park - Darch, cat prohibited area



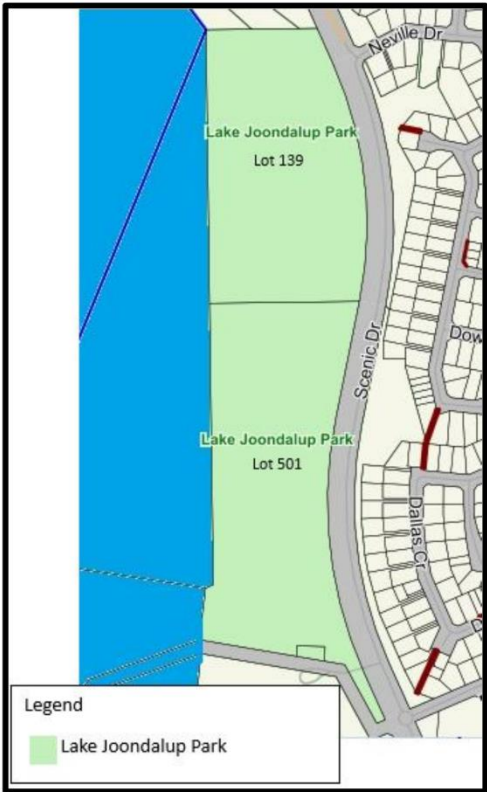
Map 9 – Hepburn Park - Landsdale, cat prohibited area



Map 10 – Donnelly Park - Wanneroo, cat prohibited area



Map 11 – Banyandah Park - Wanneroo, cat prohibited area



Map 12 – Lake Joondalup Park - Wanneroo, cat prohibited area



Map 13 – Scenic Park - Wanneroo, cat prohibited area



Map 14 – Rotary Park - Wanneroo, cat prohibited area



Map 15 – Studmaster Park - Wanneroo, cat prohibited area



Map 16 – Panzano Park - Woodvale, cat prohibited area



Map 17 – Rosso & Solana Park - Woodvale, cat prohibited area



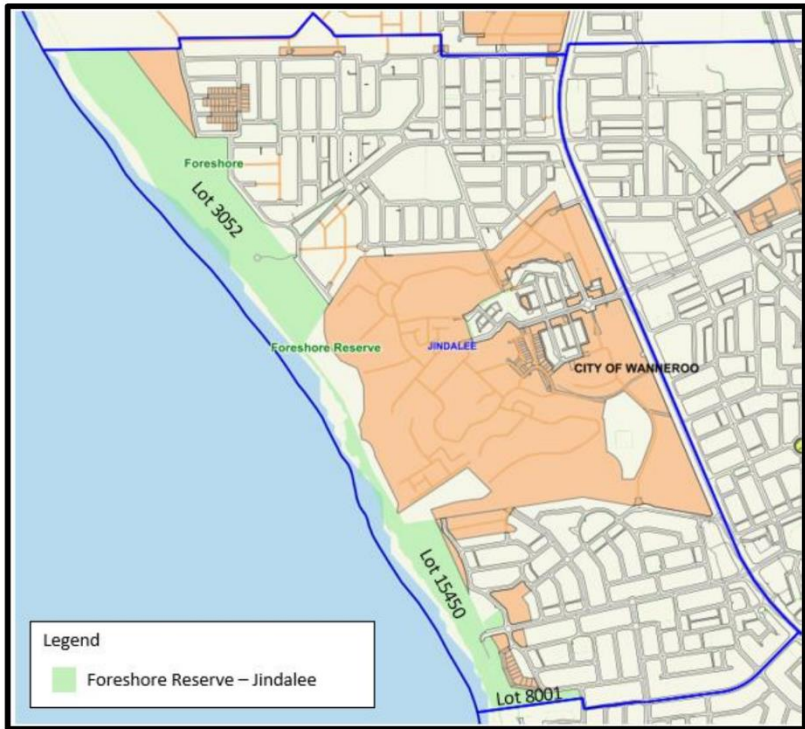
Map 18 – Lot 211 (2) Quinns Road - Mindarie, cat prohibited area



Map 19 – Foreshore Reserve – Mindarie, cat prohibited area



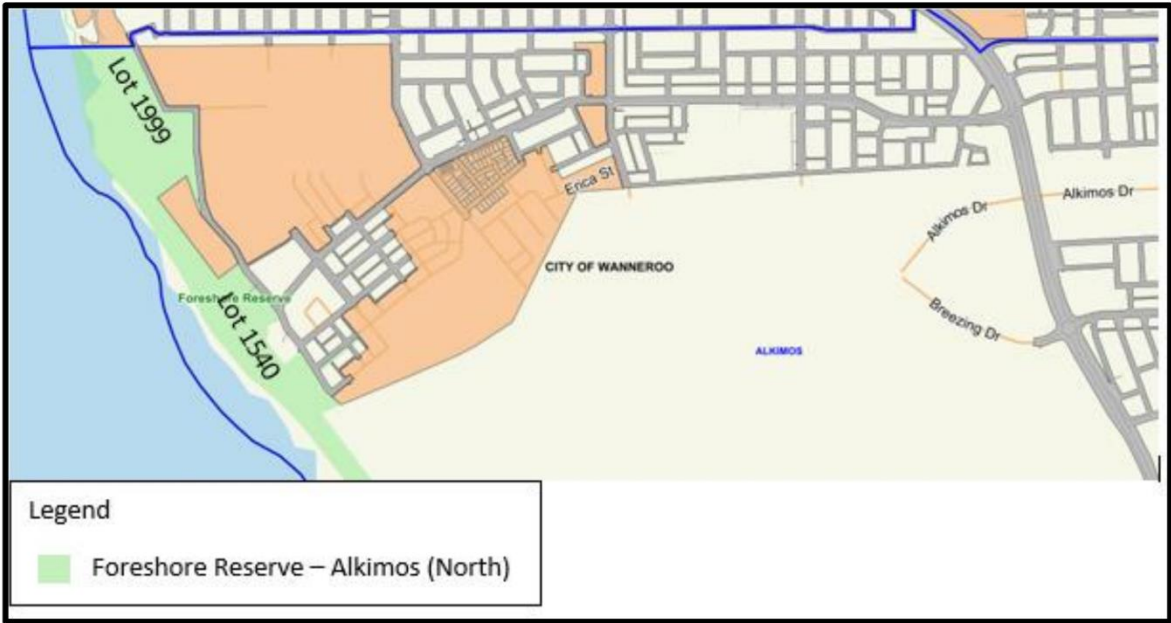
Map 20 – Foreshore Reserve – Quinns Rocks, cat prohibited area



Map 21 - Foreshore Reserve - Jindalee, cat prohibited area



Map 22 – Foreshore Reserve – Alkimos (South), cat prohibited area



Map 23 – Foreshore Reserve – Alkimos (North), cat prohibited area



Map 24 – Foreshore Reserve – Eglinton, cat prohibited area



Map 25 – Foreshore Reserve – Yanchep, cat prohibited area



Map 26 – Foreshore Reserve – Two Rocks, cat prohibited area



Map 27 – Poinciana Park - Wanneroo, cat prohibited area



Map 28 – Kinsale Park - Mindarie, cat prohibited area

10. **Schedule 2 amended**

Delete Schedule 2, Prescribed Offences and Modified Penalties and replace with:-

Schedule 2

Prescribed Offences and Modified Penalties

	Offence	Description	Modified Penalty Units
1	2.3	Keeping more than the standard number of cats without an approval	20
2	2.6	Failure to comply with a condition of an approval	20
3	3.1(1)	Cat in a prohibited area	20
4	3.2(1)	Cat causing nuisance	20
5	3.2(4)	Failure to comply with a cat control notice	20

Note: Penalty Units are prescribed in the City of Wanneroo Penalty Units Local Law 2015.

Dated_____

The Common Seal of the City of Wanneroo was affixed by authority of a resolution of the Council in the presence of:

Linda Aitken JP
Mayor

Bill Parker
Chief Executive Officer

Corporate Strategy & Performance

Transactional Finance

Cr Figg left the meeting, the time being 7:52pm

Cr Figg returned to the meeting, the time being 7:54pm

CS01-05/24 Financial Activity Statement for the Period ended 31 March 2024

File Ref: 45975V002 – 24/129506
Responsible Officer: Director Corporate Strategy & Performance
Attachments: 4

Issue

To consider the Financial Activity Statement for the period ended 31 March 2024.

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) and (3) 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 classification,*
- *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 2023/24 financial year 10% and a value greater than \$100,000 will be used for the reporting of variances, and*
- *Regulation 35 of the Local Government (Financial Management) Regulations 1996, which requires a local government to prepare a statement of financial position of the local government as at the last day of the previous month.*

Detail

Financial Activity for the Period Ended 31 March 2024

At the Ordinary Council Meeting on 4 July 2023 (SOC01-07/23), Council adopted the Annual Budget for the 2023/24 financial year and Mid-Year Review (MYR) adjustments were adopted on 20 February 2024 (CS03-02/24). The figures in this report are compared to the Revised Budget.

Overall Comments Year-to-Date

Results from Operating Activities

The net inflow from Operating Activities for the period ended 31 March 2024 is higher than budget by \$8.1m, including non-cash adjustment of \$2.8m. The cash inflows variance before non-cash adjustments from Operating Activities is \$3.0m, whereas cash outflows variance is \$6.0m.

The overall variance is mainly due to higher inflows from Other Revenue (\$851k), Fees and Charges (\$779k), Interest Earnings (\$634k), Rates (\$400k) and Operating Grants Subsidies & Contributions (\$364k), underspent from Materials and Contracts (\$1.7m), Depreciation (\$3.8m), Utility Charges (\$361k) and Loss on Asset Disposals (\$287k) offset by higher outflows from Employee Costs (\$114k).

Results from Investing Activities

The net inflows from Investing Activities are lower than budget by \$3.7m mainly due to lower outflows from the Purchase and Construction of Infrastructure Assets (\$2.5m) and lower outflows from the Purchase of Property, Plant and Equipment (\$1.9m) offset by the lower inflows from the Proceeds from Disposal of Assets (\$636k).

Results from Financing Activities

Financing Activities mainly consist of Reserve transfers and Development Contribution Plans transfers, which are in line with the budget.

Capital Program

Year to date 31 March 2024, \$39.8m (excluding leased assets and contributed physical assets) was spent on various capital projects, of which \$11.9m was spent on Sports Facilities, \$7.2m was spent on Foreshore Management, \$4.3m was spent on Roads and \$4.4m was spent in Investment Projects. (Refer to **Attachment 4** for more details).

Description	YTD Actual \$m	YTD Revised Budget \$m	% Complete of YTD Revised Budget	Annual Revised Budget \$m	% Complete of Annual Revised Budget
Expenditure	39.8	44.5	89.4%	73.3	54.4%

Investment Portfolio Performance

Portfolio Value \$m	Monthly Weighted Return	Comments
564.0	4.97%	Portfolio balance has decreased by \$8.5m from February 2024. The monthly weighted return is 4.97% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.78%. (Refer to Attachment 3 for more details)

Comments relating to the Statement of Financial Activity are provided for the variances between Year to Date Actuals and Year to Date Revised Budgets, where the variance is higher than the reporting threshold or item of interest to Council.

CITY OF WANNEROO
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDED 31 MARCH 2024

Description	Notes	Year To Date						Annual			
		Actual	Revised Budget	Variance			Adopted Budget	Revised Budget	Variance		
		\$	\$	\$	%	Key	\$	\$	\$	%	
OPERATING ACTIVITIES											
Inflows											
Rates	1	155,276,753	154,876,362	400,391	0	↑	154,889,762	155,235,362	345,600	0	
Operating Grants, Subsidies & Contributions	2	3,673,417	3,309,887	363,530	11	↑	3,811,153	4,888,315	1,077,162	22	
Fees & Charges	3	46,184,107	45,404,745	779,362	2	↑	50,692,002	49,151,590	(1,540,412)	(3)	
Interest Earnings	4	16,244,129	15,610,572	633,557	4	↑	14,809,600	20,694,469	5,884,869	28	
Other Revenue	5	2,265,911	1,414,618	851,293	60	↑	2,293,993	1,896,274	(397,719)	(21)	
Profit on Asset Disposals		34,128	26,400	7,728	29	↑	3,412,293	5,912,293	2,500,000	42	
		223,678,445	220,642,584	3,035,861			229,908,803	237,778,303	7,869,500	3	
Outflows											
Employee Costs	6	(63,070,556)	(62,956,118)	(114,438)	0	↓	(88,725,669)	(84,088,864)	4,636,805	(6)	
Materials & Contracts	7	(52,489,413)	(54,159,306)	1,669,893	(3)	↑	(83,800,735)	(81,028,702)	2,772,033	(3)	
Utility Charges	8	(7,826,521)	(8,187,868)	361,347	(4)		(10,753,793)	(10,969,415)	(215,622)	2	
Depreciation	9	(36,429,083)	(40,210,674)	3,781,591	(9)	↑	(39,447,203)	(53,614,232)	(14,167,029)	26	
Finance Costs		(3,173,673)	(3,094,062)	(79,611)	3	→	(4,130,890)	(4,128,215)	2,675	(0)	
Insurance		(1,220,229)	(1,289,919)	69,690	(5)	→	(1,728,909)	(1,765,213)	(36,304)	2	
Loss on Asset Disposals	10	(322,461)	(609,540)	287,079	(47)	↑	(1,219,165)	(1,300,655)	(81,490)	6	
		(164,531,935)	(170,507,487)	5,975,552	(4)		(229,806,364)	(236,895,296)	(7,088,932)	3	
Non-Cash Amounts Excluded	NCA*(b)	39,855,034	40,793,814	(938,780)	(2)		37,254,075	49,002,594	11,748,519	24	
Amount Attributable to Operating Activities		99,001,544	90,928,911	8,072,633			37,356,514	49,885,601	12,529,087	25	
INVESTING ACTIVITIES											
Inflows											
Grants, Subsidies & Contributions (Non Operating)		13,880,058	13,880,058	0	0		45,756,875	47,281,038	1,524,163	3	
Proceeds From Disposal Of Assets	11	267,830	903,770	(635,940)	(70)	↓	4,766,850	7,505,360	2,738,510	36	
Development Contribution Plans - Revenues		6,478,840	6,478,840	0	0		24,129,010	10,616,898	(13,512,112)	(127)	
		20,626,727	21,262,667	(635,940)			74,652,735	65,403,296	(9,249,439)	(14)	
Outflows											
Purchase of Property, Plant and Equipment	12	(19,929,354)	(21,799,114)	1,869,760	(9)	↑	(35,541,059)	(36,300,098)	(759,039)	2	
Purchase & Construction of Infrastructure Assets	13	(20,183,547)	(22,682,601)	2,499,054	(11)	↑	(44,922,379)	(36,954,139)	7,968,240	(22)	
Development Contribution Plans - Expenses		(3,511,468)	(3,511,468)	0	0		(19,700,210)	(8,466,316)	11,233,894	(133)	
		(43,624,369)	(47,993,183)	4,368,813	(9)		(100,163,648)	(81,720,553)	18,443,095	(23)	
Non-Cash Amounts Excluded	NCA*(c)	(29,132,098)	(29,132,098)	0	0		(25,407,218)	(19,264,035)	6,143,183		
Amount Attributable to Investing Activities		(52,129,740)	(55,862,613)	3,732,873			(50,918,131)	(35,581,292)	15,336,839	43	
FINANCING ACTIVITIES											
Inflows											
Proceeds from Borrowings		0	0	0	0		51,844	103,284	51,440	99	
Transfers from Reserves		42,975,560	42,975,560	0	0		41,828,621	34,220,471	(7,608,150)	(18)	
Transfers from Development Contribution Plans		21,098,779	21,098,779	0	0		20,989,100	7,599,858	(13,389,242)	(64)	
		64,074,339	64,074,339	0	0		62,869,565	41,923,613	20,945,952	0	
Outflows											
Transfers to Reserves		(40,121,864)	(40,121,864)	0	0		(53,116,179)	(69,343,515)	(16,227,336)	(31)	
Transfers to Development Contribution Plans		(7,495,794)	(7,495,794)	0	0		(20,989,100)	(7,599,858)	13,389,242	64	
		(47,617,658)	(47,617,658)	0	0		(74,105,279)	(76,943,373)	2,838,094	4	
Non-Cash Amounts Excluded		0	0	0	0		0	0			
Amount Attributable to Financing Activities		16,456,681	16,456,681	0	0		(11,235,714)	(35,019,760)	23,784,046	68	
MOVEMENT IN SURPLUS OR DEFICIT											
SURPLUS/(DEFICIT) AT THE START OF THE FINANCIAL YEAR		27,358,033	24,829,529	2,528,504	0		24,829,529	27,358,033	2,528,504	0	
Amount Attributable to Operating Activities		99,001,544	90,928,911	8,072,633	0		37,356,514	49,885,601	12,529,087	25	
Amount Attributable to Investing Activities		(52,129,740)	(55,862,613)	3,732,873	0		(50,918,131)	(35,581,292)	15,336,839	43	
Amount Attributable to Financing Activities		16,456,681	16,456,681	0	0		(11,235,714)	(35,019,760)	23,784,046	68	
SURPLUS/(DEFICIT) AFTER IMPOSITION OF GENERAL RATES		90,686,519	76,352,508	14,334,011			32,198	6,642,582	6,610,384		

* NCA - Net Current Assets (Attachment 1)

Inflows Key

↑ - Positive Variance more than 10% and/or more than \$100,000

↓ - Negative Variance more than 10% and/or more than \$100,000

→ - Negative Variance Less than 10% or less than \$100,000

Operating Activities

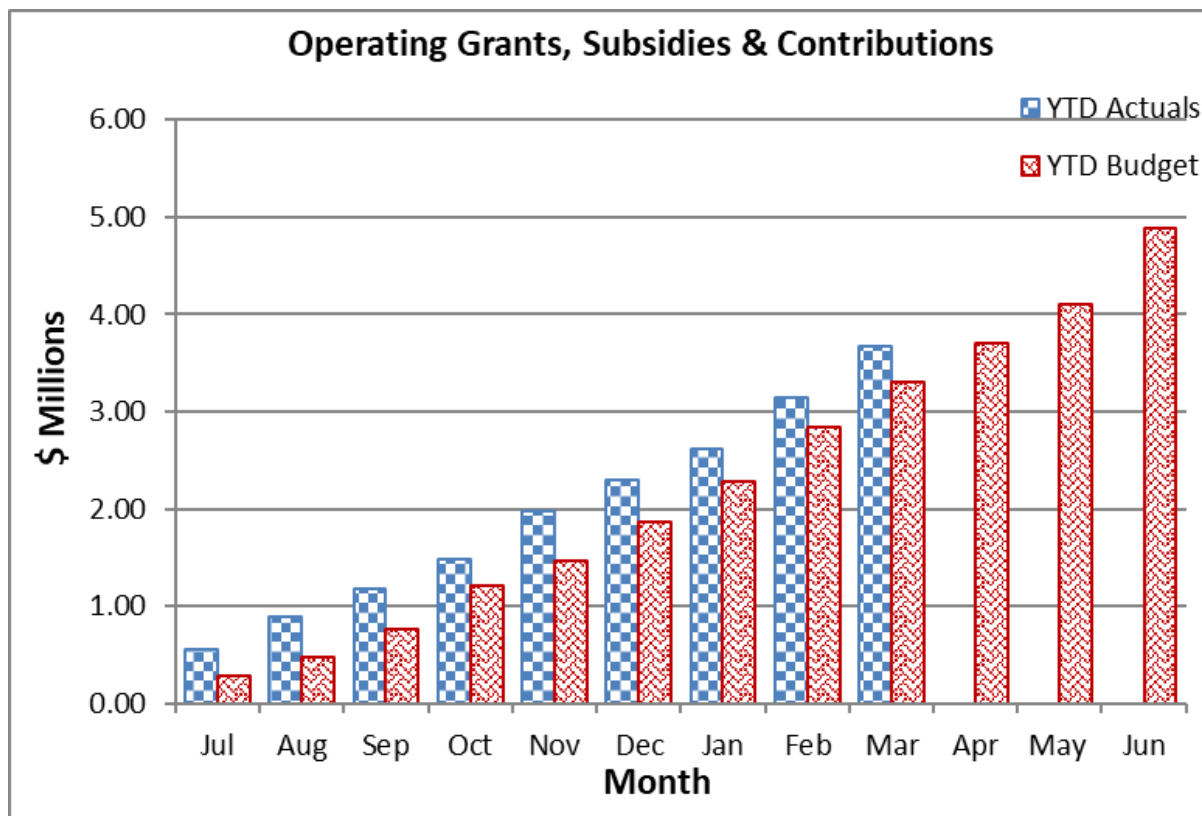
Note 1 Rates

Year to Date - (Actual \$155.3m, Revised Budget \$154.9m)

The variance is favourable by \$400k mainly due to higher inflow of interim rates from residential properties.

Note 2 Operating Grants, Subsidies & Contributions**Year to Date - (Actual \$3.7m, Revised Budget \$3.3m)**

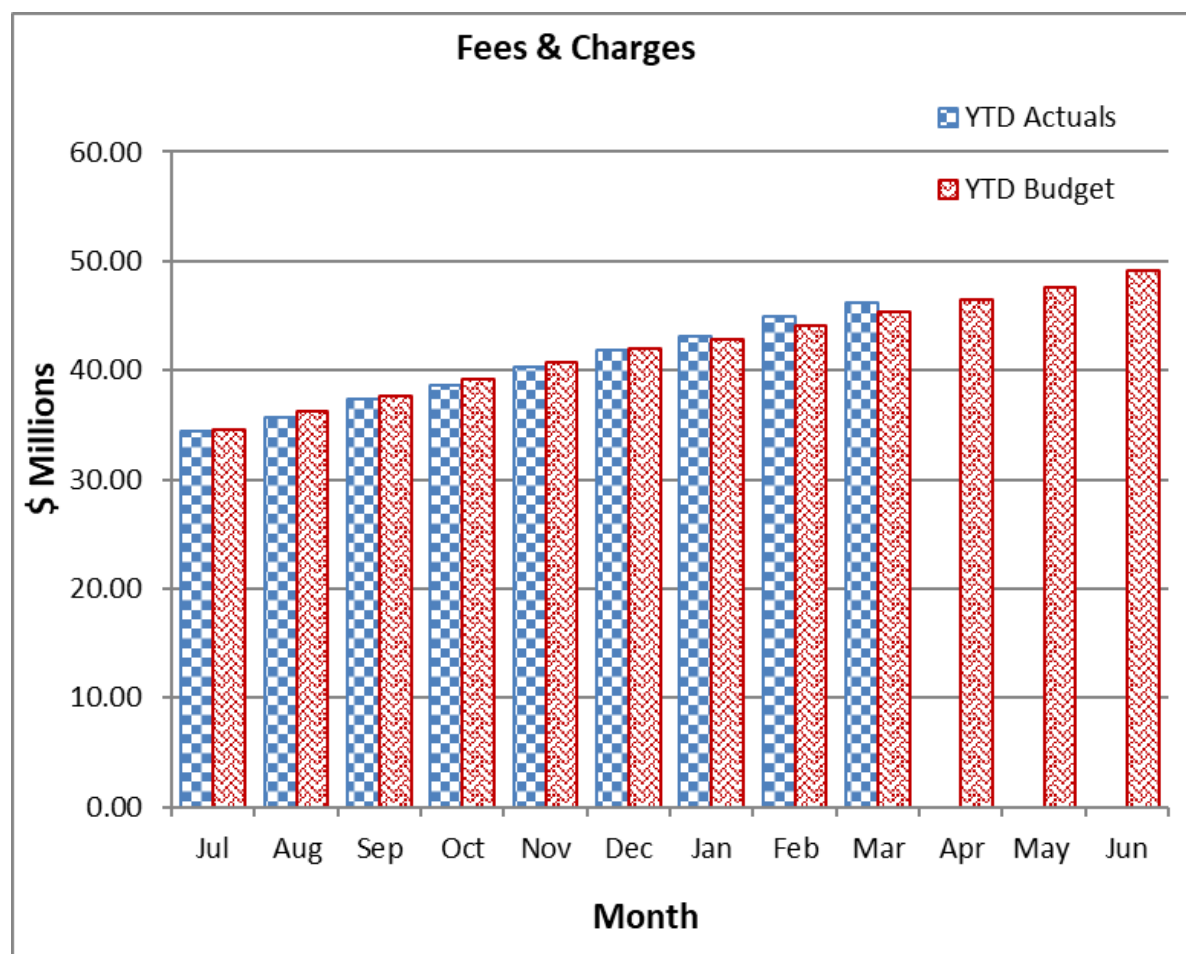
The variance is favourable compared to the budget by \$364k. This is due to actual debt and legal costs reimbursements are higher than the budgeted debt and legal costs imbursements related to Rates Services. The corresponding expenses are captured under Materials and Contracts expenditure.



Note 3 Fees and Charges***Year to Date - (Actual \$46.2m, Revised Budget \$45.4m)***

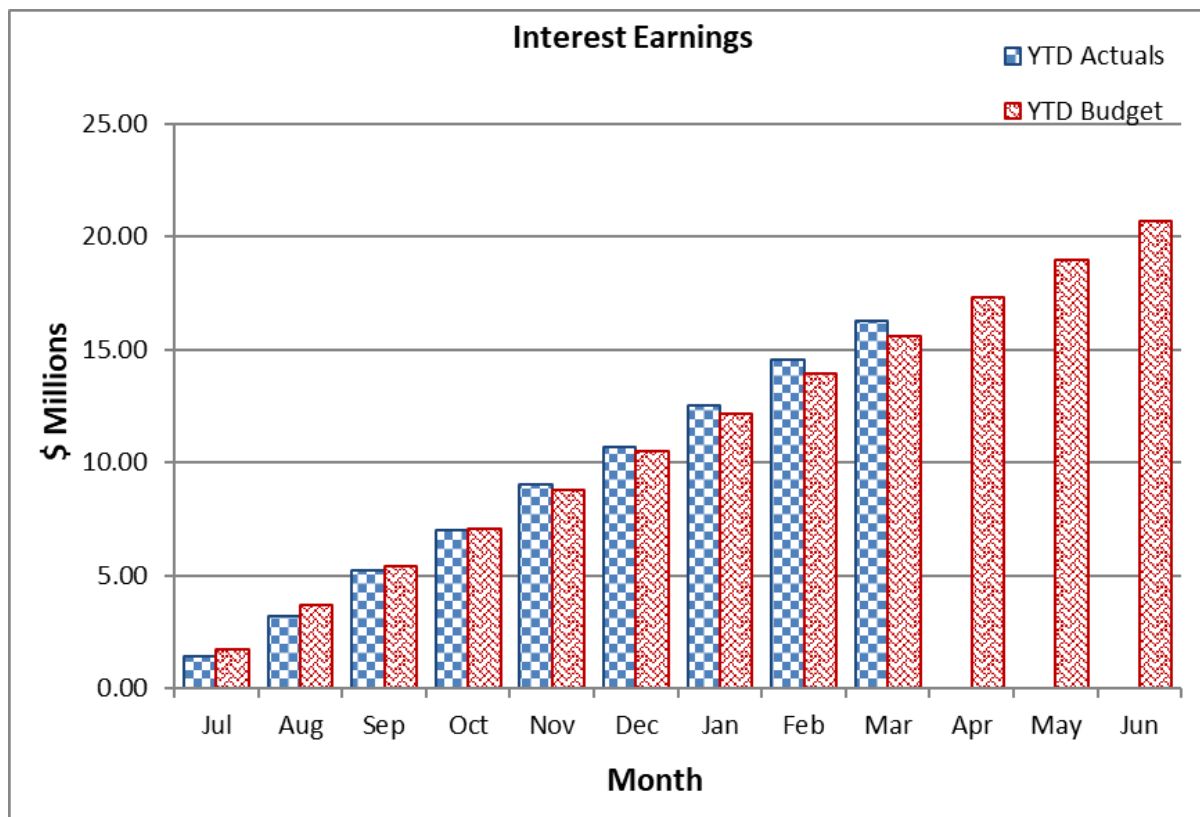
The favourable variance of \$779k mainly due to:

- Higher Application and License fees of \$412k from Approval services;
- Higher Rubbish Collection fee income of \$135k from Waste services;
- Higher Search fee income from Building approvals and Rates services of \$21k;
- Higher Green Fees income from Golf Courses of \$159k; and
- Higher User Entry fee income from various Community Facilities of \$33k.



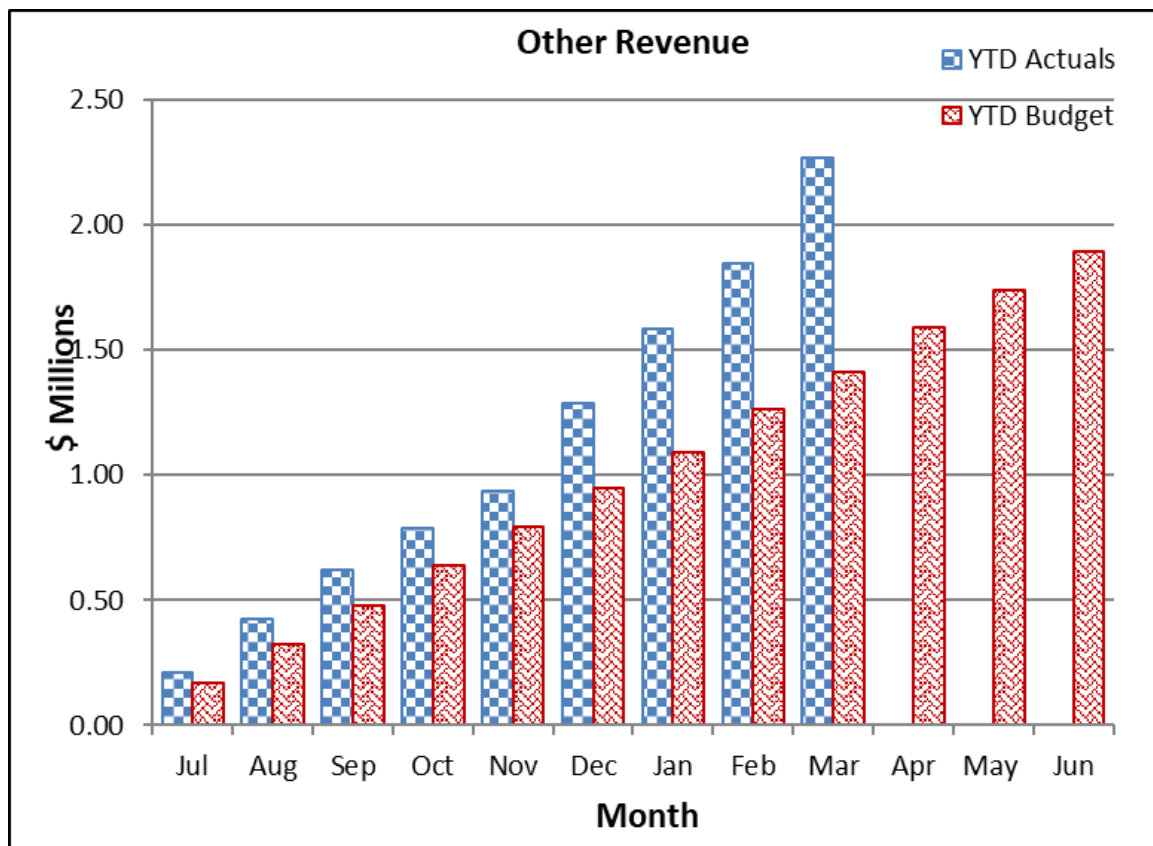
Note 4 Interest Earnings**Year to Date - (Actual \$16.2m, Revised Budget \$15.6m)**

The favourable variance of \$634k is mainly due to higher than the budget portfolio balance of \$2.8m and a higher than the budget rate of interest received for the City's investment portfolios.



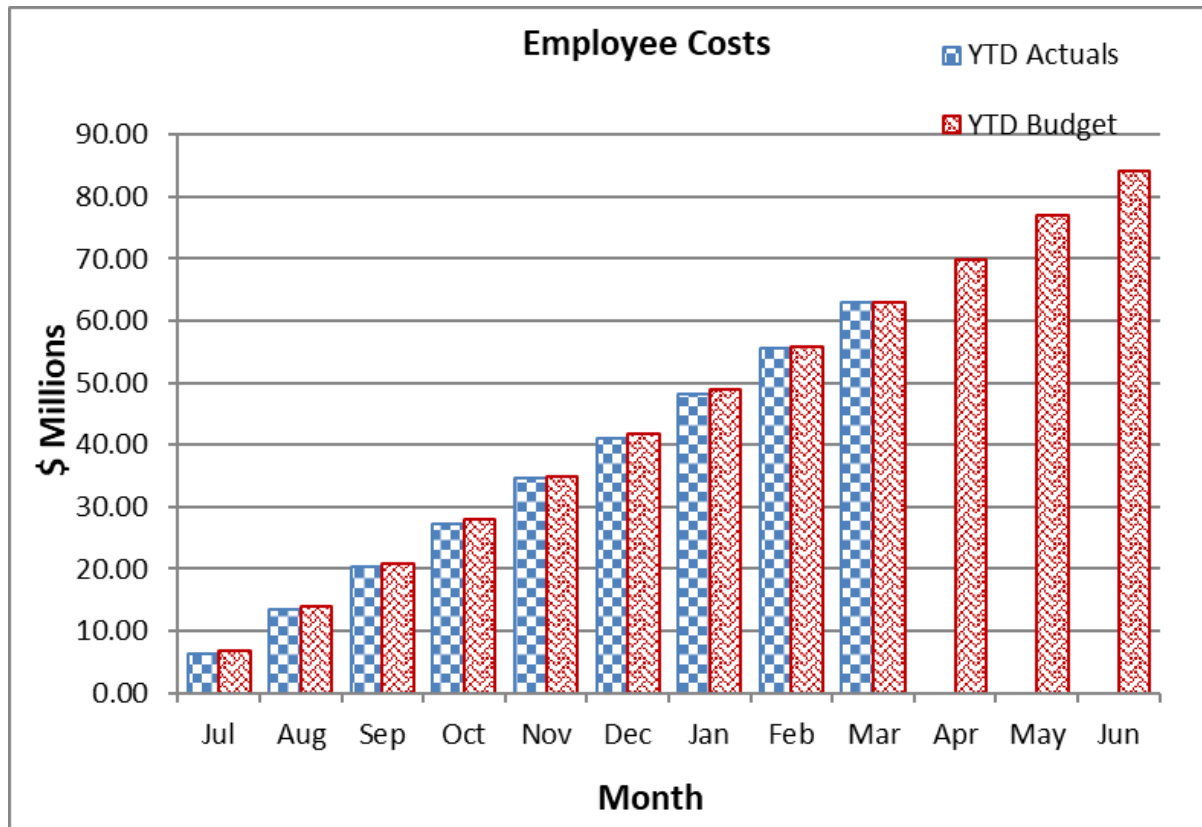
Note 5 Other Revenue**Year to Date - (Actual \$2.3m, Revised Budget \$1.4m)**

The Positive variance of \$851k is mainly due to higher recouped bond monies related to land developments of \$725k, and \$58k of fees charged for the use of Kingsway Reserve for the FIFA Women's World Cup (including overlay and damages cost).



Note 6 Employee Costs**Year to Date - (Actual \$63.1m, Revised Budget \$63.0m)**

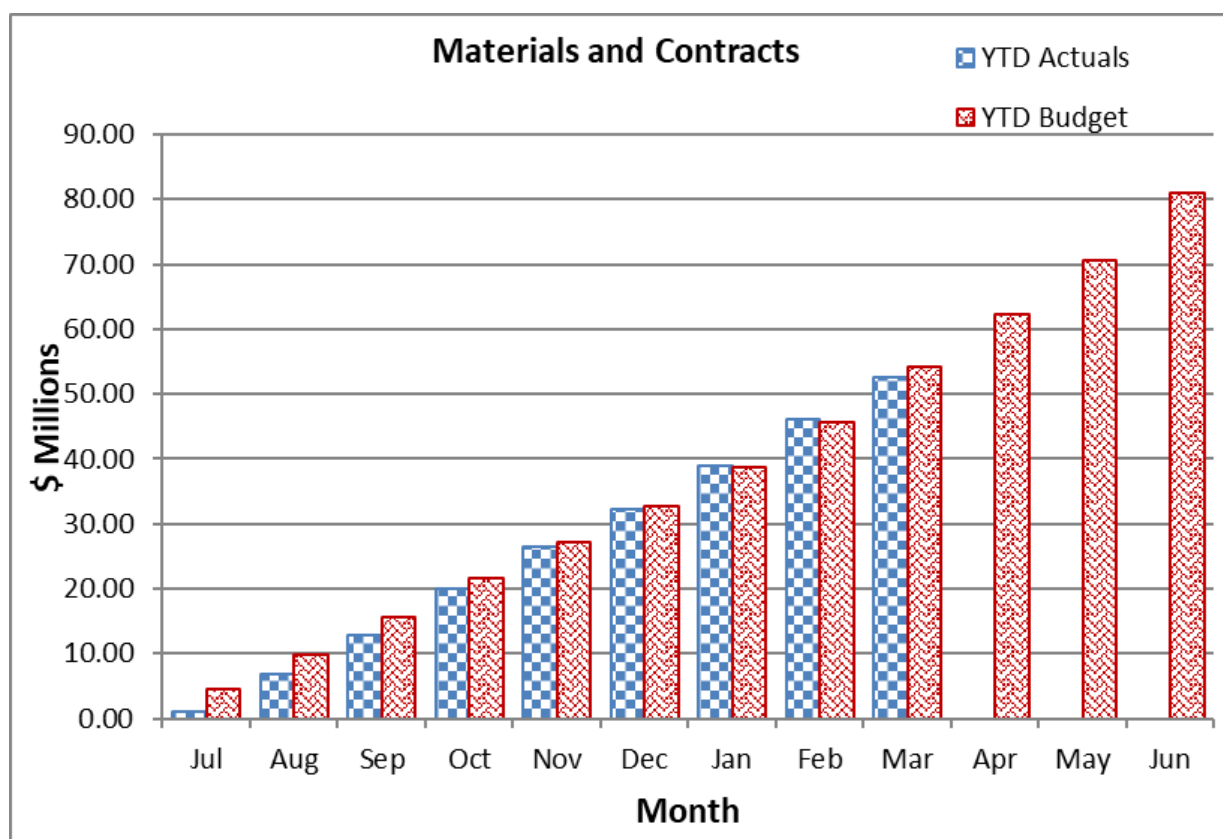
The employee costs are over budget by \$114k, mainly due to more than budgeted overtime expenses on special projects undertaken by finance service unit, increased activity level for approval services, Mariginiup bushfire, and increase activities in various events.



Note 7 Materials & Contracts**Year to Date - (Actual \$52.5m, Revised Budget \$54.2m)**

The Materials & Contracts expenditure is lower than the budget by \$1.7m, mainly due to;

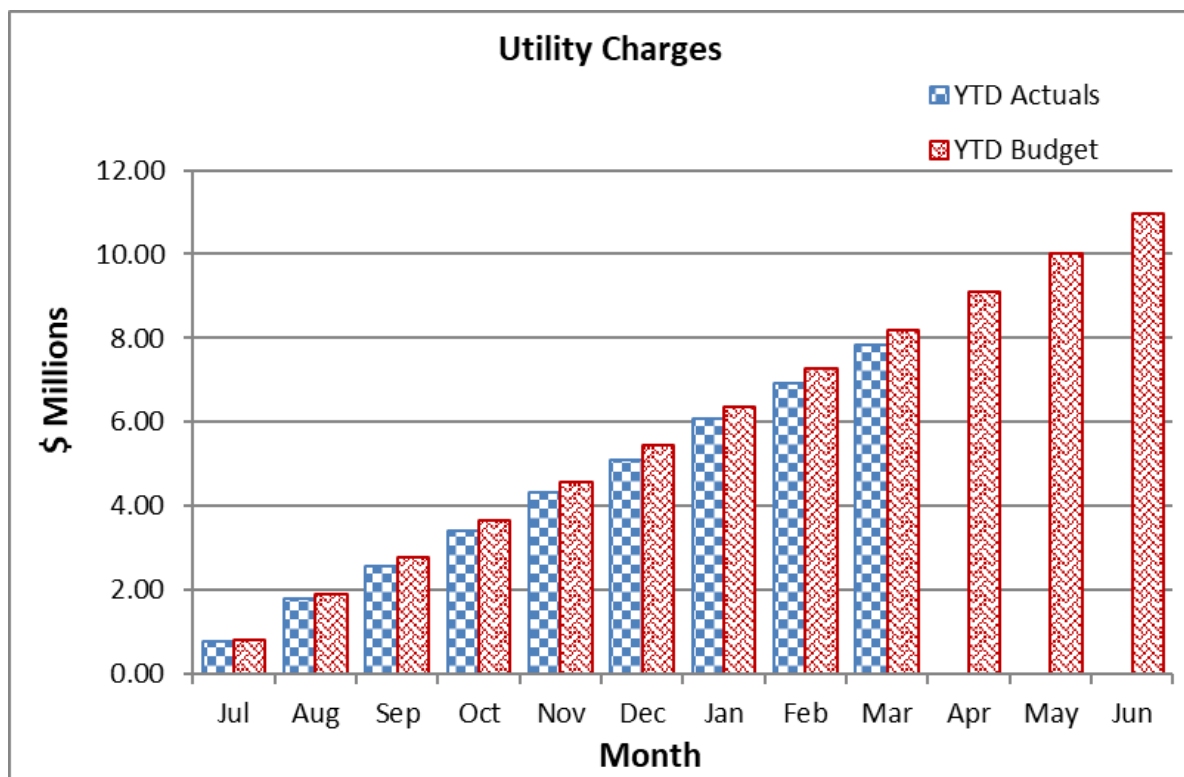
- Timing differences of Refuse Removal expenses of \$ \$602k;
- Timing differences of Coastal Maintenance Contract expenses of \$289k;
- Timing Differences of Contract Expenses of \$253k from various IT contracts;
- Under spend of General Material expenses from Conservation Management of \$103k;
- Timing Differences of Maintenance Expenses related to Road Sweeping of \$298k; and
- Lower Material expenses from Waste Services of \$106k.



Note 8 Utility Charges

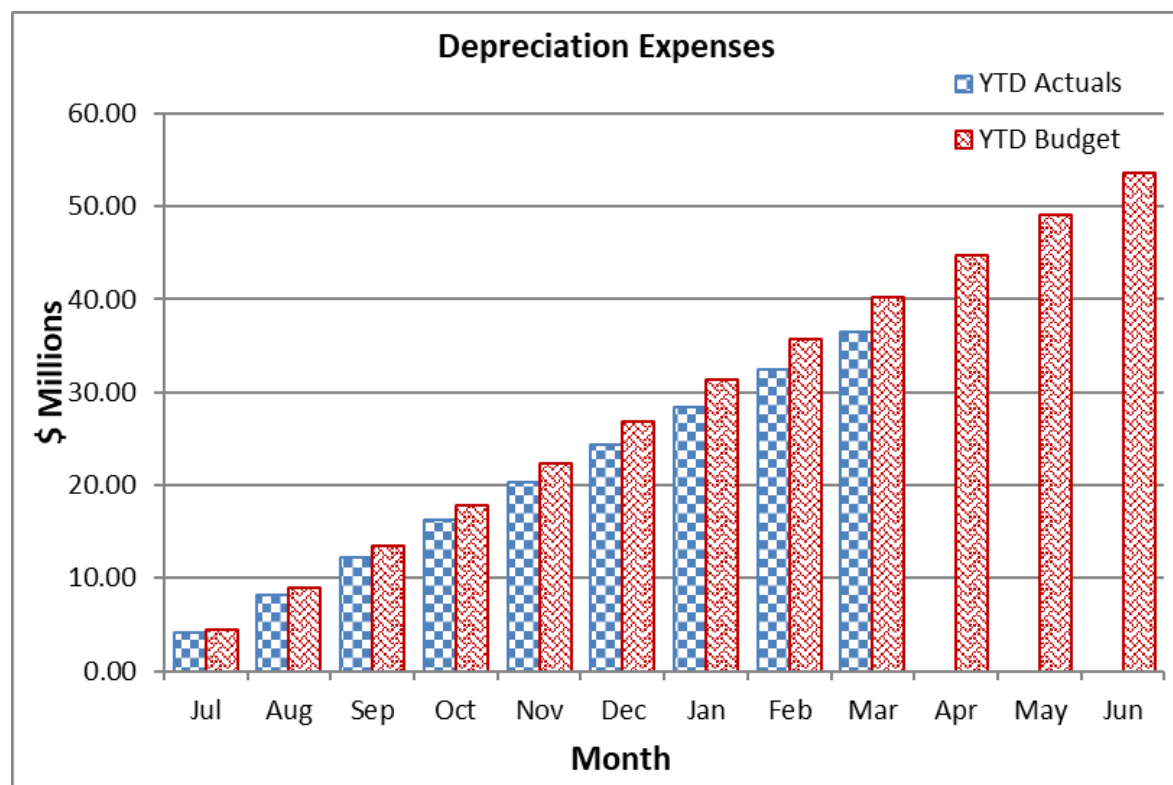
Year to Date - (Actual \$7.8m, Revised Budget \$8.2m)

The lower than budget outflow of \$361k is mainly due to the timing differences in Electricity expenditure of \$269k and Water Consumption and Service Charges expenditure of \$84k.



Note 9 Depreciation**Year to Date - (Actual \$36.4m, Revised Budget \$40.2m)**

The lower than budget Depreciation of \$3.8m is mainly due to delays in capitalising various infrastructure assets of \$1.5m and the difference between the Depreciation estimate assumption and actual depreciation rate of \$2.3m, which is a non cash expense and no impact to the net funding position.

**Note 10 Loss on Asset Disposals****Year to Date - (Actual \$322k, Revised Budget \$610k)**

The positive variance of \$287k is mainly due to the timing differences in Plant and Equipment disposals.

Investing Activities**Note 11 Proceeds from Disposal of Assets****Year to Date – (Actual \$268k, Revised Budget \$904k)**

The negative variance of \$636k is attributable to timing differences in the Disposal of Assets.

Note 12 Purchase of Property, Plant and Equipment**Year to Date – (Actual \$19.9m, Revised Budget \$21.8m)**

The lower outflow of \$1.9m from the Purchase of Property, Plant and Equipment is due to the timing of actual expenditure.

Note 13 Purchase & Construction of Infrastructure**Year to Date – (Actual \$20.2m, Revised Budget \$22.7m)**

The lower outflow of \$2.5m in the Purchase and Construction of Infrastructure Assets is due to the timing of actual expenditure.

Statement of Financial Position (Attachment 2)

CITY OF WANNEROO
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2024

Description	30 June 2023 Actual \$	31 March 2024 Actual \$	Movement		Notes
			\$	%	
Current Assets	507,148,821	590,873,696	83,724,875	16.5	
Current Liabilities	(103,242,922)	(102,984,008)	258,914	0.3	
NET CURRENT ASSETS	403,905,899	487,889,688	83,983,789	20.8	1
Non Current Assets	2,849,566,209	2,864,471,753	14,905,544	0.5	2
Non Current Liabilities	(179,051,309)	(194,731,758)	(15,680,449)	(8.8)	3
NET ASSETS	3,074,420,799	3,157,629,683	83,208,884	2.7	
TOTAL EQUITY	3,074,420,799	3,157,629,683	83,208,884	2.7	

Note 1 - Net Current Assets

Compared to the closing position on 30 June 2023, Net Current Assets have increased by \$84.0m, predominately due to increased investments and cash balances from the levying of 2023/24 Rates and Waste Service Fees.

Within the Current Assets, Current Receivables of \$25.1m are mainly comprised of Rates and Waste Service Fees debtors of \$14.9m and Emergency Services Levy of \$2.0m. The remaining balance is attributed to General Debtors of \$ 8.2m.

Note 2 - Non-Current Assets

Non-Current Assets as at 31 March 2024 have increased by \$14.9m from 30 June 2023 closing balance, mainly due to an increase in Property, Plant and Equipment and Infrastructure Assets partially offset by the decrease in investments in Associates.

Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 31 March 2024 have increased by \$15.7m from 30 June 2023 closing balance, mainly due to a change in unspent Grant Liabilities.

Financial Performance Indicators

The table below presents data on relevant financial ratios, comparing the minimum standard expected as per the Department of Local Government, Sport and Cultural Industries (DLGSCI) as at 31 March 2024 and at the same period of the last year.

Please note that the Asset Ratios are only calculated at the end of the financial year and published as a part of the Annual Report.

A green highlight is used where the minimum standard is met or exceeded. Highlighted in red is below the standard (where relevant).

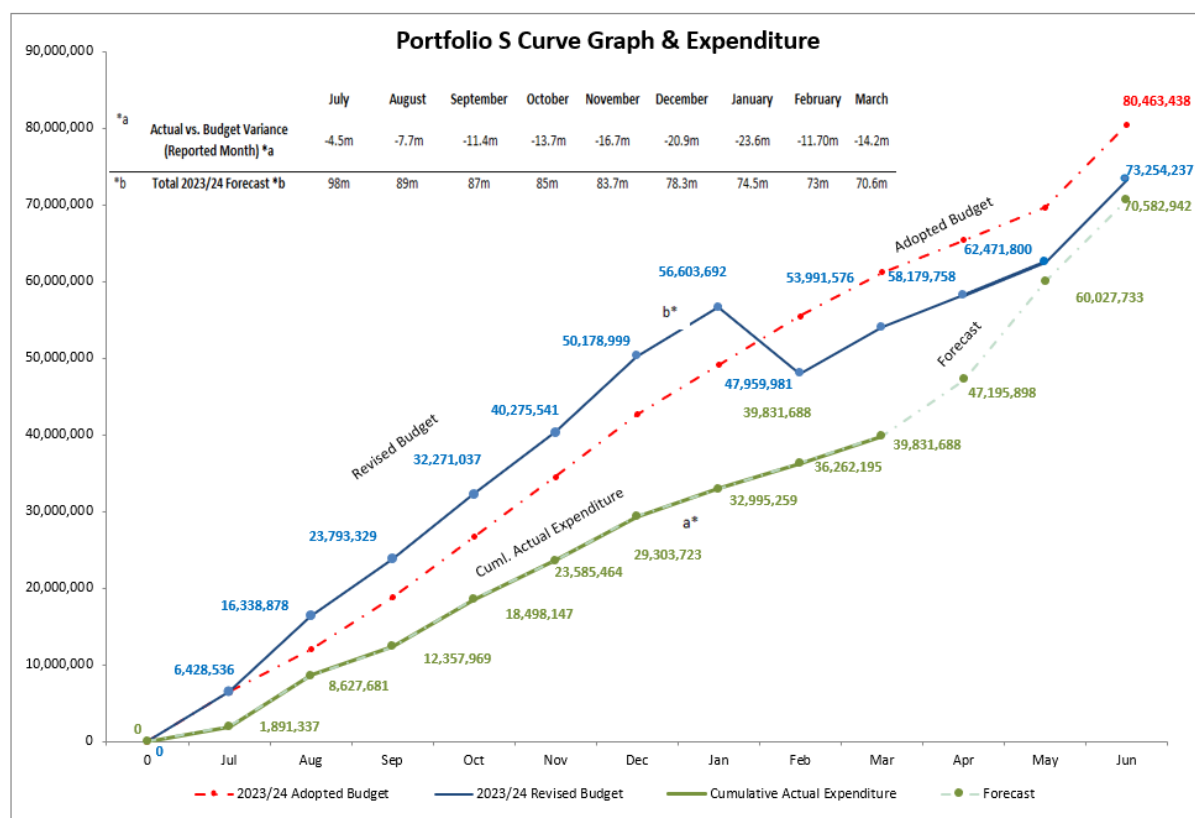
Details	DLGSCI Minimum Standard	As at 31/03/2024	As at 31/03/2023	Current Year to Date -Minimum Standard Met
Current Ratio				
The ability to meet short term financial obligations from unrestricted current assets.				
Current Assets - Restricted Current Assets (RCA)	=>1.00:1	1.78:1	1.79:1	YES
Current Liabilities (CL) - CL Associated with RCA				
Debt Service Cover Ratio				
The ability to produce enough cash to cover debt payments.				
Operating Surplus before Interest & Depreciation	=>2.00:1	31.09:1	31.52:1	YES
Principle & Interest Repayments				
Own Source Revenue Coverage Ratio				
The ability to cover costs through own revenue efforts.				
Own Source Operating Revenue	=>0.40:1	1.30:1	1.41:1	YES
Operating Expense				
Operating Surplus Ratio				
The ability to cover operational costs and have revenues available for capital funding or other purposes.				
Operating Revenue - Operating Expense	=>0.01:1	0.27:1	0.28:1	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	51,935	1,254,436	2,546,234	49%
Community Safety	13	84,765	575,302	1,378,796	42%
Conservation Reserves	6	16,959	376,881	973,730	39%
Corporate Buildings	6	26,677	104,420	643,000	16%
Environmental Offset	4	13,525	181,656	401,250	45%
Fleet Management - Corporate	9	-	1,397,228	2,633,396	53%
Foreshore Management	10	204,255	7,219,041	8,063,471	90%
Golf Courses	6	10,686	185,853	780,668	24%
Investment Projects	16	95,201	4,375,263	6,290,445	70%
IT Equipment and Software	18	196,130	1,425,861	4,960,102	29%
Parks Furniture	16	137,685	2,056,027	2,962,219	69%
Parks Rehabilitation	2	92,291	674,390	1,496,200	45%
Passive Park Development	5	245,243	1,097,139	2,503,140	44%
Pathways and Trails	9	63,332	1,287,328	3,245,024	40%
Roads	21	332,043	4,294,626	9,019,283	48%
Sports Facilities	43	1,888,773	11,854,670	20,931,585	57%
Stormwater Drainage	4	6,124	24,088	82,000	29%
Street Landscaping	4	34,187	46,354	100,000	46%
Traffic Treatments	26	68,788	1,104,399	3,876,194	28%
Waste Management	1	896	296,727	367,500	81%
Grand Total	238	3,569,494	39,831,688	73,254,237	54.4%

As at 31 March 2024, the City incurred \$39.8m of capital expenditure, which represents 54.4% of the \$73.3m Capital Works Revised Budget.



To further expand on the Capital Works Program information above, updates in key capital projects are selected to be specifically reported on, is provided in the Top Capital Projects attachment to this report (**Attachment 4**).

Capital Changes

The following changes are proposed to be made to the 2023/24 Capital Works budget.

PR-1659 Recurring Program, Renew Light Vehicles – An additional \$60,000 is required for irrigation utility vehicles that will be delivered in this financial year. As the required funds will be sourced from the Plant Replacement reserve, there will be no impact to the City's Municipal funds.

PR-1660 Recurring Program, Renew Heavy Trucks – An additional \$450,000 is required for three mower transport trucks and one concrete truck that will be delivered in this financial year. As the required funds will be sourced from the Plant Replacement reserve, there will be no impact to the City's Municipal funds.

PR-2568 Recurring Program, New Playground Equipment – Further funding of \$3,331 required for additional design costs associated with Camira Park. It is proposed to fund this from the Strategic Projects/Initiatives reserve, meaning there will be no impact to the City's Municipal funds.

PR-2616 Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure – An additional \$600,000 is required to be brought forward to 2023/24 to match cashflow requirements. As the required funds will be sourced from the Strategic Projects/Initiatives reserve, there will be no impact to the City's Municipal funds.

PR-4258 Anthony Waring Park, Clarkson, Upgrade Storage Rooms – Further funding of \$15,000 is required for additional security measures to be incorporated into the design. It is proposed to fund this shortfall from savings identified in PR-4507 Recurring Program, New Community Buildings - Design Only.

PR-4351 Yanchep Lagoon, Yanchep, Upgrade Kiosk and Changerooms – An additional \$120,000 is required after the existing waste system failed requiring complete replacement. It is proposed to fund this from the Strategic Projects/Initiatives reserve, meaning there will be no impact to the City's Municipal funds.

PR-4357 Gumblossom Community Centre, Quinns Rocks, Upgrade Centre – An additional \$20,000 is required due to further documentation costs. It is proposed to fund this from the Strategic Projects/Initiatives reserve, meaning there will be no impact to the City's Municipal funds.

PR-4372 Wanneroo Showground Clubrooms, Wanneroo, Upgrade Canopy – Additional grant funding of \$35,000 has been received from the Wanneroo Cricket Club for the canopy upgrade.

PR-4420 Sanctuary Park, Ridgewood, Upgrade Passive Park – An additional \$4,000 is required for irrigation design. It is proposed to fund this from the Strategic Projects/Initiatives reserve, meaning there will be no impact to the City's Municipal funds.

PR-4424 Hawkins Road, Jandabup Renew Road Surface – A further \$70,000 is required for additional traffic management costs. As the required funds will be sourced from the Asset Replacement/Enhancement reserve, there will be no impact to the City's Municipal funds.

PR-4467 Recurring Program, Renew Transport Infrastructure Assets – Additional funds of \$310,000 are required to maintain compliance with own source funding requirements to match grant conditions. As the required funds will be sourced from the Asset Replacement/Enhancement reserve, there will be no impact to the City's Municipal funds.

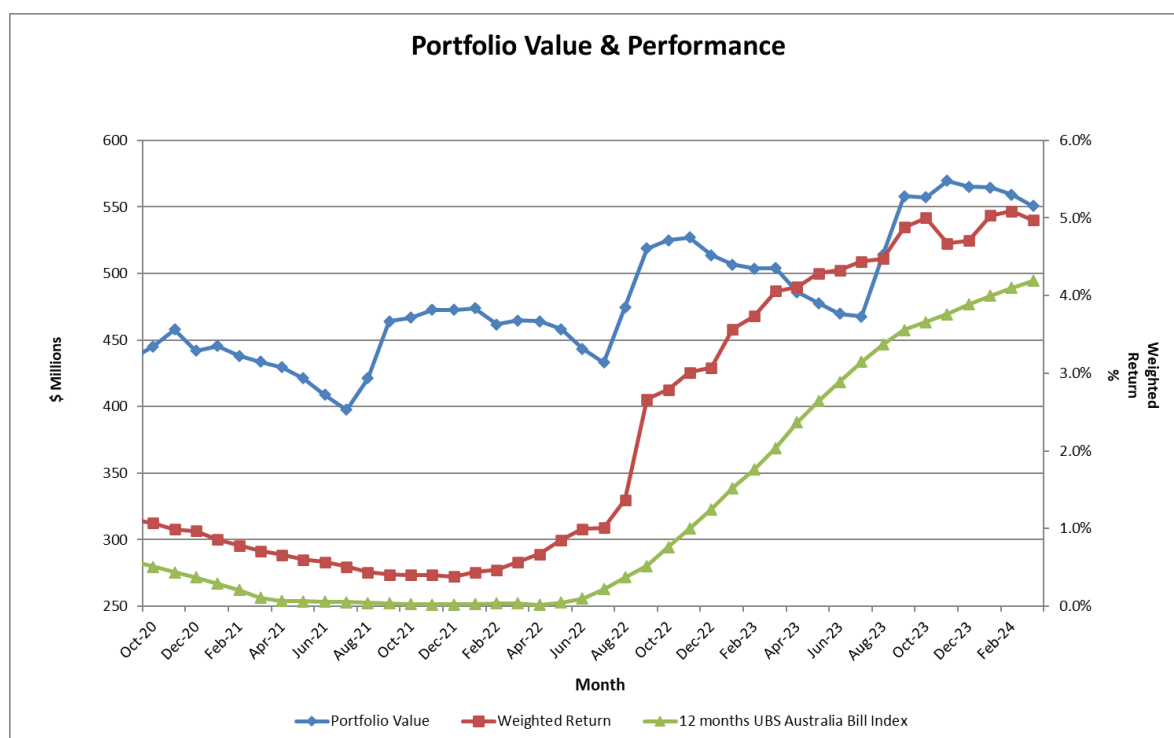
Operating Grant - Local Government Australian Early Development Census (AEDC) Grants Program - "It's All About You and Me"

The Department of Communities approved a new grant funding of \$90,747.32 to deliver the "It's All About You and Me" program, as part of the Local Government AEDC Grants Program.

'It's All About You and Me' is a play program for families with children aged 0-5 years of age, providing activities and information to support early childhood development. There will be a series of workshops in each of the City's libraries for up to 60 families, as well as dedicated sessions for Aboriginal families throughout.

Investment Portfolio (Attachment 3)

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 March 2024, the City held an investment portfolio (cash & cash equivalents) of \$550.6m (Face Value), equating to \$564.0m inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.78% pa (4.97% pa vs. 4.19% pa).

Consultation

This document has been prepared in consultation with Relevant Officers.

Comment

This report has incorporated recent amendments to the Local Government (Financial Management) Regulations 1996, which require local governments to prepare monthly Statement of Financial Activity (formerly Rate Setting Statement) with variance analysis, and the Statement of Comprehensive Income by Nature is no longer required.

The Regulations also require the preparation of Net Current Asset Notes (Attachment 1) to complement the Statement of Financial Activity.

In reference to Statement of Financial Activity in the report, the following symbols have been used to categorise three levels of variance:

Inflows/Outflows:

- ↑ - Positive Variance more than 10% and/or more than \$100,000
- ↓ - Negative Variance more than 10% and/or more than \$100,000
- ➔ - Negative Variance Less than 10% or less than \$100,000

Statutory Compliance

This Monthly Financial Activity Statement complies with *Regulations 34 and 35 of the Local Government (Financial Management) Regulations 1996*

Strategic Implications

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

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

7.1 - Clear direction and decision making

Risk Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
CO-017 Financial Management	Medium
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

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

Local Jobs

The City is prepared to accept a high level of financial risk provided that the City implements a risk management strategy to manage any risk exposure.

Strategic Growth

The City will accept a moderate level of financial risk for facilitating industry development and growth.

Any strategic objective including ongoing planning, funding and capital investment to develop infrastructure strategic assets carries financial risks.

Policy Implications

The following policies are relevant for this report:

- Accounting Policy;
- Investment Policy;
- Financial Cash Back Reserve Policy; and
- Strategic Budget Policy.

Financial Implications

As outlined in the report and detailed in Attachments 1 to 4.

Voting Requirements

Absolute Majority

The Mayor advised, that the recommendation would be divided into two parts and voted on separately.

Moved Cr Herridge, Seconded Cr Seif

With the consent of the mover and seconder item PR2568 was removed from recommendation 2, to be voted on as a separate item.

That Council:-

1. **RECEIVES** the Financial Activity Statement and commentaries on variances to Budget for the period ended 31 March 2024 consisting of:
 - a) **March 2024 Financial Activity Statement;**
 - b) **March 2024 Net Current Assets Position; and**
 - c) **March 2024 Material Financial Variance Notes.**
2. **APPROVES** by **ABSOLUTE MAJORITY** the following changes to the 2023/24 Capital Works Budget:

Number	From	To	Amount	Description
PR-1659	Plant Replacement Reserve	PR-1659 Recurring Program, Renew Light Vehicles	\$60,000	Funds required for replacement irrigation utility vehicles.
PR-1660	Plant Replacement Reserve	PR-1660 Recurring Program, Renew Heavy Trucks	\$450,000	Funds required for replacement mower transport and concrete trucks.
PR-2616	Strategic Projects/Initiatives Reserve	PR-2616 Neerabup Industrial Area (Existing Estate), Neerabup, Upgrade Roads and Services Infrastructure	\$600,000	Funds brought forward to match cashflow requirements.
PR-4258	PR-4507 Recurring Program, New	PR-4258 Anthony Waring Park, Clarkson,	\$15,000	Funds required for additional security measures to be

	Community Buildings - Design Only	Upgrade Storage Rooms		incorporated into the design.
PR-4351	Strategic Projects/Initiatives Reserve	PR-4351 Yanchep Lagoon, Yanchep, Upgrade Kiosk and Changerooms	\$120,000	Funds required to replace existing waste system.
PR-4357	Strategic Projects/Initiatives Reserve	PR-4357 Gumblossom Community Centre, Quinns Rocks, Upgrade Centre	\$20,000	Funds required for further documentation costs.
PR-4372	Contributions - Other	PR-4372 Wanneroo Showground Clubrooms, Upgrade Canopy	\$35,000	Additional funding received from the Wanneroo Cricket Club for the canopy upgrade.
PR-4420	Strategic Projects/Initiatives Reserve	PR-4420 Sanctuary Park, Ridgewood, Upgrade Passive Park	\$4,000	Funds required for irrigation design.
PR-4424	Asset Replacement / Enhancement reserve	PR-4424 Hawkins Road, Jandabup Renew Road Surface	\$70,000	Funds required for additional traffic management costs.
PR-4467	Asset Replacement / Enhancement reserve	PR-4467 Recurring Program, Renew Transport Infrastructure Assets	\$310,000	Funds required to maintain compliance with own source funding requirements to match grant conditions.

- 3 **APPROVES** by **ABSOLUTE MAJORITY** to receive the new Grant funding of \$ 90,747.32 from the Department of Communities for Local Government Australian Early Development Census (AEDC) Grants Program - "It's All About You and Me", \$20,217.00 being for the 2023/24 Financial year, \$62,940.00 being for 2024/25 Financial year and balance \$7,950.32 for 2025/26 Financial year.

CARRIED BY ABSOLUTE MAJORITY

14/0

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Moved Cr Wright, Seconded Cr Rowe

That Council APPROVES by ABSOLUTE MAJORITY the following changes to the 2023/24 Capital Works Budget:

Number	From	To	Amount	Description
PR-2568	Strategic Projects/Initiatives Reserve	PR-2568 Recurring Program, New Playground Equipment	\$3,331	Additional funds for design costs for Camira Park.

CARRIED BY ABSOLUTE MAJORITY
11/3

For the motion: Mayor Aitken, Cr Coetzee, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Cr Bedworth, Cr Berry and Cr Figg

Absent: Cr Parker

Attachments:

1. [Attachment 1 - Net Current Assets March 2024](#) 24/132094
2. [Attachment 2 - Statement of Financial Position March 2024](#) 24/132095
3. [Attachment 3 - Investment Report March 2024](#) 24/132096
4. [Attachment 4 - Top Projects 2023-24 - March 2024](#) 24/132097

NET CURRENT ASSETS

Attachment 1

(a) Composition of Net Current Asset Position as at 31 March 2024

Description	30-June-2023 Actual \$	31-March-2024 Actual \$	30 June 2024
			Adopted Budget \$
Current Assets			
Cash - Unrestricted	42,023,075	52,313,712	17,630,000
Cash - Restricted	5,200	5,200	17,557,652
Term Deposits	440,000,000	513,000,000	377,037,148
Receivables	24,722,452	25,148,772	11,188,746
Inventories	398,094	406,012	390,588
	507,148,821	590,873,696	423,804,133
Less: Current Liabilities			
Trade and Other Payables	(48,967,725)	(37,991,546)	(22,706,600)
Contract Liabilities	(30,117,159)	(39,745,089)	(733,903)
Lease Liabilities	(110,144)	(114,003)	(50,607)
Provisions	(24,047,894)	(25,133,370)	(22,733,004)
	(103,242,922)	(102,984,008)	(46,224,114)
Net Current Asset Position	403,905,899	487,889,688	377,580,019
Less - Total Adjustments to net current assets	(376,547,866)	(397,203,169)	(377,547,821)
Net current assets used in the Financial Activity Statement	27,358,033	90,686,519	32,198

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items Excluded From Calculation Of Budgeted Deficiency

When calculating the budget and Actual deficiency for the purpose of Section 6.2 (2)(c) of the Local Government Act 1995 the following amounts have been excluded as provided by Local Government (Financial Management) Regulation 32 which will not fund the budgeted and Actual expenditure.

(b) Non-Cash Amounts Excluded From Operating Activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity (Formerly Rate Setting Statement) in accordance with Financial Management Regulation 32.

Adjustments:	30-June-2023 Actual \$	31-March-2024 Actual \$	30 June 2024
			Adopted Budget \$
Less:			
- Profit on asset disposals	(4,325,770)	(34,128)	(3,412,293)
- Share of net profit of associates accounted for using the equity method	(1,243,273)	2,500,000	0
Add:			
- Loss on asset disposals	1,878,188	322,461	1,219,165
- Depreciation	40,560,533	0	39,447,203
- Movement in Non Current Lease Liability	405,909	(3,975)	0
- Pensioner deferred rates	(215,099)	216,312	0
- Employee provisions	369,791	(31,727)	0
- Movement in Contract Assets and Liabilities	3,106,887	464,640	0
- Inventory	467,534	(7,631)	0
	41,004,700	3,425,951	37,254,075

(c) Non-Cash Amounts Excluded From Investing Activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity (Formerly Rate Setting Statement)

Adjustments:

Adjustments:	30-June-2023 Actual \$	31-March-2024 Actual \$	30 June 2024
			Adopted Budget \$
Non-Cash Contributions of Assets	(20,761,287)	(11,907,229)	(26,191,189)
Movement in current unspent capital grants associated with restricted cash	724,054	(17,224,869)	783,971
	(20,037,233)	(29,132,098)	(25,407,218)

(d) Current Assets & Liabilities Excluded From Budgeted Deficiency

Adjustments:

Adjustments:	30-June-2023 Actual \$	31-March-2024 Actual \$	30 June 2024
			Adopted Budget \$
Cash - Reserve accounts	(305,949,998)	(325,287,700)	(300,551,134)
Less:			
- Current assets restricted to trading undertaking	(114,177,891)	(120,391,957)	(94,043,666)
Accrued Development Contribution Plans Income	(648,800)	(2,643,789)	0
Add:			
- Current portion of lease liabilities	110,144	114,004	18,170
- Current portion of contract liability held in reserve	22,209,809	28,697,829	733,903
- Current portion of unspent capital grants held in reserve	7,763,116	7,907,352	0
- Current portion of employee benefit provisions held in reserve	14,145,754	14,401,092	16,294,906
	(376,547,866)	(397,203,169)	(377,547,821)

Attachment 2

CITY OF WANNEROO
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2024

Description	30/06/2023 Actual \$	31/03/2024 Actual \$
Current Assets		
Cash and Cash Equivalents	42,028,275	52,318,912
Trade and Other Receivables	24,722,452	25,148,772
Other Financial Assets	440,000,000	513,000,000
Inventories	398,094	406,012
	507,148,821	590,873,696
Non Current Assets		
Trade and Other Receivables	4,486,717	4,331,664
Inventories	16,769,298	16,769,298
Investments in Associates	30,027,648	27,008,263
Property, Plant and Equipment	397,398,735	406,199,341
Infrastructure Assets	2,400,375,316	2,409,732,923
Right to Use Assets	508,495	430,264
	2,849,566,209	2,864,471,753
TOTAL ASSETS	3,356,715,030	3,455,345,449
Current Liabilities		
Trade and Other Payables	48,967,725	37,991,546
Other Liabilities	30,117,159	39,745,089
Lease Liabilities	110,144	114,003
Employee Related Provisions	20,473,394	21,558,870
Other Provisions	3,574,500	3,574,500
	103,242,922	102,984,008
Non Current Liabilities		
Other Liabilities	95,699,993	111,416,673
Lease Liabilities	405,909	401,934
Borrowings	74,334,488	74,333,959
Employee Related Provisions	2,026,660	1,994,933
Other Provisions	6,584,259	6,584,259
	179,051,309	194,731,758
TOTAL LIABILITIES	282,294,232	297,715,766
NET ASSETS	3,074,420,799	3,157,629,683
Equity		
Reserve Accounts	305,944,798	325,275,345
Retained Surplus	1,247,364,895	1,311,243,232
Revaluation Surplus	1,521,111,106	1,521,111,106
TOTAL EQUITY	3,074,420,799	3,157,629,683

Attachment 3

INVESTMENT SUMMARY - As At 31 March 2024										
Face Value \$	Interest Rate %	Borrower	Rating	Maturity Date	Purchase price	Deposit Date	Deposit Category	Current Value \$	YTD Accrued Interest \$	Accrued Interest LTD
Current Account Investment										
37,606,000.00	0.25	Commonwealth Bank of Australia Perth	A1	N/A		N/A	Cash	37,606,000.00		
37,606,000.00	0.25%							37,606,000.00		
Term Investment Group										
30,000,000.00	4.85	Bendigo Bank	A2	10-May-2024	30,000,000.00	10-May-2023	Term Deposit	31,299,534.25	1,096,232.88	1,299,534.25
15,000,000.00	5.46	Bendigo Bank	A2	13-June-2024	15,000,000.00	13-June-2023	Term Deposit	15,655,200.00	617,054.79	655,200.00
10,000,000.00	5.58	Bendigo Bank	A2	19-June-2024	10,000,000.00	20-June-2023	Term Deposit	10,435,698.63	420,410.96	435,698.63
30,000,000.00	5.59	Bendigo Bank	A2	17-July-2024	30,000,000.00	18-July-2023	Term Deposit	31,180,791.78	1,180,791.78	1,180,791.78
3,000,000.00	5.46	Westpac Banking Corporation-AARC	A1	02-August-2024	3,000,000.00	02-August-2023	Term Deposit	3,108,601.64	108,601.64	108,601.64
20,000,000.00	5.52	Commonwealth Bank of Australia Perth	A1	08-August-2024	20,000,000.00	09-August-2023	Term Deposit	20,710,794.52	710,794.52	710,794.52
30,000,000.00	5.44	Commonwealth Bank of Australia Perth	A1	23-August-2024	30,000,000.00	24-August-2023	Term Deposit	30,983,671.23	983,671.23	983,671.23
80,000,000.00	5.38	Westpac Banking Corporation	A1	06-September-2024	80,000,000.00	06-September-2023	Term Deposit	82,440,898.63	2,440,898.63	2,440,898.63
20,000,000.00	5.38	Westpac Banking Corporation	A1	08-September-2024	20,000,000.00	08-September-2023	Term Deposit	20,604,328.77	604,328.77	604,328.77
25,000,000.00	5.38	Westpac Banking Corporation	A1	08-September-2024	25,000,000.00	08-September-2023	Term Deposit	25,755,410.96	755,410.96	755,410.96
25,000,000.00	5.38	Westpac Banking Corporation	A1	08-September-2024	25,000,000.00	08-September-2023	Term Deposit	25,755,410.96	755,410.96	755,410.96
50,000,000.00	5.36	Commonwealth Bank of Australia Perth	A1	20-September-2024	50,000,000.00	20-September-2023	Term Deposit	51,417,095.89	1,417,095.89	1,417,095.89
10,000,000.00	5.38	Commonwealth Bank of Australia Perth	A1	25-September-2024	10,000,000.00	26-September-2023	Term Deposit	10,275,632.88	275,632.88	275,632.88
10,000,000.00	5.33	Westpac Banking Corporation	A1	10-October-2024	10,000,000.00	10-October-2023	Term Deposit	10,252,627.40	252,627.40	252,627.40
10,000,000.00	5.33	Westpac Banking Corporation	A1	10-October-2024	10,000,000.00	10-October-2023	Term Deposit	10,252,627.40	252,627.40	252,627.40
10,000,000.00	5.30	Suncorp	A1	24-October-2024	10,000,000.00	25-October-2023	Term Deposit	10,229,424.66	229,424.66	229,424.66
25,000,000.00	5.22	Suncorp	A1	17-January-2025	25,000,000.00	19-January-2024	Term Deposit	25,257,424.66	257,424.66	257,424.66
25,000,000.00	5.22	Suncorp	A1	20-January-2025	25,000,000.00	19-January-2024	Term Deposit	25,257,424.66	257,424.66	257,424.66
25,000,000.00	5.22	National Australia Bank	A1	17-January-2025	25,000,000.00	19-January-2024	Term Deposit	25,257,424.66	257,424.66	257,424.66
15,000,000.00	5.18	Suncorp	A1	29-January-2025	15,000,000.00	31-January-2024	Term Deposit	15,127,726.03	127,726.03	127,726.03
20,000,000.00	5.16	Westpac Banking Corporation	A1	23-February-2025	20,000,000.00	23-February-2024	Term Deposit	20,104,613.70	104,613.70	104,613.70
25,000,000.00	5.08	Suncorp	A1	07-March-2025	25,000,000.00	08-March-2024	Term Deposit	25,080,027.40	80,027.40	80,027.40
513,000,000.00	5.32%							526,442,390.68	13,185,656.44	13,442,390.68
	Weighted Return									
550,606,000.00	4.97%	Totals						564,048,390.68	13,185,656.44	13,442,390.68

4.19% 12 month UBS Australia Bank Bill Index for 31 March 2024

0.78% Differential between Council's Weighted Return and UBS Australia Bank Bill Index

Notes: Face Value - refers to the principal amount invested.

Interest Rate - refers to the annual interest rate applicable to the investment.

Borrower - refers to the institution through which the City's monies are invested.

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

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

Top Capital Projects 2023/24 - March 2024																	
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	1,330,000	21,683	1,308,346	(29)	8,457,051	8,533,004	(75,953)	G	G	G	G	38	S5. Delivery	LRCIP funding \$1.8m secured. Tender recommendation report approved Council February 2024. Contract arrangements in progress.
PMO16061	002955	23756	Halesworth Park, Butler, New Sports Facilities	9,484,653	6,596,798	2,743,903	143,952	22,324,937	22,324,936	1	G	G	G	G	87	S5. Delivery	Construction of Main Pavilion (A) by Swan Group on track. Roof and brickwork completed. Services and glazing installation underway. Anticipated practical completion 12 July 2024. Storage Building (C) construction activities remain, completion likely to tie in with Main Pavilion. Carry forward anticipated.
PMO16175	002664	25883	Dordaak Kepap Library and Youth Innovation Hub, Landsdale, New Building	478,140	287,897	1,044,855	(854,612)	10,451,250	17,875,000	(7,423,750)	G	R	R	R	71	S5. Delivery	Tender RFT23175 price is higher than the allocated budget; additional funding is to be sought at OCM 23 April 2024. Possible additional \$3M grant funding is being sourced through discussions with the Minister for Youth.
PMO18124	004169	34063	Mindarie Breakwater, Mindarie, Renew Maintenance Management Plan	6,751,715	6,618,226	71,338	62,151	9,528,844	9,468,830	60,014	G	G	G	G	99	S6. Close-Out	Practical completion achieved 09 February 2024. Potential project savings forecasted.
PMO20056	004276	40598	Lenore Road, Hocking, Upgrade to Dual Carriageway from Kemp St to Elliot Rd	2,040,000	11,597	626,003	1,402,400	7,725,952	7,725,952	0	G	R	G	G	68	S5. Delivery	Awaiting bank guarantee from RJ Vincent. Variation to be raised to revise start of works for end June 2024. Carry forward anticipated.
PMO20057	004277	40645	Alkimos, New Alkimos Aquatic and Recreation Centre	2,645,299	1,531,663	714,041	399,595	82,975,804	82,917,412	58,392	G	A	G	G	24	S4. Design	Detailed design progressing to 60% stage. Carry forward anticipated.
PMO20062	004283	40782	Heath Park, Eglinton, New Sports Amenities Building	1,769,698	69,201	1,700,497	0	6,313,523	6,313,523	0	G	G	G	G	34	S4. Design	Hydraulic installation for the building is underway. On-site portable facilities are provided to the clubs during the construction phase.
PMO21060	004347	42656	Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road	942,073	178,732	404,053	359,288	37,787,350	37,787,350	0	G	R	G	G	64	S5. Delivery	Cossill & Webley design has been reviewed and accepted by the City. Carry forward anticipated.
PMO22023	004400	44424	Two Rocks Road, Yanchep, Upgrade Street Lighting	1,128,850	42,560	1,086,290	0	1,197,500	1,197,500	0	A	G	G	G	61	S5. Delivery	Purchase order raised for Western Power (WP). UXO investigation completed and reports and clearance certificates recorded. Amber schedule indicator WP delays; construction anticipated to commence May 2024.

Top Capital Projects 2023/24 - March 2024																	
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
PMO22049	004437	45560	Hester Ave, Merriwa, Upgrade Intersection of Connolly Drive	1,220,000	223,358	996,849	(207)	1,500,000	1,517,456	(17,456)	G	G	G	A	37	S5. Delivery	Construction contract signed and \$1.3m purchase order issued. Western Power (WP) invoice pre-paid. Works anticipated to start April 2024. Risk amber for issues with WP to schedule their drilling portion of works together with road works. WP to return to site to complete lighting upgrades on the verge area.
PMO23003	004422	46036	Mirraboooka Ave Kingsway, Landsdale, Upgrade Roundabout	22,000	8,127	13,873	0	880,000	879,595	405	A	G	G	A	4	S4. Design	Amber Schedule indicator delays due to Western Power (WP) availability impacting the overall construction timelines. Amber risk indicator for WP impact to project and dependencies. Road construction can only commence following WP construction anticipated in 24/25.
PMO23010	004425	46167	Gnangara Rd, Madeley, Renew Road Surface	1,648,000	1,619,131	7,710	21,159	1,648,000	1,626,841	21,159	G	G	G	G	99	S6. Close-Out	Maintenance handover completed. Project in defects liability period. Remaining remedial works to be completed include line marking reinstatement by MRWA and ASPEC data collection. Carry forward anticipated.
				29,460,428	17,208,973	10,717,759	1,533,696	190,790,211	198,167,399	-7,377,188							

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
Not applicable as On-Hold	Not applicable as On-Hold	On-Hold

CS02-05/24 Waiver of Council Rates for The Scout Association of Australia

File Ref: 2093V011 – 24/122694
Responsible Officer: Director Corporate Strategy & Performance
Attachments: Nil

Issue

To consider waiving of 2023/24 council rates for the community group The Scout Association of Australia, Western Australia Branch Inc (**Scouts WA**) located in Tapping.

Background

Scouts WA is an inclusive organisation supporting the development of young people in Western Australian community – creating moments that challenge, inspire, and connect young people, sharing extraordinary adventures and unforgettable experience. Scouting in Australia has over 66,000 members, make it largest youth development movement in the nation.

On 25 October 2022, the City entered into 10 years lease agreement with Scouts WA for the property known as 76 Ashley Road Tapping WA 6065 (Lot 1 on Deposited Plan 69528), however, the commencement date of the lease was noted as 3 November 2023 which is the day immediately following the practical completion of the building. As outlined in the lease agreement, Scouts WA is responsible for the payment of rates due at any time during the term of the lease.

Therefore, the City notified Valuer General Office of the lease agreement and hence, the interim valuation was provided to the City in the amount of \$95,250 effective from 1 December 2023 which has been noted in the interim schedule (G2024/5).

Based on the valuation, the rates levied for the 2023/24 financial year totalling \$4,312.64.

Detail

In accordance with the *Section 6.47* of the *Local Government Act 1995*, the Council provides relief of rates to the community-based organisations providing a benefit to the community from the rateable land.

As a result of the interim rate levied, Scouts WA is liable to pay the levied amount by the due date of 28 June 2024. However, the remission of general rates will be a proactive measure to support our community. By providing rates relief to Scouts WA, the City is able to recognise the value and importance of the services and contributions that Scouts WA provide to the community.

Consultation

Nil

Comment

The City is intending to waive the Rates and related services costs (including Waste Service Fee) in this financial year 2023/24 through this report and through the annual budget in forthcoming financial years.

Statutory Compliance

Section 6.47 of the *Local Government Act 1995* allows the local government to

“Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.”*

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 Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
CO-07 Financial Management	Low
Accountability	Action Planning Option
Director Corporate Strategy & Performance	Manage

Policy Implications

Nil

Financial Implications

The waiver of the rates imposed in the amount of \$4,312.64.

Voting Requirements

Absolute Majority

Moved Cr Miles, Seconded Cr Berry

That Council:-

APPROVES by ABSOLUTE MAJORITY to waive 2023/24 Council Rates in amount of \$4,312.64 and associated service costs (including Waste Service Fee) for Scouts WA operating from the property 76 Ashley Road, Tapping.

**CARRIED BY ABSOLUTE MAJORITY
14/0**

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments: Nil

CS03-05/24 Warrant of Payments for the Period to 31 March 2024

File Ref: 1859V02 – 24/137124
 Responsible Officer: Director Corporate Strategy & Performance
 Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of March 2024, 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 March 2024

Funds	Vouchers	Amount
Director Corporate Services Advance A/C		
Accounts Paid – March 2024		
Cheque Numbers	124577 – 124624	\$67,504.30
CBA/NAB Credit Cards	53 - 54	\$125,256.29
EFT Document Numbers	27272 - 28229	<u>\$29,806,317.99</u>
TOTAL ACCOUNTS PAID		\$29,999,078.58
Less Cancelled Cheques		(\$19,658.90)
Manual Journals		<u>(\$18,466.11)</u>
RECOUP FROM MUNICIPAL FUND		\$29,960,953.57
Municipal Fund – Bank A/C		
Accounts Paid – March 2024		
Recoup to Director Corporate Services Advance A/C		\$29,960,953.57
Payroll – Direct Debits		<u>\$4,268,208.07</u>
TOTAL ACCOUNTS PAID		\$34,229,161.64

(Please note in some instances descriptions/details of one transaction are presented across two pages in following table.)

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
124577	5/03/2024	Rates Refund	\$724.65
124578	5/03/2024	Rates Refund	\$920.51
124579	5/03/2024	Rates Refund	\$196.14
124580	5/03/2024	Rates Refund	\$922.32
124581	5/03/2024	Rates Refund	\$819.17
124582	5/03/2024	Nyx Young	\$50.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Bond Refund	
124583	5/03/2024	Nicole Vladich	\$5.00
		Refund - Big Screen Gaming - Cancelled - Reissue Of Unpresented Stale Cheque 00120955	
124584	5/03/2024	Katie Wheatley	\$100.00
		Bond Refund - Pearsall Hocking Community Centre - Re-Issue Of Unpresented Stale Cheque 00120198	
124585	5/03/2024	Tayana Blurton	\$25.00
		Refund - Dog Registration - Pension Concession	
124586	5/03/2024	Tyrone Cole	\$70.60
		Refund - Copies Of Plans - Not Available	
124587	5/03/2024	Rudolf Vorster	\$70.60
		Refund - Copies Of Plans - Not Available	
124588	5/03/2024	Gillian McGee	\$64.10
		Refund - Copies Of Plans - Not Available	
124589	5/03/2024	Sport and Recreation Surfaces	\$605.00
		Stretch Court Surface To Remove Wrinkles - Elliot Tennis Courts	
124590	5/03/2024	Rates Refund	\$132.99
124591	5/03/2024	Cancelled	
124592	11/03/2024	Terrence Beath	\$802.00
		Vehicle Crossing Subsidy	
124593	11/03/2024	Rates Refund	\$651.13
124594	11/03/2024	Eleanor Williams	\$70.60
		Refund - Copies Of Plans - Not Available	
124595	11/03/2024	Jasmine King	\$13.10
		Refund - Copies Of Plans - Not Available	
124596	11/03/2024	Sally Caccia-Birch	\$13.10
		Refund - Copies Of Plans - Not Available	
124597	11/03/2024	Optima Press	\$154.00
		Printing - Business Cards - Cr J Huntley	
124598	11/03/2024	NBN Co	\$800.00
		NBN Installation - Halesworth Park	
124599	11/03/2024	Balls 'N' All Amusements	\$5,500.00
		Amusement Games - Wanneroo Festival - Events	
124600	18/03/2024	Rates Refund	\$819.17
124601	18/03/2024	Rates Refund	\$913.25
124602	18/03/2024	Rates Refund	\$671.65
124603	18/03/2024	Medo Arslanoski	\$61.65
		Refund - Building Application - Rejected	
124604	18/03/2024	Medo Arslanoski	\$61.65
		Refund - Building Application - Rejected	
124605	18/03/2024	Terry Warner	\$61.65

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Refund - Building Application - Cancelled	
124606	18/03/2024	David Pusey	\$13.10
		Refund - Copies Of Plans - Not Available	
124607	18/03/2024	Nicolas Toussaint	\$50.00
		Refund - Dog Registration Refund - No Microchip Or Animal Number	
124608	18/03/2024	Logiudice Property Group	\$1,314.25
		Quarterly Admin/Reserve Fund Levy 01/04/2024 - 30/06/2024 - Property	
124609	25/03/2024	Amelia Cowan	\$50.00
		Dog Registration Refund - Adopted Dog Returned	
124610	25/03/2024	Rates Refund	\$819.17
124611	25/03/2024	Rates Refund	\$645.34
124612	25/03/2024	Rates Refund	\$967.67
124613	25/03/2024	Kelly Wilson	\$61.65
		Refund - Building Application - Rejected	
124614	25/03/2024	Christopher Thompson	\$61.65
		Refund - Building Application - Cancelled	
124615	25/03/2024	John Stockwell	\$13.10
		Refund - Copies Of Plans - Not Available	
124616	25/03/2024	Simon Cruise	\$171.65
		Refund - Building Application - Cancelled	
124617	25/03/2024	Monydit Nyata	\$25.00
		Refund - Dog Registration - Top Up Payment Not Received	
124618	25/03/2024	Joao Ladeira	\$312.79
		Refund - Building Application - Cancelled	
124619	25/03/2024	Daniel Whitbread	\$171.65
		Refund - Building Application - Cancelled	
124620	25/03/2024	Dinh Vu	\$13.10
		Refund - Copies Of Plans - Not Available	
124621	25/03/2024	Phillip Vinciullo	\$600.00
		MC Duties - Christmas Fiesta - Events	
124622	25/03/2024	Superclean WA	\$450.00
		Pressure Wash Brick Wall - Peter Moyes Anglican Community School	
124623	25/03/2024	Adina Rabbone	\$250.00
		Performance - Perth Symphony Orchestra Event - Events	
124624	25/03/2024	Rates Refund	\$46,215.15
		Total Cheque Payments	\$67,504.30
Electronic Funds Transfer			
27272	5/03/2024	Ms A Littlejohn	\$88.90

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Reimbursement - Catering - Sports Competition	
27273	5/03/2024	Ms E Nijman	\$45.49
		Reimbursement - Catering Items - Morning Tea and Afternoon Tea - Quarterly Girrawheen Meeting and Community Catch Up - 23.11.2023	
27274	5/03/2024	Cancelled	
27275	5/03/2024	Ms J McCormick	\$24.92
		Reimbursement - Fruit - Community Leader Meeting	
27276	5/03/2024	Mr J Gault	\$135.10
		Reimbursement - Catering - BBQ - Waste Services	
27277	5/03/2024	Cancelled	
27278	5/03/2024	Mr S Paulsen	\$24.23
		Reimbursement - Parking Fees	
27279	6/03/2024	BP Australia Ltd	\$73,265.59
		Fuel Issues For The City	
27280	6/03/2024	Mini-Tankers Australia Pty Ltd	\$2,671.38
		Fuel Issues For The City	
27281	6/03/2024	Steven Watson	\$100.00
		Refund - Candidate - 2023 Local Government Election	
27282	6/03/2024	Viva Energy Australia Pty Ltd	\$111,759.05
		Fuel Issues For The City	
27283	6/03/2024	WEX Australia Pty Ltd	\$3,227.11
		Fuel Issues - Fire Services	
27284	5/03/2024	7 to 1 Photography	\$1,232.00
		Photography Services - PSO Concert	
27285	5/03/2024	Accenture Australia Pty Ltd	\$7,068.60
		Cloud Services Account Management - January - June 2024	
27286	5/03/2024	Adelphi Apparel	\$440.00
		Uniform Issue - Community Safety	
27287	5/03/2024	ADH Golf and Utility Vehicles	\$1,430.00
		Hire Golf Carts - PSO Concert	
27288	5/03/2024	AFGRI Equipment Australia Pty Ltd	\$2,006.93
		Mower Blades	
27289	5/03/2024	Air Liquide Australia	\$190.08
		Cylinder Gas Hire - Stores	
27290	5/03/2024	Cancelled	
27291	5/03/2024	Alinta Gas	\$46.15
		Gas Supply Charges	
27292	5/03/2024	All Australian Safety Pty Ltd	\$420.36
		Prescription Safety Glasses - Waste Employee	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27293	5/03/2024	All The Lights	\$1,155.00
		Circus Workshop - Butler Fun Fest	
27294	5/03/2024	Altronic Distributors	\$87.45
		Soldering Station 68W - ICT	
27295	5/03/2024	Annabel Rose Smith	\$313.00
		Talk - Love Your Library Day - Library Services	
27296	5/03/2024	Appliance Service Agents Pty Ltd	\$159.00
		Service Call - Oven - Yanchep Community Centre	
27297	5/03/2024	Applied Security Force	\$10,959.73
		Security - PSO Concert	
27298	5/03/2024	Ascon Survey and Drafting	\$2,544.14
		Site Surveys - Various Parks	
27299	5/03/2024	Aslab Pty Ltd	\$8,316.00
		Core Sampling - The Avenue - Assets	
		Road Base Testing - Sovereign Drive - Assets	
		Subbase Testing - Badgerup Road - Assets	
27300	5/03/2024	Australian Airconditioning Services Pty Ltd	\$218.02
		Airconditioning Maintenance - Gumblossom Community Centre	
27301	5/03/2024	Australian Institute of Management Western Australia Human Resource Development Centre Limited	\$1,161.00
		Training - Professional Executive Assistant - 30 - 31.05.2024 - 1 Attendee - Office Of The Mayor	
27302	5/03/2024	Australian Taxation Office	\$664,535.00
		Payroll Deductions	
27303	5/03/2024	Australian Training Management Pty Ltd	\$656.70
		Traineeship Fees - Various Courses - 2 Employees	
27304	5/03/2024	Bee Advice	\$800.00
		Inspect / Remove Bee Hives - Various Locations	
27305	5/03/2024	Benx World Trade	\$660.00
		Bag Of Rags 8kg Cotton - Stores	
27306	5/03/2024	Bladon WA Pty Ltd	\$1,194.60
		Corporate Uniforms	
27307	5/03/2024	BOC Limited	\$62.32
		Gas Bottle Supplies	
27308	5/03/2024	BPA Consultants Pty Ltd	\$2,475.00
		Crack Remedial Design & Documentation - Dennis Cooley Pavilion Upgrade - Assets	
27309	5/03/2024	Bridgestone Australia Limited	\$17,283.94
		Tyre Fitting Services	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27310	5/03/2024	Brittany Tate	\$506.00
		Vehicle Crossing Subsidy	
27311	5/03/2024	Brownes Foods Operations Pty Limited	\$252.72
		Milk Deliveries	
27312	5/03/2024	Bullseye Entertainment Perth Pty Ltd	\$1,200.00
		Games - Butler Fun Fest	
27313	5/03/2024	Canning & Associates Cost Consulting Pty Ltd	\$4,400.00
		Quantity Surveyors Services - Dordaak Kepap Library - Assets	
27314	5/03/2024	Car Care Motor Company Pty Ltd	\$1,845.95
		Vehicle Services / Repairs	
27315	5/03/2024	Rates Refund	\$5,232.37
27316	5/03/2024	Civica Pty Ltd	\$2,200.00
		Group Training - Introduction To Smart Fees - 3 Attendees 22.02.2024 - ICT	
		Training - Rates Modelling - 2 Attendees 13.02.2024	
27317	5/03/2024	Cobalt and Co	\$1,129.70
		Business Wanneroo Social Media Management - 2024	
27318	5/03/2024	Complete Office Supplies Pty Ltd	\$426.77
		Stationery Purchases	
27319	5/03/2024	Complete Office Supplies Pty Ltd	\$1,906.02
		Stationery Purchases	
27320	5/03/2024	Contra-Flow Pty Ltd	\$18,058.40
		Traffic Management Services - Various Locations	
27321	5/03/2024	Craneswest (WA) Pty Ltd	\$21,551.20
		Debris Collection - Various Parks	
27322	5/03/2024	Critical Fire Protection & Training Pty Ltd	\$239.14
		Fire Equipment Service - Gumblossom Community Centre	
		Investigate Fault - Fire Panel - Wanneroo Community Centre	
27323	5/03/2024	Cromag Pty Ltd (Sigma Chemicals)	\$1,981.01
		Pool Chemicals - Aquamotion	
27324	5/03/2024	Crown Lift Trucks	\$399.74
		3 Month Service Of Library Lift Machine - Fleet	
27325	5/03/2024	CS Legal	\$36,365.00
		Court Fees - Rating Services	
27326	5/03/2024	Dale Alcock Homes Pty Ltd	\$901.37
		Refund - Street & Verge Bond	
27327	5/03/2024	Datavoice Communications Pty Ltd	\$4,180.00
		Changes To ACCS Master Script - ICT	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27328	5/03/2024	Deans Auto Glass	\$264.00
		Stone Chip Repair - 2 Vehicles	
27329	5/03/2024	Department of Primary Industries and Regional Development	\$56.38
		Animal Pathology Testing - Conservation	
27330	5/03/2024	DFP Recruitment Services	\$1,759.65
		Casual Labour Services	
27331	5/03/2024	Double G (WA) Pty Ltd	\$2,123.00
		Irrigation Pipe - Staunton Park	
		Redirect Irrigation Pipe - Flemming Park	
27332	5/03/2024	Dowsing Group Pty Ltd	\$16,342.75
		Concrete Mix / Works - Various Locations	
27333	5/03/2024	Drainflow Services Pty Ltd	\$72,382.86
		Drain Cleaning / Sweeping Services - Various Locations	
27334	5/03/2024	Dusty Crook	\$100.00
		Dog Registration Refund - Sterilised	
27335	5/03/2024	Environmental Industries Pty Ltd	\$97,343.40
		Landscape Maintenance Services	
27336	5/03/2024	Epic Catering & Events Services Pty Ltd	\$3,388.00
		Catering - Council Dinner - 20.02.2024	
		Catering - PSO Concert	
27337	5/03/2024	Excalibur Printing Pty Ltd	\$1,118.70
		60 T-Shirts - Two Rocks Volunteer Bushfire Brigade	
27338	5/03/2024	Face Painter Extraordinaire	\$660.00
		Face Painting - Halloween Event	
27339	5/03/2024	FE Technologies Pty Ltd	\$20,319.75
		Progress Payment - RFID Project	
27340	5/03/2024	Fire and Safety Australia	\$1,800.00
		Training - Chief Fire Warden - People And Culture	
27341	5/03/2024	First Homebuilders Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
27342	5/03/2024	Fusion Applications Pty Ltd	\$6,435.00
		Consulting Fees For OICS Architecture Integration	
27343	5/03/2024	Fusion Applications Pty Ltd	\$715.00
		Consulting Fees For OICS Architecture Integration	
27344	5/03/2024	Geoff's Tree Service Pty Ltd	\$19,898.01
		Tree Maintenance Works - North / South	
27345	5/03/2024	Cancelled	
27346	5/03/2024	Gravity Discovery Centre Foundation Incorporated	\$250.00
		Solar Telescope Viewing - Wanneroo Festival	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27347	5/03/2024	Greenway Turf Solutions Pty Ltd	\$825.00
		Supply And Deliver Blast Water Treatment - Irrigation Lake, Multiple Suburbs	
27348	5/03/2024	Grip Factory Australia Pty Ltd	\$3,184.50
		Anti Slip Treatment - Building 2 - Depot	
27349	5/03/2024	Home Group WA Pty Ltd	\$353.16
		Refund - Building Application - Overpaid	
27350	5/03/2024	Horizon West Landscape Constructions	\$1,980.00
		Landscape Consolidation Claim February 2024 - Bembridge Park Hocking Upgrade	
27351	5/03/2024	Hose Right	\$1,835.95
		Vehicle Hoses	
27352	5/03/2024	Instant Toilets & Showers Pty Ltd	\$347.60
		Site Toilet Hire - Bernard Park Bush Track - Assets	
27353	5/03/2024	Integrity Industrial Pty Ltd	\$9,185.10
		Casual Labour Services	
27354	5/03/2024	Integrity Industrial Pty Ltd	\$11,721.76
		Casual Labour Services	
27355	5/03/2024	Integrity Staffing	\$3,446.49
		Casual Labour Services	
27356	5/03/2024	Intelife Group	\$1,374.73
		Monthly Servicing - Soft Sporting Surfaces - January 2024 - Parks	
27357	5/03/2024	Ixom Operations Pty Ltd	\$2,578.40
		Pool Chemicals - Aquamotion	
27358	5/03/2024	J Blackwood & Son Ltd	\$2,564.76
		Safety Glasses, Gloves, Hard Hats And Tapes - Stores Stock	
27359	5/03/2024	James Bennett Pty Ltd	\$6,879.51
		Library Book Stock	
		Book Purchases - Library Services	
27360	5/03/2024	Jenna Main	\$150.00
		Dog Registration Refund - Sterilisation	
27361	5/03/2024	Jobfit Health Group Pty Ltd	\$1,648.63
		Pre-Employment Medical Assessments	
27362	5/03/2024	K2 Audiovisual Pty Ltd	\$2,514.60
		Supply & Install Monitor - Facilities Bookings Area	
27363	5/03/2024	Kennedys (Australasia) Partnership trading as Kennedys Law	\$11,063.54
		Legal Fees For The City	
27364	5/03/2024	Kerb Direct Kerbing	\$11,261.14
		Install Kerbing - Various Locations - Engineering	
27365	5/03/2024	Kleenit	\$2,694.08

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Graffiti Removal - Various Locations	
		High Pressure Clean Of Play Equipment - Redheart Park	
27366	5/03/2024	Komatsu Australia Pty Ltd	\$3,520.00
		100 Oil Sample Kits - Stores	
27367	5/03/2024	Landcare Weed Control	\$14,337.97
		Hand Weeding - Various Sites	
27368	5/03/2024	Landscape Elements	\$511.06
		Prune Vegetation - Collanda Circuit - Parks	
27369	5/03/2024	Lawn Doctor Turf Solutions	\$1,045.00
		Verti Drain 1.2mm - Homestead Park	
27370	5/03/2024	Leila Alexandroni and Danilo Vidoti	\$642.00
		Vehicle Crossing Subsidy	
27371	5/03/2024	Linda Fiegert and Timothy Fiegert	\$802.00
		Vehicle Crossing Subsidy	
27372	5/03/2024	Lorraine Wallace	\$34.13
		Hire Fee Refund	
27373	5/03/2024	Luke Vine	\$157.89
		Refund - Extra Bin Collection Was Received After Requested Collection Date - Waste Services	
27374	5/03/2024	Major Motors	\$96.20
		Vehicle Spare Parts	
27375	5/03/2024	Malco Flooring Pty Ltd	\$21,131.00
		Floor Replacement - Pearsall Hocking Community Centre	
		Install Flotex Tiles And Ribbed Mat - Aquamotion	
27376	5/03/2024	Marindust Sales & Ace Flagpoles	\$7,997.00
		Senior Portable Soccer Goals - Belhaven Park - Parks	
27377	5/03/2024	Michael Page International (Australia) Pty Ltd	\$3,949.33
		Casual Labour Services	
27378	5/03/2024	Cancelled	
27379	5/03/2024	Mindarie Regional Council	\$161,641.64
		Refuse Disposal Charges	
27380	5/03/2024	Morley Mower Centre	\$239.72
		Small Plant Spare Parts	
27381	5/03/2024	Rates Refund	\$676.30
27382	5/03/2024	Natural Area Holdings Pty Ltd	\$4,015.00
		Debris Removal - Wanneroo Lakes	
27383	5/03/2024	Navman Wireless Australia Pty Ltd	\$572.00
		Install GPS Unit Into Plant 95556 & 99462	
27384	5/03/2024	Nicole Gordon	\$1,680.00
		4 Face Painters - Symphony Under The Stars Butler	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27385	5/03/2024	Nu-Trac Rural Contracting	\$15,006.89
		Beach Cleaning Services 2024	
27386	5/03/2024	Nuturf	\$7,458.00
		Supply Biostim Pellets, Dredging Tabs & Accelerator & Algaelift - Parks	
27387	5/03/2024	Octagon Lifts Pty Ltd	\$638.00
		Annual Servicing - Disabled Platform Lift - Civic Centre Building	
27388	5/03/2024	Office Cleaning Experts	\$2,745.60
		Cleaning Services - Various Locations	
27389	5/03/2024	Officeworks Superstores Pty Ltd	\$77.00
		A1 Printed And Laminated Maps - Office Of The CEO	
27390	5/03/2024	Oliver Wolf	\$500.00
		CCTV Rebate	
27391	5/03/2024	On Tap Services	\$26,678.43
		Plumbing Maintenance Services	
27392	5/03/2024	On Track Fabrication	\$3,300.00
		Fabrication Works - Fleet	
27393	5/03/2024	Oncall Language Services Pty Ltd	\$370.85
		Language Services - Translation Of Bushfire Recovery Information - Community Safety	
27394	5/03/2024	Oracle Corporation Australia Pty Ltd	\$2,060.44
		Cloud Applications Learning Subscription	
27395	5/03/2024	Orikan Australia Pty Ltd	\$31,798.80
		Software Support And Maintenance - 01.03.2024 - 28.02.2025	
27396	5/03/2024	Owners of 18 Dundobar Rd SP21521	\$4,950.00
		Monthly Carpark Bay Lease Fees	
27397	5/03/2024	Paperbark Technologies Pty Ltd	\$3,882.67
		Residential Tree Inspections After Mariginiup Fire - Lakeview Street & Ranch Road - Parks	
		Aerial Inspection & Quantified Tree Risk Assessment - Yaroomba Park - Parks	
27398	5/03/2024	Parties 2 U	\$3,000.00
		Slot Cars & Lego Activity - Perth Symphony Orchestra Performance	
		Slot Cars & Lego Activity - Wanneroo Festival	
27399	5/03/2024	Perth Bouncy Castle Hire	\$5,389.34
		Music Walls, Hammer Throw And Giant Buzzer - PSO Concert	
		Sideshow Equipment - Butler Fun Fest	
27400	5/03/2024	Perth Office Equipment Repairs	\$132.11
		Binding Supplies - Print Room	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27401	5/03/2024	Peter Ryan Art	\$462.00
		Painting Two Base Coats - Wanneroo Playground	
27402	5/03/2024	Pineapple Fingers	\$2,163.70
		Videography - PSO Concert	
27403	5/03/2024	Planning Institute of Australia Limited	\$980.00
		Registration - Delivering Quality Community Engagement - 2 Attendees	
27404	5/03/2024	Platinum Locating Services	\$4,353.65
		Utility Location Services - Marmion Avenue - Assets	
27405	5/03/2024	Powerhouse Batteries Pty Ltd	\$90.49
		Battery - Fleet	
27406	5/03/2024	Precision Automotive Equipment	\$15,235.00
		Rotary Turf Maintenance Lift & Hoist Vehicle Install & Removal	
27407	5/03/2024	Prestige Alarms	\$4,175.05
		Alarm / CCTV Services	
27408	5/03/2024	RAC BusinessWise	\$105.00
		Call Out - Flat Battery WN 168 - Fleet	
27409	5/03/2024	Ralph Beattie Bosworth	\$6,000.50
		25% Detailed Design Cost Estimate - Frederick Stubbs Carpark Upgrade - Assets	
		Quantity Surveying Services - Wanneroo Emergency Precinct - Assets	
27410	5/03/2024	Rehmonya Association of WA	\$350.00
		Bond Refund	
27411	5/03/2024	Reliable Fencing WA Pty Ltd	\$3,722.74
		Install Bollards - Sanctuary Park - Parks	
		Fence Repairs - Pulchella Park & Thurleigh Park	
		Repair Discus Net Mesh - Halesworth Park - Parks	
27412	5/03/2024	Robert Walters Pty Ltd	\$5,094.71
		Casual Labour Services	
27413	5/03/2024	Roberta Rosato	\$390.00
		Performance - Symphony Under The Stars	
27414	5/03/2024	Royal Wolf Australia	\$1,446.33
		Event Kiosk - Halesworth Park	
27415	5/03/2024	Safety And Rescue Equipment	\$45,859.00
		Periodic Inspections & Reports For Installed Fall Arrest Systems - Depot & Civic Centre	
		Comprehensive Height Safety Equipment Inspection	
27416	5/03/2024	Safety World	\$1,466.30
		Safety Boots - Waste Employee	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Thorzt Squeeze Pops - Engineering	
27417	5/03/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$388,656.75
		Landscape Maintenance Services	
27418	5/03/2024	Scott Print	\$2,601.50
		Printing - Mindarie Bin Change Letter	
		Printing - Your Dog & The Law	
27419	5/03/2024	Seabreeze Landscape Supplies	\$19.00
		Brickie Sand - Parks	
27420	5/03/2024	Select Homes (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
27421	5/03/2024	Skills Force Australia (Wangara)	\$159.00
		Warden & Chief Training - 1 Attendee - Work Health & Safety	
27422	5/03/2024	Skyline Landscape Services (WA)	\$5,225.00
		Garden Verge Tidy Up - Inspiration Drive To Gnangara Rd	
27423	5/03/2024	Smartech Systems Oceania Pty Ltd	\$1,745.70
		Transport, Delivery & Install Duplo - Corporate Support	
27424	5/03/2024	Smoke & Mirrors Audio Visual	\$33,000.00
		Supply Sound & Lighting Equipment & Staff - PSO Concert	
27425	5/03/2024	Sonja Babic	\$149.50
		Hire Fee Refund	
27426	5/03/2024	St John Ambulance Western Australia Ltd	\$6,311.39
		First Aid Supplies / Training Services	
27427	5/03/2024	Statewide Cleaning Supplies Pty Ltd	\$72.20
		12 Sunlight Hand Dishwashing Liquid - Stores	
27428	5/03/2024	Statewide Pump Services	\$275.00
		Investigate And Repair Sewage Pump Alarm Activation - Wanneroo Recreation Centre	
27429	5/03/2024	Stewart & Heaton Clothing Company Pty Ltd	\$316.56
		Uniforms - Emergency Management	
27430	5/03/2024	Stihl Shop Osborne Park	\$2,990.00
		10 Sets Of Safety Chaps	
27431	5/03/2024	Stiles Electrical & Communication Services Pty Ltd	\$43,802.34
		Progress Claim 4 - Sports Floodlighting - Dalvik Park	
27432	5/03/2024	Stiles Electrical & Communication Services Pty Ltd	\$10,742.60
		Final Progress Claim - Footpath Lighting Broadview Park - Assets	
27433	5/03/2024	Superior Nominees Pty Ltd	\$22,170.73
		Playground Equipment Repairs - Various Locations	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Supply And Installation Of Drink Fountain – Monaghan Park & James Spiers Park	
27434	5/03/2024	Surf Life Saving WA Incorporated	\$100.00
		Participation Fund - SLSWA Teamwork Camp X 1 Attendee - Community Development	
27435	5/03/2024	Synergy	\$27,915.30
		Power Supply Charges	
27436	5/03/2024	Team Global Express Pty Ltd	\$1,000.96
		Courier Services	
27437	5/03/2024	Technology One Limited	\$9,768.00
		AMS Program - March 2024 - ICT	
27438	5/03/2024	Telstra Corporation Limited	\$17,613.81
		Impact Study Of Project Works On Telstra Infrastructure – Flynn Drive	
27439	5/03/2024	Telstra Limited	\$1,076.41
		Telstra Integrated Messaging Charges	
27440	5/03/2024	Teresa Newton	\$800.00
		MC - PSO Concert	
27441	5/03/2024	Terratree Pty Ltd	\$7,157.83
		Flora And Vegetation Survey Report - Franklin Park	
27442	5/03/2024	Terravac Vacuum Excavation	\$1,455.74
		Location Of Retic - Nankeen Park	
27443	5/03/2024	The Distributors Perth	\$499.30
		Confectionary - Kingsway	
27444	5/03/2024	The Hire Guys Wangara	\$2,442.00
		VMS Boards - PSO Concert	
27445	5/03/2024	The Royal Life Saving Society Australia	\$23,372.17
		Monthly Water Feature Service - Kingsway Splashpad & Revolution Park Splashpad - Parks	
27446	5/03/2024	The Trustee for BRP WA Factory Pools Perth Trust trading as Factory Pools	\$86.99
		Refund - Building Application - Paid In Error	
27447	5/03/2024	The Trustee for Kapasi Family Trust T/a Phone Mate Pty Ltd	\$56.00
		Refund - Trading Application - Not Required	
27448	5/03/2024	The Trustee For The Simmonds Steel Trust	\$5,115.00
		Supply And Install Galvanised Handrail - Riverlinks Park Upgrade, New All-Abilities Playground	
27449	5/03/2024	Think Promotional	\$1,002.32
		20 Falcon Caps - Compliance	
		Stress Balls - Kingsway	
27450	5/03/2024	Think Water Wanneroo	\$3,523.20

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Small Plant - Chainsaw, Battery And Charger, Hedgetrimmer & Cordless Kombimotor	
		Safety Equipment - Chaps, Helmet & Gutter Cleaning Kit	
27451	5/03/2024	Totally Workwear Joondalup	\$503.70
		Safety Boots - Assets	
		Safety Shoes - Work Health & Safety	
27452	5/03/2024	TQuip	\$145.00
		Small Plant Spare Parts	
27453	5/03/2024	Trophy Shop Australia	\$97.30
		Name Badges - Various Employees	
27454	5/03/2024	Truck Centre WA Pty Ltd	\$958.21
		Vehicle Repairs / Parts - Fleet	
27455	5/03/2024	Ventura Home Group Pty Ltd	\$20,000.00
		Refund - Street & Verge Bonds	
27456	5/03/2024	WA Limestone Company	\$59.36
		Supply And Deliver Crushed Limestone - Road Sub-Base	
27457	5/03/2024	Wanneroo Business Association Incorporated	\$275.00
		Quarterly Business Breakfast - 20.02.2024	
27458	5/03/2024	Wanneroo Central Bushfire Brigade	\$473.20
		Reimbursement - Repair To Coolroom	
		Reimbursement - Uber For Volunteer Pick Up - Fire Services	
27459	5/03/2024	Wanneroo Electric	\$5,824.83
		Electrical Maintenance Services	
27460	5/03/2024	Water Corporation	\$4,468.33
		Water Supply Charges	
27461	5/03/2024	West Coast 4x4 Recovery Pty Ltd	\$330.00
		4X4 Recovery - Willespie Park	
27462	5/03/2024	Westbuild Products Pty Ltd	\$1,982.31
		Rapid Proof Structural 24 And Pave N Lock - Engineering	
27463	5/03/2024	Western Australian Local Government Association	\$638.00
		Report Writing For Informed Decision Making 29.02.2024 - 1 Attendee	
27464	5/03/2024	Western Australian Local Government Association	\$4,213.00
		Training - Serving On Council eLearning - Cr Phil Bedworth	
		Training - Introduction Or Local Government - 07.02.2024 - Organisational Development	
		Training - Understanding Local Government & Conflicts Of Interest - Cr Alex Figg	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Training - Understanding Local Government & Conflicts Of Interest - Cr Phil Bedworth	
27465	5/03/2024	Western Irrigation Pty Ltd	\$124,431.33
		Irrigation Parts / Repairs - Parks	
27466	5/03/2024	William Buck Consulting (WA) Pty Ltd	\$25,575.00
		Internal Audit - Compliance Audit Return	
		Probity Advisor Services - Tender 23186 - Contracts & Procurement	
		Internal Audit - People Management Processes Review	
27467	5/03/2024	Wilson Security	\$1,167.76
		Security Services For The City	
27468	5/03/2024	Wrenoil	\$16.50
		Waste Oil Collection Service	
27469	5/03/2024	WSP Australia Pty Ltd	\$13,332.00
		Wangara Industrial Area CCTV - Assets	
27470	5/03/2024	Yaolin Kung Fu Association	\$1,980.00
		Dragon Dance - Wanneroo Festival	
27471	11/03/2024	Ms O Lutwamilizere	\$170.00
		Reimbursement - First Aid Training	
27472	11/03/2024	Mr P Greer	\$2,232.72
		Reimbursement - Parking Fees - Meeting	
		Reimbursement - Study Assistance	
27473	11/03/2024	Mr R Buratti	\$50.31
		Reimbursement - Exhibitions And Arts Development	
27474	11/03/2024	Mr T Kotze	\$84.00
		Reimbursement - Wiper Blades - Council Vehicle	
27483	11/03/2024	Rates Refund	\$1,920.96
27484	11/03/2024	101 Residential Pty Ltd	\$625.00
		Refund - Street & Verge Bond	
27485	11/03/2024	AAAC Towing	\$2,310.00
		Towing Services - Abandoned Vehicle	
		Towing Services - Trailer - Avon Road Yanchep To Treasure Road Welshpool	
27486	11/03/2024	AARCO Environmental Solutions Pty Ltd	\$6,592.36
		Removal & Disposal Of Asbestos - Various Locations	
27487	11/03/2024	Accenture Australia Pty Ltd	\$31,900.00
		Managed Cloud Services - ICT	
27488	11/03/2024	Action Glass & Aluminium	\$480.48
		Reglazed Broken Door Panel - Ridgewood Park Changerooms	
27489	11/03/2024	Active Discovery	\$1,760.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Supply & Install Limestone Wall And Removal Of Old Bricks - Tapping Park	
27490	11/03/2024	Adam Sachse	\$2,000.00
		Refund - Street & Verge Bond	
27491	11/03/2024	Adform Engraving & Signs	\$686.40
		Resin Coated Magnetic Name Badges	
27492	11/03/2024	AFGRI Equipment Australia Pty Ltd	\$3,427.67
		Inventory - Stores	
27493	11/03/2024	Air Liquide Australia	\$190.08
		Cylinder Rental Fees - Stores	
27494	11/03/2024	Airborn Amusements	\$8,445.00
		Carnival Rides - Butler Fun Fest - Events	
27495	11/03/2024	Cr Alexander Figg	\$2,611.58
		Monthly Allowance	
27496	11/03/2024	Alinta Gas	\$4,555.47
		Gas Supplies For The City	
27497	11/03/2024	Allweather Patios	\$171.65
		Refund - Building Application - Lodged In Error	
27498	11/03/2024	Allworks (WA) Pty Ltd	\$137.94
		Off Hire Repair Cost - Kubota Posi Track - Coastal Maintenance	
27499	11/03/2024	Altronic Distributors	\$2,374.60
		Booster Package For Fixed Installations - ICT	
27500	11/03/2024	Anne Taylor	\$500.00
		CCTV Rebate	
27501	11/03/2024	Annmaree Keaton	\$50.00
		Dog Registration Refund - Sterilisation	
27502	11/03/2024	Aquatic Leisure Technologies	\$61.65
		Refund - Building Application - Cancelled	
27503	11/03/2024	Arunjit Rattan	\$500.00
		CCTV Rebate	
27504	11/03/2024	Aslab Pty Ltd	\$2,145.00
		Pavement Testing - Profile Holes - Ashley Street	
27505	11/03/2024	Atlas Dry Cleaners	\$1,162.70
		Laundry Services - Fleet Workshops	
27506	11/03/2024	Atom Supply	\$3,064.51
		Gloves And Hand Cleaner - Stores	
27507	11/03/2024	Aussie Natural Spring Water	\$47.80
		Water Delivery - Yanchep Community Centre	
27508	11/03/2024	Australia Post	\$2,989.04
		Billpay Transactions - Rating Services	
27509	11/03/2024	Australian Airconditioning Services Pty Ltd	\$4,999.34

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Airconditioning Maintenance Services - Various Locations	
27510	11/03/2024	Australian Library & Information Association	\$2,060.00
		Membership Fee - 01.05.12024 - 30.04.2025	
27511	11/03/2024	Australian Services Union	\$238.50
		Payroll Deductions	
27512	11/03/2024	Australian Taxation Office	\$683,560.00
		Payroll Deductions	
27513	11/03/2024	Autosmart North Metro Perth	\$523.60
		Floorsmart Floor Cleanse - Fleet	
27514	11/03/2024	AV Truck Service Pty Ltd	\$871.75
		Vehicle Washing And Safety Inspection	
27515	11/03/2024	Baileys Fertilisers	\$8,997.99
		Supply Sure Green Profile - Parks	
27516	11/03/2024	BCA Consultants (WA) Pty Ltd	\$1,743.50
		Mechanical Services Condition Report - Aquamotion	
27517	11/03/2024	Better Pets and Gardens Wangara	\$909.56
		Supplies - Animal Care Centre	
27518	11/03/2024	BGC Concrete	\$1,352.34
		Concrete Mix - Various Locations - Engineering	
27519	11/03/2024	Bidfood Perth	\$1,598.08
		Food Supplies For The City	
27520	11/03/2024	Bladon WA Pty Ltd	\$5,399.49
		Corporate Uniforms - Various Service Units	
27521	11/03/2024	Bollog Design Group Ltd	\$1,138.50
		Wanneroo BMX Pearsall Upgrade - Roof Shelter For Kiosk - Assets	
27522	11/03/2024	Bridgestone Australia Limited	\$11,712.38
		Tyre Fitting Services	
27523	11/03/2024	Brightly Software Australia Pty Ltd	\$4,840.00
		Assetic Integration Annual Service - Renewal Period 01.01.2024 - 31.12.2024	
27524	11/03/2024	Bucher Municipal Pty Ltd	\$2,627.17
		Vehicle Spare Parts	
27525	11/03/2024	Business Station Incorporated	\$10,450.00
		Thrive Program 2024 - Advocacy & Economic Development Services	
27526	11/03/2024	Caitlin Howell	\$26.65
		Refund - Copies Of Plans - Not Available	
27527	11/03/2024	Car Care Motor Company Pty Ltd	\$1,085.10
		Vehicle Repairs / Services	
27528	11/03/2024	Rates Refund	\$393.83
27529	11/03/2024	CDM Australia Pty Ltd	\$1,494.90
		Computer Equipment - ICT	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27530	11/03/2024	Certex Lifting Pty Ltd	\$3,065.70
		Inspect Chains And Slings - Fleet	
27531	11/03/2024	CFMEU	\$154.00
		Payroll Deductions	
27532	11/03/2024	Child Support Agency	\$2,250.81
		Payroll Deductions	
27533	11/03/2024	Chivas Enterprises Pty Ltd t/as Mayday Earthmoving	\$5,445.00
		Dry Hire Komatsu Excavator - Quinns Rocks - Assets	
27534	11/03/2024	Christine Rapana	\$500.00
		CCTV Rebate	
27535	11/03/2024	Chrysalis Quantity Surveying Pty Ltd	\$9,055.20
		Progress Claim - Construction Specialist Services - Alkimos Aquatic And Recreation Centre - Assets	
27536	11/03/2024	City of Wanneroo	\$488.00
		Payroll Deductions	
27537	11/03/2024	Civica Pty Ltd	\$880.00
		Group Training - Introduction To Advanced Workflow - 2 Attendees	
27538	11/03/2024	CK Maloney Surveying	\$22,539.00
		Digital Ground Survey And Class B Utility Survey - Wanneroo / Kirkstall - Hocking	
27539	11/03/2024	Clark Equipment Sales Pty Ltd	\$4,639.05
		Vehicle Spare Parts	
27540	11/03/2024	Claw Environmental	\$132.00
		Polystyrene Collection - Wangara Recycling Centre	
27541	11/03/2024	Cleanaway Equipment Services Pty Ltd	\$503.80
		Parts Washer Rental Monthly Bill - Fleet	
27542	11/03/2024	Cleanaway Operations Pty Ltd	\$2,695.00
		Service Grease Trap - Ashby Depot	
		Service Wash Bay - Fleet	
27543	11/03/2024	Coca Cola Amatil Pty Ltd	\$1,148.74
		Beverages - Kingsway	
27544	11/03/2024	Colin Terence Sture	\$100.57
		Refund - Infringement - Withdrawn	
27545	11/03/2024	Complete Office Supplies Pty Ltd	\$9.30
		Stationery Purchases	
27546	11/03/2024	Complete Office Supplies Pty Ltd	\$2,255.13
		Stationery Purchases	
27547	11/03/2024	Conplant Pty Ltd	\$4,202.00
		Hire Of Multi Tyred Roller - Yellagonga Footpath Upgrade	
27548	11/03/2024	Contra-Flow Pty Ltd	\$1,535.33

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Traffic Control - Wanneroo Road / Dundobar Road - Assets	
27549	11/03/2024	Corsign (WA) Pty Ltd	\$1,422.85
		Sign - Another City Of Wanneroo Project - Mitchell Park	
		Signs - Street Name Plates And Care For Our Wildlife	
27550	11/03/2024	Cossill & Webley Consulting Engineers (New Entity)	\$27,693.60
		Consulting Services - Flynn Drive Duplication - Assets	
27551	11/03/2024	Cr Bronwyn Smith	\$2,611.58
		Monthly Allowance	
27552	11/03/2024	Cr Glynis Parker	\$2,611.58
		Monthly Allowance	
27553	11/03/2024	Cr Helen Berry	\$2,611.58
		Monthly Allowance	
27554	11/03/2024	Cr Jacqueline Huntley	\$2,611.58
		Monthly Allowance	
27555	11/03/2024	Cr James Rowe	\$4,461.33
		Monthly Meeting Allowance & Deputy Mayoral Allowance	
27556	11/03/2024	Cr Jordan Wright	\$2,861.53
		Reimbursement - Corporate Apparel Claim – January 2024	
		Monthly Allowance	
27557	11/03/2024	Cr Natalie Herridge	\$2,611.58
		Monthly Allowance	
27558	11/03/2024	Cr Paul Miles	\$2,611.58
		Monthly Allowance	
27559	11/03/2024	Cr Sonet Coetzee	\$2,611.58
		Monthly Allowance	
27560	11/03/2024	Craig Price	\$500.00
		CCTV Rebate	
27561	11/03/2024	Critical Fire Protection & Training Pty Ltd	\$167.82
		Fire Equipment Services - Cockman House	
27562	11/03/2024	CS Legal	\$7,935.65
		Court Fees - Rating Services	
27563	11/03/2024	Dale Alcock Homes Pty Ltd	\$2,000.00
		Refund - Street And Verge Bond	
27564	11/03/2024	Data #3 Limited	\$330.29
		Azure Subscription - 01.01.2024 - 31.01.2024 - ICT	
27565	11/03/2024	Demi Nanopoulos and Brent Nanopoulos	\$802.00
		Vehicle Crossing Subsidy	
27566	11/03/2024	Denise Berry	\$26.50
		Refund - Copies Of Plans - Not Available	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27567	11/03/2024	Direct Communications Pty Ltd	\$1,427.80
		Replace Radio Handset - Fire Services	
27568	11/03/2024	Dismantle	\$2,706.00
		Verge Slashing - Santorini Promenade & Benenden Avenue	
27569	11/03/2024	DMC Cleaning	\$560.18
		Cleaning Services - Cockman House	
27570	11/03/2024	Double G (WA) Pty Ltd	\$301.26
		After Hours Call To Fix Irrigation Leak - Kingsbridge Park	
27571	11/03/2024	Dowsing Group Pty Ltd	\$29,176.65
		Concrete Mix - Various Locations	
27572	11/03/2024	Drainflow Services Pty Ltd	\$37,801.29
		Road Sweeping / Drain Cleaning Services - Various Locations	
27573	11/03/2024	Drovers Vet Hospital Pty Ltd	\$185.70
		Veterinary Charges For The City	
27574	11/03/2024	Eclipse Soils	\$32,917.50
		Delivery Bushland Mulch - Various Locations	
27575	11/03/2024	Edge People Management	\$1,424.49
		Case Management Return To Work Monitoring And Job Dictionaries - People & Culture	
		Ergonomic Assessments - People & Culture	
27576	11/03/2024	Eman Seif	\$2,611.58
		Monthly Allowance	
27577	11/03/2024	Environmental Industries Pty Ltd	\$56,633.50
		Landscape Maintenance Services - Various Locations	
27578	11/03/2024	Fleet Network	\$7,776.22
		Payroll Deductions	
27579	11/03/2024	Frontline Fire & Rescue Equipment	\$1,304.49
		Pistol Grip Nozzle And Adaptor - Fire Services	
		Recovery Equipment Kit & Fibreglass Axe - Fire Services	
27580	11/03/2024	Fusion Applications Pty Ltd	\$6,600.00
		Consulting Fees For OICs Architecture Integration	
27581	11/03/2024	Geoff's Tree Service Pty Ltd	\$89,942.37
		Firebreak Installation - Various Locations - Community Safety	
		Pruning Services For The City	
27582	11/03/2024	Rates Refund	\$2,117.79
27583	11/03/2024	GJ Woodard	\$243.55
		Keyholder Payments	
27584	11/03/2024	Glen Boskovic	\$434.70

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		CCTV Rebate	
27585	11/03/2024	Glenn Hepburn and Han Ta	\$802.00
		Vehicle Crossing Subsidy	
27586	11/03/2024	GPC Asia Pacific Pty Ltd	\$498.00
		Vehicle Spare Parts - Fleet	
27587	11/03/2024	GPR Truck Sales & Service	\$275.00
		Heavy Vehicle Brake And Suspension Check	
27588	11/03/2024	Great Southern Fuel Supplies	\$4,400.40
		Fuel Issues - Stores	
27589	11/03/2024	Groeneveld Lubrication Solutions Pty Ltd	\$816.39
		Vehicle Spare Parts - Fleet	
27590	11/03/2024	Hart Sport	\$856.90
		Hart Pro Kettlebell Rack - Kingsway	
27591	11/03/2024	Heatley Sales Pty Ltd	\$1,360.21
		Perth UBD Map Books, Tie Down Ratchet And Danger Tape - Stores	
27592	11/03/2024	Hickey Constructions Pty Ltd	\$418.00
		Limestone Plinth - Bryan Cunningham Plaque	
27593	11/03/2024	Hodge Collard Preston Unit Trust	\$3,511.75
		Contract Administration Practical Completion - Heath Park Sports Amenities Building	
27594	11/03/2024	Hose Right	\$793.35
		Vehicle Spare Parts	
27595	11/03/2024	i3 Consultants WA	\$3,850.00
		Road Safety Audit - Traffic Management Scheme - Shorehaven Boulevard - Assets	
27596	11/03/2024	ID Rent Pty Ltd	\$1,200.00
		Lighting Towers - PSO Concert	
27597	11/03/2024	Imagesource Digital Solutions	\$3,373.70
		Banners & Signs - Heritage House	
		Signs - Evening In The Park & Sunset Sounds	
		Signs - Symphony Schedule	
		Stickers - Mindarie Bin Day	
		Window Decals - Family Changeroom Window - Aquamotion	
27598	11/03/2024	Instant Toilets & Showers Pty Ltd	\$5,034.59
		Toilets - PSO Concert	
27599	11/03/2024	Integrity Industrial Pty Ltd	\$3,375.23
		Casual Labour Charges	
27600	11/03/2024	Integrity Industrial Pty Ltd	\$1,223.77
		Casual Labour Charges	
27601	11/03/2024	Integrity Staffing	\$1,737.53
		Casual Labour Charges	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27602	11/03/2024	Interfire Agencies Pty Ltd	\$631.04
		10 Reflective Helmet Stickers - Fire Services	
		Staff Uniform - Rangers	
27603	11/03/2024	International Art Services	\$1,095.60
		Transport Walls Collection From AGWA To WLCC For Warhol Exhibition	
27604	11/03/2024	InTouch Kiosks Pty Ltd trading as In Touch Screens	\$3,395.70
		2 Commercial Grade Touch Screen & Stands - Cultural Services	
27605	11/03/2024	Iron Mountain Australia Group Pty Ltd	\$310.37
		Document Management Services	
27606	11/03/2024	Isentia Pty Ltd	\$1,787.50
		Media Services Fee - March 2024	
27607	11/03/2024	Ixom Operations Pty Ltd	\$210.06
		Supplier Of Chlorine Gas - Aquamotion	
27608	11/03/2024	Izabella Witt	\$422.73
		CCTV Rebate	
27609	11/03/2024	J Blackwood & Son Ltd	\$2,234.19
		Rakes, Truck Wash, Flexistraps, Anti-Bacterial Wipes, Fuel Can Tags, Batteries & Headlight / Torch Combo Packs, Glasses Clear, Fence Post, Wire Tie & Sealant - Stores	
27610	11/03/2024	Jako Industries Pty Ltd	\$137,245.90
		Mechanical Equipment Replacement - Aquamotion	
27611	11/03/2024	Jessica Holmes	\$319.00
		Refund - Skin Penetration Application - Withdrawn	
27612	11/03/2024	Jobfit Health Group Pty Ltd	\$555.50
		Pre Employment Medical Services	
27613	11/03/2024	Joel Leblanc	\$802.00
		Vehicle Crossing Subsidy	
27614	11/03/2024	John Darovic	\$500.00
		CCTV Rebate	
27615	11/03/2024	Jordan Lewis Dench trading as Dench Entertainment	\$1,050.00
		DJ - Butler Fun Fest & Wanneroo Festival	
27616	11/03/2024	Rates Refund	\$642.32
27617	11/03/2024	K & K Facility Services Pty Ltd	\$500.50
		Cleaning Service - Wanneroo Library And Cultural	
27618	11/03/2024	Kathleen Maunsell	\$450.90
		CCTV Rebate	
27619	11/03/2024	Kerb Direct Kerbing	\$8,934.92
		Kerbing Works - Various Locations - Engineering	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27620	11/03/2024	Kleenit	\$9,798.38
		Graffiti Removal Services - Various Locations	
27621	11/03/2024	Ko Ko's Dry Cleaning Service	\$559.90
		Dry Cleaning - Corporate Uniform	
27622	11/03/2024	Landcare Weed Control	\$4,092.10
		Weed Treatment - Kingsway Netball Courts Carpark Surrounds	
27623	11/03/2024	Landgate	\$457.50
		Land Enquires For The City	
27624	11/03/2024	Landgate	\$7,572.09
		Gross Rental Values - Rating Services	
27625	11/03/2024	Landscape and Maintenance Solutions Pty Ltd	\$951.50
		Verge Maintenance Works In Northern Suburbs - Malia Ramble	
27626	11/03/2024	Landscape Elements	\$126,239.47
		Irrigation Repair Costs - Banksia Grove / Catalina	
		Park Upgrade Including Rejuvenation And Mulching Of Garden Beds - Musa Park	
		Park Upgrade Including Rejuvenation And Mulching Of Garden Beds - Rooney Park	
		Progress Claim 8 - Banksia Grove And Catalina	
		Streetscapes North Maintenance Services - February 2024	
		Watering Of Plants - McAllister Boulevard	
27627	11/03/2024	Landscape Elements	\$26,628.03
		Progress Claim 8 - Parks / Streetscape Maintenance - Butler East	
		Variation 3 - Irrigation Repairs - Butler East	
27628	11/03/2024	Les Mills Asia Pacific	\$841.51
		Les Mills License Subscription - Aquamotion	
27629	11/03/2024	Rates Refund	\$336.41
27630	11/03/2024	Linemarking WA Pty Ltd	\$1,845.80
		Spotting - Kingsway Road	
		Line Marking - Gngangara Way	
27631	11/03/2024	Lisa Maree Collyer	\$250.00
		February Wildflower Bodies Workshop	
27632	11/03/2024	Living Turf	\$2,299.00
		Supply Of Fertiliser - Grandis Park	
27633	11/03/2024	Major Motors	\$295.77
		Vehicle Spare Parts	
27634	11/03/2024	Cr Marizane Moore	\$2,611.58
		Monthly Allowance	
27635	11/03/2024	Maxxia Pty Ltd	\$6,064.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Payroll Deductions	
27636	11/03/2024	Mayor Linda Aitken	\$11,315.94
		Monthly Meeting & Mayoral Meeting Allowance	
27637	11/03/2024	Michael Read	\$500.00
		CCTV Rebate	
27638	11/03/2024	Mindarie Regional Council	\$169,982.99
		Refuse Disposal Charges - Waste	
27639	11/03/2024	Ms Peggy Brown	\$145.00
		Keyholder Payments	
27640	11/03/2024	Nastech (WA) Pty Ltd	\$4,900.00
		Survey & Fees - 66 Buckingham Drive	
27641	11/03/2024	Natural Area Holdings Pty Ltd	\$12,981.73
		Sand Removal - Mary Lindsay Homestead	
		Spring RHDV Release 2023 - Parks	
27642	11/03/2024	Natural Area Holdings Pty Ltd	\$803.00
		Hand Weeding - Kingsway Floating Garden	
27643	11/03/2024	Navman Wireless Australia Pty Ltd	\$18.15
		Solar Tracker Monthly Subscription - 05.03.2024 - 04.04.2024	
27644	11/03/2024	Rates Refund	\$3,703.28
27645	11/03/2024	Nicole Gordon	\$1,350.00
		Face Painters - Butler Fun Fest	
27646	11/03/2024	Rates Refund	\$79.81
27647	11/03/2024	Nummus Pty Ltd	\$5,500.00
		Event Sponsorship - Cubby House Big Splash	
27648	11/03/2024	Nutrien Ag Solutions Limited	\$1,221.66
		Fencing Supplies - Parks	
27649	11/03/2024	Office Cleaning Experts	\$116,140.82
		Cleaning Services - Various Locations	
27650	11/03/2024	Omnicom Media Group Australia Pty Ltd trading as Marketforce	\$12,715.62
		Advertising Services - Various Service Units	
27651	11/03/2024	On Tap Services	\$8,944.95
		Plumbing Maintenance - Various Locations	
27652	11/03/2024	Optus	\$4,155.27
		Phone Charges For The City	
27653	11/03/2024	Oracle Corporation Australia Pty Ltd	\$92,705.33
		Oracle Fusion Financials Cloud Subscription Fee - ICT	
27654	11/03/2024	Cancelled	
27655	11/03/2024	Parker Black & Forrest	\$4,060.86
		Locking Services - Various Locations	
27656	11/03/2024	Paywise Pty Ltd	\$3,767.11
		Payroll Deductions	
27657	11/03/2024	Peachy Sounds	\$600.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Acoustic Performance - Wanneroo Festival - Events	
27658	11/03/2024	Peter Gourlay	\$2,000.00
		Refund - Street & Verge Bond	
27659	11/03/2024	Cr Philip Bedworth	\$2,611.58
		Monthly Allowance	
27660	11/03/2024	Rates Refund	\$5,538.13
27661	11/03/2024	Philip Simpson	\$1,000.00
		Refund - Street & Verge Bond	
27662	11/03/2024	Platinum Locating Services	\$13,853.02
		Location Of Services - Various Locations - Assets	
27663	11/03/2024	Play Check	\$385.00
		Rubber Surface Impact Testing - Homestead Park	
27664	11/03/2024	Porter Consulting Engineers	\$14,300.00
		Consulting Services - Lot 211 Quinns Road Mindarie - Off Street Car Park Design - Assets	
27665	11/03/2024	Powerhouse Batteries Pty Ltd	\$1,708.15
		Energizer Batteries - Stores	
27666	11/03/2024	Prestige Alarms	\$11,205.08
		Alarm / CCTV Monitoring Services - Various Locations	
27667	11/03/2024	Public Transport Authority	\$11,801.00
		Contribution Towards New Bus Shelter - Mirrabooka Avenue - Assets	
27668	11/03/2024	Pure Homes Pty Ltd Trading As B1 Homes	\$961.38
		Refund - Building Application - Land Not Yet Titled - Lot 614 Ariane View Yanchep	
27669	11/03/2024	RAC Business Wise	\$1,165.61
		Vehicle Call Out Charges - Fleet	
		Join On Road Fee - WN 34703	
27670	11/03/2024	Rebecca Daniels	\$850.00
		Bond Refund	
27671	11/03/2024	Reliable Fencing WA Pty Ltd	\$1,095.45
		Replace Bollards - Salitage Park & Houghton Drive	
27672	11/03/2024	Roads 2000	\$24,964.08
		Asphalt Supplies - Engineering	
		Final Claim - Splendid Avenue - Assets	
27673	11/03/2024	Robert Walters Pty Ltd	\$5,094.71
		Casual Labour Charges	
27674	11/03/2024	Rates Refund	\$3,373.05
27675	11/03/2024	Ronald Futter	\$452.73
		CCTV Rebate	
27676	11/03/2024	RW Quantity Surveyors	\$9,075.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Quantity Surveying Consultancy Services - Abbeville Sports Amenities Building - Assets	
27677	11/03/2024	Safety World	\$1,161.05
		Uniform Issue - Waste	
27678	11/03/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$20,135.48
		Landscape Maintenance Charges - Various Locations	
		Rates Refund - Overpaid	
27679	11/03/2024	Scott Print	\$1,609.30
		Printing - Free Membership Upgrade Flyer	
27680	11/03/2024	Shanice Mellor	\$2,000.00
		Refund - Street & Verge Bond	
27681	11/03/2024	Sharon Wilkie	\$26.50
		Refund - Septic Plans - Not Available	
27682	11/03/2024	Shree Kutchi Leva Patel Community WA	\$850.00
		Bond Refund	
27683	11/03/2024	Sign Synergy Pty Ltd	\$2,125.20
		Supply - Aluminium Composite Signs	
27684	11/03/2024	Rates Refund	\$670.14
27685	11/03/2024	Skyline Landscape Services (WA)	\$125,282.55
		Streetscape Maintenance - Wanneroo Arterials Portion 1 & 3 - Parks	
27686	11/03/2024	Smartech Systems Oceania Pty Ltd	\$642.40
		Envelope Sealer - Folding Machine	
27687	11/03/2024	Smartsalary	\$4,540.11
		Payroll Deductions	
27688	11/03/2024	Smoke & Mirrors Audio Visual	\$1,674.00
		Additional Equipment - Perth Symphony Orchestra Performance - Events	
27689	11/03/2024	Speedo Australia Pty Ltd	\$7,492.54
		Goggles & Aquatic Products For Resale - Aquamotion	
27690	11/03/2024	Sports Surfaces	\$1,364.00
		Cricket Turf Remedial Works - Oldham Reserve	
27691	11/03/2024	St John Ambulance Western Australia Ltd	\$528.00
		First Aid Training - Various Employees	
27692	11/03/2024	Stantec Australia Pty Ltd	\$17,960.25
		Consultancy Services - Condition Assessments & Data Validation - Various Locations - Assets	
		Extended Traffic Survey Scope - Intersection Marangaroo / Girrawheen Avenue - Assets	
27693	11/03/2024	Stewart & Heaton Clothing Company Pty Ltd	\$4,450.60
		Staff Uniforms - Community Safety & Emergency Services	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27694	11/03/2024	Supreme Shades Pty Ltd	\$32,289.40
		Renewal Of Shade Sails - Elliot Park	
27695	11/03/2024	Susan Hamilton	\$50.00
		Dog Registration Refund - Sterilised	
27696	11/03/2024	Synergy	\$191,741.75
		Power Supply Charges - Various Locations	
27697	11/03/2024	Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$1,053.21
		Refund - Development Application - Withdrawn	
27698	11/03/2024	Team Global Express Pty Ltd	\$477.54
		Courier Services	
27699	11/03/2024	Technology One Limited	\$10,067.82
		Additional TechnologyOne SAAS Fee - HR And Payroll	
27700	11/03/2024	Teknacool Marketing	\$930.00
		Reinstate Fire Hydrant Markings - Various Locations	
27701	11/03/2024	Terravac Vacuum Excavation	\$1,122.00
		Vacuum Excavation - Monaltrie Loop	
27702	11/03/2024	The Distributors Perth	\$327.75
		Snacks & Confectionery - Kingsway Stadium	
27703	11/03/2024	The Royal Life Saving Society Australia	\$10,435.04
		Home Pool Barrier Inspections - January 2024	
27704	11/03/2024	The Snake Whisperer	\$850.00
		Reptile Display - Wanneroo Festival	
27705	11/03/2024	Timothy Burfitt	\$500.00
		CCTV Rebate	
27706	11/03/2024	Timothy Hartley	\$802.00
		Vehicle Crossing Subsidy	
27707	11/03/2024	Toro Australia Group Sales Pty Ltd	\$1,765.65
		Vehicle Spare Parts	
27708	11/03/2024	Triton Electrical Contractors Pty Ltd	\$29,956.83
		Irrigation Equipment Electrical Works - Various Locations	
27709	11/03/2024	Trophy Shop Australia	\$1,368.36
		Employee Name Badges - Various Service Units	
		Trophies - Kingsway	
27710	11/03/2024	Truck Centre WA Pty Ltd	\$1,879.88
		Vehicle Spare Parts - Fleet	
27711	11/03/2024	Turf Care WA Pty Ltd	\$317.45
		Application Of Supplied Eco Prime NPK Fertilizer - Grandis Park North And South	
27712	11/03/2024	Tutaki Unit Trust	\$7,370.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Marquee And Furniture Hire - PSO Concert & Butler Fun Fest	
27713	11/03/2024	Valvoline (Australia) Pty Ltd	\$6,831.99
		Oil Supplies - Stores	
27714	11/03/2024	Veolia Recycling & Recovery Pty Ltd	\$4,205.41
		Waste Collection Charges	
27715	11/03/2024	Cr Vinh Nguyen	\$2,611.58
		Monthly Allowance	
27716	11/03/2024	Wanneroo Central Bushfire Brigade	\$12.95
		Reimbursement - Power Steering Fluid	
27717	11/03/2024	Wanneroo Electric	\$14,043.15
		Electrical Maintenance Works - Various Locations	
27718	11/03/2024	Water Corporation	\$769.71
		Water Supply Charges - Various Locations	
27719	11/03/2024	West Coast Shade Pty Ltd	\$19,778.00
		Fabricate And Install Shade Sail Structure - Fishermans Hollow	
27720	11/03/2024	West Coast Turf	\$3,497.96
		Turf Renovations - Lindsay Beach & St Andrews Park - Parks	
27721	11/03/2024	Western Australian Local Government Association	\$770.00
		2 Sponsored Tickets - Derek Nannup & Esandra Colbung - The WALGA Aboriginal Engagement Forum	
		Registration - WALGA Aboriginal Engagement Forum - 3 Attendees	
27722	11/03/2024	Rates Refund	\$2,791.81
27723	11/03/2024	Western Irrigation Pty Ltd	\$5,908.06
		Signal Irrigation Parts - Parks	
27724	11/03/2024	Windcave Pty Limited	\$253.00
		Envisionware Card Payment Fee - Cultural Services	
27725	11/03/2024	Workpower Incorporated	\$21,703.34
		Landscape Maintenance Charges - Conservation Sites	
27726	11/03/2024	Zufaira Minwari	\$350.00
		Bond Refund	
27727	15/03/2024	Australia Post	\$10,074.32
		Postage Charges For The City	
27728	15/03/2024	Australia Post	\$65,231.33
		Postage Charges For The City	
27729	15/03/2024	Borrell Rafferty Associates Pty Ltd	\$2,612.50
		Quantity Surveying - Butler North Open Space - Assets	
27730	18/03/2024	Ms A Rauch	\$41.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Reimbursement - Discover Wanneroo Marina Mindarie Event 23 March 2024 - Childrens Game Prize	
27731	18/03/2024	Ms C Davies	\$37.46
		Reimbursement - Parking Fees	
27732	18/03/2024	Ms F Lam	\$837.00
		Reimbursement - Professional Membership	
27733	18/03/2024	Ms G Greenaway	\$226.58
		Reimbursement - Retirement Gift - Former Employee	
27734	18/03/2024	Mr R Goulding	\$178.39
		Reimbursement - Garden Watering Items	
27735	18/03/2024	Mr R Ellyard	\$10.00
		Reimbursement - Parking Ticket - IPWEA Conference	
27745	19/03/2024	Department of Fire & Emergency Services	\$8,381,869.96
		2023 / 2024 ESL Quarter 2	
27746	18/03/2024	AAAC Towing	\$1,023.00
		Towing Services - Abandoned Vehicles - Rangers	
27747	18/03/2024	ABN Residential WA Pty Ltd	\$1,152.07
		Refund - Building Application - Submitted In Error	
27748	18/03/2024	Activ Foundation Incorporated	\$9,345.05
		Garden Bed Maintenance & Weed Control - 3 Locations - Parks	
27749	18/03/2024	Acurix Networks Pty Ltd	\$10,257.50
		Monitoring, Licensing, Support, Category Based Content Filtering, Premium Portal And Unlimited Downloads - March 2024	
27750	18/03/2024	AE Hoskins Building Services	\$8,743.50
		Balcony Propping - Kingsway Football Club	
27751	18/03/2024	AFGRI Equipment Australia Pty Ltd	\$1,125.83
		Spacers And Weld Pins - Stores	
27752	18/03/2024	Alinta Gas	\$514.60
		Gas Supplies - Various Locations	
27753	18/03/2024	Amy Southcott	\$77.50
		Dog Registration Refund - Sterilised	
27754	18/03/2024	Anne Orr	\$20.00
		Dog Registration Refund - Deceased	
27755	18/03/2024	Applied Security Force	\$1,049.74
		Security - Yanchep Music Concert - Events	
27756	18/03/2024	Archival Survival Pty Ltd	\$239.80
		10 Binders - Wanneroo Museum	
27757	18/03/2024	Armaguard	\$239.59
		Cash Collection Services - Kingsway	
27758	18/03/2024	Aslab Pty Ltd	\$858.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Subbase Testing - Yellagonga Regional Park	
27759	18/03/2024	Australasian Performing Right Association	\$1,102.43
		Music Licence Fees - Fitness Classes - Kingsway Stadium	
27760	18/03/2024	Australian Airconditioning Services Pty Ltd	\$16,295.38
		Air Conditioning Repairs - Aquamotion & Civic Centre	
		Carried Out Routine Maintenance - February 2024	
27761	18/03/2024	Australian Institute of Management Western Australia Human Resource Development Centre Limited	\$2,220.00
		Training - Diploma Of Contract Management - 1 Attendee	
27762	18/03/2024	Australian Institute of Management Western Australia Limited	\$2,750.00
		Corporate Silver Membership - 01.04.2024 - 31.03.2025	
27763	18/03/2024	Baileys Fertilisers	\$495.00
		Dosing Product Purchase - Grandis Park	
27764	18/03/2024	Barry Nilsson	\$30.17
		Refund - Duplicate Payment	
27765	18/03/2024	Better Pets and Gardens Wangara	\$85.62
		Animal Care Centre Supplies	
27766	18/03/2024	BGC Concrete	\$365.20
		Concrete Order - Engineering	
27767	18/03/2024	Bibliotheca Australia Pty Ltd	\$2,503.60
		Supply Library RFID Tags - Library Services	
27768	18/03/2024	Black Hound Enterprises Pty Ltd	\$1,895.00
		Single Max Pod - Ranger Vehicle	
27769	18/03/2024	Bladon WA Pty Ltd	\$320.21
		Corporate Uniform - Emergency Management	
27770	18/03/2024	Blessed In The City Pty Ltd	\$295.00
		Refund - Development Application - Duplicate	
27771	18/03/2024	Blue Force Pty Ltd	\$25,881.05
		Progress Claim 3 - 24/7 Aquamotion Gym Access - Assets	
27772	18/03/2024	Boya Equipment	\$380.95
		Vehicle Spare Parts - Fleet	
27773	18/03/2024	Braza Churros	\$158.50
		Refund - Food Registration Fee - Withdrawn	
27774	18/03/2024	Bridgestone Australia Limited	\$16,748.91
		Tyre Fitting Services	
27775	18/03/2024	Brownes Foods Operations Pty Limited	\$461.16
		Milk Deliveries For The City	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27776	18/03/2024	Bucher Municipal Pty Ltd	\$3,733.88
		Vehicle Spare Parts	
27777	18/03/2024	Cameron Stronach & Chelsea Stronach	\$755.70
		Vehicle Crossing Subsidy	
27778	18/03/2024	Car Care Motor Company Pty Ltd	\$52.86
		Replace Air Filter - WN 34166	
27779	18/03/2024	Cat Welfare Society Incorporated	\$2,026.75
		Impound Fees - Community Safety	
27780	18/03/2024	Cherry's Catering	\$2,785.00
		Catering - Warhol Event - Cultural Services	
27781	18/03/2024	Clinipath Pathology	\$1,589.50
		Medical Fees For The City	
27782	18/03/2024	Club Fiesta	\$276.70
		Fitness Classes - Kingsway Stadium	
27783	18/03/2024	Coates Hire Operations Pty Ltd	\$2,327.23
		Equipment Hire - Gumblossom Way	
		Lunch Room & Toilet Hire - Quinns Rocks - Assets	
27784	18/03/2024	Coca Cola Amatil Pty Ltd	\$507.26
		Beverages - Kingsway Stadium	
27785	18/03/2024	Commissioner of Police	\$51.00
		National Police Check - 3 Volunteers	
27786	18/03/2024	Community Greenwaste Recycling Pty Ltd	\$373.45
		Waste Recycling - Yellagonga Pathway	
27787	18/03/2024	Complete Office Supplies Pty Ltd	\$866.18
		Stationery For The City	
27788	18/03/2024	Contra-Flow Pty Ltd	\$10,307.17
		Traffic Management Services - Various Locations	
27789	18/03/2024	Converge International Pty Ltd	\$10,704.65
		Employee Assistance Program Sessional Counselling - 10.03.2024 - 09.06.2024	
27790	18/03/2024	Corsign (WA) Pty Ltd	\$533.50
		Sign - Gungurru Park	
27791	18/03/2024	Corsign (WA) Pty Ltd	\$495.00
		Signs - No Stopping - Rosslare Park	
27792	18/03/2024	Craneswest (WA) Pty Ltd	\$1,193.94
		Green Waste Received - Wesco Road	
27793	18/03/2024	Critical Fire Protection & Training Pty Ltd	\$83.91
		Monthly Inspections - February 2024	
27794	18/03/2024	CSE Crosscom Pty Ltd	\$1,264.34
		De-Install / Re-Install Radios - 95357 - 95650 - Fleet	
27795	18/03/2024	CW Brands Pty Ltd	\$91.74
		Boston Super Etch Primer Grey - Stores	
27796	18/03/2024	Daimler Trucks Perth	\$424.55
		Vehicle Spare Parts	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27797	18/03/2024	Data #3 Limited	\$954.64
		Subscription - Creative Cloud - ICT	
27798	18/03/2024	David Roy Cull	\$1,111.00
		Pest Control Services - Various Locations	
27799	18/03/2024	Department of the Premier and Cabinet	\$93.60
		Advertising - Change Of Valuation Land Method	
27800	18/03/2024	Department of Transport	\$1,856.10
		Vehicle Search Fees - Rangers	
27801	18/03/2024	DMC Cleaning	\$131,999.55
		Cleaning Services / Consumables - Various Locations	
27802	18/03/2024	Double G (WA) Pty Ltd	\$4,037.14
		Cut And Capping Of Laterals - Nankeen Park	
		Repair Damaged Mainline - Monet Drive	
27803	18/03/2024	Double G (WA) Pty Ltd	\$301.26
		After Hours Callout - Irrigation Repairs - Kingsway Stadium - Parks	
27804	18/03/2024	Dowsing Group Pty Ltd	\$21,978.65
		Upgrade Roundabout - Warradale / Rochester	
27805	18/03/2024	Drainflow Services Pty Ltd	\$8,112.14
		Road Sweeping / Drain Cleaning - Various Locations	
27806	18/03/2024	EBSCO International Incorporated	\$17,728.78
		Library Periodicals Annual Subscription Renewal - Wanneroo Library & Cultural Centre	
27807	18/03/2024	Eclipse Soils	\$11,440.00
		Bushland Mulch - Various Locations	
27808	18/03/2024	ECO Environmental Holdings Pty Ltd	\$181.50
		YSI Proplus Rental & Delivery - Conservation	
27809	18/03/2024	Edge People Management	\$2,662.54
		Provision Of Case Management Return To Work Monitoring And Job Dictionaries	
27810	18/03/2024	Emineo Engineering Services	\$1,831.12
		Observation Tower Maintenance - Quinns / Yanchep	
27811	18/03/2024	Environmental Industries Pty Ltd	\$127,845.10
		Landscape Maintenance - Jindalee / Alkimos / Eglinton - February 2024	
		Streetscape & Parks Maintenance - Butler West - February 2024	
27812	18/03/2024	Equifax Australasia Credit Rating Pty Ltd	\$1,572.12
		Financial Assessments - Contracts & Procurement	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27813	18/03/2024	Ergolink	\$648.31
		Office Chair - Gregory Inca High Back - Work Health & Safety	
27814	18/03/2024	Esther Wilson	\$2,000.00
		Refund - Street & Verge Bond	
27815	18/03/2024	Fang Zhou	\$317.00
		Refund - Food Application & Registration - Withdrawn	
27816	18/03/2024	Fire & Safety WA	\$841.50
		Nomex Duty Trousers - Fire Services	
27817	18/03/2024	First Aid Certified	\$1,149.50
		First Aid Training - 10 Library Staff	
27818	18/03/2024	Frontline Fire & Rescue Equipment	\$5,981.38
		Fire Blanket - Hard Case	
		Progress Claim - Replace Water Relief Valve - Quinns 3.4	
27819	18/03/2024	Fusion Applications Pty Ltd	\$3,575.00
		Consulting Fees For OICs Architecture Integration	
27820	18/03/2024	Fusion Applications Pty Ltd	\$4,620.00
		Consulting Fees For OICs Architecture Integration	
27821	18/03/2024	GDR Mobile Auto Electrical Services Pty Ltd	\$237.60
		VMS System Reset - 94275 - Fleet	
27822	18/03/2024	Gen Connect Pty Ltd	\$2,168.27
		Generator Repairs - Fleet	
27823	18/03/2024	Geoff's Tree Service Pty Ltd	\$48,117.43
		Pruning Services For The City	
27824	18/03/2024	Global Drone Solutions	\$3,617.90
		Training - Beyond Visual Line Of Sight - 2 Participants - Rangers	
27825	18/03/2024	Green Options Pty Ltd	\$3,695.80
		Rotary Mowing - Active Parks - 04.12.2023 - Parks	
27826	18/03/2024	Greenwood Party Hire	\$681.80
		Hire Equipment - Warhol Event - Cultural Services	
27827	18/03/2024	Guardian Doors	\$748.00
		Roller Door Services - Clarkson Volunteer Fire Brigade	
27828	18/03/2024	Hang Art Pty Ltd	\$2,112.00
		2 Day Installation - Warhol Exhibition	
27829	18/03/2024	Hickey Constructions Pty Ltd	\$9,913.20
		Repair Gazebo - Hacienda Park - Parks	
27830	18/03/2024	Holty's Hiab	\$792.00
		Re-Installing Soccer Goals - Grandis	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Hiab - Dalvik Park Urgent Removal Of Goals For Marindust To Place In Sleeves	
27831	18/03/2024	Hose Right	\$639.30
		Hose Supplies - Workshop	
27832	18/03/2024	Imagesource Digital Solutions	\$30,156.50
		Pull-Up Banner - Warhol Exhibitions - Communications & Brand	
		Sign - Splendid Park Pavilion	
		Signage - Casserley Avenue	
		Signs - Aquamotion 24/7 Campaign	
		Signs - Kingsway Open Day	
27833	18/03/2024	Indoor Gardens Pty Ltd	\$311.85
		Indoor Plant Hire - Civic Centre Foyer	
27834	18/03/2024	Integrity Industrial Pty Ltd	\$10,750.43
		Casual Labour Charges	
27835	18/03/2024	Integrity Industrial Pty Ltd	\$6,922.68
		Casual Labour Charges	
27836	18/03/2024	Integrity Staffing	\$2,143.35
		Casual Labour Charges	
27837	18/03/2024	Intelife Group	\$31,830.12
		BBQ Maintenance - Various Locations - February 2024	
		Car Wash & Vacuum - February 2024	
		Cleaning Services For The City	
		Sand Sifting At Alston Park, Butler	
27838	18/03/2024	Interfire Agencies Pty Ltd	\$366.74
		Helmets And Pads - Fire Services	
27839	18/03/2024	International Art Services	\$862.40
		Art Transportation - Art Gallery Of WA To WLCC	
27840	18/03/2024	Iron Mountain Australia Group Pty Ltd	\$4,897.45
		Offsite Storage Services - IM	
27841	18/03/2024	Ixom Operations Pty Ltd	\$215.51
		Chlorine - 01.02.2024 - 29.02.2024 - Aquamotion	
27842	18/03/2024	J Blackwood & Son Ltd	\$1,664.56
		Anti-Bacterial Wipes, Jerry Cans & Star Pickets - Stores	
27843	18/03/2024	Jackson McDonald	\$4,801.50
		Consultancy Services - Enterprise Bargaining Advice	
27844	18/03/2024	JB Hi Fi Commercial	\$436.88
		1 iPad Combo Touch Case & 1 iPad Case - ICT	
27845	18/03/2024	Jobfit Health Group Pty Ltd	\$346.50
		Medical Fees For The City	
27846	18/03/2024	Rates Refund	\$150.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27847	18/03/2024	Kerb Direct Kerbing	\$1,577.12
		Footpath Works - Splendid Avenue Yanchep	
27848	18/03/2024	Kleenit	\$2,437.79
		Clean Oil Spill - Clarkson Youth Centre	
		Graffiti Removal - Various Locations	
		Pressure Washing - Yaroomba Park & Homestead Park Gazebos	
27849	18/03/2024	Kyocera Document Solutions	\$8,741.45
		Photocopier Meter Reading For The City	
27850	18/03/2024	La Vida Australia Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
27851	18/03/2024	Landcare Weed Control	\$768.08
		Weed Control Services	
27852	18/03/2024	Lawn Doctor Turf Solutions	\$891.00
		Supply And Apply Grosorb - Homestead Park	
27853	18/03/2024	Lee Cassell	\$42.50
		Dog Registration Refund - Already Registered	
27854	18/03/2024	Lena Khatib Shahidi	\$500.00
		CCTV Rebate	
27855	18/03/2024	Lillian Trinder	\$319.00
		Refund - Hairdressing Application - Not Required	
27856	18/03/2024	Living Turf	\$1,389.30
		2 Fertiliser Application Audit Reports - Multiple Sites	
27857	18/03/2024	Lobel Events	\$11,405.68
		Supply Power - Perth Symphony Orchestra Concert	
27858	18/03/2024	Marindust Sales & Ace Flagpoles	\$3,278.00
		Replace Goal Post - Fragola Park	
27859	18/03/2024	Maxxia Pty Ltd	\$689.84
		Input Tax Credits For Salary Packaging For February 2024	
27860	18/03/2024	McLeods	\$1,585.98
		Legal Fees For The City	
27861	18/03/2024	Melvista Construction Group Pty Ltd	\$61.65
		Refund - Building Application - Cancelled	
27862	18/03/2024	Michael Page International (Australia) Pty Ltd	\$4,176.00
		Casual Labour Charges	
27863	18/03/2024	Miniquip Hire	\$2,939.20
		Forklift Loader Hire - 01.12.2023 - 15.12.2023 - Assets Maintenance	
27864	18/03/2024	Natural Area Holdings Pty Ltd	\$4,794.03
		Rabbit Control - Cage Trapping - Burns / Mindarie Dup	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Weed Control - Capricorn Esplanade	
27865	18/03/2024	North Metropolitan Tafe	\$3,147.50
		Training - Certificate IV In Horticulture - Parks Employees	
27866	18/03/2024	Nuturf	\$5,720.00
		Stamina Express - Parks	
27867	18/03/2024	Office Cleaning Experts	\$1,570.20
		Cleaning Consumables / Services - Various Locations	
27868	18/03/2024	Omnicom Media Group Australia Pty Ltd trading as Marketforce	\$6,899.80
		Advertising Services - Various Service Units	
27869	18/03/2024	On Tap Services	\$19,839.41
		Plumbing Maintenance - Various Locations	
27870	18/03/2024	On Track Fabrication	\$4,903.80
		Vehicle Repairs - Fleet	
27871	18/03/2024	Optus	\$6,959.05
		Hardware Charges - ICT	
27872	18/03/2024	Oracle Corporation Australia Pty Ltd	\$20,331.37
		Inventory Management Cloud Service - 29.02.2024 - 30.12.2024	
		Oracle Integration Cloud Service - Monthly Subscription - February 2024	
		Transactional Business Intelligence Cloud Service, Self Service Procurement Cloud Service & Purchasing Cloud Server - 29.02.2024 - 30.05.2024 - ICT	
27873	18/03/2024	Paperbark Technologies Pty Ltd	\$1,694.96
		Tree Survey & Assessment - 14 Trees - Rosslare Park - Assets	
27874	18/03/2024	Parker Black & Forrest	\$222.48
		Supply & Install New Cylinder To BBQ - Laricina Park	
27875	18/03/2024	Paywise Pty Ltd	\$343.16
		Input Tax Credits Salary Packaging Paywise – February 2024	
27876	18/03/2024	Perth Playground And Rubber	\$888.80
		Repair Softfall - Foundation Park	
27877	18/03/2024	Pique Mod PTY LTD	\$785.27
		Refund - Development Application - Fee Taken In Error	
27878	18/03/2024	Planning Solutions (Aust) Pty Ltd	\$149.00
		Refund - Copy Of Plans - No Longer Required	
27879	18/03/2024	Platinum Locating Services	\$23,362.49
		Location Of Services - Various Locations - Assets	
27880	18/03/2024	Prestige Alarms	\$9,125.07

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Alarm / CCTV Monitoring Services - Various Locations	
27881	18/03/2024	Proof the Band	\$1,650.00
		Performance - Little Belle - Yanchep - Events	
27882	18/03/2024	RAC BusinessWise	\$105.00
		Call Out - WN 33875 - Wheel Change	
27883	18/03/2024	Rear Vision System Pty Ltd	\$2,190.10
		Vehicle Spare Parts	
27884	18/03/2024	Rebound WA	\$1,210.00
		Wheel Life Basketball Session - Wanneroo Festival - Events	
27885	18/03/2024	Reliable Fencing WA Pty Ltd	\$10,651.96
		Install Gates - Montrose Park & Susan Park	
		Permanent Fencing Work - Yellagonga Park	
		Remove Fencing - Harrogate Vista	
27886	18/03/2024	Reliansys Pty Ltd	\$24,850.00
		Annual Software Access Fees - 03.05.2024 - 02.05.2025 - ICT	
27887	18/03/2024	Richards Mining Services Pty Ltd	\$1,100.00
		Training - Heavy Vehicle Auto Course - 1 Attendee	
27888	18/03/2024	Rider Levett Bucknall WA Pty Ltd	\$9,674.50
		Professional Services - Yanchep Beach Road Upgrade	
27889	18/03/2024	Roads 2000	\$20,177.84
		Footpath Works - Yellagonga Regional Park	
		Road Sweeper - Wangara - Assets	
		Supply Asphalt - Engineering	
27890	18/03/2024	Robert Willis	\$9,955.00
		Consultancy - Audit Report For Clarkson - Butler Contribution Arrangement And The Berkley Road Local Structure Plan	
27891	18/03/2024	RSPCA WA	\$2,719.13
		Community Funding - Support Delivery Of The RSPCA WA Community Action Day 2024	
27892	18/03/2024	RTSM Consulting	\$3,850.00
		Stage 3 - Detailed Design - Road Safety Audit - Wanneroo Road / Elliot Drive - Assets	
27893	18/03/2024	Saltire Training Group	\$1,540.00
		Nationally Recognised Training - Defensive Driving For Volunteers.	
27894	18/03/2024	Sanax Medical And First Aid Supplies	\$366.96
		Hand Sanitiser - Stores	
27895	18/03/2024	Seabreeze Landscape Supplies	\$120.00
		White Sand - Parks	
27896	18/03/2024	Seek Limited	\$17,662.94

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Advertising Services - People & Culture	
27897	18/03/2024	SJ McKee Maintenance Pty Ltd	\$1,040.00
		Repairs - Homestead Drive - Waste	
27898	18/03/2024	Skyline Landscape Services (WA)	\$2,090.00
		Prune Hedges - Hartman / Prindiville - Parks	
27899	18/03/2024	Slater-Gartrell Sports	\$506.00
		Match Wicket Repair - Anthony Waring Park - Parks	
27900	18/03/2024	Smarter Oracle Consulting	\$5,860.80
		Consulting Services - Develop Power Bi Reports And Facilitate User Training	
27901	18/03/2024	Sport and Recreation Surfaces	\$2,365.00
		Tennis Court Maintenance - Elliot Park	
27902	18/03/2024	SPORTENG	\$4,389.00
		Irrigation Design And Consultancy Services - Camira Way	
27903	18/03/2024	St John Ambulance Western Australia Ltd	\$2,013.48
		First Aid Kit Service / Supplies	
27904	18/03/2024	Stantec Australia Pty Ltd	\$41,096.00
		Consultancy Services - Completion Of TSAP Stage 1 & Commencement Of TSAP Stage 2 - Intersection Marangaroo / Girrawheen Avenue - Assets	
		Consultancy Services - Condition Assessment & Data Validation - Assets	
27905	18/03/2024	Statewide Pump Services	\$374.00
		Check Pump Fault - Koondoola Community Centre	
27906	18/03/2024	Stewart & Heaton Clothing Company Pty Ltd	\$12.17
		Name Badge - Darragh Wills - Wanneroo Fire Support	
27907	18/03/2024	Superior Nominees Pty Ltd	\$1,221.11
		Install Bowser Nozzle & Hose - Banksia Grove Community Centre	
		Playground Equipment Repairs - Various Locations	
27908	18/03/2024	Supreme Shades Pty Ltd	\$550.00
		Repair Shade Sail - Gumblossom Community Centre	
27909	18/03/2024	Surf Life Saving WA Incorporated	\$83,535.03
		Beach Safety Services - February 2024 - Facilities	
27910	18/03/2024	Swan Group WA	\$1,015,986.75
		Construction Of Main Pavilion - Halesworth Park - Assets	
27911	18/03/2024	Synergy	\$21,762.02
		Power Supply Charges - Various Locations	
27912	18/03/2024	Systems Edge Management Services Pty Ltd	\$5,500.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Pre-Feasibility Study - Hospice Services Within The City - Community Development	
27913	18/03/2024	Tamala Park Regional Council	\$10,469.44
		GST Payable – January 2024 Pursuant To Section 153 B Of Agreement	
27914	18/03/2024	Technologically Speaking	\$720.00
		Digital Learning - Library Services	
27915	18/03/2024	Telstra Limited	\$40,141.54
		Navman Services / Phone Charges For The City	
27916	18/03/2024	Teresa Newton	\$800.00
		MC - Yanchep Music Concert - Events	
27917	18/03/2024	Terratree Pty Ltd	\$2,385.94
		Flora And Vegetation Survey Report - Franklin Park	
27918	18/03/2024	The Experience Lab Pty Ltd	\$5,874.00
		2 Workshops - Act Like A Leader 3 - Courageous Conversations	
27919	18/03/2024	The Marketing Room	\$2,904.00
		Social Media Manager - Discover Wanneroo - Economic Development	
27920	18/03/2024	The Potters House Beechboro	\$850.00
		Bond Refund	
27921	18/03/2024	The Royal Life Saving Society Australia	\$8,646.18
		Home Pool Barrier Inspections - February 2024 - Compliance	
27922	18/03/2024	The Salvation Army	\$1,526.25
		Provide Dinner, Drinks & Refreshments For 65 Firefighters At Incident - 28.02.2024	
27923	18/03/2024	The Trustee For Apex Gates Trust	\$235.00
		Call Out Fee - Clarkson Fire Station	
27924	18/03/2024	The Trustee for the Hunt Architects Unit Trust t/as Hunt Architects	\$10,450.00
		Architectural And Quantity Surveyor Services - Develop Stage 2 Documentation For Ashby Masterplan	
27925	18/03/2024	The Trustee for the Quito Unit Trust	\$136.00
		Refund - Copies Of Plans - No Longer Required	
27926	18/03/2024	The Vacuum Doctor	\$374.99
		Spray Polish Pads - Kingsway	
27927	18/03/2024	Think Water Wanneroo	\$2,573.20
		Battery Pole Saw, Helmet Kit And Pruner - Parks	
27928	18/03/2024	Toro Australia Group Sales Pty Ltd	\$1,464.04
		Vehicle Spare Parts	
27929	18/03/2024	Totally Workwear Joondalup	\$365.70

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Staff Uniforms - Assets	
27930	18/03/2024	Training Services Australia	\$330.00
		Training - Health And Safety Representative 1 Day Refresher - 1 Attendee - Heritage	
27931	18/03/2024	Tree Planting & Watering	\$146,947.24
		Tree Watering Services - Main And Non-Arterial Roads	
27932	18/03/2024	Triton Electrical Contractors Pty Ltd	\$3,323.10
		Irrigation Electrical Works - Various Locations	
27933	18/03/2024	Trophy Shop Australia	\$97.30
		Name Badges - Various Employees	
27934	18/03/2024	Two Rocks Volunteer Bush Fire Brigade	\$89.95
		Reimbursement - Chica Bunches - Wreath With Wildflowers - Remembrance Day Yanchep	
27935	18/03/2024	UES (Int'L) Pty Ltd	\$106.99
		Vehicle Spare Parts	
27936	18/03/2024	Rates Refund	\$1,133.51
27937	18/03/2024	Vaughn Joshua McGuire	\$605.00
		Welcome To Country - Perth Symphony Orchestra Concert	
27938	18/03/2024	Ventura Home Group Pty Ltd	\$20,000.00
		Refund - Street & Verge Bonds	
27939	18/03/2024	Vincent House Incorporated	\$850.00
		Bond Refund	
27940	18/03/2024	WA Electoral Commission	\$747,343.67
		2023 Local Government Election	
27941	18/03/2024	WA Limestone Company	\$4,348.70
		Limestone - Gumblossom Drainage Upgrade	
		Limestone - Yellagonga Pathway	
		ESL - Bernard Bush Track	
27942	18/03/2024	Wanneroo Central Bushfire Brigade	\$4,149.84
		Annual Contribution	
		Reimbursement - Fuel Motorcard Not Working - Wanneroo Bushfire Brigade	
27943	18/03/2024	Wanneroo Electric	\$7,143.94
		Electrical Maintenance Works - Various Locations	
27944	18/03/2024	Wanneroo Fire Support Brigade	\$1,367.19
		Reimbursement - Long Sleeve T-Shirts - Fire Services	
27945	18/03/2024	Water Corporation	\$12,409.36
		Water Supply Charges - Various Locations	
27946	18/03/2024	West-Sure Group Pty Ltd	\$356.11
		Cash Collection Services	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
27947	18/03/2024	Western Australian Local Government Association	\$1,914.00
		Training - Local Government Act Advanced - Ilzamarie Evans	
		Training - Local Government Act 1995 - Advanced - 1 Attendee	
		Training - Planning Practices - Essentials - 1 Attendee	
27948	18/03/2024	Western Australian Local Government Association	\$638.00
		Training - Introduction To Waste Management - 1 Attendee	
27949	18/03/2024	Western Australian Local Government Association	\$380.00
		Registration - Aboriginal Engagement Forum 2024 - 2 Attendee	
27950	18/03/2024	Western Irrigation Pty Ltd	\$48,105.13
		Irrigation Parts Replacement List	
27951	18/03/2024	Wider Communities Food Relief Inc	\$850.00
		Bond Refund	
27952	18/03/2024	Work Clobber	\$3,150.52
		Uniform Issue - Various Employees	
27953	18/03/2024	Workpower Incorporated	\$31,670.50
		Landscape Maintenance Charges - Conservation Sites	
27954	18/03/2024	Rates Refund	\$2,903.52
27955	18/03/2024	Zetta Pty Ltd	\$68,632.81
		Monthly Managed Services Fee - ICT	
27956	18/03/2024	Zipform Pty Ltd	\$1,488.14
		2024 Interim Rates Notices - Rating Services	
27959	25/03/2024	Ms L Cross	\$87.00
		Reimbursement - Working With Children Check Renewal	
27960	25/03/2024	Mr M Trusso	\$9.00
		Reimbursement - Sunscreen	
27961	25/03/2024	Ms S McCulloch	\$21.50
		Reimbursement - Sand Sample Bags	
27978	25/03/2024	(A) Pod Pty Ltd	\$271,196.92
		Architectural Design - Alkimos Aquatic & Recreation Centre - Assets	
27979	25/03/2024	AAAC Towing	\$341.00
		Towing Services - Abandoned Vehicles - Rangers	
27980	25/03/2024	AARCO Environmental Solutions Pty Ltd	\$3,291.75
		Asbestos Removal - Various Locations - Waste Services	
27981	25/03/2024	ABN Residential WA Pty Ltd	\$12,053.30

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Refund - Building Application - Overpayment	
		Refund - Street & Verge Bonds	
27982	25/03/2024	Activtec Solutions	\$1,083.50
		Preventative Maintenance - Pool Pod, Chair Lift, Change Tables - Aquamotion	
27983	25/03/2024	Rates Refund	\$2,872.77
27984	25/03/2024	Alexander House of Flowers	\$1,890.00
		Flowers Deliveries - Office Of Mayor	
27985	25/03/2024	Alinta Gas	\$1,374.75
		Gas Supply Charges	
27986	25/03/2024	Altronic Distributors	\$37.10
		Appliance Mains Power Cables - ICT	
27987	25/03/2024	Amiee Strempe	\$500.00
		CCTV Rebate	
27988	25/03/2024	Anne Muller	\$25.15
		Refund - Art Awards Entry Fee - Duplicate Payment	
27989	25/03/2024	Antonino Giglia	\$350.00
		Bond Refund	
27990	25/03/2024	ASB Print	\$13,299.00
		Card Cutter & Slitter - ICT	
27991	25/03/2024	Asphaltech Pty Ltd	\$162.80
		Asphalt - Rogers Road - Engineering	
27992	25/03/2024	Ati-Mirage	\$451.00
		Training - Coaching For Performance - 1 Attendee - Community Development	
27993	25/03/2024	Rates Refund	\$562.80
27994	25/03/2024	Aussie Natural Spring Water	\$35.85
		Water Supplies - Yanchep Community Centre	
27995	25/03/2024	Aussie Window Tinting	\$4,350.00
		Window Tinting - Group Fitness - Aquamotion	
27996	25/03/2024	Australian Airconditioning Services Pty Ltd	\$70,338.14
		Airconditioning Maintenance Services - Various Locations	
		Progress Claim 1 - Installation - 45kw Split Ducted System - Aquamotion	
27997	25/03/2024	Australian Communications & Media Authority	\$72.00
		Licence - Land Mobile / Ambulatory System Green Waste Recycling Facility - ICT	
27998	25/03/2024	Australian Institute of Management Western Australia Human Resource Development Centre Limited	\$2,472.00
		Training - Applied Project Management - 1 Attendee	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Training - Project - Create, Resource & Track Projects - 1 Attendee Facilities Projects	
27999	25/03/2024	Australian Services Union	\$238.50
		Payroll Deductions	
28000	25/03/2024	Australian Taxation Office	\$729,029.00
		Payroll Deductions	
28001	25/03/2024	Autosmart North Metro Perth	\$523.60
		4 X Floorsmart Cleanse - Workshop	
28002	25/03/2024	Ava Macauley	\$500.00
		CCTV Rebate	
28003	25/03/2024	Ball & Doggett Pty Ltd	\$595.65
		Paper Supplies - Print Room	
28004	25/03/2024	Beacon Equipment	\$1,015.00
		Tip Blade Carrier Bar - Fleet	
28005	25/03/2024	BGC Concrete	\$2,155.56
		Concrete Mix - Various Locations - Engineering	
28006	25/03/2024	Blackroll Australia Pty Ltd	\$186.55
		Blackroll Standard - Kingsway Stadium	
28007	25/03/2024	Blueprint Homes (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28008	25/03/2024	Bollig Design Group Ltd	\$3,467.75
		Sports Amenities Buildings - Halesworth Park - Assets	
28009	25/03/2024	Boya Equipment	\$489.37
		Oil Cooler - Fleet	
28010	25/03/2024	Brewer Constructions Pty Ltd	\$81.00
		Refund - Copies Of Plans - Not Available	
28011	25/03/2024	Bridgestone Australia Limited	\$3,561.18
		Tyre Fitting Services	
28012	25/03/2024	Brightly Software Australia Pty Ltd	\$2,420.00
		Assetic Consulting Service - 9-Month Draw Down Service - ICT	
28013	25/03/2024	Brownes Foods Operations Pty Limited	\$626.82
		Milk Deliveries For The City	
28014	25/03/2024	Bucher Municipal Pty Ltd	\$1,986.20
		Vehicle Spare Parts - Fleet	
28015	25/03/2024	Bullseye Entertainment Perth Pty Ltd	\$2,950.00
		Games - Yanchep Concert	
		Kids Entertainment - Halesworth Park Butler	
28016	25/03/2024	Cabcharge	\$75.50
		Cab Charges For The City	
28017	25/03/2024	Car Care (WA) Mindarie	\$440.00
		Cleaning Of Community Buses	
28018	25/03/2024	Car Care Motor Company Pty Ltd	\$2,214.20
		Vehicle Services / Repairs - Fleet	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28019	25/03/2024	Rates Refund	\$985.81
28020	25/03/2024	Casey Kickett & Dylan Nott	\$200.00
		Wanneroo Bardip Focus Group Participation & Consultation - Museum	
28021	25/03/2024	Rates Refund	\$944.00
28022	25/03/2024	CFMEU	\$154.00
		Payroll Deductions	
28023	25/03/2024	Chemistry Centre WA	\$311.19
		Testing Of Rainwater - Mariginiup Fire Recovery	
28024	25/03/2024	Child Support Agency	\$2,250.81
		Payroll Deductions	
28025	25/03/2024	Rates Refund	\$2,349.40
28026	25/03/2024	Christopher Nelligan	\$500.00
		CCTV Rebate	
28027	25/03/2024	City of Wanneroo	\$480.00
		Payroll Deductions	
28028	25/03/2024	Cleanaway Operations Pty Ltd	\$4,309.80
		Removal & Disposal of Waste Liquid - Fleet Workshop	
		Grease Trap Service - 3 Locations - Building Maintenance	
28029	25/03/2024	Coca Cola Amatil Pty Ltd	\$591.30
		Beverages - Kingsway Stadium	
28030	25/03/2024	Commercial Aquatics Australia	\$5,093.00
		Maintenance Works - Aquamotion	
28031	25/03/2024	Commissioner of Police	\$34.00
		2 Volunteer Police Checks	
28032	25/03/2024	Complete Office Supplies Pty Ltd	\$791.41
		Stationery Purchases - Various Service Units	
28033	25/03/2024	Construction Hydraulic Design Pty Ltd	\$440.00
		Completion Of Services Design - Toilet Facility Hinckley Park - Assets	
28034	25/03/2024	Contra-Flow Pty Ltd	\$3,819.50
		Visual Message Board Hire - Hawkins Road - Assets	
		Traffic Management - Benenden Avenue - Assets	
28035	25/03/2024	Conway Highbury Pty Ltd	\$2,079.00
		Consultancy - Local Laws Review Project - Governance	
28036	25/03/2024	Corsign (WA) Pty Ltd	\$198.00
		Stickers - Wheel Nut Torque 450nm - Workshop	
28037	25/03/2024	Craneswest (WA) Pty Ltd	\$134,027.07
		Works Completed - February 2024 - Waste Services	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28038	25/03/2024	Craneswest (WA) Pty Ltd	\$22,365.20
		Debris Collection - Various Parks	
28039	25/03/2024	Critical Fire Protection & Training Pty Ltd	\$990.41
		Fire Equipment Servicing - Gumblossom Community Centre	
		Repair Fire Hydrant - Yanchep Surf Life Saving Club	
		Fire Panel Faults - Wanneroo Showgrounds	
		Reset Fire Panel - Aquamotion	
28040	25/03/2024	CS Legal	\$31,904.60
		Court Fees - Rating Services	
28041	25/03/2024	CS Legal	\$79,673.01
		Court Fees - Rating Services	
28042	25/03/2024	CSE Crosscom Pty Ltd	\$429.00
		De-Install / Re-Install Radio - Fleet	
28043	25/03/2024	Darryn Vella	\$850.00
		Bond Refund	
28044	25/03/2024	Data #3 Limited	\$660.00
		Registration - JuiceIT 2024 Perth Attendance - 5 Attendees	
28045	25/03/2024	Rates Refund	\$543.35
28046	25/03/2024	David Allan-Petale	\$350.00
		Arts TNT Workshop - Wanneroo Library 13.03.2024	
28047	25/03/2024	David Butchart	\$73.00
		Refund – Application Of Fees – Withdrawn – Re-Issue Of Unpresented Stale Cheque 00120310	
28048	25/03/2024	David Roy Cull	\$627.00
		General Pest Service - Various Locations	
28049	25/03/2024	Denis Coll	\$450.90
		CCTV Rebate	
28050	25/03/2024	Department of Fire & Emergency Services	\$8,381,869.96
		2023 / 2024 ESL Quarter 3	
28051	25/03/2024	Department of Mines, Industry Regulation & Safety	\$128,916.50
		Collection Agency Fee Payments - 01.02.2024 - 29.02.2024	
28052	25/03/2024	Destination Perth	\$485.00
		Discover Wanneroo Website Competition - Economic Development	
28053	25/03/2024	DJ Electrical & Gas Pty Ltd	\$1,012.66
		Goldstein Fryer Repairs - Ridgewood Park Clubrooms	
28054	25/03/2024	DMC Cleaning	\$2,826.94
		Cleaning Consumables / Services - Various Locations	
28055	25/03/2024	Dowsing Group Pty Ltd	\$7,662.04

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Install Footpath - Routeburn Street & Carlsbad Promenade - Engineering	
28056	25/03/2024	Eclipse Soils	\$5,225.00
		Mulch Supplies - Parks	
28057	25/03/2024	Edge People Management	\$2,306.42
		Case Management & Ergonomic Assessments - People & Culture	
28058	25/03/2024	Environmental Industries Pty Ltd	\$68,862.61
		Apply Fertiliser - Various Locations - Parks	
		Mulching - Halesworth Park - Parks	
		Repair Mainline Break - Various Locations - Parks	
28059	25/03/2024	Epic Catering & Events Services Pty Ltd	\$3,085.50
		Catering - 2 Council Dinners - Corporate Support	
28060	25/03/2024	EPM Partners Pty Ltd	\$1,980.00
		2023 / 2024 EMP System Support - March 2024 - ICT	
28061	25/03/2024	Rates Refund	\$935.02
28062	25/03/2024	Faheem Afzal	\$495.30
		CCTV Rebate	
28063	25/03/2024	Fleet Commercial Gymnasiums Pty Ltd	\$19,011.96
		3 Month Hire Of Cardio Equipment - Aquamotion	
28064	25/03/2024	Fleet Network	\$8,824.80
		Payroll Deductions	
28065	25/03/2024	Flick Anticimex Pty Ltd	\$4,787.38
		Hygienic Services - Various Locations	
28066	25/03/2024	Forcorp Pty Ltd	\$932.80
		Amber Led Beacon - Stores	
28067	25/03/2024	Foxfish Pty Ltd t/as Binley Fencing	\$477.00
		Temporary Fencing - Hawkins Road	
		Temporary Mesh Fencing - Yellagonga Regional Park	
28068	25/03/2024	Fusion Applications Pty Ltd	\$6,600.00
		OICs Architecture Integration - ICT	
28069	25/03/2024	Geoff's Tree Service Pty Ltd	\$111,384.79
		Pruning Services For The City	
28070	25/03/2024	Global Marine Enclosures Pty Ltd	\$9,020.00
		Quinns Beach Swimming Enclosure - Summer Maintenance Management Reports 1 & 2 - Assets	
28071	25/03/2024	Green Options Pty Ltd	\$18,479.00
		Rotary Mowing - Active Parks	
28072	25/03/2024	Greenway Turf Solutions Pty Ltd	\$6,380.00
		Growth Regulator - Parks	
28073	25/03/2024	GripFactory Australia Pty Ltd	\$330.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Hydrotherapy Pool Slip Test - Aquamotion	
28074	25/03/2024	Hamzah Dewan	\$29.00
		Refund - Copy Of Rates Notice - Not Available	
28075	25/03/2024	Heatley Sales Pty Ltd	\$260.15
		Oil Filters - Stores	
28076	25/03/2024	Hickey Constructions Pty Ltd	\$26,767.84
		Bus Shelter Removal At Bus Stop 12230 & 12236	
		Desk Replacement Rear Reception Area Of 4 Desktops - Assets	
		Reception Desk Rear Office Upgrade - New Civic Centre - Assets	
28077	25/03/2024	Hitachi Construction Machinery Pty Ltd	\$1,160.74
		Vehicle Filters - Stores	
28078	25/03/2024	Hodge Collard Preston Unit Trust	\$7,078.50
		Review Of The City's Building Specification Guidelines	
		Upgrade Clubrooms - Warradale Reserve - Assets	
28079	25/03/2024	Home Group WA Pty Ltd	\$1,202.02
		Refund - Building Application - Rejected	
28080	25/03/2024	HopgoodGanim Lawyers	\$10,986.40
		Legal Fees For The City	
28081	25/03/2024	Horizon West Landscape Constructions	\$250,749.03
		Upgrade - New All-Abilities Playground - Riverlinks Park	
28082	25/03/2024	House of Hobby	\$1,200.00
		Sewing Machine Hire - 30.04.2024 - 14.05.2024	
28083	25/03/2024	Humes Concrete Products	\$3,394.01
		Drainage Liners - Gumblossom Drainage Upgrade - Assets	
28084	25/03/2024	Hydroquip Pumps & Irrigation Pty Ltd	\$26,639.58
		Bore Pump Service - Various Locations - Parks	
		Pressure Cleaning - Flemming And Brampton Parks	
28085	25/03/2024	Imagesource Digital Solutions	\$3,273.60
		Flag / Banner / Postcards - Discover Wanneroo	
		Glass Wrap Banners & Corflutes - Warhol Exhibition - Cultural Services	
		Sign - Aquamotion 24/7 Campaign	
		Sign - Attention Door Locked - Aquamotion	
		Signs - Keep Off The Turf - Parks	
28086	25/03/2024	Instant Toilets & Showers Pty Ltd	\$1,312.85

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Toilet Hire - Roadwise Advisory Group - 04.03.2024 - Traffic Services	
28087	25/03/2024	Integrity Industrial Pty Ltd	\$6,419.84
		Casual Labour Charges	
28088	25/03/2024	Integrity Industrial Pty Ltd	\$6,850.69
		Casual Labour Charges	
28089	25/03/2024	Integrity Staffing	\$3,040.67
		Casual Labour Charges	
28090	25/03/2024	Intelife Group	\$4,733.82
		Monthly Bocce / Sports Court Cleaning - February 2024	
		Car Wash & Vacuum Services - Fleet Assets	
		Soap, Tissues, Hand Towels - Stores	
28091	25/03/2024	Interfire Agencies Pty Ltd	\$3,783.03
		12 Series Controller Cable Extension - WN 614 - Fire Services	
		Seaguard Class A Foam Concentrate - Fire Services	
28092	25/03/2024	Ixom Operations Pty Ltd	\$2,813.01
		Chlorine Gas - Aquamotion	
28093	25/03/2024	J Blackwood & Son Ltd	\$3,885.13
		Full Face Respirator - Stores	
		Plastic Fuel Tags - Stores	
		Reusable Face Respirator & Filters	
28094	25/03/2024	James Bennett Pty Ltd	\$1,526.86
		Library Book Stock	
28095	25/03/2024	Janine Wood	\$20.00
		Dog Registration Refund - Animal Deceased	
28096	25/03/2024	Japanese Truck & Bus Spares Pty Ltd	\$0.00
		Invoice / Credit Matched Off - Zero Value Payment	
28097	25/03/2024	Jason Than	\$359.70
		CCTV Rebate	
28098	25/03/2024	Jean Marcel Schmitt	\$100.57
		Refund - Administrative Error - Incorrect Clause	
28099	25/03/2024	Jobfit Health Group Pty Ltd	\$1,930.50
		Medical Fees For The City	
28100	25/03/2024	Rates Refund	\$1,025.73
28101	25/03/2024	Judith Birchall	\$200.00
		Wanneroo Bardip Focus Group Participation & Consultation - Museum	
28102	25/03/2024	Judy Rogers	\$25.15
		Refund - Art Awards Entry Fee - Duplicate Payment	
28103	25/03/2024	Kane Paul McKinley	\$100.57

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Refund - Administrative Error - Incorrect Clause	
28104	25/03/2024	Katherine Boland	\$150.00
		Dog Registration - Sterilisation	
28105	25/03/2024	Kerb Direct Kerbing	\$2,920.41
		Footpath Works - 28 Castlemead Drive	
28106	25/03/2024	Kleenit	\$10,799.79
		Graffiti Removal - Various Locations	
28107	25/03/2024	Komatsu Australia Pty Ltd	\$2,207.76
		Cylinder Assembly - Fleet	
28108	25/03/2024	Konica Minolta Business Solutions Australia Pty Ltd	\$1,461.81
		Image Charges For Konica Production Machine	
28109	25/03/2024	Kulwinder Singh	\$100.00
		Bond Refund	
28110	25/03/2024	La Vida Australia Pty Ltd	\$38,000.00
		Refund - Street & Verge Bonds	
28111	25/03/2024	Rates Refund	\$518.44
28112	25/03/2024	Landcare Weed Control	\$28,063.34
		Landscape Maintenance Services - Various Locations	
28113	25/03/2024	Rates Refund	\$375.60
28114	25/03/2024	Lawn Doctor Turf Solutions	\$10,649.98
		Vertimow & Sweep - Various Locations - Parks	
28115	25/03/2024	Rates Refund	\$2,932.41
28116	25/03/2024	LG Solutions	\$9,955.00
		Financial Reporting Templates - 2023 / 2024 - Finance	
28117	25/03/2024	Ligna Construction	\$17,105.00
		Supply / Install Limestone Blocks - Abbeville & Josephine Park	
		Install Limestone Block Sign - Maurice Lachberg Park	
28118	25/03/2024	Linemarking WA Pty Ltd	\$33,387.75
		Line Marking - Various Locations - Engineering	
28119	25/03/2024	Living Turf	\$35,586.10
		Supply Fertiliser - Parks	
28120	25/03/2024	LKS Constructions (WA) Pty Ltd	\$128,641.93
		Progress Claim 4A - Anthony Waring Sports Amenities Building Upgrade	
28121	25/03/2024	Lobel Events	\$10,751.73
		Provision Of Power And Sign Off For Wanneroo Festival	
28122	25/03/2024	Lolly Direct	\$283.00
		Refund - Food Application Fee - Exempt	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28123	25/03/2024	Maxxia Pty Ltd	\$6,085.29
		Payroll Deductions	
28124	25/03/2024	Mayor Linda Aitken	\$1,305.45
		Travel Allowance - December 2023 - January 2024	
		Reimbursement - Corporate Apparel & Parking Fees	
28125	25/03/2024	Mehdi Najafi	\$500.00
		CCTV Rebate	
28126	25/03/2024	Merisa Bickerstaff	\$400.00
		Harmony Week Event - Girrawheen Library	
28127	25/03/2024	Metrocount	\$5,324.00
		Traffic Monitoring Equipment - Traffic Counter	
28128	25/03/2024	Metrostrata Developments Pty Ltd	\$1,172.59
		Refund - Building Application - Lodged In Error	
28129	25/03/2024	Michael Schulze	\$500.00
		CCTV Rebate	
28130	25/03/2024	Michelle Adams	\$222.37
		Refund - Unused Portion Of Annual Food Notification Fee	
28131	25/03/2024	Micktric Events	\$482.90
		Install Lighting To Marquees - Yanchep Festival - Events	
28132	25/03/2024	Miles Noel Studio	\$1,769.63
		Investment Map - 50% Progress Payment - Advocacy & Economic Development	
28133	25/03/2024	Mindarie Regional Council	\$344,843.18
		Refuse Disposal Charges	
28134	25/03/2024	MKA Electrical Design Consultants Pty Ltd	\$1,947.00
		Assessment And Design Of Fire Indication Panel - Kingsway Indoor Stadium & Aquamotion	
28135	25/03/2024	Morley Mower Centre	\$128.64
		Mower Spare Parts - Stores	
28136	25/03/2024	Multicultural Support Association Incorporated	\$900.00
		Chinese Calligraphy - Wanneroo Festival - Events	
28137	25/03/2024	Rates Refund	\$929.58
28138	25/03/2024	National Fence Co Pty Ltd	\$6,600.00
		Bond Release - Outstanding Road And Civil Works - Lot 9000 Boranup Avenue Clarkson - WAPC 157399	
28139	25/03/2024	Natural Area Holdings Pty Ltd	\$3,960.00
		Revegetation Monitoring Survey - Badgerup Reserve	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28140	25/03/2024	Noongar Boodja Language Cultural Aboriginal Corporation	\$462.00
		Aboriginal Linguist - Community & Place	
28141	25/03/2024	Nuturf	\$2,860.00
		1 X 1000L Special Fex - Parks	
28142	25/03/2024	NVMS Pty Ltd	\$12,208.90
		Post Processing Module, Permanent Licence For 3 Instruments	
		Calibration & Bottom Cover For Hand-Held Analyzer - Health Services	
		Training - Local Government Environmental Noise - 1 Attendee - Health Services	
28143	25/03/2024	OCP Sales - Omnific Enterprises P/L	\$10,274.37
		UHF Waterproof Portable Transceiver - Aquamation	
28144	25/03/2024	Officeworks Superstores Pty Ltd	\$57.15
		Connector Pens - Events	
28145	25/03/2024	Omnicom Media Group Australia Pty Ltd trading as Marketforce	\$406.12
		Advertising Service Charges	
28146	25/03/2024	On Road Auto Electrics	\$968.00
		Install - Light Bar, Directional LED's And Controller - Fleet	
28147	25/03/2024	On Tap Services	\$5,404.63
		Plumbing Maintenance Charges	
28148	25/03/2024	On Track Fabrication	\$412.50
		Jockey Wheel - Trailer 98131	
28149	25/03/2024	Pamela McNaughton	\$462.27
		CCTV Rebate	
28150	25/03/2024	Paperbark Technologies Pty Ltd	\$3,124.68
		Arboricultural Report - 27 Trees - Jack Barlow Park Upgrade - Assets	
28151	25/03/2024	Parker Black & Forrest	\$219.96
		Install Cylinder & Change Lock Function - Dalvik Park - Building Maintenance	
28152	25/03/2024	Paywise Pty Ltd	\$4,654.98
		Payroll Deductions	
28153	25/03/2024	Perth Bouncy Castle Hire	\$2,193.40
		School Holiday Event - Childhood And Youth Service	
28154	25/03/2024	Perth Heavy Tow	\$440.00
		Towing Services - Tractor WN 583 From Kenwick To Ashby - Fleet	
28155	25/03/2024	Perth Playground And Rubber	\$3,939.65
		Install Softfall - Elliot Park	
		Repair Softfall - Banksia Grove Community Centre	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28156	25/03/2024	Perth Testing & Tagging Pty Ltd	\$438.90
		Electrical Testing & Tagging - Ashby Operations Centre Building 2	
28157	25/03/2024	Rates Refund	\$840.17
28158	25/03/2024	Prestige Alarms	\$15,136.99
		CCTV / Alarm Services - Various Locations	
28159	25/03/2024	Pront Tow Towing / Wanneroo Towing Service	\$495.00
		Towing - Hamm Roller - Ashby	
28160	25/03/2024	Pure Homes Pty Ltd Trading As B1 Homes	\$2,000.00
		Refund - Street & Verge Bond	
28161	25/03/2024	Quik Corp Pty Ltd	\$1,087.13
		Vehicle Spare Parts	
28162	25/03/2024	Reliable Fencing WA Pty Ltd	\$688.06
		Repair Fencing - Frederick Duffy Park & Willespie Park	
		Repair Fencing - Willespie Park	
28163	25/03/2024	Renee Born-Jerkovic	\$25.15
		Refund - Art Awards Entry Fee - Duplicate Payment	
28164	25/03/2024	Rider Levett Bucknall WA Pty Ltd	\$6,930.00
		Cost Planners Services - Alkimos Aquatic & Recreation Centre	
28165	25/03/2024	Roads 2000	\$1,944.17
		Asphalt Supplies - Engineering	
		Works – Alexander Drive - Engineering	
28166	25/03/2024	Robert Walters Pty Ltd	\$4,671.52
		Casual Labour Charges	
28167	25/03/2024	Rates Refund	\$160.00
28168	25/03/2024	Roberta Rosato	\$390.00
		Live Sax Performance - Yanchep Concert	
28169	25/03/2024	Saferoads Pty Ltd	\$38,815.79
		VMS Trailer - Emergency Management	
28170	25/03/2024	Safety World	\$1,433.30
		Staff Uniforms - Waste	
28171	25/03/2024	Sandra Long	\$500.00
		CCTV Rebate	
28172	25/03/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$94,801.90
		Landscape Maintenance Charges - Various Locations	
28173	25/03/2024	Scott Print	\$922.35
		Dlx Window Envelopes - Corporate Support	
28174	25/03/2024	Seabreeze Landscape Supplies	\$32.00
		Brickies Sand - Parks	
28175	25/03/2024	Shane Lee Mobilia	\$126.82
		Refund - Administrative Error - Incorrect Clause	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28176	25/03/2024	Shred-X	\$451.30
		Shredding Services For The City	
28177	25/03/2024	Simsai Construction Group Pty Ltd (In Liquidation)	\$26,000.00
		Refund - Street & Verge Bonds	
28178	25/03/2024	Simsai Construction Group Pty Ltd (In Liquidation)	\$2,000.00
		Refund - Street & Verge Bond	
28179	25/03/2024	Site Environmental & Remediation Services Pty Ltd	\$1,980.00
		Site Attendance & Production Of A Defined Scope Of Works - Lakeview Street - Building Maintenance	
28180	25/03/2024	Smartsalary	\$3,258.90
		Payroll Deductions	
28181	25/03/2024	Smoke & Mirrors Audio Visual	\$9,252.25
		Supply Stage, Sound & Lighting - Yanchep Concert - Events	
28182	25/03/2024	Soco Studios	\$385.00
		Arts TNT - 09.03.2024 - Arts Development	
28183	25/03/2024	SOLO Resource Recovery	\$161,589.84
		Green Waste Bin Collections - February 2024	
28184	25/03/2024	SPORTENG	\$2,090.00
		Irrigation Design And Consultancy Services - Aquamation	
28185	25/03/2024	SSB Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28186	25/03/2024	St John Ambulance Western Australia Ltd	\$3,297.56
		First Aid Training / Supplies For The City	
28187	25/03/2024	Stantec Australia Pty Ltd	\$40,681.30
		Preliminary Offshore Sand Source Investigation	
28188	25/03/2024	Stewart & Heaton Clothing Company Pty Ltd	\$871.20
		4 Mens Cargo Pants - Community Safety	
28189	25/03/2024	Stihl Shop Osborne Park	\$1,785.70
		Blower Backpack / Edger - Fleet Assets	
28190	25/03/2024	StrataGreen	\$1,867.80
		Hardwood Survey Stakes - Stores	
28191	25/03/2024	Structerre Consulting Engineers	\$449.90
		Site Bushfire Assessment Level - Yanchep Surf Life Saving Club - Asset Planning	
28192	25/03/2024	Superior Nominees Pty Ltd	\$18,258.02
		Playground Repair - Brampton Park	
		Supply / Installation Of Double BBQ – Monaghan Park	
28193	25/03/2024	Suzanne Logue Artist	\$25.15
		Refund - Art Award Entry - Duplicate Entry	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
28194	25/03/2024	Synergy	\$538,844.04
		Power Supply Charges	
		Streetlighting Charges For The City	
28195	25/03/2024	Taldara Industries Pty Ltd	\$686.40
		Disposable Cups - Various Functions And Water Fountains	
28196	25/03/2024	Rates Refund	\$459.14
28197	25/03/2024	Team Global Express Pty Ltd	\$467.08
		Courier Services - Conservation & Print Room	
28198	25/03/2024	The Australian Driving Institute Pty Ltd	\$660.00
		Trailer Training - 3 Participants - 20.03.2024 - Youth Services	
28199	25/03/2024	The Distributors Perth	\$601.55
		Confectionery For Retail Sale - Kingsway	
28200	25/03/2024	The Factory (Australia) Pty Ltd	\$1,086.25
		Christmas 2022 - Installation And Dismantle Of Decorations Citywide	
28201	25/03/2024	The Local Government, Racing and Cemeteries Employees Union (WA)	\$1,210.00
		Payroll Deductions	
28202	25/03/2024	The Pivot Institute and Mine Training Australia	\$105.60
		Training - Certificate In Training & Assessment - 1 Attendee	
28203	25/03/2024	The Royal Life Saving Society Australia	\$278.30
		Reactive Maintenance - Revolutions Park Splashpad - Parks	
28204	25/03/2024	Think Water Wanneroo	\$1,034.10
		Stihl Brushcutter - Fleet Assets	
28205	25/03/2024	Timothy Ronald James Bolton trading as Tim and Sage Music	\$300.00
		Support Act - Yanchep Concert	
28206	25/03/2024	Toro Australia Group Sales Pty Ltd	\$408.27
		Vehicle Spare Parts - Fleet	
28207	25/03/2024	Totally Workwear Joondalup	\$656.00
		Staff Uniforms - Design - Assets	
28208	25/03/2024	Town Team Movement Limited	\$3,410.00
		Interactive Placemaking Workshops And Community Social Style Event	
		Workshop - Street Calm And Start Placemaking, Streets And Sidewalks As Community Places	
28209	25/03/2024	Training Services Australia	\$330.00
		Training - Health & Safety Refresher Course - 1 Attendee - Waste Services	
28210	25/03/2024	Triton Electrical Contractors Pty Ltd	\$535.70

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Irrigation Electrical Maintenance Works	
28211	25/03/2024	Trophy Shop Australia	\$148.55
		2 Name Badges - Various Employees	
		Freeman Of Wanneroo Plaque Award	
28212	25/03/2024	Truck Centre WA Pty Ltd	\$14,700.53
		Training - Techtool - 06.03.2024 - 1 Attendee - Fleet	
		Vehicle Spare Parts - Fleet	
28213	25/03/2024	TTF Sawkam No 2 TRUST trading as Harvey Norman AV/IT Joondalup	\$3,364.00
		Electric Cooker - Hainsworth Centre & Fridge - Wanneroo Community Centre	
28214	25/03/2024	Two Rocks Volunteer Bush Fire Brigade	\$142.30
		Reimbursement - Big W USB & Chargers	
		Reimbursement - Bunnings Warehouse - Hydrant Paint Line Marking	
28215	25/03/2024	United Fasteners WA Pty Ltd	\$134.08
		Vehicle Spare Parts - Fleet	
28216	25/03/2024	Value Office Furniture Pty Ltd trading as Ikcon Bespoke Joinery Pty Ltd	\$630.00
		3 Coffee Tables - Wanneroo Library - Library Services	
28217	25/03/2024	Vibhuti Panara	\$299.00
		Hire Fee Refund	
28218	25/03/2024	WA Garage Doors Pty Ltd	\$330.00
		Service 2 Industrial Roller Doors - Civic Centre - Building Maintenance	
28219	25/03/2024	WA Hino Sales & Service	\$1,287.33
		Vehicle Spare Parts - Stores	
28220	25/03/2024	WA Limestone Contracting Pty Ltd	\$187,003.54
		Stage 1 - Upgrade to Marine Grade Concrete along Alexandria View	
28221	25/03/2024	Wanneroo Districts Cricket Club Incorporated	\$55,147.95
		Maintenance Of Turf Wicket - February 2024 - Parks	
28222	25/03/2024	Wanneroo Electric	\$21,062.53
		Electrical Maintenance Charges	
28223	25/03/2024	Wanneroo Patios	\$147.00
		Refund - Planning Application - Cancelled	
28224	25/03/2024	Water Corporation	\$17,692.46
		Water Supply Charges	
28225	25/03/2024	Western Australian Local Government Association	\$570.00
		Registration - Aboriginal Engagement Forum 2024 - People & Culture	
28226	25/03/2024	William Buck Consulting (WA) Pty Ltd	\$10,450.00
		Probity Advisory Services - Tenders	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Professional Fees - Internal Audit	
28227	25/03/2024	Wirtgen Australia	\$620.97
		Vehicle Spare Parts - Fleet	
28228	25/03/2024	Work Clobber	\$643.76
		Safety Boots & Cargo Pants - Community Safety & Facilities	
28229	25/03/2024	Zipform Pty Ltd	\$3,877.11
		Printing & Postage Of 4th Instalment Notices - Rating Services	
		Total EFT Payments	\$29,806,317.99
CREDIT CARD RECONCILIATIONS			
53	20/03/2024	CBA Corporate Card	
		Noelene Jennings	
53-01		23/01/2024 - Allstamps.com.au - Updated Title Stamp - CEO	\$46.48
53-02		23/01/2024 - The Stationery Store - Stationery - Lever Arch Files	\$220.90
53-03		23/01/2024 - NTAA - National Tax & Accountants Association Ltd Online Seminar - Acting Team Leader Financial Accounting	\$569.00
53-04		14/02/2024 - Dwer - Water - Department Of Water And Environmental Regulation - Prescribed Fee For Clearing Permit Application (Purpose Permit) For Fynn Drive Stage 3	\$2,600.00
53-05		22/02/2024 - Moore Australia WA PI - Registration - 2024 Local Government Annual Budget Workshop - 2 Attendees	\$2,112.00
		Rohan Klemm	
53-06		19/01/2024 - Qantas Airways Limited - Conference - April 2024 - Director Assets	\$633.60
		William Parker	
53-07		24/01/2024 - Sq *Turquoise Cafe - Business Hospitality - Lunch CEO, Mayor Senator Reynolds, Deputy Leader Of The Opposition Susan Ley	\$52.00
53-08		24/01/2024 - Sq *Turquoise Cafe - Business Hospitality - Lunch CEO, Mayor Senator Reynolds, Deputy Leader Of The Opposition Susan Ley	\$52.00
53-09		16/02/2024 - Form Bas C Inc - Business Hospitality - CEO Coffee With Tabitha McMullan, CEO Of Form	\$7.42

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
53-10		27/02/2024 - Qantas Airways Limited - Airfares - ALGA NGA 02 - 05.07.2024 Canberra - CEO	\$2,000.84
53-11		27/02/2024 - Qantas Airways Limited - Seat Selection - ALGA NGA 02 - 05.07.2024 Canberra - CEO	\$70.00
53-12		27/02/2024 - Qantas Airways Limited - Seat Selection - ALGA NGA 02 - 05.07.2024 Canberra - CEO	\$70.00
53-13		23/02/2024 - Wilson Parking Per055 - Parking - CEO & Mayor - Meeting With Gin Ang Yanchep Beach Joint Venture	\$27.00
53-14		26/02/2024 - Australian Local Gov - Registration - ALGA NGA 02 - 05.07.2024 Canberra - 1 Attendee	\$945.00
		Harminder Singh	
53-15		16/01/2024 - Institute Of Public Works - Registration - 2024 State Conference - 07 - 08.03.2024 The Esplanade Hotel - 1 Attendee	\$1,593.55
53-16		16/01/2024 - Institute Of Public Works - Annual Corporate Membership - Subscription To IPWEA	\$1,157.10
53-17		17/01/2024 - Institutepu - IPWEA - Registration - 2024 International Public Works Conference - Melbourne 30.04.2024 - 03.05.2024 – Attendee H. Singh	\$2,145.00
53-18		18/01/2024 - Crowne Plaza Melbourne - Accommodation Deposit - 2024 International Public Works Conference - Melbourne 30.04.2024 - 03.05.2024 - 1 Attendee	\$222.06
53-19		24/01/2024 - Rawlinsons - 2024 - Rawlinsons Construction Cost Guide - Hardcopy	\$370.00
53-20		25/01/2024 - Prouds Wanneroo Store - Retirement Gift	\$198.00
53-21		01/02/2024 - Western Power - Recurring Program, Upgrade Street Lighting - Church Street	\$498.91
53-22		01/02/2024 - Western Power - Recurring Program, Upgrade Street Lighting - Richenda Court	\$498.91
53-23		06/02/2024 - Ezi*Australian Instit - Subscription To AITPM - Local Government Subscriber - Leadership In Traffic & Transport	\$1,375.00
53-24		13/02/2024 - Eb *Illuminate Training - Illuminate Training Session - 1 Attendee - Asset Planning	\$199.00
		Natasha Smart	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
53-25		17/01/2024 - Vistaprint Australia P - Recognition Of Service Photo Albums	\$194.76
53-26		20/01/2024 - Shiels Galleria - Councillor Recognition Of Service	\$799.00
53-27		23/01/2024 - Ap Wanneroo Post Shop - Councillors Recognition Of Service	\$1,218.85
53-28		07/02/2024 - Intuit*Mailchimp - Wanneroo Wrap February 2024	\$20.18
53-29		27/02/2024 - Qantas Airways - Flights - ALGA Conference Canberra - Mayor Aitken	\$2,000.84
53-30		27/02/2024 - Qantas Airways - Seat Allocation Fee - ALGA Conference Canberra - Mayor Aitken	\$70.00
53-31		27/02/2024 - Qantas Airways - Seat Allocation Fee - ALGA Conference Canberra - Mayor Aitken	\$70.00
53-32		27/02/2024 - Qantas Airways - Flights - ALGA Conference Canberra - Cr Nguyen	\$1,944.74
53-33		27/02/2024 - Qantas Airways - Seat Allocation Fee - ALGA Conference Canberra - Cr Rowe	\$70.00
53-34		27/02/2024 - Qantas Airways - Flights - ALGA Conference Canberra - Cr Rowe	\$1,000.47
53-35		23/02/2024 - Planning Institute Of - Plantech Briefing – Cr V. Nguyen in Attendance	\$20.00
		Total - CBA	\$25,072.61
54	20/03/2024	NAB Corporate Card	
		Advocacy & Economic Development	
54-01		25/01/2024 - Localis.Co - Destination Perth Localis Membership - January 2024	\$163.90
54-02		25/02/2024 - Localis.Co - Destination Perth Localis Membership - February 2024	\$163.90
54-03		25/03/2024 - Facebk T2Ev2Zttx2 - Discover Wanneroo Social Media Campaign	\$41.14
54-04		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Building Maintenance	
54-05		01/02/2024 - Advanced Lock Key - Key Cutting - Community Buildings	\$8.80
54-06		01/02/2024 - Bunnings - Door Flush Blockboard - Community Buildings	\$231.92
54-07		01/02/2024 - SAS Locksmithing - Key Cutting - Community Buildings	\$26.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-08		01/02/2024 - Valspar Joondalup - Valspar / WattyI - Community Buildings	\$152.56
54-09		02/02/2024 - SAS Locksmithing - Lockwood Twin Cyclinder's - Community Buildings	\$637.20
54-10		02/02/2024 - Valspar Mindarie - Solver Duraguard Heritage Red	\$190.93
54-11		05/02/2024 - Bunnings - Sink Waste Kinetic	\$9.97
54-12		05/02/2024 - Bunnings - Super Glue, Car Charge Accessory	\$22.53
54-13		05/02/2024 - Pattos Paint Shop - Enviro Start & Finish	\$79.60
54-14		06/02/2024 - Bunnings - Moulding / Nuts & Bolts - Community Buildings	\$66.85
54-15		06/02/2024 - Valspar Joondalup - Paint - Community Buildings	\$46.32
54-16		07/02/2024 - Bunnings - Adhesive Contact / Grout / Door Hinges - Community Buldings	\$213.53
54-17		07/02/2024 - Bunnings - Polycarb Corrugated - Community Buildings	\$41.40
54-18		07/02/2024 - Bunnings - Steel Angle, Drill Jobber, Bolt & Nut	\$61.49
54-19		08/02/2024 - Bunnings - Adhesive / Car Charge Accessory - Community Buildings.	\$70.46
54-20		08/02/2024 - Bunnings - Flat Bar, Bolt & Nut, Washer Flat	\$73.63
54-21		08/02/2024 - Bunnings - Hinges - Corporate Buildings	\$21.80
54-22		08/02/2024 - Bunnings - Paint Epoxy - Flat Blk	\$29.36
54-23		08/02/2024 - Bunnings - Screws / Toilet Seat - Community Buildings	\$68.89
54-24		08/02/2024 - The Good Guys - Wireless Mouse, Car Charger, Dashview	\$64.00
54-25		08/02/2024 - Valspar Joondalup - Paint - Community Buildings	\$41.32
54-26		08/02/2024 - Valspar Joondalup - Paint - Community Buildings	\$174.91
54-27		09/02/2024 - Bunnings - Hand Shower	\$44.97
54-28		09/02/2024 - Bunnings - Wipes On Roll, Disposable Gloves, Scotchbrite, Turpentine, Methylated Spirits, Cleaner Spray	\$91.38
54-29		09/02/2024 - Valspar Mindarie - Solver Duraguard Grey, Solver Duraguard Wheat	\$357.68
54-30		12/02/2024 - Bunnings - Exterior Paint, Paint Brushes, Roller Cover, Roller Kit	\$226.41
54-31		12/02/2024 - Bunnings - Powerboard / Hooks - Corporate Buildings	\$67.99

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-32		12/02/2024 - Bunnings - Various Screws, Indicator Bolt, Door Flush Extension	\$265.08
54-33		13/02/2024 - Bunnings - Swing Top Bin - Community Buildings	\$11.19
54-34		13/02/2024 - Pattos Paint Shop - Paint / Polyfilla - Community Buildings	\$70.13
54-35		13/02/2024 - Valspar Mindarie - Solver Duraguard	\$83.14
54-36		14/02/2024 - Barnettts Archite H - Door Furniture - Community Buildings	\$556.69
54-37		14/02/2024 - Batteryworldjoondalup - Batteries - Corporate Buildings	\$379.30
54-38		14/02/2024 - Bunnings - Flat Bar / Nuts & Bolts / Washers - Community Buildngs	\$137.00
54-39		14/02/2024 - Bunnings - Meranti Bar	\$79.80
54-40		14/02/2024 - Bunnings - Toilet Seats - Community Buildings	\$53.94
54-41		14/02/2024 - Valspar Mindarie - WattyI Solaguard	\$158.05
54-42		15/01/2024 - Bunnings - Screws / Drill Bits - Community Buildings	\$55.01
54-43		15/02/2024 - Bunnings - Hinges / Door Flush	\$237.94
54-44		15/02/2024 - Bunnings - Pine Moulding - Community Buildings	\$53.96
54-45		15/02/2024 - Bunnings - Wash & Wear Paint, Roller Cover, Paint Brush	\$157.76
54-46		15/02/2024 - Fielders - Custom Flashing - Community Buildings	\$120.23
54-47		16/01/2024 - Barnettts Archite H - Door Furniture - Community Buildings	\$940.54
54-48		16/01/2024 - Bunnings - Coach Screw / Ramplug Ramset - Community Buildings	\$11.66
54-49		16/01/2024 - Bunnings - Cup Hooks / Powerpoint	\$8.60
54-50		16/01/2024 - Bunnings - Door Blockboard - Community Buildings	\$231.92
54-51		16/02/2024 - Bunnings - Nuts & Bolts - Community Buildings	\$9.92
54-52		16/02/2024 - Valspar Joondalup - Paint - Community Buildings	\$46.32
54-53		16/02/2024 - Zen*Lifetree Environme - Asbestos Soil Identification	\$176.95
54-54		17/01/2024 - Bunnings - Alum Tee Section - Community Buildings	\$279.24
54-55		17/01/2024 - Bunnings - Toilet Seat - Community Buildings	\$15.43

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-56		17/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$78.67
54-57		18/01/2024 - Barnetts Archite H - Door Furniture - Community Buildings	\$1,000.00
54-58		18/01/2024 - Barnetts Archite H - Door Furniture - Community Buildings	\$1,433.62
54-59		18/01/2024 - Bunnings - Credit - Cabinet Door - Community Buildings	-\$130.00
54-60		18/01/2024 - Bunnings - Door / Moulding / Melamine - Community Buildings	\$470.37
54-61		18/01/2024 - Bunnings - Fastener - Corporate Buildings	\$7.58
54-62		18/01/2024 - Bunnings - Heavy Duty Scraper / Builders Bog - Corporate Buildings	\$48.46
54-63		18/01/2024 - Carba Tec Pty Ltd - Kitchen Worktop - Community Buildings	\$387.90
54-64		18/01/2024 - Rsea Pty Ltd - PPE - 1 Employee	\$389.97
54-65		18/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$157.23
54-66		19/02/2024 - Ampol Joondalup 55243F - Unintended Use Of Card - Money Repaid	\$43.00
54-67		19/02/2024 - Bunnings - Masking Tape, Picture Hang, Screw Eye Hook, Paint Brushes	\$31.27
54-68		19/02/2024 - Bunnings - Pine Dar / Adhesive - Community Buildings	\$41.65
54-69		19/02/2024 - Bunnings - Pine Dowel / Swing Top Bins - Community Buildings	\$44.69
54-70		19/02/2024 - Bunnings - Toilet Roll Insert - Community Buildings	\$8.58
54-71		19/02/2024 - Bunnings - Toilet Seats / Door Closer - Community Buildings	\$161.48
54-72		20/02/2024 - Bunnings - 2 STPC Dura 2400X820X35	\$914.90
54-73		20/02/2024 - Bunnings - Roller Covers, Turpentine, Paint Brush, Undercoat	\$100.10
54-74		20/02/2024 - Bunnings - Timber Screws, Hinge Screws, Silicone Clear, Silicone Roof & Gutter, Drill Jobber	\$108.81
54-75		20/02/2024 - Bunnings - Toilet Seats	\$17.78
54-76		21/02/2024 - Bunnings - Galvabond Sheet, Hand Shower, Screws Self Tap	\$121.37
54-77		21/02/2024 - Bunnings - Liquid Nails, Selleys Gap Filler	\$11.06
54-78		21/02/2024 - Bunnings - Mortar Repair, Timber Screws, Silicone, Selleys Adhesive	\$89.70

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-79		21/02/2024 - Bunnings - Washer Flat, Bolt & Nuts, Nuts Nylon	\$13.33
54-80		21/02/2024 - The Good Guys - Samsung Microwave	\$199.00
54-81		22/01/2024 - Bunnings - Alum Tee Section / MDF Panel - Community Buildings	\$84.84
54-82		22/01/2024 - Bunnings - Pool Acid / Drill Bits - Community Buildings	\$20.83
54-83		22/01/2024 - Bunnings - Screws / Plywood - Community Buildings	\$78.18
54-84		22/01/2024 - Bunnings - Screws / Security Pinnacle - Community Buildings	\$38.08
54-85		22/01/2024 - Carba Tec Pty Ltd - Router Bit -Community Buildings	\$176.95
54-86		22/01/2024 - SAS Locksmithing - Locks - Community Buildings	\$619.48
54-87		22/01/2024 - Westgyp - Ceiling Tiles - Community Buildings	\$231.58
54-88		22/02/2024 - Bunnings - Danger Tape	\$27.51
54-89		22/02/2024 - Kennards Hire Ho WA - Refund	-\$43.00
54-90		22/02/2024 - Valspar Joondalup - WattyI Colourwash	\$46.32
54-91		23/01/2024 - Bunnings - Shower Rail / Grab Rail - Community Buildings	\$48.98
54-92		23/02/2024 - Bunnings - Paint Brushes, Topping Comp Less Mess	\$55.88
54-93		23/02/2024 - Sas Locksmithing - Single Sided Key Cut	\$18.00
54-94		23/02/2024 - Valspar Mindarie - WattyI Master Enamel Gloss	\$107.37
54-95		24/01/2024 - Bunnings - Accessory Cable - Community Buildings	\$16.91
54-96		24/01/2024 - SAS Locksmithing - Key Cutting - Community Buildings	\$255.07
54-97		24/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$86.96
54-98		24/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$78.67
54-99		25/01/2024 - Bunnings - Acrylic Sheet - Community Centre	\$144.42
54-100		25/01/2024 - Bunnings - Bleach / Spray Bottle / Bucket - Community Buildings	\$7.30
54-101		25/01/2024 - Bunnings - Credit - Downpipes - Community Buildings	-\$72.50
54-102		25/01/2024 - Bunnings - Downpipes - Community Buildings	\$72.50

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-103		25/01/2024 - Bunnings - Lubricant - Community Buildings	\$26.45
54-104		25/01/2024 - Bunnings - Stormwater Pipes / PVC - Community Buildings	\$32.50
54-105		25/01/2024 - RSEA Pty Ltd - PPE Issue	\$395.97
54-106		26/02/2024 - Valspar Joondalup - Poly Pro RTU, Solver Max Wash	\$230.42
54-107		27/02/2024 - Kennards Hire Ho WA - Mobile Hydraulic Platform Hire	\$467.00
54-108		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-109		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-110		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-111		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-112		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-113		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-114		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-115		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-116		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-117		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-118		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-119		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-120		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-121		29/01/2024 - Bunnings - Cleaning Cloths / Blind / Dressed Pine - Community Buildings	\$163.03
54-122		30/01/2024 - Bunnings - Brush Cup - Community Buildings	\$12.68
54-123		30/01/2024 - Bunnings - Connector Hose / Multi-Function Gun - Community Buildings	\$32.43
54-124		30/01/2024 - Bunnings - Hardware Purchases - Community Buildings	\$358.15
54-125		30/01/2024 - Bunnings - Moulding / Nuts & Bolts / Washers - Community Buildings	\$85.08

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-126		30/01/2024 - Officeworks - Office Chair / Units - Corporate Buildings	\$577.00
54-127		31/01/2024 - Bunnings - Access Panel - Community Buildings	\$40.85
54-128		31/01/2024 - Bunnings - Ceiling Vent - Community Buildings	\$17.28
54-129		31/01/2024 - Bunnings - Paint / Roller - Community Buildings	\$108.32
54-130		31/01/2024 - Pattos Paint Shop - Paint - Community Buildings	\$37.73
54-131		31/01/2024 - SAS Locksmithing - Key Cutting - Corporate Buildings	\$21.00
54-132		31/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$78.67
54-133		31/01/2024 - Valspar Joondalup - Paint - Community Buildings	\$78.67
54-134		31/01/2024 - Valspar Mindarie - Paint - Community Buildings	\$83.14
		Chief Bush Fire Control Officer	
54-135		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-136		09/02/2024 - Bunnings - Cleaning Supplies - Quinns Rocks BFB	\$139.86
		Childhood & Youth Planning	
54-137		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-138		06/02/2024 - Coles - Morning Tea - Wanneroo And Surrounds Early Years Network	\$32.44
		Community & Place - Events	
54-139		31/01/2024 - Wannewsadv - Death Notice - B Cunningham	\$184.40
54-140		30/01/2024 - Kmart - Equipment - Wanneroo Festival	\$133.75
54-141		30/01/2024 - Kmart - Bean Bags - Wanneroo Festival	\$132.00
54-142		30/01/2024 - Coles - Food And Beverages - Wanneroo Festival	\$171.30
54-143		30/01/2024 - Coles - Food And Beverages - Wanneroo Festival	\$259.05
54-144		30/01/2024 - Bunnings - Event Materials - Wanneroo Festival	\$833.45
54-145		30/01/2024 - Bunnings - Craft Materials - Wanneroo Festival	\$124.94

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-146		29/01/2024 - Kmart - Ink Stamps - Wanneroo Festival	\$13.50
54-147		29/01/2024 - Big W/Hepburn Ave & Wanne - Craft Materials - Wanneroo Festival	\$220.00
54-148		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-149		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-150		27/01/2024 - Sq *Zest Ice Cream - Ice Cream Provided - Citizenship Ceremony	\$751.00
54-151		27/01/2024 - Sq *Zest Ice Cream - Ice Cream Provided - Citizenship Ceremony	\$894.00
54-152		27/01/2024 - Sq *Mopoke Coffee - Coffee Provided - Citizenship Ceremony	\$465.00
54-153		27/01/2024 - Sq *Mopoke Coffee - Coffee Provided - Citizenship Ceremony	\$500.00
54-154		27/01/2024 - Caltex Merriwa - Ice - Citizenship Ceremony	\$16.50
54-155		24/02/2024 - Sq *Verge Garden Centre - Stage Decorations - Events Season	\$715.00
54-156		24/02/2024 - Sq *Verge Garden Centre - Stage Decorations - Events Season	\$715.00
54-157		24/02/2024 - Anaconda Butler - Event Equipment - PSO Concert	\$23.97
54-158		24/01/2024 - Kmart - Equipment - Wanneroo Festival	\$90.00
54-159		23/02/2024 - Ocean Keys Pastry House - Refreshments - Contractors - PSO Concert	\$126.78
54-160		23/02/2024 - Coles 4815 - Refreshments - Orchestra - PSO Concert	\$176.20
54-161		23/02/2024 - Bunnings - Equipment - Events Season	\$537.18
54-162		23/02/2024 - 7-Eleven 3015 - Ice - PSO Concert	\$20.00
54-163		23/02/2024 - 7-Eleven 3015 - Ice - PSO Concert	\$20.00
54-164		23/01/2024 - Spotlight - Materials - Wanneroo Festival	\$52.20
54-165		23/01/2024 - Paypal - Equipment - Wanneroo Festival	\$585.00
54-166		23/01/2024 - Officeworks - Equipment - Wanneroo Festival	\$47.98
54-167		23/01/2024 - Kmart - Bean Bags - Wanneroo Festival	\$216.00
54-168		22/02/2024 - Dominos Estore Jindalee - Catering - Contractors - PSO Concert	\$49.00
54-169		22/01/2024 - Sp Funbox.Com.Au - Event Materials - Wanneroo Festival	\$646.20

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-170		22/01/2024 - Sp Funbox.Com.Au - Event Materials - PSO Concert	\$603.02
54-171		22/01/2024 - Sp Funbox.Com.Au - Event Materials - PSO Concert	\$713.02
54-172		21/02/2024 - Subway Butler - Catering - Contractors - PSO Concert	\$118.85
54-173		20/02/2024 - Officeworks - Stationery - Events Season	\$359.81
54-174		20/01/2024 - Sq *The Spunky Spud - Catering - Contractor - Landsdale Fun Festival	\$13.16
54-175		20/01/2024 - Sq *The Pitch Inn Food Truck - Contractor Meals - Events	\$172.00
54-176		20/01/2024 - Farmer Jacks Landsdale - Food And Beverages - Wanneroo Festival	\$87.02
54-177		20/01/2024 - BWS Liquor/127 The Broadv - Ice - Landsdale Fun Fest	\$10.00
54-178		18/01/2024 - Sp Lanternshop.com.au - Lanterns - Wanneroo Festival	\$427.10
54-179		18/01/2024 - Sp Costumebox Aus - Costumes - Wanneroo Festival	\$205.93
54-180		18/01/2024 - City Of Wanneroo Aquamotion - Family Swim Pass Prize - Landsdale Fun Fest	\$42.00
54-181		18/01/2024 - BigW - Event Materials - Wanneroo Festival	\$300.00
54-182		17/02/2024 - Sq *Perth City Burger Co - Meals - Contractors And Events	\$256.00
54-183		17/02/2024 - Coles - Soft Drinks - Butler Fun Fest	\$91.60
54-184		17/02/2024 - Ampol Butler - Petrol For Generator - Butler Fun Festival Event	\$10.92
54-185		17/01/2024 - Kmart - Frames - Australia Day Awards	\$40.00
54-186		17/01/2024 - Kmart - Event Materials - Wanneroo Festival	\$56.50
54-187		17/01/2024 - Coles - Materials - Landsdale Fun Fest	\$90.60
54-188		16/02/2024 - Clever Patch - Event Materials - Evening In The Park Event	\$74.91
54-189		15/02/2024 - Officeworks - Materials - Events Season	\$59.73
54-190		08/02/2024 - Funbox.Com.Au - Event Materials - PSO Concert	\$535.10
54-191		08/02/2024 - Funbox.Com.Au - Event Materials - PSO Concert	\$583.99
54-192		08/02/2024 - Funbox.Com.Au - Event Materials - PSO Concert	\$604.29

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-193		07/02/2024 - Ap Wanneroo Post Shop - Postage Cost - Certificates	\$17.45
54-194		03/02/2024 - Anaconda Butler - Equipment - Wanneroo Festival	\$68.94
54-195		02/02/2024 - Woolworths - Materials - Landsdale Fun Fest	\$225.30
54-196		02/02/2024 - Officeworks - Refund - Order Cancelled	-\$515.98
54-197		02/02/2024 - Officeworks - Equipment - Wanneroo Festival	\$136.00
54-198		01/02/2024 - Subway Wanneroo - Contractor Catering - Wanneroo Festival	\$117.35
54-199		01/02/2024 - Officeworks - Equipment And Materials - Events	\$515.98
54-200		01/02/2024 - 7-Eleven - Ice - Wanneroo Festival	\$15.00
		Community & Place - Media & Communications Services	
54-201		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-202		25/02/2024 - Facebk Fxm6Sypbe2 - Advertising Services	\$334.86
54-203		25/02/2024 - Facebk 6Pbuv2Lbe2 - Advertising Services	\$38.64
54-204		25/01/2024 - Facebk Tdhwfybbe2 - Advertising Services	\$1,085.45
54-205		18/02/2024 - Facebk Ltw9Syfbe2 - Advertising Services	\$1,250.00
		Community & Place - Place Management	
54-206		29/01/2024 - Annual Fee - Credit Card January 2024	\$5.00
54-207		29/01/2024 - Coles - Catering Items - Morning Tea - Internal Stakeholder Meeting	\$37.20
		Community Development	
54-208		14/02/2024 - Event Listing Fee - Bushfire Response & Recovery - Recovery Centre On The Road	\$24.99
54-209		18/01/2024 - NAB Australia - Fee Reversal	-\$0.18
54-210		18/01/2024 - NAB Australia - Fraud Reversal	-\$18.30
54-211		21/02/2024 - Coles - Catering - Stakeholder Meeting	\$37.50
54-212		22/02/2024 - Puma Energy Wanneroo - Materials - Bushfire Response And Recovery - Recovery On The Road Event	\$9.45

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-213		22/02/2024 - Trybooking*CFC Mirrabooka - Booking Fee - Sector Workshop	\$20.50
54-214		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-215		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Community History	
54-216		01/02/2024 - UWA Publishing - Books - Community History Research Collection	\$188.51
54-217		15/02/2024 - Registrars.org - Museum Membership - Australian Registrars Committee	\$180.00
54-218		15/02/2024 - Sq *History West - Membership RWAHS	\$95.00
54-219		28/01/2024 - Eventbrite.com Org Fee - Subscription - Event Brite	\$29.00
54-220		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Community Safety & Emergency Management	
54-221		15/02/2024 - Coles - Catering - Mariginiup Fire Debrief Meeting 20 Feb 2024	\$22.00
54-222		15/02/2024 - Officeworks - Stationery - Mariginiup Fire Debrief Meetings	\$321.00
54-223		26/01/2024 - Reconyx - Covert Camera Charges	\$30.77
54-224		26/02/2024 - Reconyx - Covert Camera Sim	\$23.14
54-225		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-226		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Construction Team	
54-227		17/01/2024 - Apollo Health Pty Ltd - Medical Fees	\$159.40
54-228		21/02/2024 - Rsea Pty Ltd - Joondalup - Two Fuel Spill Kits For Vehicles	\$259.98
54-229		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Council & Corporate Support - Hospitality	
54-230		05/02/2024 - Coles - In House Hospitality Requests - Warden And Fire Extinguisher Training, Retirement Morning Tea, Special Council Meeting / Forum And Your Move Champions Networking & Planning Session	\$229.60

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-231		05/02/2024 - Liquorland - Goods For Various Functions And Events For And When Requested February 2024	\$120.00
54-232		05/02/2024 - Liquorland - Goods For Various Functions And Events For And When Required February 2024	\$47.00
54-233		05/02/2024 - Smp*Wanneroo Fresh - In House Hospitality Requests - Warden And Fire Extinguisher Training, Retirement Morning Tea, Special Council Meeting / Forum And Your Move Champions Networking & Planning Session	\$43.75
54-234		06/02/2024 - Bakers Delight - In House Hospitality Requests - Special Council Meeting / Forum	\$4.10
54-235		06/02/2024 - Coles - In House Hospitality Requests - Special Council Meeting / Forum	\$18.70
54-236		06/02/2024 - Coles - In House Hospitality Requests - Warden And Fire Extinguisher Training, Retirement Morning Tea, Special Council Meeting / Forum And Your Move Champions Networking & Planning Session	\$48.35
54-237		06/02/2024 - Smp*Wanneroo Fresh - In House Hospitality Requests - Warden And Fire Extinguisher Training, Retirement Morning Tea, Special Council Meeting / Forum And Your Move Champions Networking & Planning Session	\$25.42
54-238		06/02/2024 - The Cheesecake Shop - In House Hospitality Requests - Special Council Meeting / Forum	\$40.95
54-239		07/02/2024 - Coles - In House Hospitality Requests - Warden And Fire Extinguisher Training, Retirement Morning Tea, Special Council Meeting / Forum And Your Move Champions Networking & Planning Session	\$18.05
54-240		12/02/2024 - Coles - In House Catering Requests - Council Briefing And LEMC Meeting	\$97.99
54-241		12/02/2024 - Smp*Wanneroo Fresh - In House Catering Requests - LEMC Meeting	\$31.65
54-242		13/02/2024 - Coles 0289 - In House Catering Requests - Community Safety Meeting	\$45.45
54-243		13/02/2024 - Smp*Wanneroo Fresh - In House Catering Requests - Capacity Building Training And Community Safety	\$11.41
54-244		14/02/2024 - Coles 0289 - In House Catering Requests - Capacity Building Training	\$21.35
54-245		15/02/2024 - Coles 0289 - In House Catering Requests - LEMC Meeting And	\$29.25

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Capacity Building	
54-246		17/01/2024 - Coles - In House Hospitality Requests - Approval Services Morning Tea & Capacity Building Training	\$73.35
54-247		20/02/2024 - Coles - In House Hospitality Requests - Various Functions And Events For And When Required February 2024	\$96.69
54-248		21/02/2024 - Coles 0289 - In House Catering Requests - Design Review Panel Meeting	\$12.00
54-249		23/01/2024 - Coles - In House Hospitality Requests - Meeting With Shadow Minister	\$6.40
54-250		23/01/2024 - Smp*Wanneroo Fresh - In House Hospitality Requests - Meeting With Shadow Minister	\$15.20
54-251		25/01/2024 - Subway Wanneroo - In House Hospitality Requests - ELM	\$49.95
54-252		26/02/2024 - Coles 0289 - In House Catering Requests - DAIRG, JWEHG And Audit & Risk	\$91.34
54-253		29/01/2024 - Aldi Stores - Banksia - Goods For Various Functions & Events For And When Required January 2024.	\$54.14
54-254		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-255		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-256		29/01/2024 - Basil's Fine Foods - In House Hospitality Requests - Budget Workshop 1 And Session 2 Day 1 & 2 Capacity Building Training	\$174.96
54-257		29/01/2024 - Coles - In House Hospitality Requests - Budget Workshop 1 And Session 2 Day 1 & 2 Capacity Building Training	\$204.75
54-258		29/01/2024 - Coles - In House Hospitality Requests - Budget Workshop 1 And Session 2 Day 1 & 2 Capacity Building Training	\$48.39
54-259		29/01/2024 - Smp*Wanneroo Fresh - In House Hospitality Requests - Budget Workshop 1 And Session 2 Day 1 & 2 Capacity Building Training	\$33.91
54-260		30/01/2024 - Coles - In House Hospitality Requests - Budget Workshop 1	\$13.30
54-261		30/01/2024 - The Cheesecake Shop - In House Hospitality Requests - Budget Workshop 1	\$59.90
		Cultural Exhibitions	

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-262		01/02/2024 - Amazon Marketplace Au - Equipment Materials	\$91.86
54-263		01/02/2024 - Amazon Marketplace Au - Equipment Materials	\$187.62
54-264		05/02/2024 - Bakers Delight - Training Expenses	\$15.50
54-265		05/02/2024 - Flash Photbition - Exhibition Materials	\$66.39
54-266		05/02/2024 - Koori Curriculum - Children's Props - Six Seasons Table	\$53.09
54-267		05/02/2024 - Muffin Break Wannero - Training Expenses	\$28.80
54-268		07/02/2024 - Kmart - Restock Of Pencils And Textas - Children's Programs	\$40.00
54-269		07/02/2024 - Officeworks - Blood, Spill & Vomit Clean Up Kits	\$116.79
54-270		08/02/2024 - Uniqlo Australia Pty Ltd - Exhibition Signage And Equipment	\$273.90
54-271		09/02/2024 - Amazon Marketplace Au - Equipment Materials	\$160.99
54-272		09/02/2024 - Amazon Marketplace Au - Equipment Materials	\$40.25
54-273		16/02/2024 - Bunnings - Equipment Materials	\$299.00
54-274		19/02/2024 - Paperbird Children's Book - Children's Books - Museum	\$158.27
54-275		24/02/2024 - Red Dot Stores - General Materials - Exhibition	\$51.93
54-276		28/01/2024 - Canva* I04044-8805357 - Design Subscription	\$39.99
54-277		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-278		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-279		29/01/2024 - Ebay O*16-11109-17313 - Andy Warhol Interview Magazine 1987	\$84.11
54-280		29/01/2024 - Ebay O*16-11109-17314 - Andy Warhol Interview Magazine 1985	\$122.53
54-281		29/01/2024 - Ebay O*16-11109-17315 - Andy Warhol Interview Magazine 1987	\$125.72
54-282		29/01/2024 - Ebay O*16-11109-17316 - Andy Warhol Interview Magazine 1986	\$100.15
54-283		30/01/2024 - Ebay O*14-11115-49567 - Andy Warhol Interview Magazine 1980	\$192.98
54-284		31/01/2024 - Sp Safetysigns.com.au - Safety Signs - Beware Of Snakes - Heritage Houses	\$67.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Customer & Information Services	
54-285		01/02/2024 - Gethomesafe - Get Home Safe Subscription - Feb 2024	\$461.74
54-286		02/02/2024 - Google Cloud Rbwn4M - Google Cloud Search Fee - Monthly Fee – January 2024	\$189.44
54-287		02/02/2024 - Rezdy - Accelerate Plan - Rezdy Booking System Monthly Subscription Fee - See Exemption 23/36438 - Period 2 Jan 2024 - 2 Feb 2024	\$165.07
54-288		05/02/2024 - In*Altus Network Solutions - Annual Maintenance Contract - nFront Password Filter	\$1,327.71
54-289		05/02/2024 - Joom.Com - Flipper Zero, Flipper Zero Wifi Dev Board	\$373.00
54-290		07/02/2024 - Kmart - Storage Containers	\$56.00
54-291		08/02/2024 - Kmart - Storage Containers	\$140.00
54-292		15/02/2024 - Amazon Marketplace Au - Ubiquity Unifi Antennas	\$1,137.09
54-293		15/02/2024 - Iot Store - Sensecap S2120 Lorawan Weather Station 8 Sensors	\$2,183.50
54-294		19/01/2024 - Paypal - Zoom One Promonthly - Quantity 2. Period Feb 19, 2024 - Mar 18,2024	\$49.26
54-295		19/02/2024 - Home Of 12V Northern - Thumper Lithium 12Ah Mini Mate	\$538.00
54-296		19/02/2024 - Paypal - Zoom One Promonthly - Quantity 2. Period Feb 19, 2024 - Mar 18,2024	\$49.26
54-297		24/01/2024 - Coles - Orange Powwr Dissolver	\$11.40
54-298		24/01/2024 - Freshworks Inc - Freshdesk - Pro Monthly - Billing Period— Jan 24 To Feb 24, 2024. Requested By Emma Bell Cab	\$1,245.00
54-299		24/01/2024 - Kmart - Dymo Labels	\$24.00
54-300		24/01/2024 - Officeworks - Wireless Keyboard	\$59.00
54-301		24/02/2024 - Freshworks Inc - Freshdesk - Pro Monthly - Billing Period— Feb 24 To Mar 24, 2024. Requested By Emma Bell Cab	\$1,245.00
54-302		24/02/2024 - Paypal - Yumpu Subscription Paypal Adfree New. Period: 24-02-2024 - 25-03-2024 - Requested By Cab	\$39.69
54-303		25/01/2024 - Paypal - Yumpu Subscription Paypal Adfree New. Period: 25-01-2024 - 24-02-2024 - Requested By Cab	\$39.60
54-304		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-305		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-306		30/01/2024 - Typeform - Subscription - February 2024	\$90.74
54-307		31/01/2024 - 4Cabling Au - Fibre Optic Patch Cables, Cat 6 Ethernet Cables	\$504.46
54-308		31/01/2024 - Campaignmonitor - Subscription - February 2024	\$1,271.35
54-309		31/01/2024 - Paypal - Charge Name: Zoom Onebusiness Monthly - Quantity: 10 Period Jan 31, 2024 - Feb 28,2024	\$340.89
		Engineering Maintenance	
54-310		01/02/2023 - Bunnings - Reticulation Fittings	\$32.30
54-311		01/02/2024 - Totally Workwear But - Safety Glasses - 2 Employees	\$159.80
54-312		02/02/2023 - Bunnings - Cut Off Blades, Rubber Mallet	\$209.38
54-313		05/02/2024 - Bunnings - Storage Crates, Ball Valve, Ratchet Tie Down, Charging Cord, Adapter, Thread Seal And Hose Clamps	\$274.40
54-314		06/02/2024 - Bunnings - Ratchet Strap	\$6.90
54-315		07/02/2024 - Bunnings - Cleaning Equipment	\$60.19
54-316		07/02/2024 - Lindan Pty Ltd - Shirts And Pants - 1 Employee	\$241.45
54-317		16/02/2024 - Bunnings - Brush, Tarp And Pegs	\$42.33
54-318		17/01/2024 - Tapping Fuel - Fuel - Staff Member Went To Incorrect Service Station	\$93.90
54-319		18/01/2024 - Bunnings - Drill Bit Set, Hammer, Anchors And Screws, Solvent Glue	\$145.41
54-320		18/01/2024 - Bunnings - Extension Cords / Driver Set	\$191.04
54-321		18/01/2024 - Sydney Tools Pty Ltd - Battery Chainsaw	\$578.00
54-322		19/02/2024 - Bunnings - Pliers, Screws, Steel Posts, Cable Ties And Caps	\$242.39
54-323		20/02/2024 - Bunnings - Truck Tarp	\$149.98
54-324		22/01/2024 - Bunnings - Clamp And Spray Bottle, Shovel, Drill Bits	\$62.87
54-325		23/01/2024 - Bunnings - Anchor Bolts And New Drill Bits	\$78.39
54-326		23/01/2024 - Bunnings - Star Picket Driver	\$114.45
54-327		24/01/2024 - RSEA Pty Ltd - Work Boots - 2 Employees	\$444.98
54-328		25/01/2024 - Bunnings - Cable Ties, Wire Brush And Anti-Slip Tape	\$32.42

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-329		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-330		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-331		29/01/2024 - Lindan Pty Ltd - PPE - Uniform Issue	\$117.15
54-332		29/02/2024 - Bunnings - Sprayer Unit	\$7.50
54-333		30/01/2024 - Bunnings - Heavy Duty Bags	\$61.18
54-334		30/01/2024 - Bunnings - Paint And Brushes - Bollard Repair At Scarlett Mews, Signs And Cable Ties - Rousset Rd	\$178.54
54-335		30/01/2024 - Bunnings - Screws, Mesh, Fence Posts And Caps	\$204.50
54-336		30/01/2024 - Lindan Pty Ltd - Anti-Cut Safety Glove, Safety Glasses	\$58.30
54-337		31/01/2024 - Northern Lawnmower - Blower	\$434.48
54-338		31/01/2024 - Sydney Tools Pty Ltd - Battery Coring Drill - Install Grab Rails	\$4,695.80
		Fleet Maintenance	
54-339		01/02/2024 - Noregon Systems - Subscription - Allison Transmission Diagnostic Software	\$1,696.18
54-340		02/02/2024 - Toolmart Australia P - Gland Nut Wrenches	\$160.00
54-341		05/02/2024 - Martins Trlr Parts - Vehicle Spare Parts	\$399.18
54-342		05/02/2024 - Mullins Wheels - Vehicle Spare Parts	\$168.00
54-343		05/02/2024 - Sq *Watt Torque & Porta P - Vehicle Spare Parts	\$247.32
54-344		06/02/2024 - Powerhouse Batteries P - 2 N100 Alektra Batteries	\$390.78
54-345		08/02/2024 - Clutch And Brake Aus - Vehicle Spare Parts	\$328.46
54-346		12/02/2024 - Napa - Vehicle Spare Parts	\$682.00
54-347		13/02/2024 - Martins Trlr Parts - Vehicle Spare Parts	\$558.43
54-348		14/02/2024 - JTB Spares - Vehicle Spare Parts	\$118.40
54-349		14/02/2024 - Martins Trlr Parts - Vehicle Spare Parts	\$255.82
54-350		17/01/2024 - Altronics - Lead USB	\$13.25
54-351		17/01/2024 - Toolmart Australia P - Combination Spanner / Crowsfoot Spanner Set	\$125.95
54-352		18/01/2024 - Greenes Tyres - Replacement Tyres	\$190.00
54-353		20/02/2024 - Martins Trlr Parts - Vehicle	\$24.68

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Spare Parts	
54-354		20/02/2024 - Martins Trlr Parts - Vehicle Spare Parts	\$466.08
54-355		20/02/2024 - Rsea Pty Ltd - Joondalup - Pryme Squeeze Pops	\$50.97
54-356		20/02/2024 - Truck Centre Wa Pty - Vehicle Spare Parts	\$1,013.72
54-357		21/02/2024 - Martins Trlr Parts - Vehicle Spare Parts	\$105.67
54-358		22/01/2024 - Statewide Bearings - Wheel Kit	\$118.80
54-359		22/02/2024 - Multispares Ltd - Air Bag Assembles	\$849.72
54-360		23/01/2024 - Bunnings - Gas Exchange	\$29.89
54-361		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-362		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-363		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-364		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-365		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-366		31/01/2024 - Toolmart Australia P - Vehicle Spare Parts	\$47.50
		Health Services	
54-367		01/02/2024 - Woolworths - Food Sample	\$3.50
54-368		08/02/2024 - Coles - Food Sample	\$13.00
54-369		08/02/2024 - LS Caffn8 Wanneroo - Food Sample	\$8.90
54-370		08/02/2024 - Sushi Hiro - Food Sample	\$11.62
54-371		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-372		31/01/2024 - Big W - Tripod For Noise Meter	\$149.85
		Heritage Education	
54-373		03/01/2024 - Jones Of Guildford - Olden Day Tins - Anzac Museum Box	\$150.00
54-374		06/02/2024 - Amazon Marketplace Au - Long Storage Tubes For Maps - The Museum Boxes	\$204.39
54-375		09/02/2024 - Planet Finska - Vintage Games - Museum Boxes	\$371.80
54-376		10/02/2024 - Jaycar Pty Ltd - Storage Cases - Museum Box Materials	\$199.90
54-377		12/02/2024 - Military Shop - War Medals - Anzac Museum In A Box	\$100.24

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-378		19/02/2024 - Amazon Marketplace Au - Vintage Luggage Cases - Museum Box Replacement	\$661.81
54-379		21/02/2024 - Amznprimeau Membership - Subscription - Heritage Education Purchases	\$9.99
54-380		21/02/2024 - Ozwashroom - Handwashing Supplies - Buckingham House	\$133.22
54-381		21/02/2024 - Yetiau - Insulated Container - Dairy Products - Buckingham House	\$130.00
54-382		22/01/2024 - Amazon Marketplace Au - Slate Boards - Museum Box	\$164.41
54-383		22/01/2024 - Amazon Marketplace Au - Washboard - Museum Box.	\$100.72
54-384		23/01/2024 - Amazon Marketplace Au - Small Storage Tube - Museum Boxes	\$68.93
54-385		23/01/2024 - Amazon Marketplace Au - Small Storage Tubes - Museum Boxes	\$137.86
54-386		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Irrigation Maintenance	
54-387		01/02/2024 - Bunnings - Pest Control & Tool Parts.	\$398.61
54-388		07/02/2024 - Officeworks - Stickers - Chemical Identification When Spraying	\$34.37
54-389		07/02/2024 - Woodvale Fish&Lily - UV Globes For Water Purification	\$90.00
54-390		15/02/2024 - Master Hose Pty Ltd - Tool Replacement	\$67.41
54-391		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Kingsway Indoor Stadium	
54-392		01/02/2024 - Facebk Wxwdnw3P42 - Advertising	\$11.83
54-393		01/02/2024 - Facebk Zau5Tw3N42 - Advertising	\$500.00
54-394		02/02/2024 - BWS - Ice	\$11.98
54-395		03/02/2024 - Kmart - Sport Storage Trolley	\$39.00
54-396		05/02/2024 - Darch Pizza House - Pizza - Competition Finals	\$83.73
54-397		07/02/2024 - Kmart - Junior Clinic Equipment Trolleys	\$250.00
54-398		08/02/2024 - Bunnings - Door Bell - Reception	\$9.99
54-399		13/02/2024 - Bunnings - Refund	-\$6.00
54-400		13/02/2024 - Bunnings - Suction Cups - Floor Covering	\$21.96

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-401		14/02/2024 - Evolution Sports Impor - Junior Clinic Equipment	\$216.00
54-402		16/02/2024 - Big W/Hepburn Ave & Wanne - Promotional Ballons	\$74.65
54-403		17/01/2024 - Price Savers Whitford - Art & Craft	\$40.13
54-404		19/01/2024 - 7 Eleven Darch 3012 - Ice	\$10.00
54-405		19/02/2024 - Facebk Dxm6Gyfn42 - Advertising	\$500.00
54-406		24/01/2024 - Red Dot Stores Joond - Art & Craft	\$12.99
54-407		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Library Services	
54-408		01/02/2024 - Coles - Dishwashing Brushes - Clarkson Library	\$5.75
54-409		01/02/2024 - Coles - Playdough Ingredients - IAAP At Clarkson Library	\$9.40
54-410		01/02/2024 - Lams Oriental Superm - Milk	\$5.29
54-411		02/02/2024 - Amazon Au - Library Book Stock	\$36.89
54-412		02/02/2024 - Family History Aust - Community History Book Stock	\$448.95
54-413		02/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$24.60
54-414		02/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$38.81
54-415		02/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$24.60
54-416		03/01/2024 - Coles - Cultural Development - Staff - Clarkson Library	\$4.50
54-417		05/02/2024 - Games World Joondalup - Games - Customer Use	\$255.96
54-418		05/02/2024 - Kakadu-Plum-Co - Library Program - Naidoc Week Materials - Community Learning	\$374.12
54-419		05/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$12.76
54-420		05/02/2024 - Two Rocks IGA - Milk - Libraries	\$3.10
54-421		06/02/2024 - Amazon Au - Library Book Stock	\$24.13
54-422		06/02/2024 - Amazon Au - Library Book Stock	\$58.20
54-423		06/02/2024 - Coles - Biscuits - Tech Help Session At Clarkson Library	\$5.75
54-424		06/02/2024 - Coles - Milk - Clarkson Library	\$4.50

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-425		06/02/2024 - Ezi*Riffs & Licks Musi - Heritage Resources - Grant Funded	\$1,375.15
54-426		06/02/2024 - JBHi-Fi Online - Library Book Stock	\$70.97
54-427		06/02/2024 - Trybooking*Wa Branch CBCA - Children's Book Council Of Australia Author Showcase Event Attendance	\$30.50
54-428		06/02/2024 - Trybooking*WA Branch CBCA - Library Programs - Professional Development Event And Booking Fee	\$30.50
54-429		07/02/2024 - Clever Patch - Program Expenses - Miscellaneous Craft Materials	\$1,047.80
54-430		08/02/2024 - Kmart - Materials - IAAP (Ball Pit)	\$20.00
54-431		08/02/2024 - Lams Oriental Superm - Milk	\$3.09
54-432		09/01/2024 - Coles - School Holidays Activities Materials	\$9.00
54-433		09/02/2024 - Coles - Milk - Clarkson Library	\$4.50
54-434		09/02/2024 - Woolworths/Kingsway - Catering - Library Programs - Career Workshop	\$34.75
54-435		10/02/2024 - Coles Online - Catering - Library Program - Workshop	\$105.00
54-436		10/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$70.91
54-437		13/02/2024 - Booktopia Pty Ltd - Library Book Stock	\$345.61
54-438		13/02/2024 - Coles - Program Expenditures - IAAP	\$16.00
54-439		13/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$24.60
54-440		13/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$12.76
54-441		14/02/2024 - Amazon Au - Library Book Stock	\$175.91
54-442		14/02/2024 - Amazon Au - Library Book Stock	\$25.89
54-443		14/02/2024 - Coles - Catering - Library Programs - Writing Workshop	\$73.60
54-444		14/02/2024 - Ikea Perth - Furniture - Library	\$147.00
54-445		14/02/2024 - Lams Oriental Superm - Milk	\$3.29
54-446		14/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$14.21
54-447		14/02/2024 - News Pty Limited - Library Newspapers	\$80.00
54-448		14/02/2024 - News Pty Limited - Library Newspapers	\$80.00
54-449		14/02/2024 - Smp*Wanneroo Fresh - Catering - Library Programs - Writing	\$8.10

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Workshop	
54-450		14/02/2024 - Sq *Lisa Collyer - Local Stock Collection Items	\$50.00
54-451		14/02/2024 - Summerfield News & Lot - Vietnamese Newspaper	\$4.70
54-452		14/02/2024 - Two Rocks IGA - Milk - Libraries	\$3.99
54-453		15/02/2024 - Coles - Milk - Clarkson Library	\$4.50
54-454		16/01/2024 - Barbeques Galore Malaga - Barbeque - Retirement Gift - Former Employee	\$399.00
54-455		16/01/2024 - Clever Patch - Resources - Library Programs	\$388.09
54-456		16/02/2024 - Lams Oriental Superm - Milk	\$3.29
54-457		17/01/2024 - Red Dot Stores - Junior Program Resources - Foam Stickers, Nail Polish	\$18.00
54-458		17/01/2024 - SP JB Hi-Fi Online - Library Book Stock	\$37.27
54-459		19/01/2024 - Lams Oriental Superm - Milk	\$3.09
54-460		20/01/2024 - My Post Business/Post - Interlibrary Loans Postage	\$140.00
54-461		20/02/2024 - Amazon Au - Library Book Stock	\$206.65
54-462		20/02/2024 - Coles - Catering – Light Refreshments – Workshop	\$14.36
54-463		20/02/2024 - Coles - Milk - Clarkson Library	\$4.50
54-464		20/02/2024 - Officeworks - Refund Of Delivery Charge	-\$7.95
54-465		21/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$24.60
54-466		22/01/2024 - Amazon Marketplace Au - Library Book Stock	\$25.95
54-467		22/01/2024 - Amazon Marketplace Au - Library Book Stock	\$50.90
54-468		22/01/2024 - Boffins Bookshop Pty Ltd - Library Book Stock	\$55.60
54-469		22/01/2024 - Dymocks Online - Library Book Clubs Kits	\$679.79
54-470		22/01/2024 - Dymocks Online - Library Book Stock	\$55.98
54-471		22/01/2024 - Educational Art Supplies - Program Expenditures	\$63.42
54-472		22/01/2024 - Kmart - Library Projects - Corflute Stands For Signage - Staff Use	\$21.00
54-473		22/02/2024 - Coles - Playdough Ingredients - IAAP At Clarkson Library	\$4.40

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-474		22/02/2024 - Kmart - Storage - Program Resources	\$6.00
54-475		22/02/2024 - Lams Oriental Superm - Milk	\$3.29
54-476		22/02/2024 - Two Rocks IGA - Milk	\$3.10
54-477		23/01/2024 - Amazon Au - Library Book Stock	\$50.07
54-478		23/01/2024 - AP Two Rocks LPO - Cultural Development - Working With Children Check - Staff Member	\$87.00
54-479		23/01/2024 - Coles - Milk - Clarkson Library	\$3.10
54-480		23/02/2024 - Coles - Milk - Clarkson Library	\$4.50
54-481		23/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$10.39
54-482		23/02/2024 - The Good Guys - Hand Held Vacuum Cleaner - Two Rocks Library	\$389.00
54-483		24/01/2024 - Ap Wanneroo Post Shop - Postage Of RFID Tags To James Bennett	\$21.95
54-484		24/01/2024 - Booktopia Pty Ltd - Library Book Stock	\$68.01
54-485		24/01/2024 - My Post Business/Post - Interlibrary Loans Postage	\$28.42
54-486		24/01/2024 - Two Rocks IGA - Milk	\$3.10
54-487		25/01/2024 - Red Dot Stores - Craft Paper - Junior Program At Clarkson Library	\$8.00
54-488		26/02/2024 - My Post Business/Post - Interlibrary Loan Postage	\$9.33
54-489		27/01/2024 - My Post Business/Post - Interlibrary Loans Postage	\$28.42
54-490		27/01/2024 - My Post Business/Post - Interlibrary Loans Postage	\$14.21
54-491		28/01/2024 - Eventbrite.com Org Fee - Library Programs - Event Platform - Subscription Cost	\$29.00
54-492		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-493		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-494		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-495		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-496		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-497		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-498		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-499		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-500		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-501		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-502		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-503		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-504		29/01/2024 - Coles - Dinner Plates - Junior Craft Program At Clarkson Library	\$6.30
54-505		30/01/2024 - Coles - Milk - Clarkson Library	\$4.50
54-506		30/01/2024 - Kmart - Resources - Library Program	\$34.50
54-507		30/01/2024 - Kmart - Toilet Brush - Staff Bathroom - Clarkson Library	\$7.00
54-508		30/01/2024 - Officeworks - Purchase Of Sand - It's All About Play.	\$54.09
54-509		30/01/2024 - Paypal - Library Programs - Resource Provider Learning Activities - Customer Use	\$98.00
54-510		31/01/2024 - Amazon Marketplace Au - Library Book Stock	\$25.09
54-511		31/01/2024 - Kmart - Picture Frame	\$2.25
54-512		31/01/2024 - My Post Business/Post - Interlibrary Loans Postage	\$31.17
		Parks & Conservation Management	
54-513		01/02/2024 - Boya Equipment Pty Ltd - Backpack Sprayer	\$428.99
54-514		13/02/2024 - Lindan Pty Ltd - Disposable Boot Covers - Herbicide Spraying.	\$93.50
54-515		16/02/2024 - Bunnings - Ratchet Straps	\$52.00
54-516		22/02/2024 - Bunnings - Ratchet Straps	\$57.00
54-517		22/02/2024 - Tapping Fuel - Fuel - Loan Vehicle While Vehicle Was Being Serviced.	\$24.29
54-518		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-519		29/01/2024 - Bunnings - Hose Nozzle	\$25.89
54-520		30/01/2024 - Hose Right - Hose Nozzle	\$66.03
54-521		31/01/2024 - Bunnings - Tie-Down Straps For Trailer Ramps	\$65.00
		Parks Maintenance	
54-522		08/02/2024 - Work Clobber - Safety Boots - Operational Staff.	\$720.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-523		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-524		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		People & Culture	
54-525		13/02/2024 - Kmart - Value-Able Awards	\$100.00
54-526		13/02/2024 - Kmart - Value-Able Awards	\$100.00
54-527		13/02/2024 - Kmart - Value-Able Awards	\$100.00
54-528		13/02/2024 - Kmart - Value-Able Awards	\$100.00
54-529		13/02/2024 - Kmart - Value-Able Awards	\$100.00
54-530		22/02/2024 - Kmart - Value-Able Awards	\$100.00
54-531		22/02/2024 - Kmart - Value-Able Awards	\$100.00
54-532		22/02/2024 - Kmart - Value-Able Awards	\$100.00
54-533		22/02/2024 - Smp*Wanneroo Fresh - Personal Expense - Repaid	\$10.78
54-534		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Property Services	
54-535		13/02/2024 - Pla Stripe* #25371 - Reverse Payment - Parks & Leisure Australia Webinar	-\$55.00
54-536		13/02/2024 - Pla Stripe* #25371 - Webinar Attendance - Parks & Leisure Australia - Golf	\$55.00
54-537		18/01/2024 - Asic - Asic Company Search - Telstra	\$10.00
54-538		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
		Surveys	
54-539		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-540		04/02/2024 - Microsoft*Microsoft 365 B - Subscription – One Drive - Yearly	\$29.99
		Traffic Services	
54-541		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-542		05/02/2024 - Officeworks - USB Port Adapter	\$39.00
		Tree & Conservation Maintenance	
54-543		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-544		25/01/2024 - Tt Joondalup PI - Bahco Lopper Replacement Following Safety Audit	\$983.00
54-545		23/02/2024 - Work Clobber - Shirts - Parks	\$135.60

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Employee	
54-546		20/02/2024 - Karlka Fencewright WA - Chainlink Mesh Fencing	\$504.79
54-547		19/01/2024 - Hose Right - Hose Adaptor	\$38.73
54-548		19/01/2024 - Hose Right - Hose Adaptor	\$152.75
54-549		18/02/2024 - Bunnings - Pop Rivets - Butler Lakes	\$24.15
54-550		18/01/2024 - Bunnings - Shifters, Blades, Sponges, Funnel	\$135.98
54-551		14/02/2024 - Benara Nurseries - Poinciana Tree - Bryan Memorial	\$238.70
54-552		12/02/2024 - Work Clobber - Safety Boots / Shorts - Parks Employees	\$263.70
54-553		06/02/2024 - Nutrien Ag Solutions - Glyph And Vigilant	\$679.47
		Wanneroo Aquamotion	
54-554		31/01/2024 - wwc-Communities - Working With Children Check Renewal - 1 Employee	\$87.00
54-555		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-556		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-557		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-558		26/02/2024 - RLSSWA - Bronze Medallion Qualifications - Swim School Staff	\$150.15
54-559		23/02/2024 – Woolworths - Swim Nappies, Freshener And Easter Eggs - Group Fitness Easter Launch	\$167.50
54-560		23/02/2024 - Spotlight Pty Ltd - Creche Supplies Including Harmony / Naidoc Programs	\$43.50
54-561		23/02/2024 - Officeworks - Creche Craft Supplies	\$81.01
54-562		23/02/2024 - Kmart - Crèche Supplies	\$5.50
54-563		23/02/2024 - Kmart - 24/7 Balloons	\$21.00
54-564		23/02/2024 - Clever Patch - Equipment - Creche Programs	\$244.29
54-565		23/02/2024 - Big W The Promenade - Buckets And Toys - Parent/Baby Swimming Lessons	\$44.00
54-566		23/01/2024 - Coles - Batteries, Dish Wash Brush	\$17.70
54-567		23/01/2024 - Aust Wide First Aid - CPR Training - 1 Attendee	\$62.00
54-568		22/02/2024 - Austswim Limited - Austswim Qualification Renewal - 1 Employee	\$255.00

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-569		21/02/2024 - Kmart - Pool Noodles	\$80.00
54-570		21/02/2024 - Big W/Hepburn Ave & Wanne - 24/7 Decorations	\$70.90
54-571		20/02/2024 - Kmart - Dolls - Use Within Parent/Baby Swim Classes - Instructor Demonstration	\$57.00
54-572		20/02/2024 - Centaman Systems PI - MMS Report	\$10.89
54-573		19/02/2024 - Evolve Events - Deposit For Staff De-Escalation Training - Working With People With A Disability	\$237.50
54-574		19/01/2024 - Swimwise Investments P/L - Manual Vac Part	\$50.00
54-575		19/01/2024 - Bunnings - Aquatics Storage Shed	\$362.00
54-576		19/01/2024 - Bunnings - Aquatics Plant Room Materials	\$140.62
54-577		19/01/2024 - Batteryworldjoondalup - Battery - Aquatics Manual Vac	\$279.00
54-578		17/01/2024 - RLSSWA - Swim Teacher Rescue And CPR Courses - Swim School Team	\$800.00
54-579		16/02/2024 - Kmart - Hangers For Retail Linen - Harmony Week	\$42.00
54-580		16/02/2024 - Coles - Wipes / Dishwash Liquid	\$21.00
54-581		12/02/2024 - Kmart - Whistles For Use In Swim School Emergency Procedures	\$18.00
54-582		12/02/2024 - Kmart - Retail Storage	\$69.00
54-583		12/02/2024 - Kmart - Group Fitness Room Items	\$86.50
54-584		09/02/2024 - Bunnings - Aquatics - Equipment Blower / Drill / Shed	\$862.48
54-585		09/02/2024 - Batteryworldjoondalup - Manual Vac Repairs	\$159.00
54-586		06/02/2024 - Twilio Sendgrid - Envibe Email Credits	\$179.53
54-587		06/02/2024 - Coles - Batteries - Pool Test Kits	\$18.30
54-588		06/02/2024 - Boc Limited - Oxygen Medical C	\$12.54
54-589		05/02/2024 - Flex Fitness Equipment - Cable Machine Replacement Attachments	\$309.50
54-590		05/02/2024 - Australian Barbell - Barbell/ Dumbbell Weight Display Stickers	\$25.30
54-591		04/02/2024 - Campaignmonitor - Campaign Monitor February	\$141.90
54-592		02/02/2024 - Bunnings - Hooks For Retail Room	\$21.60

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		Waste Services	
54-593		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-594		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-595		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-596		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-597		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-598		21/02/2024 - Smp*Imo Car Wash Lands - Car Wash	\$11.18
54-599		20/02/2024 - BCF Joondalup - Retirement Gift - Former Employee	\$199.99
54-600		19/01/2024 - Smp*Imo Car Wash Lands - Education Vehicle Car Wash	\$11.18
54-601		09/02/2024 - Salvos Wanneroo - Workshop Material	\$5.00
54-602		09/02/2024 - Red Dot Stores - Event Equipment	\$10.00
54-603		08/02/2024 - Bunnings - Event Equipment	\$83.19
		Youth Services	
54-604		31/01/2024 - Coles - Catering Items - Wanneroo	\$57.74
54-605		31/01/2024 - Coles - Catering - Outreach Program	\$16.98
54-606		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-607		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-608		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-609		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-610		29/01/2024 - Annual Fee - Credit Card Fee - Paid Monthly	\$5.00
54-611		25/01/2024 - Woolworths - Food - Hungry Games	\$44.00
54-612		25/01/2024 - Liquorland - Food - Hungry Games	\$6.00
54-613		25/01/2024 - Kmart - Food - Hungry Games	\$16.00
54-614		24/01/2024 - Spudshed - Food - Hungry Games	\$52.40
54-615		23/02/2024 - Kmart - Materials - Cooking Programs - Baking Box Materials	\$56.50

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-616		23/01/2024 - Treetops Adventure Yanche - Standard Session - January School Holidays 2024	\$617.40
54-617		23/01/2024 - Spudshed - Materials - Hainsworth Drop In	\$47.95
54-618		23/01/2024 - Coles - Food - Hungry Games	\$119.60
54-619		22/02/2024 - Morris Supa Foods - Catering Items - Hainsworth Drop In	\$14.46
54-620		22/02/2024 - Kmart - Refund - Rotor Tennis	-\$25.00
54-621		22/02/2024 - Coles - Catering - Wanneroo Youth Centre	\$93.85
54-622		22/02/2024 - Coles - Catering - Clarkson	\$181.79
54-623		22/02/2024 - Amazon Marketplace Au - Outdoor Game - Wanneroo Youth Centre	\$139.99
54-624		22/02/2024 - Amazon Marketplace Au - Outdoor Game - Wanneroo Youth Centre	\$46.99
54-625		22/01/2024 - BigW - General Materials - Refund	-\$8.80
54-626		22/01/2024 - BigW - General Materials - Girrawheen Hub	\$120.80
54-627		20/02/2024 - Tapping Fuel - Ice - Outreach Program	\$4.80
54-628		20/02/2024 - House Wanneroo - Cooking Utensils - Outreach Program	\$23.99
54-629		20/02/2024 - Coles - Catering - Youth Programs - Term 1	\$172.03
54-630		20/02/2024 - Coles - Catering - Outreach Program	\$94.49
54-631		19/01/2024 - United Petroleum Pty - Catering - Splendid Park Trailer Day	\$9.00
54-632		19/01/2024 - Kmart - Materials - Hainsworth Drop In	\$83.00
54-633		19/01/2024 - Kmart - Materials - Splash Of Colour	\$4.00
54-634		19/01/2024 - Coles - Catering - Splash Of Colour	\$21.95
54-635		18/01/2024 - St John Ambulance Aust - Training - First Aid - 1 Attendee	\$170.00
54-636		18/01/2024 - Kmart - Prizes - Landsdale Funday 2024	\$28.50
54-637		18/01/2024 - Coles - Materials - Splendid Park Trailer Day	\$15.50
54-638		18/01/2024 - Coles - Catering - Youth Team Travels To Mindarie	\$88.40
54-639		18/01/2024 - Bunnings - Materials - Wanneroo Festival	\$11.40
54-640		18/01/2024 - BCF Joondalup - Gas - Outreach Program	\$24.99

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-641		18/01/2024 - Ap Wanneroo Post Shop - Working With Children Check	\$87.00
54-642		17/01/2024 - Red Dot Stores - Materials - Splendid Park Trailer Day	\$30.00
54-643		17/01/2024 - Kmart - Lollie - Splendid Park Trailer Day	\$27.50
54-644		17/01/2024 - Coles - Catering - Youth Team Travels To Mindarie	\$276.00
54-645		17/01/2024 - Coles - Catering - Garden Art And Upcycling Day	\$182.17
54-646		17/01/2024 - Bunnings - Seedlings And Seeds - Garden Art And Upcycling Day	\$96.68
54-647		16/02/2024 - Kmart - Sports Equipment And Games - Wanneroo Youth Centre	\$147.00
54-648		16/02/2024 - Amazon Marketplace Au - Outdoor Game 3 - Wanneroo Youth Centre	\$113.80
54-649		15/02/2024 - Vibe Wanneroo - Ice - Outreach Program	\$4.50
54-650		15/02/2024 - Coles - Cleaning Supplies - Wanneroo Youth Centre	\$153.33
54-651		15/02/2024 - Coles - Catering Items - Hainsworth Drop In	\$131.16
54-652		14/02/2024 - Woolworths - Catering - Youth Programs - Term 1	\$8.35
54-653		14/02/2024 - Coles - Catering Items - Joondalup And Wanneroo Youth Services Network	\$48.52
54-654		14/02/2024 - Coles - Catering - Outreach Program	\$26.00
54-655		13/02/2024 - Kmart - Materials - Hainsworth Drop In	\$39.00
54-656		13/02/2024 - Coles - Catering - Youth Programs - Term 1	\$62.64
54-657		13/02/2024 - Coles - Catering - Outreach Program	\$83.01
54-658		09/02/2024 - Woolworths - Catering Items - Hainsworth Drop In	\$58.15
54-659		09/02/2024 - Coles - Catering Items - Clarkson Youth Hub	\$131.20
54-660		08/02/2024 - Wwc-Communities - Working With Children Check	\$87.00
54-661		08/02/2024 - Woolworths - Catering - Wanneroo Youth Centre	\$9.60
54-662		08/02/2024 - Coles - Catering Items - Hainsworth Drop In	\$3.50
54-663		08/02/2024 - Coles - Catering Items - Clarkson Youth Hub	\$81.68

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
54-664		07/02/2024 - Rebel - Sports Equipment - Wanneroo Youth Centre	\$89.98
54-665		07/02/2024 - Rebel - Materials - Hainsworth Drop In	\$39.97
54-666		07/02/2024 - Kmart - Kitchen Items And Batteries - Wanneroo	\$155.00
54-667		07/02/2024 - Coles - Catering Items - Wanneroo Youth Centre	\$102.83
54-668		07/02/2024 - Coles - Biscuits - Meeting	\$6.00
54-669		06/02/2024 - Kmart - Materials - Hainsworth Drop In	\$41.40
54-670		06/02/2024 - Coles - Materials - Hainsworth Drop In	\$60.60
54-671		06/02/2024 - Coles - Catering - Youth Programs - Term 1	\$74.02
54-672		06/02/2024 - Coles - Catering - Outreach Program	\$64.54
54-673		02/02/2024 - Spotify P298F6F992 - Subscription - Family Account	\$20.99
54-674		01/02/2024 - Kmart - Materials - Hainsworth Drop In	\$284.85
54-675		01/02/2024 - Coles - Catering Items - Hainsworth Drop In	\$106.00
54-676		01/02/2024 - Coles - Catering - Youth Programs - Term 1	\$3.50
		Total - NAB Cards	\$100,183.68
CANCELLED PAYMENTS FROM PREVIOUS PERIODS			
27107	26/02/2024	Hart Sport	-\$856.90
27201	26/02/2024	Simsai Construction Group Pty Ltd	-\$18,000.00
124556	12/02/2024	Demi Nanopoulos and Brent Nanopoulos	-\$802.00
		Total - Cancelled Payments	-\$19,658.90
MANUAL JOURNALS			
FA24-644		FER Lodgements - March 2024	\$6,596.50
FA24-644		CBA Credit Card - March 2024 - Acquittal	-\$25,072.61
FA24-644		Return Reject Fees - March 2024	\$10.00
		Total - Journals	-\$18,466.11
General Fund Bank Account			
		Payroll Payments March 2024	
		05/03/2024	\$2,044,868.26
		05/03/2024	\$2,398.99
		05/03/2024	\$43,971.14

Warrant of Payments March 2024			
Number	Date	Supplier / Description	Amount
		19/03/2024	\$2,126,586.18
		19/03/2024	\$11,355.98
		19/03/2024	\$37,199.37
		20/03/2024	\$1,076.14
		25/03/2024	\$752.01
		Total - Payroll	\$4,268,208.07
		Total Muni Recoup	\$29,960,953.57
		Direct Payments Total (Includes Payroll & Advance Recoup)	\$34,229,161.64

At the close of March 2024 outstanding creditors amounted to \$2,078,213.20.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of March 2024 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 Appetite Statement

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.

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

Moved Cr Herridge, Seconded Cr Berry

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 March 2024, as detailed in this report.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Attachments: Nil

CS04-05/24 Warrant of Payments for the Period to 30 April 2024

File Ref: 1859V02 – 24/147500
 Responsible Officer: Director Corporate Strategy & Performance
 Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of April 2024, 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 2024

Funds	Vouchers	Amount
Director Corporate Services Advance A/C Accounts Paid – April 2024		
Cheque Numbers	124625 – 124648	\$115,071.17
Credit Cards	55 - 56	\$17,317.00
EFT Document Numbers	28232 - 29223	<u>\$15,904,021.86</u>
TOTAL ACCOUNTS PAID		<u>\$16,036,410.03</u>
Less Cancelled Cheques		(\$2,622.84)
Manual Journals		\$667.00
Town Planning Scheme		<u>(\$744,366.64)</u>
RECOUP FROM MUNICIPAL FUND		<u>\$15,290,087.55</u>
Municipal Fund – Bank A/C Accounts Paid – April 2024		
Recoup to Director Corporate Services Advance A/C		\$15,290,087.55
Payroll – Direct Debits		<u>\$6,548,005.97</u>
TOTAL ACCOUNTS PAID		<u>\$21,838,093.52</u>
Town Planning Scheme Accounts Paid – April 2024		
Cell 1		\$74,969.41
Cell 4		\$210,677.80
Cell 9		<u>\$458,719.43</u>
TOTAL ACCOUNTS PAID		<u>\$744,366.64</u>

(Please note in some instances descriptions/details of one transaction are presented across two pages in following table.)

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
124625	2/04/2024	Rates Refund	\$909.62
124626	2/04/2024	Rates Refund	\$808.66
124627	2/04/2024	Rates Refund	\$632.64
124628	2/04/2024	Lois Dale May	\$350.00
		Workshop - Girls Home School Culture	
124629	4/04/2024	Department of Transport	\$104,578.75
		Vehicle Registration Renewal - Fleet Assets	
124630	8/04/2024	Natalia D'Alesio	\$26.00
		Refund - Tumbling Acrobatics Holiday Program - Cancelled	
124631	8/04/2024	Sandra Barbosa	\$600.00
		Workshop - Feel The Beat And Dance Samba - Harmony Week 2024	
124632	16/04/2024	Perth Building and Landscaping	\$61.65
		Refund - Building Application - Rejected	
124633	16/04/2024	Allison Newnham	\$70.60
		Refund - Copy Of Plans - Not Available	
124634	16/04/2024	Jame Brooks	\$138.50
		Refund - Copy Of Plans - Not Available	
124635	16/04/2024	Adam Chilcott	\$57.50
		Refund - Copy Of Plans - Not Available	
124636	16/04/2024	Talitha Marco	\$5.00
		Dog Registration Refund - Overcharged	
124637	16/04/2024	City of Wanneroo	\$600.00
		Cash Advance - 3 \$200 Vouchers As Prizes For Completing The Wellness Survey	
124638	16/04/2024	Aamerfatima Sobani	\$320.00
		4 Hours Henna Art - Multicultural Evening In The Park - Events	
124639	16/04/2024	WA Building Surveyors Pty Ltd	\$1,685.00
		Refund - Building Application - Rejected	
124640	16/04/2024	West Australian Maintenance	\$171.65
		Refund - Building Application - Rejected	
124641	16/04/2024	Perth Carpentry and Construction	\$61.65
		Refund - Building Application - Further Information Not Received	
124642	22/04/2024	Elaine and Stuart Whelan	\$61.65
		Refund - Building Application - Withdrawn	
124643	22/04/2024	Deepak Chudasama	\$57.30
		Refund - Copies Of Plans - Plans Already Included In Full Set	
124644	22/04/2024	Bo Wong Photography	\$880.00
		Photograph Your Art - Mary Lindsay Homestead	
124645	22/04/2024	Harvest Net Inc	\$250.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Bond Refund	
124646	22/04/2024	Inspired Homes	\$2,000.00
		Refund - Street & Verge Bond	
124647	22/04/2024	Danza Viva Spanish Dance Company	\$500.00
		Flamenco Dance Performance - Harmony Week	
124648	22/04/2024	Matyear Investments Pty Ltd	\$245.00
		Refund - Development Application - Overpayment	
		Total Cheque Payments	\$115,071.17
Electronic Funds Transfer			
28232	2/04/2024	Ms A Rauch	\$12.00
		Reimbursement - Discover Wanneroo Event Equipment	
28233	2/04/2024	Ms C Buck	\$69.91
		Reimbursement - Discover Wanneroo Produce Equipment	
28238	2/04/2024	7 to 1 Photography	\$1,375.00
		Photography - Express Citizenship Ceremonies - Events	
28239	2/04/2024	AARCO Environmental Solutions Pty Ltd	\$10,173.90
		ACM Removal - Waldburg Park - Conservation	
		Asbestos Removal - Koondoola Regional Bushland - Conservation	
		Encapsulation Of Asbestos Containing Soil Using Geotextile - Leemans Landing - Conservation	
		Removal Of Asbestos - Rowley Place	
28240	2/04/2024	Rates Refund	\$25,366.80
28241	2/04/2024	ABN Residential WA Pty Ltd	\$10,000.00
		Refund - Street & Verge Bonds	
28242	2/04/2024	Access Technologies	\$1,523.94
		Cable Gate Down - Frederick Stubbs	
		Cable Gate Repair - John Maloney Park	
		Repair Cable Gate - Frederick Stubbs Park	
28243	2/04/2024	Action Glass & Aluminium	\$1,259.08
		Door Panel Repairs - Dalvik Park Sports Pavilion	
		Reglazed Broken Door Panel - Ridgewood Park Clubrooms	
28244	2/04/2024	Adrian Jurcevic	\$29.00
		Refund - Copy Of Rates Notice - Unable To Provide	
28245	2/04/2024	Advanced Lock & Key	\$15,895.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Padlocks / Barrels / Shackles - Stores	
28246	2/04/2024	AIE Engineering & Construction Management Pty Ltd	\$52,272.56
		Consultancy Services - Design Of Infrastructure Services - Yanchep Lagoon Precinct - Assets	
28247	2/04/2024	Alexander House of Flowers	\$100.00
		Small Wreath - Office Of The Mayor	
28248	2/04/2024	Alinta Gas	\$22.05
		Gas Supply Charges	
28249	2/04/2024	Alphazeta	\$4,400.00
		Renew Potable Water Supply Pipework - Carramar Golf Course	
28250	2/04/2024	Amandeep Singh	\$500.00
		CCTV Rebate	
28251	2/04/2024	Andrew Maczurad	\$500.00
		CCTV Rebate	
28252	2/04/2024	Rates Refund	\$521.63
28253	2/04/2024	Applied Security Force	\$1,502.20
		Security Officers - Multicultural Evening In The Park	
28254	2/04/2024	Aqua Kreartz	\$500.00
		Community Funding - Girrawheen Hub Activation - Community Development	
28255	2/04/2024	Rates Refund	\$6,194.95
28256	2/04/2024	ARM Marketing	\$764.50
		Advertisement - Volunteer Fire & Rescue Services Association Official 2024 / 2025 Calendar	
28257	2/04/2024	Armaguard	\$324.94
		Cash Collection Fees	
28258	2/04/2024	ASB Print	\$765.38
		22 JB's Tees - Aquamotion	
28259	2/04/2024	Ascon Survey and Drafting	\$3,228.50
		Digital Ground Survey - Wallangarra Park - Surveys	
28260	2/04/2024	Australian Airconditioning Services Pty Ltd	\$7,413.80
		Air Conditioning Service - Various Locations	
28261	2/04/2024	Australian Institute of Management Western Australia Human Resource Development Centre Limited	\$1,161.00
		Training - Psychological Safety And Psychosocial Risk 16/05/2024 - 17/05/2024 - 1 Attendee	
28262	2/04/2024	Australian Property Consultants	\$825.00
		Update To Valuation - Old Yanchep Surf Club - Property Services	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28263	2/04/2024	Australian Taxation Office	\$364.00
		Payroll Deductions	
28264	2/04/2024	Ball & Doggett Pty Ltd	\$412.47
		Paper Supplies - Print Room	
28265	2/04/2024	Barry Cheesman	\$500.00
		CCTV Refund	
28266	2/04/2024	BBC Entertainment	\$2,816.00
		Kite Workshop - Paloma Park - Harmony Event	
28267	2/04/2024	Bee Advice	\$200.00
		Relocation Of Beehive From Lighting Pole - Marangaroo Park	
28268	2/04/2024	BGC Concrete	\$1,511.84
		Concrete Mix - Various Locations - Engineering	
28269	2/04/2024	BGC Residential Pty Ltd	\$60,000.00
		Refund - Street & Verge Bonds	
28270	2/04/2024	Blueprint Homes (WA) Pty Ltd	\$8,000.00
		Refund - Street & Verge Bonds	
28271	2/04/2024	Cancelled	
		Photograph Your Art - Wanneroo Library - 23.03.2024	
28272	2/04/2024	Bollig Design Group Ltd	\$16,439.50
		Concept Design - Two Rocks Bushfire Brigade Station - Assets	
28273	2/04/2024	Bridgestone Australia Limited	\$16,637.29
		Tyre Fitting Services	
28274	2/04/2024	BrightMark Group Pty Ltd	\$21,569.16
		Cleaning Services For The City	
28275	2/04/2024	Bucher Municipal Pty Ltd	\$10,011.76
		Vehicle Spare Parts	
28276	2/04/2024	Bullseye Entertainment Perth Pty Ltd	\$1,200.00
		Inflatable Activities - Multicultural Evening Park - Paloma Park	
28277	2/04/2024	Bunnings Pty Ltd	\$113.82
		Bulldozer Truck Brush With Studs	
28278	2/04/2024	Bunzl Limited	\$5,053.81
		40 Wypall Wiper Rolls & Dispensers - Stores	
28279	2/04/2024	Car Care Motor Company Pty Ltd	\$1,412.50
		Vehicle Repairs / Service - Fleet	
28280	2/04/2024	CDM Australia Pty Ltd	\$12,490.50
		Computer Equipment - ICT	
28281	2/04/2024	Children's Book Council of Australia WA Branch Incorporated	\$75.00
		Annual Subscription - Library Services	
28282	2/04/2024	Chillo Refrigeration & Air-Conditioning	\$451.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Repair Upright Freezer - Civic Centre	
28283	2/04/2024	Rates Refund	\$392.07
28284	2/04/2024	Clayton Utz	\$3,370.61
		Legal Fees For The City	
28285	2/04/2024	Coates Hire Operations Pty Limited	\$825.00
		Hire Of Site Toilet - Relocation Change	
28286	2/04/2024	Coca Cola Amatil Pty Ltd	\$368.63
		Beverage Supplies - Kingsway Sports Stadium	
28287	2/04/2024	Complete Office Supplies Pty Ltd	\$1,739.69
		Stationery For The City	
28288	2/04/2024	Conplant Pty Ltd	\$836.00
		Hire Of Multi Tyred Roller - Ancestor Retreat	
28289	2/04/2024	Contra-Flow Pty Ltd	\$11,714.98
		Traffic Management Services - Various Locations	
28290	2/04/2024	Cora Bike Rack Pty Ltd	\$2,772.00
		Multi Bike Rack 316 Stainless - Ashby Depot	
28291	2/04/2024	Corsign (WA) Pty Ltd	\$4,756.40
		Signs - Parking - Activ Property Care Only	
		Street Name Plates - Engineering	
		Traffic Cone Orange With Reflective Sleeves	
28292	2/04/2024	Cr Jordan Wright	\$557.31
		Travel Allowance November 2023 - March 2024 - & Corporate Apparel	
28293	2/04/2024	Craneswest (WA) Pty Ltd	\$21,123.83
		Transport & Processing Of Green Waste - Waste Services	
28294	2/04/2024	Critical Fire Protection & Training Pty Ltd	\$2,532.82
		Isolate Fire Panel For Works To Be Carried Out - Civic Drive - Building Maintenance	
		Replace Batteries - Ampac Sound System - Wangara Recycling Centre	
		Zone Plan For Fire Panels - Aquamotion	
28295	2/04/2024	Cromag Pty Ltd (Sigma Chemicals)	\$3,352.05
		Pool Chemicals - Aquamotion	
28296	2/04/2024	Crowne Plaza Canberra	\$1,440.00
		Accommodation 1 - 4 July - ALGA NGA Congress 2024 - Council Member	
28297	2/04/2024	CS Legal	\$32,035.70
		Court Fees - Rating Services	
28298	2/04/2024	Dale Alcock Homes Pty Ltd	\$6,000.00
		Refund - Street & Verge Bonds	
28299	2/04/2024	Data #3 Limited	\$358.85

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Subscription - Azure Plan - ICT	
28300	2/04/2024	Data #3 Limited	\$23,229.51
		SQL Server Standard Core License - ICT	
28301	2/04/2024	David Gray & Co Pty Ltd	\$742.50
		Rodenticide - Health Services	
28302	2/04/2024	David Roy Cull	\$715.00
		Pest Control Services	
28303	2/04/2024	Deans Auto Glass	\$726.00
		Supply And Fit Windscreen - WN 34220 - Fleet	
28304	2/04/2024	Delville Smith	\$1,650.00
		Conservation Assessment - Art Collection	
28305	2/04/2024	DG Imagery	\$352.00
		Photography & Video Mix - Discover Wanneroo - Economic Development	
28306	2/04/2024	DMC Cleaning	\$3,746.44
		Cleaning Services - Buckingham House & Old Wanneroo Schoolhouse	
		Cleaning Supplies - Aquamotion	
28307	2/04/2024	Dormakaba Australia Pty Ltd	\$715.00
		Electric Door Repairs - Belhaven Park	
28308	2/04/2024	Double G (WA) Pty Ltd	\$1,177.25
		Repair Mainline - Cylinders Park	
28309	2/04/2024	Dowsing Group Pty Ltd	\$18,537.62
		Concrete Works - Various Locations - Engineering	
28310	2/04/2024	Drainflow Services Pty Ltd	\$1,749.00
		GTP Cleaning - Catalina & Alkimos	
28311	2/04/2024	Drovers Vet Hospital Pty Ltd	\$168.04
		Veterinary Services	
28312	2/04/2024	Eclipse Soils	\$29,608.35
		Woodland Mulch - Parks	
28313	2/04/2024	Elliotts Irrigation Pty Ltd	\$3,084.73
		Filter Services - 10 Parks	
28314	2/04/2024	Environmental Industries Pty Ltd	\$625.35
		Apply Herbicide - Renner Park - Parks	
28315	2/04/2024	Epic Catering & Events Services Pty Ltd	\$1,936.00
		Catering - Council Meals - 19.03.2024	
28316	2/04/2024	Ferric Manlangit	\$500.00
		CCTV Rebate	
28317	2/04/2024	Fleet Network	\$574.03
		Input Tax Credits - Salary Packaging For 27.02.2024	
28318	2/04/2024	Frederick Spargo	\$500.00
		CCTV Rebate	
28319	2/04/2024	Frontline Fire & Rescue Equipment	\$326.50
		Replace Faulty Charge Plug - 95358 -	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Fleet	
28320	2/04/2024	GDR Mobile Auto Electrical Services Pty Ltd	\$1,012.00
		Vehicle Spare Parts - Fleet	
28321	2/04/2024	Gemmill Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28322	2/04/2024	Gen Connect Pty Ltd	\$857.78
		Generator Service - New Civic Centre, Depot & Clarkson Fire Brigade	
28323	2/04/2024	Geoff's Tree Service Pty Ltd	\$55,285.91
		Pruning Services For The City	
28324	2/04/2024	Green Options Pty Ltd	\$3,528.55
		Rotary Mowing - Active Parks - 14.08.2023 - Parks	
28325	2/04/2024	Greenway Turf Solutions Pty Ltd	\$31,460.00
		Supply Indigo Num-chuk Quad Herbicide - Parks	
28326	2/04/2024	Gregory Dear	\$1,474.00
		Musical Performance - Warhol Exhibition	
28327	2/04/2024	Harcourts Alliance	\$10.80
		Refund – Copies Of Plans – Not Available - Re-Issue Of Unpresented Stale Cheque	
28328	2/04/2024	Heatley Sales Pty Ltd	\$225.81
		Safety Boots - Rangers	
28329	2/04/2024	Hickey Constructions Pty Ltd	\$4,307.16
		Install Timber Landing And Railing, Replace Timber Plank Screws - Jindalee Foreshore Staircase	
		Repair Brick Planter - Jenolan Way Community Centre	
		Repair Wooden Boardwalk - Monticello Park	
		Repair Damaged Limestone Capping - Bonvin Park	
28330	2/04/2024	Home Group WA Pty Ltd	\$14,000.00
		Refund - Street & Verge Bonds	
28331	2/04/2024	Hose Right	\$559.33
		Vehicle Spare Parts - Fleet	
28332	2/04/2024	Hugh Sando	\$4,987.50
		Interview Project - Wanneroo Bardip	
28333	2/04/2024	Hydroquip Pumps & Irrigation Pty Ltd	\$2,571.25
		Dosing Unit Inspections - Parks	
		Service Aerator - Brampton Park	
28334	2/04/2024	Image Bollards	\$1,738.00
		Supply 4 Bollards - Parks	
28335	2/04/2024	Imagesource Digital Solutions	\$1,410.20
		Banner - Better Than Bulk Game - Waste Services	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Signs - Girrawheen Hub	
28336	2/04/2024	Integrity Industrial Pty Ltd	\$2,216.44
		Casual Labour Services	
28337	2/04/2024	Integrity Industrial Pty Ltd	\$6,250.82
		Casual Labour Services	
28338	2/04/2024	Integrity Staffing	\$2,143.35
		Casual Labour Services	
28339	2/04/2024	Intelife Group	\$221.78
		Cleaning Services For The City	
28340	2/04/2024	Jackson McDonald	\$6,457.06
		Legal Fees For The City	
28341	2/04/2024	Jako Industries Pty Ltd	\$41,705.40
		Mechanical Equipment Replacement - Aquamotion	
28342	2/04/2024	James Bennett Pty Ltd	\$4,408.58
		Book Purchases - Library Services	
28343	2/04/2024	Rates Refund	\$448.23
28344	2/04/2024	Jordan Little	\$435.00
		CCTV Rebate	
28345	2/04/2024	K & K Facility Services Pty Ltd	\$767.80
		Cleaning Services For The City	
28346	2/04/2024	Kerb Direct Kerbing	\$7,671.52
		Kerbing Works - Various Locations	
28347	2/04/2024	Kieran Devine	\$2,000.00
		Refund - Street & Verge Bond	
28348	2/04/2024	Kleenit	\$7,661.03
		Graffiti Removal - Various Locations	
		High Pressure Steam Clean - Ashby Operations Centre - Building Maintenance	
28349	2/04/2024	Komatsu Australia Pty Ltd	\$52.89
		Vehicle Spare Parts	
28350	2/04/2024	Kylie Atkins	\$490.91
		CCTV Rebate	
28351	2/04/2024	La Vida Australia Pty Ltd	\$20,000.00
		Refund - Street & Verge Bonds	
28352	2/04/2024	Landcare Weed Control	\$12,887.14
		Weed Control Services - Parks	
28353	2/04/2024	Landgate	\$5,851.30
		Schedules - Gross Rental Value Chargeable - Rating Services	
28354	2/04/2024	Laundry Express	\$587.58
		Cleaning Of Linen - Hospitality	
28355	2/04/2024	Lawn Doctor Turf Solutions	\$1,028.50
		Urgent Sweep - Gumblossom Reserve	
28356	2/04/2024	Linemarking WA Pty Ltd	\$642.40
		Line Spotting - Badgerup Road - Assets	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28357	2/04/2024	Lorraine Alvin	\$500.00
		CCTV Rebate	
28358	2/04/2024	Lumify Group (formerly DDLS)	\$1,732.50
		Training - Querying Data With Microsoft Transaction - 1 Attendee	
28359	2/04/2024	Mackay Urban Design	\$1,100.00
		Attendance - Design Review Panel	
28360	2/04/2024	Main Roads WA	\$30,590.98
		Linemarking - Trichet Road - Assets	
28361	2/04/2024	Major Motors	\$3,487.30
		Vehicle Repairs / Service / Parts - Fleet	
28362	2/04/2024	Mandeep Virk	\$500.00
		CCTV Rebate	
28363	2/04/2024	Margaret Lindsay	\$500.00
		CCTV Rebate	
28364	2/04/2024	Marindust Sales & Ace Flagpoles	\$2,108.70
		Repair Flagpoles - Yanchep Community Centre & Clarkson Volunteer Bushfire Brigade - Building Maintenance	
28365	2/04/2024	Mastec Australia Pty Ltd	\$986.06
		14 360 Litre Bins - Waste Services	
28366	2/04/2024	Mauricio Fernandes	\$802.00
		Vehicle Crossing Subsidy	
28367	2/04/2024	McLeods	\$38,553.65
		Legal Fees For The City	
28368	2/04/2024	Micheal Meinema	\$2,000.00
		Refund - Street & Verge Bond	
28369	2/04/2024	Micktric Events	\$352.00
		Form 5 Sign Off - Multicultural Evening In The Park	
28370	2/04/2024	Mike Gilbert	\$141.65
		Refund - Building Application - Rejected	
28371	2/04/2024	Mindarie Regional Council	\$240,418.68
		Refuse Disposal Charges	
		Reimbursement Of Admin Expenses - March 2024	
28372	2/04/2024	Moore Demo and Civil	\$236.00
		Refund - Septic Tank Application & Permit To Use Fee - Paid Twice	
28373	2/04/2024	Myounghoon Lee	\$375.00
		CCTV Rebate	
28374	2/04/2024	Cancelled	
28375	2/04/2024	Nicole Gordon	\$1,440.00
		Face Painter - Yanchep Sunset Sounds Event	
28376	2/04/2024	Nileshkumar Patel	\$340.91
		CCTV Rebate	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28377	2/04/2024	Nuturf	\$242.00
		Double Time Herbicide 5L - Parks	
28378	2/04/2024	On Tap Services	\$4,306.49
		Plumbing Maintenance Services	
28379	2/04/2024	On Track Fabrication	\$1,214.40
		Fit Lashing Rings To Mower Trailers - Fleet	
28380	2/04/2024	Paperbark Technologies Pty Ltd	\$2,748.96
		Arboricultural Site Meeting & Tree Survey Report - Rotary Park	
28381	2/04/2024	Peter Ryan Art	\$3,499.10
		Playground Mural - Wanneroo Playgroup - Arts Development	
28382	2/04/2024	PharmCo (WA) Pty Ltd	\$6,050.00
		Everlasting Seeds - Parks	
28383	2/04/2024	Platinum Locating Services	\$9,482.33
		Utility Service Locations - Neaves Road - Assets	
28384	2/04/2024	Powerhouse Batteries Pty Ltd	\$679.93
		3 Batteries - Stores	
28385	2/04/2024	Prestige Alarms	\$38,097.66
		Alarm / CCTV Services - Various Locations	
28386	2/04/2024	Prime West Constructions Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28387	2/04/2024	Print Integrity	\$687.50
		100 Stress Balls & 100 Cutlery Sets - Advocacy & Economic Development	
28388	2/04/2024	Printstuf	\$426.80
		100 Presentation Folders - Communications & Brand	
28389	2/04/2024	Rates Refund	\$1,012.38
28390	2/04/2024	Pure Homes Pty Ltd Trading As B1 Homes	\$10,000.00
		Refund - Street & Verge Bonds	
28391	2/04/2024	Randeep Singh	\$450.00
		CCTV Rebate	
28392	2/04/2024	Reliable Fencing WA Pty Ltd	\$22,402.58
		Repair Fence - Various Locations - Parks	
		Replace Rail - Moorhead Park - Parks	
28393	2/04/2024	Residential Building WA Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28394	2/04/2024	Resource Recovery Group	\$94,264.75
		Recycling Tip Off Fees - February 2024	
28395	2/04/2024	Roads 2000	\$28,750.57
		Asphalt Works – Gumblossom / Tapping Way	
		Final Claim - Serengeti Drive	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Lay Asphalt - Hepburn Avenue Madeley	
28396	2/04/2024	Robert Walters Pty Ltd	\$5,268.12
		Casual Labour Services	
28397	2/04/2024	Roberta Rosato	\$390.00
		Saxophonist - Multicultural Evening In The Park	
28398	2/04/2024	Safety Signs Service	\$607.42
		Signs - Fire Extinguishers	
28399	2/04/2024	Safety World	\$2,655.40
		Disposable Coveralls - Engineering	
		Embroidery Of Reflective City Of Wanneroo Badges - Rangers	
		Staff Uniforms - Assets	
28400	2/04/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$66,974.97
		Landscape Maintenance Services	
28401	2/04/2024	Seabreeze Landscape Supplies	\$19.00
		Brickie Sand - Parks	
28402	2/04/2024	Sherwood Flooring WA Pty Ltd (NEW)	\$16,424.65
		Replace Bouncy / Damaged Floorboards - Kingsway Indoor Stadium - Assets	
28403	2/04/2024	Slater-Gartrell Sports	\$1,254.00
		Install New Basketball Backboard & Ring - Kingsbridge Park	
28404	2/04/2024	Smarter Oracle Consulting	\$6,837.60
		Consulting - Develop Bi Reports & Facilitate User Training	
28405	2/04/2024	Smartsalary	\$442.95
		Input Tax Credits - Salary Packaging - February 2024 - Smartsalary	
28406	2/04/2024	Sphere Architects	\$9,949.50
		Consultancy Design Of Upgrades - Elliot Park & Clubroom Building	
28407	2/04/2024	SSB Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28408	2/04/2024	Stacy Kerr	\$100.00
		Dog Registration Refund - Sterilised	
28409	2/04/2024	Stantec Australia Pty Ltd	\$36,040.40
		Condition Assessment And Data Validation - Park Assets	
28410	2/04/2024	Statewide Cleaning Supplies Pty Ltd	\$243.41
		Disinfectant, Dust Pan And Brush - Stores	
28411	2/04/2024	Statewide Pump Services	\$7,678.00
		Investigate Pump Alarm - Kingsway & Depot - Shed Q	
28412	2/04/2024	Superior Nominees Pty Ltd	\$225.50
		Repair Bench - Keith Griffith Park - Parks	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28413	2/04/2024	Surf Life Saving WA Incorporated	\$83,535.03
		Beach Safety Services - Lifeguards - March 2024	
28414	2/04/2024	Synergy	\$1,281,776.55
		Power Supply Charges	
28415	2/04/2024	Taldara Industries Pty Ltd	\$1,202.25
		1000 Insulated Cups - Stores	
28416	2/04/2024	Taliah Hilsz	\$104.65
		Hire Fee Refund	
28417	2/04/2024	Taylor Burrell Barnett	\$2,356.20
		Consultancy Services - Neerabup Management Plan & Subdivision Application	
28418	2/04/2024	Team Global Express Pty Ltd	\$418.52
		Courier Services - Print Room	
28419	2/04/2024	Technology One Limited	\$9,768.00
		Subscription - AMS Program - 01 - 30.04.2024	
28420	2/04/2024	Telstra Limited	\$1,265.00
		Girrawheen Hub Ethernet Services	
		Mobile Phone Charges	
28421	2/04/2024	Terravac Vacuum Excavation	\$1,570.95
		Location Of Services - Baltimore Parade - Engineering	
28422	2/04/2024	The Australian Driving Institute Pty Ltd	\$660.00
		Trailer Training - 26.03.2024 - 3 Staff - Youth Services	
28423	2/04/2024	The Hire Guys Wangara	\$110.00
		Arrow Board Hire - Waste Services	
28424	2/04/2024	The Pavilion at Mindarie	\$5,780.00
		Wanneroo Business Expo Catering 18.04.2024	
28425	2/04/2024	The Pivot Institute and Mine Training Australia	\$158.40
		Certificate IV In Training & Assessment - 1 Attendee - People & Culture	
28426	2/04/2024	The Royal Life Saving Society Australia	\$363.70
		Water Feature Maintenance - Kingsway - Parks	
		Workshop - Pool Lifeguard Licence Renewal - 1 Attendee	
28427	2/04/2024	Thuroona Services Pty Ltd	\$10,429.54
		Encapsulation Of Asbestos Material - Lakeview St, Removal Of Asbestos Impacted Mulch - Rousset Road	
28428	2/04/2024	Top Of The Ladder Gutter Cleaning	\$24,717.00
		Cleaning & Clearing Of Gutters & Downpipes	
28429	2/04/2024	Toro Australia Group Sales Pty Ltd	\$2,412.39

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Small Plant Spare Parts - Fleet	
28430	2/04/2024	Training Services Australia	\$1,045.00
		Training - Health & Safety Representatives Course - 1 Attendee - Aquamotion	
28431	2/04/2024	Triton Electrical Contractors Pty Ltd	\$5,364.70
		Irrigation Electrical Repairs - Various Locations	
28432	2/04/2024	Trophy Shop Australia	\$1,379.89
		Medals & Trophies - Kingsway Stadium	
		Name Badges - Various Employees	
		Signs - City Of Wanneroo & Crest	
28433	2/04/2024	Underground Power Development Pty Ltd	\$4,600.20
		Western Power Design Fee - Neerabup	
28434	2/04/2024	Ventura Home Group Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28435	2/04/2024	Wanneroo Electric	\$17,506.50
		Electrical Maintenance Works - Various Locations	
28436	2/04/2024	Wanneroo Smash Repairs Pty Ltd	\$1,000.00
		Insurance Excess - WN 33960	
28437	2/04/2024	Water Corporation	\$28,672.71
		Water Supply Charges - Various Locations	
28438	2/04/2024	Western Irrigation Pty Ltd	\$24,051.95
		Irrigation Equipment - Parks	
28439	2/04/2024	William Buck Consulting (WA) Pty Ltd	\$4,950.00
		Probity Advisor Services - Tenders	
28440	2/04/2024	Wirtgen Australia	\$363.26
		8 Rubber Metal Buffers - Fleet	
28441	2/04/2024	Work Clobber	\$1,493.40
		Staff Uniforms - Parks	
28442	2/04/2024	Your Home Builder WA	\$2,000.00
		Refund - Street & Verge Bond	
28444	4/04/2024	BP Australia Ltd	\$77,473.78
		Fuel Issues For The City	
28445	4/04/2024	Elite Office Furniture	\$4,285.00
		Corner Lounge & 6 Square Meeting Tables - Cultural Development	
28446	4/04/2024	Mini-Tankers Australia Pty Ltd	\$1,133.40
		Fuel - Stores	
28447	4/04/2024	Viva Energy Australia Pty Ltd	\$109,426.91
		Fuel Issues For The City	
28448	4/04/2024	WEX Australia Pty Ltd	\$4,217.63
		Fuel Issues - Fire Services	
28449	8/04/2024	Mr B Madureira	\$184.35
		Reimbursement - Medical Expenses	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28450	8/04/2024	Mr B Hinkley	\$75.00
		Reimbursement - Fuel - Incorrect Fuel For Card Used	
28451	8/04/2024	Mr L Smith	\$34.81
		Reimbursement - Parking Fees - External Meeting	
28452	8/04/2024	Ms M Barker	\$229.95
		Reimbursement - New Keyboard	
28453	8/04/2024	Ms N Jennings	\$60.00
		Reimbursement - Fuel Payment	
28454	8/04/2024	Mr S Bruce	\$87.00
		Reimbursement - Working With Children Check	
28455	8/04/2024	Ms X Xu	\$9.50
		Reimbursement - WALGA Meeting Parking	
28458	9/04/2024	Australia Post	\$36,488.47
		Postage Charges For The City - Lodged	
28459	8/04/2024	ABM Landscaping	\$1,811.70
		Repair Paving - Priest Road - Engineering	
28460	8/04/2024	Ace VB	\$320.00
		Entertainment - Volleyball For Kids - Yanchep Concert	
28461	8/04/2024	Adform Engraving & Signs	\$57.20
		Name Badges - Wanneroo Fire Support	
28462	8/04/2024	Alinta Gas	\$6,075.36
		Gas Supply Charges	
28463	8/04/2024	Amit Singh	\$500.00
		CCTV Rebate	
28464	8/04/2024	Annette Exeter	\$125.71
		Dog Registration Refund - Duplicate Payment	
28465	8/04/2024	Aslab Pty Ltd	\$4,928.00
		Core Sampling & Testing - 5 Locations - Assets	
28466	8/04/2024	Aussie Natural Spring Water	\$35.85
		Water Delivery - Yanchep Community Centre - Rangers	
28467	8/04/2024	Aussie Window Tinting	\$6,200.00
		Supply And Fit Premium Ceramic Synergy 5 Window Film - Aquamotion	
28468	8/04/2024	Australia Post	\$4,623.90
		Billpay Transaction Fees - Rates	
28469	8/04/2024	Australian Airconditioning Services Pty Ltd	\$13,895.97
		Airconditioning Maintenance Services - Various Locations	
		Replace Exhaust Fan - Wanneroo Showgrounds	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28470	8/04/2024	Australian Communications & Media Authority	\$157.00
		Licence Renewal - Civic Centre To Workshop Roof - Ashby Depot	
28471	8/04/2024	Australian Services Union	\$238.50
		Payroll Deductions	
28472	8/04/2024	Australian Taxation Office	\$723,423.00
		Payroll Deductions	
28473	8/04/2024	BCA Consultants (WA) Pty Ltd	\$1,743.50
		Aquamotion Mechanical Services Condition Report - Priority 2 Construction Administration	
28474	8/04/2024	BGC Concrete	\$278.96
		Concrete Mix - Ashbourne Avenue - Engineering	
28475	8/04/2024	Bladon WA Pty Ltd	\$1,049.42
		Corporate Uniform Issue	
28476	8/04/2024	Blue Force Pty Ltd	\$12,247.53
		Progress Claim 4 - Provision For 24/7 Gym Security Access Control - Aquamotion	
		Increase Reception Warning Light Size - Hours For The 24/7 Gym - Aquamotion	
28477	8/04/2024	BMT Commercial Australia Pty Ltd	\$54,213.50
		Offshore Sand Source Dredge Impact Study	
28478	8/04/2024	BPA Consultants Pty Ltd	\$2,359.50
		Dennis Cooley Pavilion Upgrade - Assets	
28479	8/04/2024	Bridgestone Australia Limited	\$20,605.45
		Tyre Fitting Services	
28480	8/04/2024	Brownes Foods Operations Pty Limited	\$525.72
		Milk Deliveries For The City	
28481	8/04/2024	Bryan Plumb	\$500.00
		CCTV Rebate	
28482	8/04/2024	Budo Group Pty Ltd	\$233.30
		Refund - Building Application - Rejected - Further Information Not Received	
28483	8/04/2024	Car Care Motor Company Pty Ltd	\$1,090.70
		Vehicle Services / Repairs - Fleet	
28484	8/04/2024	Carol-Ann Bentall	\$500.00
		CCTV Rebate	
28485	8/04/2024	Carramar Resources Industries	\$825.26
		Supply And Delivery - Yellow & Bricks Sand	
28486	8/04/2024	Castledine Gregory	\$62,048.86
		Legal Fees For The City	
28487	8/04/2024	CFMEU	\$154.00
		Payroll Deductions	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28488	8/04/2024	Chen He	\$100.00
		Bond Refund - Mary Lindsay Homestead Artist In Residence	
28489	8/04/2024	Child Support Agency	\$1,578.20
		Payroll Deductions	
28490	8/04/2024	Chrysalis Quantity Surveying Pty Ltd	\$9,055.20
		Progress Claim 10 - Alkimos Aquatic & Recreation Centre	
28491	8/04/2024	City of Wanneroo	\$484.00
		Payroll Deductions	
28492	8/04/2024	Rates Refund	\$120.00
28493	8/04/2024	Clarkson Primary School P & C Association Inc	\$200.00
		Funding - Kickstart Your Walk To School - Traffic Services	
28494	8/04/2024	Claw Environmental	\$141.90
		Polystyrene On Call Collection - Wangara Recycling Centre	
28495	8/04/2024	Clive Connah	\$500.00
		CCTV Rebate	
28496	8/04/2024	Coates Hire Operations Pty Limited	\$2,334.54
		Site Hut And Toilet Hire - Hawkins Road	
28497	8/04/2024	Complete Office Supplies Pty Ltd	\$760.24
		Stationery Purchases	
28498	8/04/2024	Constance Meechin	\$500.00
		CCTV Rebate	
28499	8/04/2024	Contra-Flow Pty Ltd	\$3,510.34
		Traffic Management Services - Various Locations	
28500	8/04/2024	Contra-Flow Pty Ltd	\$707.95
		Traffic Management - Ashley Road - Engineering	
28501	8/04/2024	Corsign (WA) Pty Ltd	\$2,486.00
		Street Name Plates - Engineering	
28502	8/04/2024	Corsign (WA) Pty Ltd	\$965.25
		Signs - Advanced Construction - Rotary Park	
28503	8/04/2024	Cossill & Webley Consulting Engineers (New Entity)	\$91,098.98
		Consulting Engineering Services - Flynn Drive Duplication - Assets	
28504	8/04/2024	Critical Fire Protection & Training Pty Ltd	\$82.50
		Replace Log Book - WLCC	
28505	8/04/2024	Critical Fire Protection & Training Pty Ltd	\$2,807.68
		Fire Panel Testing - Various Locations	
		Monthly Inspection - February 2024	
		Replace Batteries - Kingsway Electrical / Irrigation Controls Building	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Extinguisher Inspection, Tagging And Pressure Testing - Revolution Park	
28506	8/04/2024	CS Legal	\$44,619.80
		Court Fees - Rating Services	
28507	8/04/2024	CS Legal	\$29,099.45
		Court Fees - Rating Services	
28508	8/04/2024	Cultural Infusion (International) Pty Ltd	\$1,650.00
		Le Gioia Delle Donne Performance - Multicultural Evening In The Park	
28509	8/04/2024	David Roy Cull	\$231.00
		General Pest Control - Yanchep Capricorn	
28510	8/04/2024	Department of the Premier and Cabinet	\$296.40
		Advertising - Approved District Planning Scheme Amendment - Approval Services	
		Advertising - District Planning Scheme No. 2	
28511	8/04/2024	Department of Transport	\$30.00
		Vehicle Search Fees - Rangers	
28512	8/04/2024	Derek Joseph Nannup	\$300.00
		Acknowledgment Of Country - Warhol Event	
28513	8/04/2024	DMC Cleaning	\$130,724.34
		Cleaning Supplies / Services - Various Locations	
28514	8/04/2024	Drainflow Services Pty Ltd	\$99,739.86
		Bulk Sweeping / Drain Cleaning - Various Locations	
28515	8/04/2024	Element Advisory Pty Ltd	\$300.00
		Aboriginal Cultural Heritage Workshop 17.04.2024 - 2 Attendees	
28516	8/04/2024	Elite Compliance Pty Ltd	\$61.65
		Refund - Building Application - Further Information Not Received	
28517	8/04/2024	Emineo Engineering Services	\$915.56
		Observation Tower Maintenance - Quinns & Yanchep	
28518	8/04/2024	Environmental Industries Pty Ltd	\$4,185.50
		Apply Pesticide - Luminous Park - Parks	
		Streetscape Upgrade - Forestay Park - Parks	
		Weed Spraying - Selected Roads In Wanneroo	
28519	8/04/2024	Epic Catering & Events Services Pty Ltd	\$1,512.50
		Catering - Council Dinner - 28.03.2024	
28520	8/04/2024	Ergolink	\$1,772.60
		Office Chair - ICT	
		2 Office Chairs & Footrest - Compliance	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Services	
28521	8/04/2024	Evoke Interior Design Pty Ltd	\$5,500.00
		Design Documentation - Gumblossom Community Centre Upgrade - Assets	
28522	8/04/2024	Fleet Network	\$8,824.81
		Payroll Deductions	
28523	8/04/2024	Focus Consulting WA Pty Ltd	\$4,867.50
		Consulting Services - LED Floodlights Upgrade - Splendid Park	
		Electrical Consulting Services - Rotary Park	
28524	8/04/2024	Foxfish Pty Ltd t/as Binley Fencing	\$639.24
		Install Temporary Fencing - Charnwood Basketball Courts	
28525	8/04/2024	Freestyle Now	\$3,960.00
		Skate Series Sessions - Two Rocks, Clarkson, Banksia Grove & Amberton - Youth Services	
28526	8/04/2024	Fusion Applications Pty Ltd	\$11,880.00
		Consulting Fees For OICs Architecture Integration - ICT	
28527	8/04/2024	Gavin Smith	\$480.00
		Refund - Planning Application - Submitted In Error	
28528	8/04/2024	Gentronics	\$2,819.27
		Helmet, Gloves, Apron, Wire And Filters - Stores	
28529	8/04/2024	Geoff's Tree Service Pty Ltd	\$45,324.78
		Pruning Services For The City	
28530	8/04/2024	Gillmore Electrical Services	\$2,985.85
		Bond Release - Supply And Installation Of Electrical Services - Kingsway Dog Park	
28531	8/04/2024	GJ Woodard	\$243.55
		Keyholder Payments	
28532	8/04/2024	GPS Linemarking	\$825.00
		Line Marking - Splendid Park	
28533	8/04/2024	Hickey Constructions Pty Ltd	\$586,978.51
		Guy Wire Removal - Graceful Park	
		Progress Claim 1 - Heath Park Pavilion - Assets	
		Progress Claim 5 - Yanchep Lagoon Proposed New Latham Steel Doors	
		Repair BBQ & Shed - Revolution Park - Parks	
28534	8/04/2024	Hose Right	\$670.01
		Vehicle Spare Parts - Fleet	
28535	8/04/2024	Imagesource Digital Solutions	\$5,127.10
		Decals - Warhol Exhibition - Cultural	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Services	
28536	8/04/2024	Integrity Industrial Pty Ltd	\$8,105.10
		Casual Labour Charges	
28537	8/04/2024	Integrity Industrial Pty Ltd	\$4,898.60
		Casual Labour Charges	
28538	8/04/2024	Integrity Staffing	\$3,446.49
		Casual Labour Charges	
28539	8/04/2024	Intelife Group	\$49,025.19
		Line Trimming - Karoborup Road To Bailey Road - February 2024	
		Sand Sifting - January & February 2024	
		Slashing - Bailey Rd, Carabooda - February 2024	
28540	8/04/2024	Iron Mountain Australia Group Pty Ltd	\$112.79
		Offsite Storage Services	
28541	8/04/2024	Ixom Operations Pty Ltd	\$248.25
		Pool Chemicals - Aquamotion	
28542	8/04/2024	James Bennett Pty Ltd	\$331.50
		Book Stock - Libraries	
28543	8/04/2024	Japanese Truck & Bus Spares Pty Ltd	\$339.90
		Vehicle Spare Parts	
28544	8/04/2024	Jobfit Health Group Pty Ltd	\$467.50
		Medical Fees For The City	
28545	8/04/2024	Julianne Hook	\$495.00
		CCTV Rebate	
28546	8/04/2024	Julie Winch	\$500.00
		CCTV Rebate	
28547	8/04/2024	Cancelled	
28548	8/04/2024	Kinetic IT Pty Ltd	\$14,993.77
		Threat Intelligence Service - March 2024 - ICT	
28549	8/04/2024	Kleenit	\$1,093.08
		Graffiti Removal - Various Locations	
		Remove Grease And Organic Residue - Key Largo Boulevard Bus Stop	
28550	8/04/2024	Landcare Weed Control	\$10,064.09
		Landscape Maintenance Services - Various Locations	
28551	8/04/2024	Landscape Elements	\$79,366.21
		Landscape Maintenance Services - Various Locations	
28552	8/04/2024	Landscape Elements	\$27,931.63
		Landscape Maintenance Services - Various Locations	
28553	8/04/2024	Leonie Helen Thompson trading as The Poster Girls	\$577.50
		Flyer Distribution - Warhol Exhibition	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28554	8/04/2024	Linemarking WA Pty Ltd	\$2,179.98
		Line Marking - Yellagonga Regional Park Footpath	
28555	8/04/2024	Main Roads WA	\$5,861.58
		Line Marking - Hainsworth & Montrose Avenue	
28556	8/04/2024	Rates Refund	\$2,961.26
28557	8/04/2024	Marianne Boisard Heimel	\$500.00
		CCTV Rebate	
28558	8/04/2024	Marindust Sales & Ace Flagpoles	\$9,955.00
		Supply & Install 1 Set Of Senior Soccer Goals - St Andrews Park	
28559	8/04/2024	Rates Refund	\$823.30
28560	8/04/2024	Mason Clarke	\$1,536.00
		Refund - Development Application - Cancelled	
28561	8/04/2024	Maxxia Pty Ltd	\$5,914.45
		Payroll Deductions	
28562	8/04/2024	McKenzie Group Consulting (VIC) Pty Ltd	\$1,650.00
		Certificate Of Construction Compliance - Anthony Waring Park - Assets	
28563	8/04/2024	McLeods	\$2,074.05
		Legal Fees For The City	
28564	8/04/2024	Micktric Events	\$7,148.90
		Lighting - Laneway At Wanneroo Festival	
28565	8/04/2024	Miltom Pty Ltd t/as Classic Hire	\$741.40
		Toilet Hire - Paloma Park	
28566	8/04/2024	Mindarie Regional Council	\$203,568.27
		Refuse Disposal Charges	
28567	8/04/2024	Mrs Amanda Kirby	\$500.00
		CCTV Rebate	
28568	8/04/2024	Ms Peggy Brown	\$145.00
		Keyholder Payments	
28569	8/04/2024	Nguyen Le	\$458.18
		CCTV Rebate	
28570	8/04/2024	Northern Perth Mobile Vet	\$341.00
		Euthanasia And Disposal Of Dog	
28571	8/04/2024	Nuturf	\$247.50
		Eraze Glypho 360 Bi-Aquatic - Parks	
28572	8/04/2024	Office Cleaning Experts	\$96,446.98
		Cleaning Services - Various Locations	
28573	8/04/2024	Omnicom Media Group Australia Pty Ltd trading as Marketforce	\$1,090.54
		Advertising Services For The City	
28574	8/04/2024	On Tap Services	\$7,787.20
		Plumbing Maintenance Works - Various Locations	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28575	8/04/2024	Oracle Corporation Australia Pty Ltd	\$1,063.18
		Oracle Integration Cloud Service - Monthly Charges For 5K Messages - ICT	
28576	8/04/2024	Pal Surinder	\$450.00
		CCTV Rebate	
28577	8/04/2024	Paperbark Technologies Pty Ltd	\$1,017.39
		Arboricultural Tree Survey - Rotary Park	
28578	8/04/2024	Parker Black & Forrest	\$538.01
		Locking Services - Various Locations	
28579	8/04/2024	Parks & Leisure Australia	\$1,562.00
		WA Playspace Technical Tour - 7 Attendees	
28580	8/04/2024	Paula Baxter	\$100.57
		Refund - Infringement Notice Refund - Incorrect Clause Recorded	
28581	8/04/2024	Pavement Analysis Pty Ltd	\$2,530.00
		2024 / 2025 Resurfacing Program - Assets	
28582	8/04/2024	Paywise Pty Ltd	\$6,172.64
		Payroll Deductions	
28583	8/04/2024	Perth Bouncy Castle Hire	\$1,772.98
		Inflatables Hire For Open Day - Kingsway Stadium	
28584	8/04/2024	Perth Playground And Rubber	\$888.80
		Repair Softfall - Swanley Park	
28585	8/04/2024	Pool Safety Barrier Training	\$14,833.50
		Training - Swimming Pool Inspection - 3 Staff - Compliance	
28586	8/04/2024	Porter Consulting Engineers	\$18,040.00
		Feasibility Study & Concept Design - Off Street Car Parking - Quinns Road - Assets	
28587	8/04/2024	Prensa Pty Ltd	\$2,992.00
		Professional Services - Asbestos Consulting Services - Two Rocks	
28588	8/04/2024	Prestige Alarms	\$1,805.76
		CCTV / Alarm Services - Various Locations	
28589	8/04/2024	Rachael Koch	\$20.00
		Dog Registration Refund - Duplicate Payment	
28590	8/04/2024	Reliable Fencing WA Pty Ltd	\$7,471.59
		Bollard And Rail Repairs - Charnwood Park	
		Repair Fence - The Spot - Parks	
		Repair Pool Fence - Alexander Heights Community Centre	
		Replace Bollards - Kingsway Sporting Complex	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Staircase Rail Repairs - Mary Lindsay Homestead - Parks	
28591	8/04/2024	Robert Walters Pty Ltd	\$5,268.12
		Casual Labour Charges	
28592	8/04/2024	Royal Wolf Australia	\$1,446.33
		Event Kiosk & High Cube Pallet - Halesworth Park, Butler	
28593	8/04/2024	Sachin Saxena	\$419.70
		CCTV Rebate	
28594	8/04/2024	Safety World	\$667.15
		Uniform Issues - Waste	
28595	8/04/2024	Sahba Global Pty Ltd	\$2,117.50
		Consultancy Services - Wangara CCTV	
28596	8/04/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$155,663.28
		Landscape Maintenance Services - Various Locations	
28597	8/04/2024	Scott Print	\$615.62
		Envelopes Plain Faced Self - Sealing - Corporate Support	
28598	8/04/2024	Seabreeze Landscape Supplies	\$38.00
		Brickie Sand - Parks	
28599	8/04/2024	Shona Erskine	\$385.00
		Arts TNT - Community Development	
28600	8/04/2024	SJ McKee Maintenance Pty Ltd	\$420.00
		Repair Fence - Bowline Avenue - Waste Services	
28601	8/04/2024	Skyline Landscape Services (WA)	\$2,805.00
		Initial Tidy Up Of Hartman Drive Section Near Gngara Road Intersection	
28602	8/04/2024	Slater-Gartrell Sports	\$1,479.50
		Supply & Install Tennis Nets & Winders Splendid Park - Parks	
28603	8/04/2024	SLR Consulting Australia Pty Ltd	\$11,101.64
		Fauna & Black Cockatoo Habitat Survey - Franklin Park - Asset Planning	
28604	8/04/2024	Smartsalary	\$2,579.30
		Payroll Deductions	
28605	8/04/2024	St John Ambulance Western Australia Ltd	\$132.00
		First Aid Training - 1 Attendee	
28606	8/04/2024	Stantec Australia Pty Ltd	\$37,731.10
		Carpark Upgrade And Surrounds - Frederick Stubbs	
28607	8/04/2024	Statewide Pump Services	\$649.00
		Repair Waste Water Pipe Leak - Fleet Workshop - Building Maintenance	
28608	8/04/2024	StrataGreen	\$891.95
		Initiator Tablets, Arbtabs Tree Tablets -	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Parks	
28609	8/04/2024	Sunny Industrial Brushware	\$2,803.66
		Brooms - Stores	
28610	8/04/2024	Superior Nominees Pty Ltd	\$7,781.46
		Playground Equipment Repairs - Various Locations	
28611	8/04/2024	Supreme Shades Pty Ltd	\$275.00
		Repair Shade Sail - Charnwood Park	
28612	8/04/2024	Synergy	\$43,478.08
		Power Supply Charges - Various Locations	
28613	8/04/2024	Team Global Express Pty Ltd	\$218.23
		Courier Services - Stores	
28614	8/04/2024	Technologically Speaking	\$360.00
		Digital Learning - Wanneroo - 19.03.2024	
28615	8/04/2024	Telstra Limited	\$5,274.58
		Phone Charges - ICT	
28616	8/04/2024	The Dance Touch	\$215.00
		Bollywood / Indian Classical Dance Workshop - Harmony Week	
28617	8/04/2024	The Local Government, Racing and Cemeteries Employees Union (WA)	\$1,210.00
		Payroll Deductions	
28618	8/04/2024	The Rabbone Family Trust	\$1,000.00
		Performance - Sunset Sounds Marangaroo - Events	
		Performance - Yanchep Evening In The Park - Events	
28619	8/04/2024	The Trustee for the Forever Project Trust	\$4,389.00
		Waterwise Workshop & Urban Forrest Education - Rocca Way	
28620	8/04/2024	Theravada Myanmar Buddhist Society Inc	\$317.00
		Refund - Food Application & Registration Fees - Organisation Is Exempt	
28621	8/04/2024	Thirty4 Pty Ltd	\$233.20
		Qnav Large, 32 Devices. Monthly Subscription - January 2024	
28622	8/04/2024	Toro Australia Group Sales Pty Ltd	\$2,112.56
		Vehicle Spare Parts - Fleet	
28623	8/04/2024	Totally Workwear Joondalup & Butler	\$404.10
		Uniforms & PPE - Waste Services	
28624	8/04/2024	Trophy Shop Australia	\$41.70
		Name Badge - 3 Employees - Cultural Development	
28625	8/04/2024	Truck Centre WA Pty Ltd	\$7,860.22
		Vehicle Spare Parts	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28626	8/04/2024	Vietnamese Community in Australia - WA Chapter Incorporated	\$990.00
		Vietnamese Fashion Show And Dance - Multicultural Evening In The Park - Events	
28627	8/04/2024	Wairua Tipuna Indigenous Performing Arts Group Inc	\$500.00
		Maori Culture Performing Arts - Marangaroo Multicultural Event	
28628	8/04/2024	Wanneroo Electric	\$21,148.36
		Electrical Maintenance Charges - Various Locations	
28629	8/04/2024	Water Corporation	\$1,346.43
		Water Supply Charges - Various Locations	
28630	8/04/2024	Cancelled	
28631	8/04/2024	Western Australian Local Government Association	\$638.00
		Training - Dealing With Difficult Customers - 1 Attendee	
28632	8/04/2024	Work Clobber	\$2,821.06
		Uniform Issue / PPE - Various Employees	
28633	8/04/2024	Workpower Incorporated	\$72,452.67
		Landscape Maintenance Services - Various Locations	
28634	10/04/2024	Lalita Colbung	\$550.00
		Undertaking Whadjuk Knowledge Holder Monitor Works - Lake Joondalup	
28635	10/04/2024	Stiles Electrical & Communication Services Pty Ltd	\$28,136.84
		Final Claim - Dalvik Park Sports Floodlighting	
28636	10/04/2024	The Artisan Co. WA Pty Ltd	\$8,800.00
		Playground Mulch - Strive Park	
		Removed Grass Trees - Lenham & Cabrini Park	
28637	11/04/2024	Triton Electrical Contractors Pty Ltd	\$19,431.50
		Irrigation Electrical Works - Various Locations	
28638	15/04/2024	Australia Post	\$10,724.03
		Postage Charges For The City - March 2024	
28639	16/04/2024	Ms C Buck	\$15.28
		Reimbursement - Tourism Workshop Event Parking	
28640	16/04/2024	Mr D Brett-Matthewson	\$371.28
		Reimbursement - Aus Govt Data Summit Expenses	
28641	16/04/2024	Emma Cecilia Kane	\$22.00
		Reimbursement - Mirror For Uniform	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Fitting Days	
28642	16/04/2024	Mr I Barker	\$10.60
		Reimbursement - Parking Fees	
28653	15/04/2024	101 Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28654	15/04/2024	Abel Patios	\$171.65
		Refund - Building Application - Requested Information Not Received	
28655	15/04/2024	ABM Landscaping	\$4,105.75
		Brick Installation - Connolly Dr / Benenden Avenue	
28656	15/04/2024	ABN Residential WA Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
28657	15/04/2024	ABN Residential WA Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
28658	15/04/2024	Access Unlimited International Pty Ltd	\$1,303.50
		Service & Calibration Of Confined Space Equipment - Assets	
28659	15/04/2024	Activtec Solutions	\$334.50
		Wheelchair Reactive Repairs - Aquamotion	
28660	15/04/2024	Acurix Networks Pty Ltd	\$10,257.50
		Monitoring, Licensing, Support, Content Filtering & Downloads - April 2024 - WLCC	
28661	15/04/2024	Add A Splash Pools	\$150.47
		Refund - Building Application - Overcharged	
28662	15/04/2024	Adriana Cullen	\$500.00
		CCTV Rebate	
28663	15/04/2024	Air Liquide Australia	\$190.08
		Cylinder Rental Fees - Stores	
28664	15/04/2024	Alinta Gas	\$52.30
		Gas Supply Charges - Various Locations	
28665	15/04/2024	All Fence U Rent Pty Ltd	\$550.00
		Temporary Fence Hire - Mindarie - 22 - 25.03.2024	
28666	15/04/2024	All Flags and Signs Pty Ltd	\$5,001.70
		Flags - Various - Events	
28667	15/04/2024	Allan Chapman	\$2,000.00
		Refund - Street & Verge Bond	
28668	15/04/2024	Allworks (WA) Pty Ltd	\$3,826.46
		Heavy Equipment Hire	
28669	15/04/2024	Altus Group Consulting Pty Ltd	\$3,465.00
		Quantity Surveying Services - Alkimos Aquatic & Recreation Centre	
28670	15/04/2024	Animal Care Equipment & Services (Australia) Pty Ltd	\$423.40

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		EZ Nabber - Community Safety	
28671	15/04/2024	Animal Health Solutions Pty Ltd	\$1,039.30
		Animal Care Centre Supplies	
28672	15/04/2024	Anne Purdy	\$500.00
		CCTV Rebate	
28673	15/04/2024	AR Awards	\$510.00
		Feedback Session - Annual Report - 2024 Awards - Corporate Planning Performance & Improvement	
28674	15/04/2024	Ascon Survey and Drafting	\$538.64
		Aspec Pick Up And Drafting - Huntington Park	
28675	15/04/2024	Ashlee Clare Hince	\$802.00
		Vehicle Crossing Subsidy	
28676	15/04/2024	Atlantis Beach Baptist College	\$350.00
		Bond Refund	
28677	15/04/2024	Australian Airconditioning Services Pty Ltd	\$15,441.25
		Air Conditioning Service - Various Locations	
		Supply / Install Reverse Cycle Split System - Two Rocks Community Centre	
28678	15/04/2024	Australian Laboratory Services Pty Ltd	\$1,893.54
		Water Sample Testing - Conservation	
28679	15/04/2024	Australian Property Consultants	\$2,780.50
		Inspection / Report - 65 Grand Boulevard Joondalup - Property	
28680	15/04/2024	Australian Training Management Pty Ltd	\$428.50
		Traineeship Fees - 2 Employees	
28681	15/04/2024	Avec Global Pty Ltd	\$173.25
		Technical Specialist Support Services (Payroll)	
28682	15/04/2024	Aveling	\$160.00
		Training - Prepare To Work Safely In The Construction Industry - 2 Attendees- Planning & Sustainability	
28683	15/04/2024	Aveling Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28684	15/04/2024	Ball & Doggett Pty Ltd	\$879.10
		Paper Supplies - Print Room	
28685	15/04/2024	BCA Consultants (WA) Pty Ltd	\$10,890.00
		Mechanical Services Design & Documentation - Wanneroo Aquamotion	
28686	15/04/2024	Beacon Equipment	\$32.60
		Vehicle Spare Parts	
28687	15/04/2024	Beilby Executive Search Selection & Assessment	\$4,675.00
		Recruitment - Director Community & Place 1 Stage Invoice	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28688	15/04/2024	Better Pets and Gardens Wangara	\$162.86
		Animal Care Centre Supplies	
28689	15/04/2024	BGC Residential Pty Ltd	\$60,000.00
		Refund - Street & Verge Bonds	
28690	15/04/2024	Bianca Susana Liberona	\$1,500.00
		Dance Performance - Multicultural Evening In The Park - Events	
28691	15/04/2024	Blue Force Pty Ltd	\$1,323.30
		Final Claim - Provision For 24/7 Gym Security Access Control - Aquamotion	
28692	15/04/2024	Blueprint Homes (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28693	15/04/2024	Bollig Design Group Ltd	\$3,467.75
		Sports Amenities Building - Halesworth Park - Assets	
28694	15/04/2024	Bridgestone Australia Limited	\$3,214.43
		Tyre Fitting Services For The City	
28695	15/04/2024	Brightly Software Australia Pty Ltd	\$2,420.00
		Assetic Cloud Project Management Services - March 2024 - ICT	
28696	15/04/2024	Bring Couriers (name change to CTI Couriers from 1 Apr 2024)	\$2,902.65
		Courier Services For The City	
28697	15/04/2024	Bucher Municipal Pty Ltd	\$5,870.45
		Vehicle Spare Parts - Fleet	
28698	15/04/2024	Budo Group Pty Ltd	\$4,801.43
		Construction Of Wheelchair Canopy - The Wanneroo Civic Centre	
28699	15/04/2024	Call Associates Pty Ltd trading as Connect Call Centre Services	\$6,657.20
		After Hours Call Centre Charges - February 2024	
28700	15/04/2024	Capricorn Village Joint Venture	\$16,500.00
		Sponsorship - Get Reel Contribution 2024	
28701	15/04/2024	Car Care Motor Company Pty Ltd	\$1,888.47
		Vehicle Services / Repairs	
28702	15/04/2024	Cassandra O'Halloran	\$500.00
		CCTV Rebate	
28703	15/04/2024	Castledex	\$168.96
		Office Furniture - White Mobile Drawer Pedestal	
28704	15/04/2024	Catalina Regional Council	\$683,913.93
		Bond Release - Catalina Stage 37 Clarkson - Outstanding Works Completed	
		GST Payable - February 2024 Pursuant To Section 153B Of Agreement	
28705	15/04/2024	Certex Lifting Pty Ltd	\$2,250.60

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Testing & Tagging Of Lifting Gear - March 2024 - Engineering	
28706	15/04/2024	Chair Guru	\$2,032.80
		Install New Gas Lifts To 21 Chairs - Girrawheen Hub - Place Management	
28707	15/04/2024	Chillo Refrigeration & Air-Conditioning	\$1,360.70
		Repair Fridge - Civic Centre - Building Maintenance	
28708	15/04/2024	Cleanaway Equipment Services Pty Ltd	\$503.80
		Monthly Charge Parts Washer - Fleet	
28709	15/04/2024	Cleanaway Operations Pty Ltd	\$396.00
		Grease Trap Service - Leatherback Park	
28710	15/04/2024	Clinipath Pathology	\$1,402.50
		Medical Fees For The City	
28711	15/04/2024	Club Fiesta	\$221.36
		Fitness Class Instructor - Kingsway Stadium - March 2024	
28712	15/04/2024	Coca Cola Amatil Pty Ltd	\$1,883.66
		Beverages - Kingsway Indoor Stadium	
28713	15/04/2024	Community Greenwaste Recycling Pty Ltd	\$2,524.50
		Waste Recycling - Gumblossom Drainage Upgrade	
28714	15/04/2024	Complete Office Supplies Pty Ltd	\$1,152.20
		Stationery For The City	
28715	15/04/2024	Concert Constructions	\$40,832.00
		2 Stages - Wanneroo Festival - Events	
		Main Stage - Perth Symphony Orchestra Concert - Events	
		Truss Arches - Drone Show - Events	
28716	15/04/2024	Conplant Pty Ltd	\$1,938.20
		Multi Tyre Roller Hire - Assets	
28717	15/04/2024	Contra-Flow Pty Ltd	\$13,695.45
		2 Visual Message Board Hire - Hawkins Road / Gumblossom / Tapping - Assets	
		Traffic Management Services - Various Locations	
28718	15/04/2024	Cool Breeze Rentals Pty Ltd	\$3,349.50
		Diesel Heater - Fleet	
28719	15/04/2024	Cornell Building and Construction	\$61.65
		Refund - Building Application - Duplicate	
28720	15/04/2024	Corsign (WA) Pty Ltd	\$1,144.00
		Sign - Authorised Contractor	
		Signs - Dogs Must Be On Leads And No Dogs Allowed	
28721	15/04/2024	Corsign (WA) Pty Ltd	\$12,677.50
		Signs - Various Parks Including Installation	
28722	15/04/2024	Craig Horne	\$2,000.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Refund - Street & Verge Bond	
28723	15/04/2024	Craneswest (WA) Pty Ltd	\$19,390.93
		Bulk Verge Green Waste Processing - Waste Services	
		Debris Collection - Various Parks	
		Greenwaste Disposal - Mitchell Park - Parks	
28724	15/04/2024	Critical Fire Protection & Training Pty Ltd	\$117.47
		Replace Fire Extinguisher - Revolution Park	
28725	15/04/2024	CS Legal	\$21,505.08
		Court Fees - Rating Services	
28726	15/04/2024	CSE Crosscom Pty Ltd	\$24,552.00
		Network Access Fees & Equipment Rental - Two-Way Radios	
28727	15/04/2024	D Mapping Services	\$1,710.00
		Consultant Services For Intramaps Test On The GIS Test Server	
28728	15/04/2024	Daimler Trucks Perth	\$67.64
		Oil Filter - Stores	
28729	15/04/2024	Dale Alcock Homes Pty Ltd	\$2,110.00
		Refund - Verge Bond - Duplicate - Administration Fee	
		Refund - Street & Verge Bond	
28730	15/04/2024	David Roy Cull	\$2,079.00
		General Pest Control - Various Locations	
28731	15/04/2024	Department of Mines, Industry Regulation & Safety	\$106,515.92
		Collection Agency Fee Payments 01/03/2024 - 31/03/2024	
28732	15/04/2024	Department of Planning, Lands and Heritage	\$17,120.00
		Application Fee - Applicant: Nathan Mass - Planning Solutions - Reference: DAP/24/02664 - Property Address: Lots 202, 203 & 204 Herdsman Lane Wanneroo - Proposal: 4 Fast Food Outlets Including Parking, Signage & Landscaping	
		Application Fee - Applicant: Nick Grindrod - Rise Urban - Reference: DAP/24/02662 - Property Address: Lots 1631 & 1632 Maritime Drive Jindalee - Proposal: 16 Grouped & 11 Multiple Dwellings & Consulting Rooms	
28733	15/04/2024	Department of Transport	\$1,526.80
		Vehicle Search Fees - Rangers	
28734	15/04/2024	Djaime Tabucanon	\$2,000.00
		Refund - Street & Verge Bond	
28735	15/04/2024	DMC Cleaning	\$2,682.48

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Cleaning Services / Consumables	
28736	15/04/2024	Double G (WA) Pty Ltd	\$8,644.71
		Irrigation Parts / Repairs	
28737	15/04/2024	Dowsing Group Pty Ltd	\$277,981.82
		Concrete Works - Various Locations	
28738	15/04/2024	Drainflow Services Pty Ltd	\$70,144.25
		Drain Cleaning / Road Sweeping - Various Locations	
28739	15/04/2024	Du Clene Pty Ltd	\$220.00
		Chair Cleaning - Quinns Mindarie Surf Club	
28740	15/04/2024	Dyynamic Sublimation WA Pty Ltd	\$781.80
		Polo Shirts - Council Members	
28741	15/04/2024	E & MJ Rosher	\$3,366.68
		Vehicle Spare Parts	
28742	15/04/2024	EBSCO International Incorporated	\$173.42
		Subscription - Love Sewing - Library Services	
28743	15/04/2024	Edge People Management	\$2,781.22
		Case Management & Return To Work Monitoring & Job Dictionaries	
		Ergonomic Assessments For The City	
28744	15/04/2024	Elizabeth Reilly	\$2,000.00
		Refund - Street & Verge Bond	
28745	15/04/2024	Elle Leonie Pitfield	\$50.00
		Dog Registration Refund - Already Registered	
28746	15/04/2024	Emma Loveland	\$600.00
		Performance - Drone Show And Symphony Under The Stars - Events	
28747	15/04/2024	Enduroby Pty Ltd trading as Outdoor Cameras Australia	\$60.00
		Repair Coastal Monitoring Camera - Coastal Maintenance	
28748	15/04/2024	Environmental Industries Pty Ltd	\$297,546.75
		Landscape Maintenance Services - Various Locations	
28749	15/04/2024	Epic Catering & Events Services Pty Ltd	\$715.00
		Catering - Council Dinner	
28750	15/04/2024	EPM Partners Pty Ltd	\$1,980.00
		Subscription - Self Managed - April 2024	
28751	15/04/2024	Equifax Australasia Credit Rating Pty Ltd	\$16,761.80
		Credit Rating Reports - Contracts & Procurement	
28752	15/04/2024	Equifax Australasia Workforce Solutions Pty Limited	\$92.40
		2 Criminal History Checks - Community Safety	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28753	15/04/2024	Ergolink	\$3,217.49
		Office Furniture - Chairs - Various Service Units	
28754	15/04/2024	Escape Landscape Architecture	\$2,000.00
		Refund - Street & Verge Bond	
28755	15/04/2024	Essential First Choice Homes Pty Ltd	\$1,351.93
		Refund - Planning Application - Duplicate	
28756	15/04/2024	Evolve WA	\$2,400.00
		De-Escalation Training - Community Development Childhood And Youth Services	
28757	15/04/2024	First Homebuilders Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28758	15/04/2024	First Homebuilders Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28759	15/04/2024	Flick Anticimex Pty Ltd	\$4,667.02
		Sanitary Waste Services	
28760	15/04/2024	Focus Consulting WA Pty Ltd	\$5,280.00
		Electrical Consulting Services - Grandis Park Sports Flood Lighting - Assets	
		Electrical Consulting Services - Kingsway AFL Madeley	
28761	15/04/2024	Forch Australia Pty Ltd	\$1,894.99
		Brake Cleaner & Glass Cleaner - Stores	
28762	15/04/2024	Foxfish Pty Ltd t/as Binley Fencing	\$423.50
		Temporary Fencing - Gumblossom / Tapping - Assets	
28763	15/04/2024	Frontline Fire & Rescue Equipment	\$781.00
		20 Incident Books - Fire Services	
28764	15/04/2024	FUJIFILM Business Innovation Australia Pty Ltd	\$5,277.80
		Scanner Charges For The City - ICT	
28765	15/04/2024	Fusion Applications Pty Ltd	\$330.00
		Consulting Fees - OICS Architecture Integration - ICT	
28766	15/04/2024	Geoff's Tree Service Pty Ltd	\$73,533.80
		Pruning Services For The City	
28767	15/04/2024	Global Marine Enclosures Pty Ltd	\$9,020.00
		Swimming Enclosure Management - Fortnightly Summer Maintenance - Quinns Beach	
28768	15/04/2024	Graziella Martino	\$61.65
		Refund - Building Application - Rejected	
28769	15/04/2024	Green Options Pty Ltd	\$15,913.04
		Rotary Mowing Active Parks	
28770	15/04/2024	Halpd Pty Ltd Trading As Affordable Living Homes	\$6,000.00
		Refund - Street & Verge Bond	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28771	15/04/2024	Hickey Constructions Pty Ltd	\$7,301.58
		Paint Rear Wall - Civic Centre Reception Area - Assets	
28772	15/04/2024	Hilda Neame	\$802.00
		Vehicle Crossing Subsidy	
28773	15/04/2024	Hitachi Construction Machinery Pty Ltd	\$298.16
		Vehicle Spare Parts	
28774	15/04/2024	Hollie Burns	\$2,000.00
		Refund - Street & Verge Bond	
28775	15/04/2024	Homestart	\$2,000.00
		Refund - Street & Verge Bond	
28776	15/04/2024	Hose Right	\$216.15
		Fire Reel Hose - Fleet	
28777	15/04/2024	Hydroquip Pumps & Irrigation Pty Ltd	\$5,599.61
		Irrigation Repairs - Various Locations	
28778	15/04/2024	Ideal Homes Pty Ltd	\$10,000.00
		Refund - Street & Verge Bonds	
28779	15/04/2024	Imagesource Digital Solutions	\$5,735.40
		200 Yaberoo Budjara Trail Maps & 100 Hello 'Kaya' Beach & Perry's Postcards - Economic Development	
		3 Printed Flags - Girrawheen Hub - Place Management	
		8 Corflute Roster Signs - Ashby Operations Centre	
		Flags - Sponsored By Elite	
		Printing And Delivery Of 2 Corflute Prints - Girrawheen Hub	
28780	15/04/2024	Indoor Gardens Pty Ltd	\$311.85
		Service & Hire Of Live Plant Displays - Civic Centre	
28781	15/04/2024	Instant Toilets & Showers Pty Ltd	\$883.85
		Portable Toilet Hire - Wilbinga	
28782	15/04/2024	Institute of Public Works Engineering Australasia – Western Australia Inc.	\$5,500.00
		IPWEA 2024 Conference Fremantle - 2 Attendees	
28783	15/04/2024	Integrity Industrial Pty Ltd	\$25,524.86
		Casual Labour Services - Various Service Units	
28784	15/04/2024	Integrity Industrial Pty Ltd	\$9,734.15
		Casual Labour Services - Various Service Units	
28785	15/04/2024	Integrity Staffing	\$3,875.16
		Casual Labour Services - Various Service Units	
28786	15/04/2024	Intelife Group	\$45,895.87
		BBQ Maintenance - March 2024	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Car Wash & Vacuum Services - Light Fleet	
		Monthly Bocce/Sports Court Sifting - March 2024 - Parks	
		Monthly Consumables / Cleaning Services	
		Sand Sifting - Multiple Locations	
28787	15/04/2024	Iron Mountain Australia Group Pty Ltd	\$5,160.36
		Document Management Services	
28788	15/04/2024	Isentia Pty Ltd	\$1,787.50
		Media Services Fee - April 2024	
28789	15/04/2024	Ixom Operations Pty Ltd	\$2,578.40
		Pool Chemicals	
28790	15/04/2024	J Blackwood & Son Ltd	\$4,378.92
		Pruning Saws, Respirators, Buckets, Shovel, Survey Pegs - Stores	
28791	15/04/2024	Jackson McDonald	\$29,150.00
		Legal Fees For The City	
28792	15/04/2024	Jackson McDonald	\$19,800.00
		Legal Fees For The City	
28793	15/04/2024	Cancelled	
28794	15/04/2024	Japanese Truck & Bus Spares Pty Ltd	\$383.70
		Vehicle Spare Parts - Fleet	
28795	15/04/2024	JB Hi Fi Commercial	\$3,435.67
		9 Samsung Galaxy Smart Watches - ICT	
28796	15/04/2024	JCorp Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28797	15/04/2024	JCorp Pty Ltd	\$8,000.00
		Refund - Street & Verge Bonds	
28798	15/04/2024	Johann Arokeum	\$802.00
		Vehicle Crossing Subsidy	
28799	15/04/2024	John Hughes Group	\$39,467.50
		New Vehicle Purchase - Ford Rangers Super Cab Chassis XL - Fleet Assets	
28800	15/04/2024	Jointly Planning	\$5,544.00
		Housing Precinct Growth Scenarios - Wanneroo - Planning & Sustainability	
28801	15/04/2024	Joy Dancing Group Incorporated	\$350.00
		Chinese Dancing - Multicultural Evening In The Park - Events	
28802	15/04/2024	Kennedys (Australasia) Partnership trading as Kennedys Law	\$530.27
		Legal Fees For The City	
28803	15/04/2024	Kerb Direct Kerbing	\$3,769.29
		Install Kerbing - Gumblossom / Tapping Way	
		Lay Kerbing - Hara Street	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28804	15/04/2024	Kleenit	\$11,605.87
		Cleaning Of Wash Bay - Ashby Depot	
		Footpath Cleaning - Kingsbridge Community Centre	
		Graffiti Removal - Various Locations	
		Pressure Washing - Various Locations	
28805	15/04/2024	Komatsu Australia Pty Ltd	\$181.15
		Vehicle Spare Parts	
28806	15/04/2024	Konecranes Pty Ltd	\$7,865.00
		25 Year Major Inspection - 94003 - Fleet	
28807	15/04/2024	Konica Minolta Business Solutions Australia Pty Ltd	\$145.20
		Staples For Printer - Print Room	
28808	15/04/2024	Kyocera Document Solutions	\$4,640.45
		Photocopier Meter Reading For The City	
28809	15/04/2024	La Vida Australia Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28810	15/04/2024	Landcare Weed Control	\$616.55
		Landscape Maintenance Services - Various Locations	
28811	15/04/2024	Landgate	\$21,862.07
		Gross Rental -Valuations Chargeable - Rates	
		Land Enquiries For The City	
28812	15/04/2024	Landscape Elements	\$192.68
		Plant Watering - McAllister Boulevard - Parks	
28813	15/04/2024	Lawn Doctor Turf Solutions	\$0.00
		Vertimow & Sweep - 3 Locations - Parks	
28814	15/04/2024	Les Mills Asia Pacific	\$844.52
		Licence Fees - Aquamotion	
28815	15/04/2024	LGC Equipment Hire	\$3,740.55
		Equipment Hire - 9m Diesel Lighting Tower	
		Provide Toilets - Yanchep Concert	
28816	15/04/2024	Linemarking WA Pty Ltd	\$1,008.48
		Car Park Marking - Burbridge Avenue	
28817	15/04/2024	Linemarking WA Pty Ltd	\$1,596.14
		Line Marking - Aquamotion Speed Humps - Engineering	
		Line Marking - Kingsbridge Boulevard Car Bays - Engineering	
28818	15/04/2024	Living Turf	\$8,910.00
		Nematode Report (Eden) - 36 Parks	
28819	15/04/2024	LKS Constructions (WA) Pty Ltd	\$31,282.69
		Progress Payment 5 - Anthony Waring Sports Amenities Building Upgrade - Assets	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28820	15/04/2024	Luke Shaw	\$2,000.00
		Refund - Street & Verge Bond	
28821	15/04/2024	Marnellie Flores and Neil Brooman	\$2,000.00
		Refund - Street & Verge Bond	
28822	15/04/2024	Materon Investments WA Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
28823	15/04/2024	Maxxia Pty Ltd	\$592.38
		Input Tax Credits For Salary Packaging - March 2024 - Maxxia	
28824	15/04/2024	McLeods	\$7,933.20
		Legal Fees For The City	
28825	15/04/2024	Messages On Hold	\$830.04
		Provision Of Audio Productions - Communications & Brand	
28826	15/04/2024	Michelle Ridsdale	\$750.00
		Bollywood Performance - Multicultural Evening In The Park - Events	
28827	15/04/2024	Micktric Events	\$297.00
		Compliance Check - Electrical in Marquees - Kingsbridge Park - Events	
28828	15/04/2024	Mindarie Regional Council	\$139,699.92
		Refuse Disposal Charges - Waste	
28829	15/04/2024	MP Rogers & Associates Pty Ltd	\$1,798.30
		Technical Engineering Advice - The Construction Of Jindalee BAW CPS	
28830	15/04/2024	Mr Minit Wanneroo	\$841.37
		6 Nebo Slyde King Torches & Pouches - Rangers	
28831	15/04/2024	Ms Suzanne York	\$1,000.00
		Refund - Street & Verge Bond	
28832	15/04/2024	Multilingual Australia Inc	\$500.00
		Community Funding - Kickstarter Fund - Girrawheen Hub	
28833	15/04/2024	Natural Area Consulting Management Services	\$6,284.08
		Fire Fuel Load Reduction Works - Ashbrook Park	
		Remove & Chip Deadwood - Gumblossom Park	
28834	15/04/2024	Natural Area Consulting Management Services	\$5,109.50
		Woody Weed Treatment - Panzano Park - Parks	
28835	15/04/2024	Navman Wireless Australia Pty Ltd	\$18.15
		Solar Tracker Monthly Subscription - GPS - CCTV Trailer	
28836	15/04/2024	New Water Ways Inc	\$440.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Training Sessions - Greenfield Development In Sandy Soils & In Areas With Shallow Groundwater Etc. - 2 Attendees	
28837	15/04/2024	Next Power & Perth Solar Direct	\$23,300.00
		Install Battery System - Wanneroo Showgrounds Clubrooms	
28838	15/04/2024	Nicholas Wheatley and Susan Price	\$802.00
		Vehicle Crossing Subsidy	
28839	15/04/2024	Northern Perth Mobile Vet	\$357.50
		Euthanasia And Disposal - Male Black Staffy	
28840	15/04/2024	Nutrien Ag Solutions Limited	\$782.10
		Syng Fusilade Forte 5L - Parks	
28841	15/04/2024	Nuturf	\$4,664.00
		Biostim Pellets / Dredging - Parks	
28842	15/04/2024	Office Cleaning Experts	\$25,162.31
		Cleaning Services / Consumables - Various Locations	
28843	15/04/2024	Omnicom Media Group Australia Pty Ltd trading as Marketforce	\$18,749.57
		Advertising Services - Various	
28844	15/04/2024	On Tap Services	\$11,119.33
		Plumbing Maintenance Services - Various Locations	
28845	15/04/2024	Cancelled	
28846	15/04/2024	Oracle Corporation Australia Pty Ltd	\$108,241.10
		Oracle Mission Critical Support For SAAS	
28847	15/04/2024	Outdoor World	\$3,000.00
		Refund - Street & Verge Bonds	
28848	15/04/2024	OzKidzKartz	\$660.00
		Hire - Go Karts - Butler Fun Fest	
28849	15/04/2024	Paperbark Technologies Pty Ltd	\$563.18
		Quantified Tree Risk Assessment - 5 Excellence Drive	
28850	15/04/2024	Parker Black & Forrest	\$601.77
		2 Standar Cylinders - Kingsway Baseball Club - Building Maintenance	
		Repair Locks - After Break In - Ridgewood Park Clubrooms	
28851	15/04/2024	Rates Refund	\$956.04
28852	15/04/2024	Paywise Pty Ltd	\$424.04
		Input Tax Credits - Salary Packaging - March 2024 - Paywise	
28853	15/04/2024	Perth Better Homes	\$20,080.28
		Softfall Renewal - Huntington Park - Assets	
28854	15/04/2024	Perth Heavy Tow	\$544.50

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Towing Services - Skid Steer Bobcat - Alexander Heights To Ashby	
28855	15/04/2024	Perth Patio Magic Pty Ltd	\$1,000.00
		Refund - Street & Verge Bond	
28856	15/04/2024	Perth Patio Magic Pty Ltd	\$2,000.00
		Refund - Street & Verge Bonds	
28857	15/04/2024	Planning Institute of Australia Limited	\$140.00
		Registration - WA Young Planners Summit 2024 - 2 Attendees - Planning Services	
28858	15/04/2024	Platinum Locating Services	\$41,506.25
		Location Of Services - Various Locations - Assets	
28859	15/04/2024	Porter Consulting Engineers	\$1,100.00
		Design & Documentation - Existing Roads & Services Neerabup Industrial Area Upgrade	
28860	15/04/2024	Powerhouse Batteries Pty Ltd	\$195.39
		1 Energizer N100 Battery - Fleet	
28861	15/04/2024	Powerlyt	\$8,893.06
		New Sports Floodlighting - Dalvik Park - Assets	
28862	15/04/2024	Prestige Alarms	\$50,763.04
		CCTV / Alarm Services - Various Locations	
28863	15/04/2024	Public Transport Authority	\$62,583.40
		Construction Of Bus Stop And Shelter - Various Locations	
28864	15/04/2024	RAC BusinessWise	\$489.00
		Call Out Fees - 2 Vehicles - Light Fleet	
28865	15/04/2024	Rebecca and Matthew Newbold	\$2,000.00
		Refund - Street & Verge Bond	
28866	15/04/2024	Rebecca Cook	\$705.00
		Vehicle Crossing Subsidy	
28867	15/04/2024	Redink Homes Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28868	15/04/2024	Reliable Fencing WA Pty Ltd	\$11,556.77
		Fence Repairs / Gate Installation - Various Locations	
28869	15/04/2024	REMPPLAN	\$3,850.00
		Subscription - Remplan Economy - Economic Development	
28870	15/04/2024	Resource Recovery Group	\$102,569.49
		Recycling Tip Off Fees - Waste	
28871	15/04/2024	Richgro	\$113.30
		Landscape Mix - Kingsway Cricket	
28872	15/04/2024	Roads 2000	\$63,814.53
		Asphalt Supplies - Engineering	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Maintenance	
		Final Claim - Furniss Road	
		Remedial Road Surface Works - Alexander Drive - Engineering	
		Surface Renewal - Marangaroo Drive - Engineering	
28873	15/04/2024	Robert and Nikki Boyd	\$802.00
		Vehicle Crossing Subsidy	
28874	15/04/2024	Robert Atkinson	\$1,000.00
		Refund - Street & Verge Bond	
28875	15/04/2024	Robert Walters Pty Ltd	\$10,389.48
		Casual Labour Services	
28876	15/04/2024	Rock 'n' Toddle	\$2,200.00
		4 Harmony Day Sessions	
28877	15/04/2024	Royal Pride Pty Ltd	\$564.16
		Fitness Microphone And Body Pack - Kingsway	
28878	15/04/2024	Rubek Automatic Doors	\$1,325.50
		Test And Inspect Auto Doors - Various Locations	
28879	15/04/2024	RW Quantity Surveyors	\$2,420.00
		Contract Administration Services 06.09.2023 - 06.03.2024 - Yanchep Lagoon Cafe & Changeroom	
28880	15/04/2024	Safety World	\$2,035.28
		PPE Supplies -Various Employees	
28881	15/04/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$413,989.13
		Landscape Maintenance Services - Various Locations	
28882	15/04/2024	Sanshi Sounds	\$600.00
		Japan Show - Harmony Week - 20.03.2024	
28883	15/04/2024	Sarah Sefton and Ian Sefton	\$2,000.00
		Refund - Street & Verge Bond	
28884	15/04/2024	Scott Print	\$638.00
		Printing - 1000 Sheets Of Mayor Invite Basestock	
28885	15/04/2024	Seabreeze Landscape Supplies	\$101.50
		Crushed Limestone And Brickies Sand - Parks	
28886	15/04/2024	Seek Limited	\$9,856.52
		Seek Branded Advertisements - People & Culture	
28887	15/04/2024	Sharon Butler	\$360.00
		CCTV Rebate	
28888	15/04/2024	Shipstone Building Services Pty Ltd	\$5,611.10
		Concrete Refurbishment Works - Paloma Park Skate Park	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28889	15/04/2024	Shred-X	\$26.00
		Recycle Bins - Corporate Uniform Destruction.	
28890	15/04/2024	Simsai Construction Group Pty Ltd (In Liquidation)	\$4,000.00
		Refund - Street & Verge Bonds	
28891	15/04/2024	Site Sentry Pty Ltd	\$2,068.00
		Hiab Relocation - Mariginiup & Quinns Rocks	
28892	15/04/2024	SJ McKee Maintenance Pty Ltd	\$1,025.00
		Maintenance Repairs - General Waste	
28893	15/04/2024	Skyline Landscape Services (WA)	\$87,438.54
		Streetscape Maintenance - Wanneroo Arterial Roads - Parks	
28894	15/04/2024	Slater-Gartrell Sports	\$6,259.00
		Remove And Lay New Synthetic Turf - Ridgewood Park	
		Replace Tennis Winder - Wanneroo Showgrounds - Parks	
28895	15/04/2024	Smarter Oracle Consulting	\$5,860.80
		Consulting Services - Develop Power Bi Reports And Facilitate User Training	
28896	15/04/2024	Smartsalary	\$449.42
		Input Tax Credits - Salary Packaging - March 2024	
28897	15/04/2024	Smoke & Mirrors Audio Visual	\$5,904.00
		Covered Stage, Sound & Lighting - Multicultural Evening In The Park - Events	
28898	15/04/2024	SPORTENG	\$627.00
		Irrigation Design - Aquamotion	
28899	15/04/2024	Stantec Australia Pty Ltd	\$8,910.00
		Concept Design - Wanneroo Emergency Precinct - Assets	
28900	15/04/2024	Stephen P Dunne	\$2,000.00
		Refund - Street & Verge Bond	
28901	15/04/2024	Stephen Wisse	\$2,000.00
		Refund - Street & Verge Bond	
28902	15/04/2024	Stiles Electrical & Communication Services Pty Ltd	\$67,450.64
		Retention Release - Sports Floodlighting Upgrade To Multiple Fields At Kingsway Sporting Complex	
28903	15/04/2024	Stonewall Construction	\$288.00
		Refund - Planning Application - Cancelled	
28904	15/04/2024	Strategic Fire Consulting	\$4,620.00
		Fire Safety Engineering Brief - Wanneroo Showgrounds	
28905	15/04/2024	Successful Leaders Realty	\$61.65

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Refund - Building Application - Rejected	
28906	15/04/2024	Superior Nominees Pty Ltd	\$2,756.27
		Playground Equipment Repairs - Various Locations	
28907	15/04/2024	Surveytech Traffic Surveys Pty Ltd	\$4,730.00
		Video Survey - Marmion Avenue - Traffic Services	
28908	15/04/2024	Susan Joan King	\$900.00
		Barn Babes - Prepare Together Community Event - Community Safety	
28909	15/04/2024	Swan Group WA	\$1,098,313.40
		Progress Claim - Halesworth Park Pavilion - Assets	
28910	15/04/2024	Synergy	\$98,946.35
		Power Supply Charges - Various Locations	
28911	15/04/2024	Tactiv Pty Ltd	\$1,320.00
		Response & Recovery Fund Configuration Work - Configuration & Environment Promotion - ICT	
28912	15/04/2024	Tatiana Brusyanina	\$2,000.00
		Refund - Street & Verge Bond	
28913	15/04/2024	Team Global Express Pty Ltd	\$902.02
		Courier Services	
28914	15/04/2024	The Factory (Australia) Pty Ltd	\$1,086.25
		Storage Of Christmas Decorations - Building Maintenance	
28915	15/04/2024	The Hire Guys Wangara	\$4,070.00
		VMS Boards Hire - 3 Weeks - Mindarie Bin Day Change - Waste Services	
		X Arrow Board - Traffic Management - Bulk Rubbish Collection July - December 2023 - Waste Services	
28916	15/04/2024	The Marketing Room	\$3,465.00
		Tourism Business Support - Content Reel Creation For Discover Wanneroo - Economic Development	
		Provision Of Social Media Manager - Discover Wanneroo - Economic Development	
28917	15/04/2024	The Royal Life Saving Society Australia	\$8,366.23
		Water Feature Monthly Service - Kingsway & Revolution Park Splashpads	
28918	15/04/2024	The Trustee for BARRA CIVIL AND FENCINGTrust	\$23,100.00
		Replace Garrison Fence - Pando Crescent	
28919	15/04/2024	The Trustee for Talis Unit Trust	\$11,940.50
		Consultancy - Wanneroo Neerabup RRP	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Masterplan	
28920	15/04/2024	The Trustee For The Simmonds Steel Trust	\$5,775.00
		15 Dog Waste Bag Dispensers - Waste Services	
28921	15/04/2024	Think Promotional	\$2,068.00
		Promotional Items - Youth Services	
28922	15/04/2024	Thyssen Elevator Australia Pty Ltd	\$8,519.51
		Lift / Elevator Service - 6 Locations - Building Maintenance	
28923	15/04/2024	Toolmart	\$128.00
		Impact Socket Set - Fleet	
28924	15/04/2024	Toro Australia Group Sales Pty Ltd	\$639.48
		Vehicle Spare Parts	
28925	15/04/2024	Total Landscape Redevelopment Service Pty Ltd	\$28,380.00
		Playground Replacement - Mitchell Park	
28926	15/04/2024	Town Team Movement Limited	\$3,750.68
		Interactive Placemaking - Workshops And Community Social Style Event	
28927	15/04/2024	TQuip	\$59,587.00
		Supply & Delivery Of Contour Mowers - Fleet Assets	
28928	15/04/2024	Trina Howat	\$500.00
		CCTV Rebate	
28929	15/04/2024	Triton Electrical Contractors Pty Ltd	\$738.10
		Irrigation Electrical Repairs - Various Locations	
28930	15/04/2024	Trophy Shop Australia	\$83.40
		Name Badges - Various Employees	
28931	15/04/2024	Truck Centre WA Pty Ltd	\$8,367.84
		Subscription - Tech Tool Software - Fleet	
		Vehicle Spare Parts - Fleet	
28932	15/04/2024	Turf Care WA Pty Ltd	\$9,269.52
		Turfing Works - Various Locations	
28933	15/04/2024	Tutaki Unit Trust	\$3,275.00
		Marquee & Furniture Hire - Multicultural Evening In The Park	
		Marquee & Furniture Hire - Yanchep Concert	
28934	15/04/2024	University of Western Australia	\$1,859.00
		Digitisation Of Margaret Cockman Collections Photo Prints - Community History	
28935	15/04/2024	Ventura Home Group Pty Ltd	\$26,625.00
		Refund - Street & Verge Bonds	
28936	15/04/2024	Veolia Recycling & Recovery Pty Ltd	\$4,786.21
		Waste Collection - Ashby Operations Centre	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28937	15/04/2024	Vocus Communications	\$495.00
		Unlimited Standard Access - 7 Lagoon Drive Yanchep - Place Management	
28938	15/04/2024	WA Limestone Company	\$4,480.73
		Limestone Supplies - Various Locations	
28939	15/04/2024	Wanneroo Electric	\$48,711.90
		Electrical Maintenance Works - Various Locations	
28940	15/04/2024	Wanneroo GP SuperClinic	\$110.00
		Medical Fees For The City	
28941	15/04/2024	Water Corporation	\$7,932.19
		Water Supply Charges - Various Locations	
28942	15/04/2024	West Australian Newspapers Ltd	\$6,300.00
		Subscription - Corporate Digital Access - West Australian	
28943	15/04/2024	West Coast Turf	\$17,377.71
		Turfing Works - Various Locations	
28944	15/04/2024	West-Sure Group Pty Ltd	\$356.11
		Cash Collection Services	
28945	15/04/2024	Western Australian Local Government Association	\$528.00
		Training - Conflicts Of Interest - 1 Attendee	
		Training - Understanding Local Government - 1 Attendee	
28946	15/04/2024	Western Environmental Approvals Pty Ltd	\$20,449.00
		Revegetation Monitoring Surveys - Badgerup Reserve Mindarie DUP And Hardcastle Park	
28947	15/04/2024	Rates Refund	\$1,676.37
28948	15/04/2024	Westrac	\$411.61
		Vehicle Spare Parts	
28949	15/04/2024	Rates Refund	\$768.70
28950	15/04/2024	Wilson Security	\$2,455.08
		Security Services For The City	
28951	15/04/2024	Windcave Pty Limited	\$253.00
		Envisionware Card Payment Fee - March 2024 - Library Services	
28952	15/04/2024	Work Clobber	\$179.10
		Safety Boots - Rangers	
28953	15/04/2024	Wurth Australia Pty Ltd	\$378.51
		Vehicle Spare Parts - Fleet	
28954	15/04/2024	Zipform Pty Ltd	\$5,251.23
		Print - Interim Rate Notice 2024	
		Print - First And Final Rate Notices Base Stock	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Printing & Issue Of 2023 / 2024 Final Notices - Rating Services	
28955	18/04/2024	Maria Vaioleti-Ponga	\$442.35
		Community Funding - Workshop Resources And Catering To Deliver A Mental Health Workshop Focusing On Self-Care	
28956	18/04/2024	Safety Tactile Pave	\$1,320.70
		Install Tactile Paving - Splendid Avenue Ramp Crossing & Concrete Ramp - Assets	
28957	22/04/2024	Cancelled	
28965	23/04/2024	OnCell Systems Inc.	\$2,175.00
		Museum Software Setup And Screen Licenses	
28966	23/04/2024	Quest Events Pty Ltd	\$5,985.00
		Council Members (Moore, Miles & Wright) - Attendance To Urban Infrastructure Strategy 2024 - Sydney	
28967	22/04/2024	(A) Pod Pty Ltd	\$212,910.04
		Progress Claim 12 - Alkimos Aquatic & Recreation Centre	
28968	22/04/2024	101 Residential Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
28969	22/04/2024	3Logix Pty Ltd	\$36,190.00
		Installation Of Cameras & Hardware - Waste Trucks	
28970	22/04/2024	ABN Residential WA Pty Ltd	\$27,256.60
		Refund - Street & Verge Bonds	
28971	22/04/2024	ABN Residential WA Pty Ltd	\$8,000.00
		Refund - Street & Verge Bonds	
28972	22/04/2024	Access Technologies	\$297.00
		Repair Cable Gate - Civic Centre	
28973	22/04/2024	Acclaimed Catering	\$15,845.50
		Catering - Community Services - Conservation Volunteers Dinner - 12.04.2024	
28974	22/04/2024	Action Glass & Aluminium	\$679.25
		Refit Door - Aquamotion - Building Maintenance	
28975	22/04/2024	Cr Alexander Figg	\$2,791.69
		Monthly Allowance	
28976	22/04/2024	Alexander House of Flowers	\$715.00
		50 Centrepieces - Community Services Volunteer Dinner 12.04.2024	
28977	22/04/2024	Alinta Gas	\$913.65
		Gas Supply Charges - Various Locations	
28978	22/04/2024	Ambar Stockton	\$500.00
		CCTV Rebate	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28979	22/04/2024	Andrea Ludvik	\$1,000.00
		Refund - Street & Verge Bond	
28980	22/04/2024	Armaguard	\$700.90
		Cash Collection Services	
28981	22/04/2024	Australian Airconditioning Services Pty Ltd	\$161.70
		Airconditioning Maintenance - Civic Centre	
28982	22/04/2024	Australian Local Government Association Limited	\$945.00
		Registration - National General Assembly 02 - 04.07.2024 Deputy Mayor Rowe	
28983	22/04/2024	Australian Services Union	\$238.50
		Payroll Deductions	
28984	22/04/2024	Australian Taxation Office	\$746,095.00
		Payroll Deductions	
28985	22/04/2024	Australian Training Management Pty Ltd	\$4,750.00
		Training - Dogging And Assessment - 1 Attendee	
		Training - Grader - 1 Attendee	
28986	22/04/2024	AV Truck Service Pty Ltd	\$0.00
		Vehicle Spare Parts	
28987	22/04/2024	Azure Painting Pty Ltd	\$12,540.00
		Oiling Of Timber - Sculpture Beacon Alkimos	
28988	22/04/2024	Baileys Fertilisers	\$5,417.21
		Spreading Of Fertiliser - Parks	
28989	22/04/2024	Ball & Doggett Pty Ltd	\$661.36
		Paper Supplies - Print Room	
28990	22/04/2024	BGC Concrete	\$1,966.58
		Concrete Mix - Various Locations	
28991	22/04/2024	BGC Residential Pty Ltd	\$18,744.00
		Refund - Street & Verge Bonds	
28992	22/04/2024	Bianca Susana Liberona	\$1,800.00
		Latin American Dancing Classes – Harmony Week Program 2024	
28993	22/04/2024	BOC Limited	\$66.62
		Gas Bottle Rental	
28994	22/04/2024	Bridgestone Australia Limited	\$7,516.28
		Tyre Fitting Services	
28995	22/04/2024	Brigette Calder	\$500.00
		CCTV Rebate	
28996	22/04/2024	BrightMark Group Pty Ltd	\$21,569.16
		Cleaning Services For The City	
28997	22/04/2024	Broadway Homes Pty Ltd	\$117.68
		Refund - Street & Verge Bond	
28998	22/04/2024	Brownes Foods Operations Pty Limited	\$525.72
		Milk Deliveries For The City	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
28999	22/04/2024	Building & Construction Industry Training Board	\$63,794.52
		Collection Agency Fee Payments February & March 2024	
29000	22/04/2024	Call Associates Pty Ltd trading as Connect Call Centre Services	\$7,649.68
		After Hours Calls Service	
29001	22/04/2024	Car Care Motor Company Pty Ltd	\$6,309.85
		Vehicle Services / Repairs	
29002	22/04/2024	Casey Kickett & Dylan Nott	\$200.00
		Wanneroo Bardip Focus Group Participation And Consultation	
29003	22/04/2024	Castledine Gregory	\$12,727.00
		Professional Fees - Advice On Appeal - 185 Mary Street	
29004	22/04/2024	CDM Australia Pty Ltd	\$356.40
		Mesh Outdoor Access Point - ICT	
29005	22/04/2024	CFMEU	\$154.00
		Payroll Deductions	
29006	22/04/2024	Charmain Sales	\$2,000.00
		Refund - Street & Verge Bond	
29007	22/04/2024	Child Support Agency	\$1,578.20
		Payroll Deductions	
29008	22/04/2024	City of Wanneroo	\$488.00
		Payroll Deductions	
29009	22/04/2024	Civil Survey Solutions Pty Ltd	\$4,048.00
		Civil Survey Solutions Licence Renewal	
29010	22/04/2024	Clayton Utz	\$1,634.91
		Legal Fees For The City	
29011	22/04/2024	Complete Office Supplies Pty Ltd	\$710.92
		Stationery Purchases	
29012	22/04/2024	Cornell Building and Construction	\$147.00
		Refund - Development Application - Not Required	
29013	22/04/2024	Corsign (WA) Pty Ltd	\$3,036.00
		Signs - Renewal Of Jindalee Southern Beach Access Way - Coastal Maintenance	
		30 Galvanised Poles - Waste	
		Stickers - Dates For Swimming Enclosure Removal - Coastal Maintenance	
		Date Sticker - Notification Of Works - Beach Renourishment	
29014	22/04/2024	Cr Bronwyn Smith	\$2,791.69
		Monthly Allowance	
29015	22/04/2024	Cr Glynis Parker	\$2,791.69
		Monthly Allowance	
29016	22/04/2024	Cr Helen Berry	\$2,791.69

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Monthly Allowance	
29017	22/04/2024	Cr Jacqueline Huntley	\$2,791.69
		Monthly Allowance	
29018	22/04/2024	Cr James Rowe	\$4,769.00
		Monthly Allowance	
29019	22/04/2024	Cr Jordan Wright	\$2,791.69
		Monthly Allowance	
29020	22/04/2024	Cr Natalie Herridge	\$2,791.69
		Monthly Allowance	
29021	22/04/2024	Cr Paul Miles	\$2,791.69
		Monthly Allowance	
29022	22/04/2024	Cr Sonet Coetzee	\$2,791.69
		Monthly Allowance	
29023	22/04/2024	Craneswest (WA) Pty Ltd	\$21,237.26
		Removal Of Green Waste	
29024	22/04/2024	Creative Spaces	\$3,943.50
		Interpretive Signs - Buckingham House	
29025	22/04/2024	Critical Fire Protection & Training Pty Ltd	\$117.47
		Replace Fire Extinguisher - Koondoola Community Centre	
29026	22/04/2024	Cromag Pty Ltd (Sigma Chemicals)	\$2,898.39
		Pool Chemicals & Photometer Tabs - Aquamation	
29027	22/04/2024	CS Legal	\$94,422.88
		Court Fees - Rating Services	
29028	22/04/2024	Dalphin Sibanda and Settlement Sibanda	\$350.00
		Bond Refund - Quinns Mindarie Community Centre	
29029	22/04/2024	Darren Eastlake	\$500.00
		CCTV Rebate	
29030	22/04/2024	Data #3 Limited	\$114.40
		Acrobat Standard - ICT	
29031	22/04/2024	David Roy Cull	\$1,320.00
		General Pest Control Services - Various Locations	
29032	22/04/2024	Department of Planning, Lands and Heritage	\$12,336.00
		Application Fee - Applicant: Peter Simpson - PTS Town Planning Pty Ltd Reference: DAP/24/02677 Property Address: Lot 70 (77) Queensway Road Landsdale Proposal: Proposed Classroom Building	
		Application Fee Accepted - Applicant: Alessandro Stagno DAP Reference: DAP/24/02676 Property Address: 915 Wanneroo Road Wanneroo Proposal: Drive-Through Food Outlet	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
29033	22/04/2024	Domus Nursery	\$1,590.60
		Supply Plants - Parks	
29034	22/04/2024	Dowsing Group Pty Ltd	\$4,225.44
		Concrete Works - Aduro Street	
29035	22/04/2024	Drainflow Services Pty Ltd	\$12,336.13
		Road Sweeping / Drain Cleaning Services - Various Locations	
29036	22/04/2024	Drovers Vet Hospital Pty Ltd	\$326.00
		Veterinary Services - Rangers	
29037	22/04/2024	Du Clene Pty Ltd	\$385.00
		Cleaning Services - Addison Park And Clarkson Youth Centre	
29038	22/04/2024	Eamon McNelis	\$2,000.00
		Refund - Street & Verge Bond	
29039	22/04/2024	Eclipse Soils	\$10,535.80
		Mulching - Parks	
29040	22/04/2024	Edith Cowan University	\$1,936.00
		4 Tickets - Cyber West Summit 2024 - Advocacy & Economic Development Services	
29041	22/04/2024	Eftsure Pty Ltd	\$15,840.00
		Subscription 01.04.2024 - 31.03.2025 - ICT	
29042	22/04/2024	Elizabeth Mary Jackson	\$320.00
		Tech Skills For Beginners - 4 Sessions - Library Services	
29043	22/04/2024	Eman Seif	\$2,791.69
		Monthly Allowance	
29044	22/04/2024	Endeavour Properties Pty Ltd	\$74,969.41
		Payment For Pre-Funding Cell Works	
29045	22/04/2024	Environmental Industries Pty Ltd	\$50,856.23
		Landscape Maintenance Services - Various Locations	
29046	22/04/2024	Epic Catering & Events Services Pty Ltd	\$577.50
		Catering Services - Council Dinners	
29047	22/04/2024	Ergolink	\$451.00
		Air Mesh Ratchet Standard Office Chair - Information Management	
29048	22/04/2024	Rates Refund	\$1,658.26
29049	22/04/2024	Evoke Interior Design Pty Ltd	\$7,177.50
		Storage Rooms - Anthony Waring Park - Assets	
29050	22/04/2024	Exteria/Modus Australia	\$12,372.80
		Engineering Drawings - Plumbing Prelay, Concrete Slab Layout, Preliminary Building Layout - Riverlinks Park	
		Supply And Installation - Picnic Shelter And Picnic Table – Koondoola Park	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
29051	22/04/2024	Fire and Safety Australia	\$4,200.00
		Training - Fire Warden & Fire Extinguisher 04.04.2024	
29052	22/04/2024	First 5 Minutes Pty Ltd	\$4,276.67
		Provision Of Evacuation Drawings, Cat Floor Plates And Display Frames - 1 Patrick Court	
		Evacuation Drawings, Cat Floor Plates & Display Frames - Ocean Keys Boulevard - Work Health & Safety	
		Evacuation Diagram Design - 14 Grasstree Bend	
29053	22/04/2024	First Homebuilders Pty Ltd	\$294.56
		Refund - Street & Verge Bond	
29054	22/04/2024	Fleet Network	\$9,712.46
		Payroll Deductions	
29055	22/04/2024	Focus Consulting WA Pty Ltd	\$1,100.00
		Consulting Services - Kingsway Sporting Complex - Proposed Tenancies	
29056	22/04/2024	Foodbank of Western Australia Inc	\$1,466.08
		Workshop Food Education - Nom! Families 09.04.2024	
29057	22/04/2024	Foxfish Pty Ltd t/as Binley Fencing	\$1,336.60
		Temporary Fencing To Tee 13, Green 12 And Green 8 - Property Services	
29058	22/04/2024	FSC ION GROUP PTY LTD	\$5,620.34
		Super Boom Lift Hire - Splendid Park	
29059	22/04/2024	Fusion Applications Pty Ltd	\$6,600.00
		Consulting Fees For OICS Architecture Integration	
29060	22/04/2024	GDR Mobile Auto Electrical Services Pty Ltd	\$237.60
		Mobile Auto Electrical Services - Fleet	
29061	22/04/2024	Geoff's Tree Service Pty Ltd	\$24,104.58
		Pruning Services For The City	
29062	22/04/2024	Gerard Malan	\$295.00
		Refund - Development Application - Not Required	
29063	22/04/2024	Gordon Stacey	\$350.00
		Bond Refund	
29064	22/04/2024	GPS Linemarking	\$550.00
		Linemarking Services - Soccer Fields	
29065	22/04/2024	Green Options Pty Ltd	\$5,380.65
		Application Of Pro-Turf NPK - Various Locations	
29066	22/04/2024	Green Workz Pty Ltd	\$891.00
		Turf And Perennial Seeds - Parks	
29067	22/04/2024	Greenway Turf Solutions Pty Ltd	\$2,062.50

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Turfing works - Apply Fertiliser	
29068	22/04/2024	Groeneveld Lubrication Solutions Pty Ltd	\$816.39
		Vehicle Spare Parts - Fleet	
29069	22/04/2024	Halal Bros	\$79.00
		Food Truck Service - Yanchep Concert	
29070	22/04/2024	Halpd Pty Ltd Trading As Affordable Living Homes	\$2,000.00
		Refund - Street & Verge Bond	
29071	22/04/2024	Hart Sport	\$366.60
		Pilates Ball And Yoga Blocks - Kingsway	
29072	22/04/2024	Herron Todd White (WANT) Pty Ltd	\$2,640.00
		Market Valuation - Lot 15 (248) Gngara Rd Landsdale	
29073	22/04/2024	Hickey Constructions Pty Ltd	\$4,066.92
		Rust Remedy - Bus Shelter - Marmion Avenue	
29074	22/04/2024	Hitachi Construction Machinery Pty Ltd	\$129.95
		Vehicle Filters - Stores	
29075	22/04/2024	HL Pty Ltd	\$142,699.75
		Payment For Pre-Funding Cell Works	
29076	22/04/2024	Hose Right	\$772.32
		Vehicle Hoses - Fleet	
29077	22/04/2024	HTR Electrical and Inspection Services Pty Ltd	\$544.50
		Electrical Sign Off - PSO Concert	
29078	22/04/2024	Hydroquip Pumps & Irrigation Pty Ltd	\$24,325.51
		Pump Works - Kingsway Sporting Complex	
		Replace Bore Pump - Queenscliff Park - Parks	
29079	22/04/2024	Ideal Homes Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
29080	22/04/2024	Imagesource Digital Solutions	\$996.60
		Printing - Backstroke Flag Bunting	
		Signs - Girrawheen Koondoola Senior Citizens	
29081	22/04/2024	Integrity Industrial Pty Ltd	\$2,831.46
		Casual Labour Services	
29082	22/04/2024	Integrity Staffing	\$3,377.15
		Casual Labour Services	
29083	22/04/2024	Intelife Group	\$1,452.08
		Cleaning Consumables For The City	
29084	22/04/2024	J Blackwood & Son Ltd	\$216.80
		Tape, Mossie Net Veils & Adjustable Wrench - Stores	
29085	22/04/2024	Jacinta and Graham Hibbert	\$61.65
		Refund - Building Application - Rejected	
29086	22/04/2024	Jackson McDonald	\$1,593.90

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Legal Fees For The City	
29087	22/04/2024	James Bennett Pty Ltd	\$4,116.19
		Library Book Stock	
29088	22/04/2024	Janine Louisa Egan	\$500.00
		CCTV Rebate	
29089	22/04/2024	Jason Signmakers	\$10,842.75
		Panel Replacement - 5 Bus Shelters - Assets	
29090	22/04/2024	Jennifer Hardouin-Ridley	\$500.00
		CCTV Rebate	
29091	22/04/2024	Jobfit Health Group Pty Ltd	\$693.00
		Pre-Employment Medical Charges	
29092	22/04/2024	Judith Birchall	\$1,300.01
		Evaluation & Editing Of New Noongar Education Programs & Materials - Wanneroo Regional Museum	
		Review Of Noongar Education Programs & Consultation For Development Of New Programs & Activities - Wanneroo Regional Museum	
29093	22/04/2024	Julie Wiscombe	\$150.00
		Additional 10 Containers Of Bubble Kit Mixture - Girrawheen Hub	
29094	22/04/2024	Jurovich Surveying Pty Ltd	\$6,160.00
		Digital Ground Survey - Santorini Promenade Between Marmion And Kells Road	
29095	22/04/2024	Cancelled	
29096	22/04/2024	Kelair Holdings Pty Ltd trading as Instant Waste Management	\$2,442.00
		Waste Bins - PSO Concert	
29097	22/04/2024	Kerb Direct Kerbing	\$5,467.62
		Replace Kerb - Various Locations - Engineering	
29098	22/04/2024	Kieran Reilly	\$450.00
		CCTV Rebate	
29099	22/04/2024	Kleenit	\$2,858.27
		Graffiti Removal - Various Locations	
29100	22/04/2024	Konica Minolta Business Solutions Australia Pty Ltd	\$1,555.33
		Image Charge - Konica Production Machine - Print Room	
29101	22/04/2024	Landgate	\$3,228.45
		GRV Interim Values - Rating Services	
29102	22/04/2024	Laundry Express	\$566.49
		Cleaning Of Linen - Council & Corporate Support	
29103	22/04/2024	Lawn Doctor Turf Solutions	\$15,955.17

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Turfing Works - Various Locations	
29104	22/04/2024	Rates Refund	\$529.93
29105	22/04/2024	Leanne Markoski	\$500.00
		CCTV Rebate	
29106	22/04/2024	Leonie Helen Thompson trading as The Poster Girls	\$429.00
		Flyer / Postcard Distribution - Arts Awards & Exhibition	
29107	22/04/2024	Little Bird Electronics Pty Ltd	\$108.29
		General Materials - ICT	
29108	22/04/2024	Living Turf	\$15,846.60
		Turfing Works - Various Locations	
29109	22/04/2024	Local Government Planners Association	\$425.00
		Administrative Tribunal Seminar - 5 Attendees	
29110	22/04/2024	Local Government Professionals Australia WA	\$680.00
		Critical Thinking Workshop - April 2024 - Organisational Development	
29111	22/04/2024	Lucas Ghergori	\$485.28
		CCTV Rebate	
29112	22/04/2024	Luke Berry	\$171.65
		Refund - Building Application - Duplicate	
29113	22/04/2024	Major Motors	\$1,960.21
		Vehicle Repairs - Fleet	
29114	22/04/2024	Cr Marizane Moore	\$2,791.69
		Monthly Allowance	
29115	22/04/2024	Mark Guthrie Illustration	\$840.00
		Joke Book Workshops - 4 Branches - Libraries	
29116	22/04/2024	Matthew Chapman	\$500.00
		CCTV Rebate	
29117	22/04/2024	Maxxia Pty Ltd	\$6,591.76
		Payroll Deductions	
29118	22/04/2024	Mayor Linda Aitken	\$12,096.35
		Monthly Allowance	
29119	22/04/2024	McGees Property	\$825.00
		Update Valuation - 65 Prindiville Drive, Wangara	
29120	22/04/2024	McInerney Sales Pty Ltd	\$399.99
		Vehicle Service	
29121	22/04/2024	McLeods	\$11,608.95
		Legal Fees For The City	
29122	22/04/2024	MDM Entertainment Pty Ltd	\$1,553.14
		Library Book Stock	
29123	22/04/2024	Michael Carter	\$2,000.00
		Refund - Street & Verge Bond	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
29124	22/04/2024	Michael Thomas Trant	\$305.00
		Author Talk - Tuesday 26 March - Wanneroo Library	
29125	22/04/2024	Michelle Renae Corbett	\$300.00
		2 Dog Registration Refunds - Sterilised	
29126	22/04/2024	Mindarie Regional Council	\$171,499.87
		Disposal Of Refuse Charges	
29127	22/04/2024	Modus Compliance Pty Ltd	\$3,300.00
		Building Code Compliance Services - Wanneroo Showgrounds Canopy	
		Certificate Of Design Compliance - Kingsway Football Club Balcony Propping	
29128	22/04/2024	MP Rogers & Associates Pty Ltd	\$6,090.98
		Detailed Design - Tees Court Beach Access Way - Engineering Maintenance	
29129	22/04/2024	Nadrah Mohamed	\$62.00
		Refund - Accidental Bin Change Selection - Waste	
29130	22/04/2024	Nicole Gordon	\$1,000.00
		Face Painters - Multicultural Evening In The Park	
29131	22/04/2024	Northern Corridor Developments Ltd	\$47,427.56
		Bond Release - Trinity Alkimos Stage 33A Pos 28C	
29132	22/04/2024	Nuturf	\$41,398.54
		Turfing Works - Various Locations	
29133	22/04/2024	Omada Active Pty Ltd trading as The Hike Collective	\$3,481.50
		Scope of Work Agreement - Tranquil Trails Project	
29134	22/04/2024	On Tap Services	\$11,749.94
		Plumbing Maintenance - Various Locations	
29135	22/04/2024	Oncall Language Services Pty Ltd	\$220.90
		Translation Of Bushfire Recovery Information Into Vietnamese	
29136	22/04/2024	Orbit Health & Fitness Solutions	\$180.20
		Power Bag 25kg - Kingsway Stadium	
29137	22/04/2024	Paperbark Technologies Pty Ltd	\$2,824.91
		Arboricultural Advice Reports - Various Locations	
29138	22/04/2024	Parker Black & Forrest	\$319.97
		Locking Services - Building Maintenance	
29139	22/04/2024	Paywise Pty Ltd	\$4,426.83
		Payroll Deductions	
29140	22/04/2024	Perth Better Homes	\$907.50
		Remove 2 Damaged Shade Sails - Parakeelya Park - Parks	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
29141	22/04/2024	Philip Bedworth	\$2,791.69
		Monthly Allowance	
29142	22/04/2024	Pineapple Fingers	\$495.00
		Photography - Volunteer Dinner - Events	
29143	22/04/2024	Playground Safety Inspectors Australia Pty Ltd	\$6,740.25
		Playground Safety Training And Certification Courses - 2 Attendees	
29144	22/04/2024	Plunkett Homes	\$1,586.45
		Refund - Building Application - Withdrawn	
29145	22/04/2024	Power Vac Pty Ltd	\$624.90
		Small Plant Spare Parts	
29146	22/04/2024	Prestige Alarms	\$5,275.60
		Alarm / CCTV Services - Various Locations	
29147	22/04/2024	Primewest (Yanchep Beach Road) Pty Ltd	\$466,895.33
		Bond Refund - Vertex Stage 5 In Yanchep - WAPC 162542	
29148	22/04/2024	Pure Homes Pty Ltd Trading As B1 Homes	\$2,625.00
		Refund - Street & Verge Bonds	
29149	22/04/2024	Quality Hydraulic Services Design	\$2,090.00
		Hydraulic Documentation - Gumblossom Community Centre - Assets	
29150	22/04/2024	Reliable Fencing WA Pty Ltd	\$19,853.30
		Fencing Works - Various Locations	
29151	22/04/2024	Richard Tempest	\$129.00
		Refund - Building Application - Withdrawn	
29152	22/04/2024	Rider Levett Bucknall WA Pty Ltd	\$3,520.00
		Survey - Advisory Due Diligence - Lot 901 Flynn Drive	
29153	22/04/2024	Robert Walters Pty Ltd	\$4,390.10
		Casual Labour Services	
29154	22/04/2024	Rosie O Facepainters and Entertainers	\$950.00
		Red & Gold Throne Hire - Wanneroo Festival - Events	
29155	22/04/2024	Royal Pride Pty Ltd	\$3,890.13
		Install Dynacord Power Amplifier And Speaker Brackets - Wanneroo Aquamotion	
29156	22/04/2024	RPS AAP Consulting Pty Ltd	\$45,175.35
		Asbestos Investigation - Lake Gngangara & Montrose Park	
29157	22/04/2024	Ryda Group Pty Ltd t/as Carnival Promotions	\$850.00
		Refund - Bond Refund	
29158	22/04/2024	Safety And Rescue Equipment	\$1,717.65
		Assessment Of Updated Height Safety System Plans For Refurbished Site - Yanchep Beach Facility	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Supply & Install Additional Height Safety Components - Anthony Waring Sports Amenities Upgrade	
29159	22/04/2024	Sam Crocker	\$440.56
		Vehicle Crossing Subsidy	
29160	22/04/2024	Sanpoint Pty Ltd ATF the Fiore Family Trust	\$87,793.26
		Landscape Maintenance Services - Various Locations	
29161	22/04/2024	Sarah Pikoos	\$158.50
		Refund - Food Registration Fees - Withdrawn	
29162	22/04/2024	Sheridan's	\$48.07
		Name Badge - Cr B Smith	
29163	22/04/2024	Shred-X	\$949.47
		Shredding Services For The City	
29164	22/04/2024	Simsai Construction Group Pty Ltd (In Liquidation)	\$628.30
		Refund - Street & Verge Bond	
29165	22/04/2024	SJ McKee Maintenance Pty Ltd	\$395.00
		Inspect & Repair Damaged Downpipe - Reflection Boulevard	
29166	22/04/2024	SLR Consulting Australia Pty Ltd	\$11,383.68
		Spring Fauna BC Surveys - Landsdale Park - Parks	
29167	22/04/2024	Sphere Architects	\$2,408.45
		Consultancy Services - Tennis Court Variation - Assets	
29168	22/04/2024	SPORTENG	\$3,866.50
		Irrigation Design And Consultancy Services - Carramar Golf Course	
29169	22/04/2024	SSB Pty Ltd	\$4,000.00
		Refund - Street & Verge Bonds	
29170	22/04/2024	St John Ambulance Western Australia Ltd	\$1,041.80
		First Aid Training Services	
		Event Health Services - Skate Jam Banksia Grove - Youth Services	
		Event Health Services - Wanneroo Open Day - Youth Services	
29171	22/04/2024	Steven Mitchell	\$500.00
		CCTV Rebate	
29172	22/04/2024	Stihl Shop Osborne Park	\$1,104.15
		Magnum Blower- Backpack - Fleet Assets	
29173	22/04/2024	Superior Nominees Pty Ltd	\$4,098.38
		Playground Equipment Repairs - Various Locations	
29174	22/04/2024	Synergy	\$100,028.96
		Power Supply Charges - Various	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Locations	
29175	22/04/2024	Taldara Industries Pty Ltd	\$306.90
		250 Garbage Bags - Stores	
29176	22/04/2024	Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust)	\$2,409.92
		Refund - Building Application - No Response From Applicant	
		Refund - Street & Verge Bond	
29177	22/04/2024	Taylah Rouse	\$802.00
		Vehicle Crossing Subsidy	
29178	22/04/2024	Telstra Limited	\$28,453.61
		Fire Protection Wireless Data	
		Landline - Desk Phones	
		Navman Services - Fleet Assets	
		Phone Charges - Data Only / Voice Only Mobiles	
		Phone Charges - New Mobile Account	
29179	22/04/2024	Tendrs Pty Ltd	\$61.65
		Refund - Building Application - Rejected	
29180	22/04/2024	The Distributors Perth	\$471.85
		Confectionery For Retail Sale - Kingsway	
29181	22/04/2024	The Local Government, Racing and Cemeteries Employees Union (WA)	\$1,166.00
		Payroll Deductions	
29182	22/04/2024	The Trustee for New Dealership Trust	\$384,256.80
		6 New Vehicles Purchased - Ford Ranger \$64,042.80 each	
29183	22/04/2024	Think Promotional	\$308.00
		Promotional Items - Lanyards - WLCC	
29184	22/04/2024	Time's Up Escape Rooms	\$764.50
		1 Pirate Theme Pop-Up Escape Room - Wanneroo Library	
29185	22/04/2024	Toro Australia Group Sales Pty Ltd	\$1,281.33
		Small Plant Spare Parts	
29186	22/04/2024	Trailer Parts Pty Ltd	\$146.12
		Vehicle Spare Parts	
29187	22/04/2024	Tree Planting & Watering	\$146,947.24
		Tree Watering Services For The City	
29188	22/04/2024	Trophy Shop Australia	\$194.60
		Name Badges - Various Employees	
29189	22/04/2024	Truck Centre WA Pty Ltd	\$3,769.85
		Vehicle Spare Parts	
29190	22/04/2024	Trustee for the TCF Trust	\$1,672.00
		Workshop - Grant Writing	
29191	22/04/2024	Turf Care WA Pty Ltd	\$1,600.50
		Apply Pro Series Maxx - 6 Locations - Parks	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
29192	22/04/2024	Two Rocks SES Unit	\$7,304.00
		Operating Grant Payment To Two Rocks SES Unit - Quarter 4 - 2023 / 2024	
29193	22/04/2024	United Equipment Pty Ltd	\$585.64
		94118 Yearly Service And Repair	
29194	22/04/2024	Unleashed Art	\$1,980.00
		New Illustrated Map - Discover Wanneroo	
29195	22/04/2024	Vanessa Thomson	\$50.00
		Refund - Temporary Signage Bond	
29196	22/04/2024	Ventura Home Group Pty Ltd	\$28,429.20
		Refund - Street & Verge Bonds	
29197	22/04/2024	Cr Vinh Nguyen	\$2,791.69
		Monthly Allowance	
29198	22/04/2024	Wanneroo Electric	\$29,287.73
		Electrical Maintenance Works - Various Locations	
29199	22/04/2024	Water Corporation	\$17,785.93
		Water Supply Charges - Various Locations	
29200	22/04/2024	West Coast Turf	\$1,135.31
		Supply & Deliver Sand - Marangaroo - Assets	
29201	22/04/2024	Western Australian Local Government Association	\$2,950.00
		Training - Certificate III In Local Government - 1 Attendee	
29202	22/04/2024	Western Australian Local Government Association	\$638.00
		Training - Report Writing For Informed Decision Making - 1 Attendee	
29203	22/04/2024	Western Irrigation Pty Ltd	\$984.75
		Irrigation Supplies - Parks	
29204	22/04/2024	William Buck Consulting (WA) Pty Ltd	\$2,406.25
		Probity Advisory Services - Tender 24020	
		Risk & Advisory - Audit Log Review	
29205	22/04/2024	Wilson Security	\$467.10
		Security Services - Council Meetings	
29206	22/04/2024	Work Clobber	\$297.00
		PPE - Emergency Management	
29207	22/04/2024	Wow Group (WA) Pty Ltd	\$2,000.00
		Refund - Street & Verge Bond	
29208	22/04/2024	Xin's Creation Station	\$29.20
		Hire Fee Refund	
29209	22/04/2024	Zahra Azimi	\$500.00
		Community Funding - Minor Equipment, Resources And Ingredients To Run Cake Decoration Workshop	
29210	22/04/2024	Zetta Pty Ltd	\$27,217.42

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Network Management Services - ICT	
29211	26/04/2024	Borrell Rafferty Associates Pty Ltd	\$2,612.50
		Consultancy Services - Butler North District Open Space	
29212	26/04/2024	Mad Dog Promotions	\$1,016.40
		130 Printed Mugs - Volunteer Week Gift 2024	
29213	26/04/2024	Cr Marizane Moore	\$850.00
		Cash Advance - UIS 2024 Conference	
29214	26/04/2024	Mr Silvano & Mrs Laura Borromei	\$504,591.37
		Kingsway POS Development Reimbursement - Landsdale - TPS	
29215	26/04/2024	Cr Vinh Nguyen	\$850.00
		Cash Advance - IPW Conference	
29216	29/04/2024	Cancelled	
29217	29/04/2024	Cancelled	
29218	29/04/2024	Gary Charles Cox	
		Reimbursement - Fuel - Council Vehicle	\$51.50
29219	29/04/2024	Kerrin Michelle Leavesley	
		Reimbursement - Materials - Animal Care Centre	\$50.49
29220	29/04/2024	Sophie Jessica Baker	
		Reimbursement - Parking Fees - WALGA Meeting	\$11.00
29223	29/04/2024	Cr Jordan Wright	
		Cash Advance - Urban Infrastructure Strategy 2024	\$850.00
		Total EFT Payments	\$15,904,021.86
CREDIT CARD RECONCILIATIONS			
55	2/04/2024	CBA Corporate Card	
		Noelene Jennings	
		28/02/2024 - Local Government Mana - Attendance For 3 Delegates - LG Professionals Finance Professionals Conference March 2024	\$3,730.00
55-01			
		Harminder Singh	
		29/02/2024 - Institute Of Public - IPWEA International Conference -Technical Tour 3 - Strategic Asset Management	\$132.00
55-02			
		Total - CBA	\$3,862.00
56	2/04/2024	NAB Corporate Card	
		Advocacy & Economic Development	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
56-01		27/02/2024 - DG Imagery - Coffee Table Books - CEO / Mayor	\$178.90
56-02		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Building Maintenance	
56-03		26/02/2023 - Bunnings - Flat Bars / Screws	\$100.85
56-04		27/02/2024 - Bunnings - Plasterboard, MDF, Drill Bit, Hammer, Screws & Hand Saw	\$275.46
56-05		27/02/2024 - Kennards Hire Ho WA - Mobile Hydraulic Platform Hire	\$467.00
56-06		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-07		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-08		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-09		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-10		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-11		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-12		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-13		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-14		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-15		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-16		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-17		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-18		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-19		28/02/2024 - Bunnings - Picture Hang Hooks, Screw Eye Hook	\$20.81
56-20		28/02/2024 - Valspar Joondalup - Solver Maxi Wash, Scotchtape	\$183.58
56-21		29/02/2024 - Carba Tec Pty Ltd - Surace Lube / Protection New	\$79.80
		Chief Bush Fire Control Officer	
56-22		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Childhood & Youth Planning	
56-23		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Community & Place - Events	
56-24		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-25		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Community & Place - Media & Communications Services	
56-26		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Community & Place - Place Management	
56-27		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-28		29/02/2024 - Woolworths - Catering Items - Morning Tea - Quarterly Girrawheen Hub And Friends	\$52.06
56-29		29/02/2024 - Bakers Delight - Catering Items - Morning Tea - Quarterly Girrawheen Hub And Friends	\$23.00
		Community Development	
56-30		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-31		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Community History	
56-32		28/02/2024 - Org Sub Fee - Subscription Fee - Museum Ticketing	\$29.00
56-33		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-34		29/02/2024 - Autopro Wanneroo - Paint For Lettering On Memorial Plaque Wanneroo Community Centre.	\$33.99
		Community Safety & Emergency Management	
56-35		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-36		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Construction Team	
56-37		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Council & Corporate Support - Hospitality	
56-38		26/02/2024 - Aldi Stores - Jandakot - Purchases For The Dining Room	\$86.22
56-39		26/02/2024 - Smp*Wanneroo Fresh - Purchases For Dairg, Jwehg And Audit & Risk	\$47.62
56-40		27/02/2024 - Captain D S Sea Food - Catering Items - In House Hospitality Requests - A & R Committee Meeting	\$354.00
56-41		27/02/2024 - Coles - Catering Items - In House Hospitality Requests - A & R Committee Meeting	\$33.41
56-42		27/02/2024 - Dev Ventures PI - Catering Items - In House Hospitality Requests - A & R Committee Meeting	\$29.98
56-43		27/02/2024 - The Cheesecake Shop - Catering Items - In House Hospitality Requests A & R Committee Meeting	\$40.95
56-44		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-45		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Cultural Exhibitions	
56-46		26/02/2024 - Birthdeaths marriages - Birth Certificate - Buckingham Family	\$36.00
56-47		27/02/2024 - Red Dot Stores - Exhibition Setup Equipment	\$68.52
56-48		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-49		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-50		28/02/2024 - Canva* I04075-13720027 - Event Advertising / Design Subscription	\$39.99
56-51		29/02/2024 - Productive Plastics - Exhibition Materials	\$110.00
		Customer & Information Services	
56-52		01/03/2024 - Campaignmonitor - Subscription - March 2024	\$1,287.03
56-53		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-54		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-55		29/02/2024 - Typeform - Subscription - 1000 Units	\$91.86
		Engineering Maintenance	
56-56		28/02/2024 - Annual Credit Card Fee -	\$5.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Paid Monthly	
56-57		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-58		28/02/2024 - Concrete Boys Poly & - New Blades -Concrete Cutters	\$1,315.60
56-59		28/02/2024 - Lindan Pty Ltd - Uniform Issue - 3 Employees	\$542.30
		Fleet Maintenance	
56-60		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-61		29/02/2024 - Sq *Slithers & Slides//Sn - Reptile Removal	\$107.36
56-62		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-63		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-64		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-65		29/02/2024 - JTB Spares - Vehicle Filters	\$171.40
56-66		29/02/2024 - JTB Spares - Fan Belt Airconditioner	\$45.30
56-67		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Health Services	
56-68		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Heritage Education	
56-69		27/02/2024 - Kingsway Sands - Firewood - Buckingham House Education Program	\$710.00
56-70		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-71		28/02/2024 - Coles - Buckingham House Morning Tea Supplies - Education Program	\$191.40
56-72		28/02/2024 - Teacher Superstore - Fluency Non Fiction Writing Books - Heritage Education Professional Development	\$128.75
		Irrigation Maintenance	
56-73		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Kingsway Indoor Stadium	
56-74		27/02/2024 - 7 Eleven Darch - Ice Bags For Injuries	\$15.00
56-75		27/02/2024 - Darch Pizza House - Catering - End Of Competition	\$163.62

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
56-76		27/02/2024 - Darch Pizza House - Catering - Sports Competitions End Of Season Food	\$40.91
56-77		27/02/2024 - Grilld Kingsway - Catering - Junior Soccer End Of Season	\$475.20
56-78		27/02/2024 - Woolworths - Water / Cordial	\$37.00
56-79		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-80		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-81		28/02/2024 - Darch Pizza House - Catering - Adult Competition End Of Season	\$131.10
56-82		28/02/2024 - Darch Pizza House - Catering - End Of Season	\$196.65
		Library Services	
56-83		22/02/2024 - Lams Oriental Superm - Milk - Staff	\$3.29
56-84		27/02/2024 - Amazon Au - Library Book Stock	\$67.62
56-85		27/02/2024 - Coles - Catering – Light Refreshments – Workshop	\$23.59
56-86		27/02/2024 - CPP State Library - Parking - Lote Book Selection And Collection	\$4.54
56-87		27/02/2024 - Dymocks Online - Library Book Club Kits	\$557.83
56-88		27/02/2024 - Ikea Pty Ltd - Furniture - Clarkson Library.	\$1,767.00
56-89		27/02/2024 - Slimline Warehouse D - 20 Clip Frame Poster Holders And 3 Sign Holder Stands	\$956.92
56-90		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-91		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-92		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-93		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-94		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-95		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-96		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-97		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-98		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-99		28/02/2024 - Annual Credit Card Fee -	\$5.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Paid Monthly	
56-100		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-101		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-102		28/02/2024 - Fair Play Sport&Outdr - Resources - Early Learning Program	\$72.00
56-103		28/02/2024 - JB Hi Fi Ocean Keys - Charger -r Charging Station	\$29.95
56-104		28/02/2024 - Kmart - Resources - Easter STEAM Club	\$21.00
56-105		28/02/2024 - Kmart - Resources - Program It's All About Play.	\$64.00
56-106		28/02/2024 - My Post Business/Post - Interlibrary Loans Postage	\$28.42
56-107		28/02/2024 - Org Sub Fee - Advertising - Event Platform – Eventbrite	\$29.00
56-108		28/02/2024 - Wanewsdti - Library Newspapers	\$144.00
56-109		29/02/2024 - Coles - Staff Milk Supply - Clarkson Library	\$4.50
		Parks & Conservation Management	
56-110		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-111		28/02/2024 - Tapping Fuel - Premium Fuel Inadvertently Used In Vehicle	\$94.87
56-112		28/02/2024 - Work Clobber - Safety Boots - 1 Employee	\$179.10
		Parks Maintenance	
56-113		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-114		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		People & Culture	
56-115		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Property Services	
56-116		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Surveys	
56-117		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
		Traffic Services	

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
56-118		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-119		29/02/2024 - Autobarn Butler - Driving Extension Mirrors - Towing The Driver Reviver Caravan	\$64.99
		Tree & Conservation Maintenance	
56-120		26/02/2024 - Bunnings - Various Equipment, Tools, Hose Fittings, Batteries	\$326.53
56-121		27/02/2024 - Adform Engraving - Memorial Plaque - Bryan Cunningham	\$148.50
56-122		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-123		28/02/2024 - Bunnings - Refund - U Nails	-\$49.74
		Wanneroo Aquamotion	
56-124		27/02/2024 - Bunnings - Lock Box 24/7 Entry	\$61.67
56-125		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-126		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-127		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-128		28/02/2024 - Australian Barbell - Barbell / Dumbbell Replacement Labels	\$119.90
56-129		29/02/2024 - Flex Fitness Wangara - Lat Pull Down Bar	\$49.95
56-130		29/02/2024 - Flex Fitness Wangara - Refund - Lat Pull Down Bar	-\$59.90
56-131		29/02/2024 - Kmart - Storage - Swim School Office	\$59.00
56-132		29/02/2024 - Kmart - USB - Gym TV	\$9.00
		Waste Services	
56-133		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-134		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-135		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-136		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-137		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-138		29/02/2024 - Officeworks - Water Bottles - Office Water Cooler	\$124.80
		Youth Services	
56-139		27/02/2024 - Coles - Catering Items -	\$57.15

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Outreach Program	
56-140		27/02/2024 - Kmart - Materials - Hainsworth Youth Centre	\$85.50
56-141		27/02/2024 - Kmart - Prizes - Youth Events - Sunset Sounds 2024	\$36.00
56-142		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-143		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-144		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-145		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-146		28/02/2024 - Annual Credit Card Fee - Paid Monthly	\$5.00
56-147		29/02/2024 - Coles - Catering Items - Outreach Program	\$47.40
		Total - NAB	\$13,455.00
CANCELLED PAYMENTS FROM PREVIOUS PERIODS			
124523	18.01.2024	Nas Mher	-\$129.00
124622	25.03.2024	Superclean WA	-\$450.00
122776	21.02.2022	Joseph Nagy	-\$830.67
122768	21.02.2022	June Wilkins	-\$591.67
122867	11.03.2022	HTR Electrical and Inspection Services Pty Ltd	-\$544.50
122803	03.03.2022	Peggy Chao	-\$77.00
		Total - Cancelled Payments	-\$2,622.84
MANUAL JOURNALS			
FA24-704		Fines Enforcement Registry Lodgements	\$4,509.00
FA24-704		CBA Corporate Credit Card - March 2024 Acquittal	-\$3,862.00
FA24-704		Returned Reject Fees	\$20.00
		Total - Journals	\$667.00
TOWN PLANNING SCHEME			
		Cell 1	
		Endeavour Properties - Prefunding Cell Works	\$74,969.41
		Cell 4	
		Castledine & Gregory - 185 Mary Street	\$56,408.05
		HL Pty Ltd - Prefunding Cell Works	\$142,699.75
		Castledine & Gregory - 185 Mary Street	\$11,570.00

Warrant of Payments April 2024			
Number	Date	Supplier / Description	Amount
		Cell 9	
		Laura and Silvano Borromei - POS Development	\$458,719.43
		Total - TPS	\$744,366.64
General Fund Bank Account			
		Payroll Payments April 2024	
		2/04/2024	\$2,111,463.74
		2/04/2024	\$46,618.73
		2/04/2024	\$355.79
		2/04/2024	\$6,724.10
		16/04/2024	\$10,581.17
		16/04/2024	\$2,174,245.10
		16/04/2024	\$21,694.68
		16/04/2024	\$195.67
		16/04/2024	\$445.48
		19/04/2024	\$4,140.51
		30/04/2024	\$5,242.25
		30/04/2024	\$2,150,646.87
		30/04/2024	\$15,651.88
		Total - Payroll	\$6,548,005.97
		Total Muni Recoup	\$15,290,087.55
		Direct Payments Total (Includes Payroll & Advance Recoup)	\$21,838,093.52

At the close of April 2024 outstanding creditors amounted to \$3,243,926.49.

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 2024 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 Appetite Statement

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.

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

Moved Cr Herridge, Seconded Cr Berry

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 2024, as detailed in this report.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments: Nil

Property Services

CS05-05/24 Proposed Lease to the Evelyn Enrichment Foundation Ltd over Lot 288 (10) Neville Drive, Wanneroo

File Ref:	5433V005 – 24/131385
Responsible Officer:	Director Corporate Strategy & Performance
Attachments:	1
Previous Items:	CS06-09/17 - Proposed Lease of 10 Neville Drive, Wanneroo to The Evelyn Enrichment Foundation Ltd. - Ordinary Council - 19 Sep 2017 7.00pm CB09-04/12 - Proposed Lease of Lake Joondalup Kindergarten, 10 Neville Drive, Wanneroo to The Evelyn Enrichment Foundation Ltd. - Ordinary Council - 03 Apr 2012 7.00pm

Issue

To consider a proposed lease to The Evelyn Enrichment Foundation Ltd. (ACN 152 076 787) (**TEEF**) over Lot 288 (10) Neville Drive, Wanneroo. (**Lot 288**)

Background

Lot 288

Lot 288 is the whole of the land comprised in Certificate of Title Volume 1330 Folio 584, and is owned freehold by the City (**Attachment 1**).

Lot 288 has an area of approximately 3,030m² and comprises of a building used as a day care/respite care facility, a storage shed and playground equipment. Within the building there are standard and purpose-built child toilet facilities.

TEEF

TEEF is a not for profit benevolent organisation whose object is to assist children and their families with and without additional needs (due to disabilities) by providing day care/respite services. It creates programs tailored to children's individual capabilities, providing medical care via a registered nurse on site to support children with high dependency needs (e.g. oxygen dependant, physical and learning disabilities) and provides children with special needs the opportunity to play, interact and learn with other children.

TEEF is a public company limited by guarantee registered with the Australian Securities and Investment Commission on 13 July 2011. Registration was obtained for the purpose of obtaining a childcare licence – TEEF is licenced for 36 children.

TEEF continues to derive its income through the charging of fees and funding from Lottery West.

The service operates 5 days per week, 51 weeks per year with all income received being used to provide the respite care services. Save for those employed to operate the facility, TEEF's members are not entitled to receive any pecuniary profits.

TEEF's occupation of Lot 288

TEEF has been occupying Lot 288 under consecutive lease arrangements (commencing in 2012), most recently under a lease which commenced on 17 April 2018 for a term of five (5) years, approved by Council in September 20217 (item CS06-09/17). The lease expired on 16 April 2023, and has continued on a monthly holding over based since that time under the lease.

Since its initial occupation of Lot 288 in June 2012, TEEF has undertaken various improvements to the facility such as the replacement of the old kitchen and appliances, a re-paint of both the interior and exterior, and replacement of vinyl flooring and carpets amongst others.

A review of the condition of the premises occurred in the course of the negotiation of the current proposed lease. TEEF has addressed identified maintenance actions to the satisfaction of the City.

Former occupation by previous tenant of Lot 288

Prior to the occupation of Lot 288 by TEEF, the City leased Lot 288 to the Department of Education which operated the site as a kindergarten (formerly known as Lake Joondalup Kindergarten).

Detail

The following proposed lease terms have been agreed with TEEF (as lessee) and are in line with the Leasing Policy (other than in relation to the discounted rental for use of freehold).

Leased Area (Premises):	<p>Lot 288 on Diagram 39904, being the whole of the land and structures thereon comprised in Certificate of Title Volume 1330 Folio 584.</p> <p>The leased area (Premises) is the whole of the site, including a subleased community garden area (see further comment below).</p>
Term:	Five (5) years. No option for renewal.
Commencement Date:	On execution of the lease.
Rent:	<p>\$19,103.89 per annum plus GST, reviewed annually by CPI.</p> <p>TEEF operates with characteristics of a Category 2 (Charitable) and Category 6 (Support Services) organisation under the City's Leasing Policy. Given that Lot 288 is City-owned freehold land and TEEF has a 'commercial' aspect to its operations in that it charges its clients, TEEF has been required to pay rent (discounted by 50% from a market valuation).</p> <p>Administration sought a licenced market rental valuation in late 2023 which determined a rent of \$1,350 per annum plus outgoings per licenced child.</p> <p>As TEEF is licensed for 36 children the valuer initially provided an annual lease figure of \$46,800. However,</p>

	<p>TEEF has represented that the average daily attendance is 27 children and therefore an adopted figure of \$36,450 would be more appropriate. The approach taken at arriving at the negotiated rent of \$19,103.89 was to reflect an increase to the current rent rather than revert to a lower rent using the 50% discount on the commercial valuation.</p> <p>The Leasing Policy states Not for Profit entities are required to pay a maintenance fee only and Commercial entities are to pay a lease fee via negotiation (at market value). Given TEEF does not fit into a single category, Administration and TEEF have negotiated a rent of \$19,103.89 per annum which is an increment to CPI on the current rent, and will be further incremented annually during the course of the proposed new lease. The negotiated rent represents an increase to the existing rent of \$18,300.46 per annum meaning the rental income to the City continues to reflect an increase in rent it receives, rather than a decrease if the 50% discount was applied in line with the Leasing Policy to the full commercial value of \$36,450 based on an average daily attendance to the facility of 27 children.</p>
Utilities	Lessee (i.e. TEEF) responsibility
Council Rates	Lessee responsibility – lessee is liable for Council rates
Public liability	Lessee responsibility
Building Insurance	Lessee responsibility – City continues to insure the building and recovers the premium from the Lessee
Maintenance	Lessee responsibility except items of a structural nature.
Cleaning	Lessee responsibility including externals such as gutters, gardens and external storage.

Draft lease documentation (based on a City template and reviewed by the City's Legal Services section) has been presented to TEEF. TEEF has confirmed its 'in principle' agreement to the lease documentation, subject to Council approval.

Wanneroo and Northern Suburbs Community Garden

Whilst TEEF does occupy the whole of Lot 288 under a lease, TEEF subleases a portion of Lot 288 to the Wanneroo and Northern Suburbs Community garden (**WNSCG**).

The sublease is in holdover on a month to month basis. A further sublease will be considered following any execution of the proposed lease to TEEF, as the new proposed tenure to TEEF needs to be in place before a longer tenure can be granted to WNSCG.

Consultation

Relevant Administration service units, including Building Maintenance and Asset Planning, have been consulted in the course of preparation of the lease terms. This contributed to the time taken in finalising the lease negotiations, whilst TEEF attended to retrospective

approvals and maintenance matters (with all matters now addressed by TEEF to the City's satisfaction).

Administration is supportive of the proposed lease, noting that the City has no alternative plans for the site in the term of the proposed lease.

The essential terms of the proposed lease and the draft lease documentation have been presented to TEEF. TEEF has confirmed its 'in principle' approval, meaning that the lease documentation should be ready for execution if Council confirms its approval of the proposed lease as recommended by the current report.

Comment

Administration recommends the proposed lease of Lot 288 to TEEF as outlined in this report. The lease will assist TEEF to continue its important community services.

Administration supports the new proposed lease to TEEF because of the unique services TEEF is able to provide to the community as described earlier over and above traditional day care type services which it also provides.

Advice from TEEF suggests respite care services to children are provided at the Childrens Hospital in Nedlands and from a site in Cottesloe but beyond this, there appears to be no other operations of the likes of TEEF in the northern suburbs.

To further support Administration's view that a lease be entered into with TEEF, TEEF has improved the facility with the works it has conducted since 2012 as described earlier in this report. It also added a sensory room during the course of the most recent lease, which is a special room designed to develop a person's sense, usually through special lighting, music, and objects, and can be used as a therapy for children with limited communication skills.

Administration considers that TEEF is a group well equipped to provide specialist services beyond the usual levels of care provided by the traditional commercial childcare providers as it has qualified paediatric staff who can deliver such services.

Statutory Compliance

The constitution of TEEF has the following stated Objectives:

- "(a) A not for profit organisation established to assist children with additional needs (due to disabilities) and their families through a long day care/respite centre.*
- (b) and to undertake and pursue all such other similar, related or compatible objects as may from time to time be considered appropriate by the Company."*

This means that the proposed lease to TEEF is an exempt disposition of property under regulation 30 of the *Local Government (Functions and General) Regulations 1996* (WA), and accordingly a local public notice under section 3.58(3) of the Act does not apply.

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 Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & 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.

Risk Management Considerations

Risk Title	Risk Rating
ST-S23 Stakeholder Relationships	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O03 Strategic Land	Medium
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

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

Policy Implications

The proposed new lease has been negotiated in accordance with the City's Leasing Policy.

TEEF operates with characteristics of a Category 2 (Charitable) and Category 6 (Support Services) organisation under the City's Leasing Policy. Given that Lot 288 is City-owned freehold land and TEEF has a 'commercial' aspect to its operations in that it charges its clients, TEEF has been required to pay rent (discounted by 50% from a market valuation).

Financial Implications

The City will receive an annual income of \$19,103.89 per annum (plus GST) (with annual CPI increments to apply).

Currently, the City receives an annual rent in the amount of \$18,300.46 per annum plus GST under the lease which is in holdover.

TEEF is responsible for all utility costs and outgoings associated with the facility, including Council rates.

Voting Requirements

Simple Majority

Moved Cr Wright, Seconded Cr Miles

That Council:-

1. **APPROVES**, in principle, a lease of Lot 288 (10) Neville Drive, Wanneroo to The Evelyn Enrichment Foundation Ltd (ACN 152 076 787) 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 execute all documentation and comply with all applicable legislation as is required to effect Item 1.; and
- b) the affixing of the Common Seal of the City of Wanneroo to the lease in accordance with the City's Execution of Documents Policy.

CARRIED UNANIMOUSLY

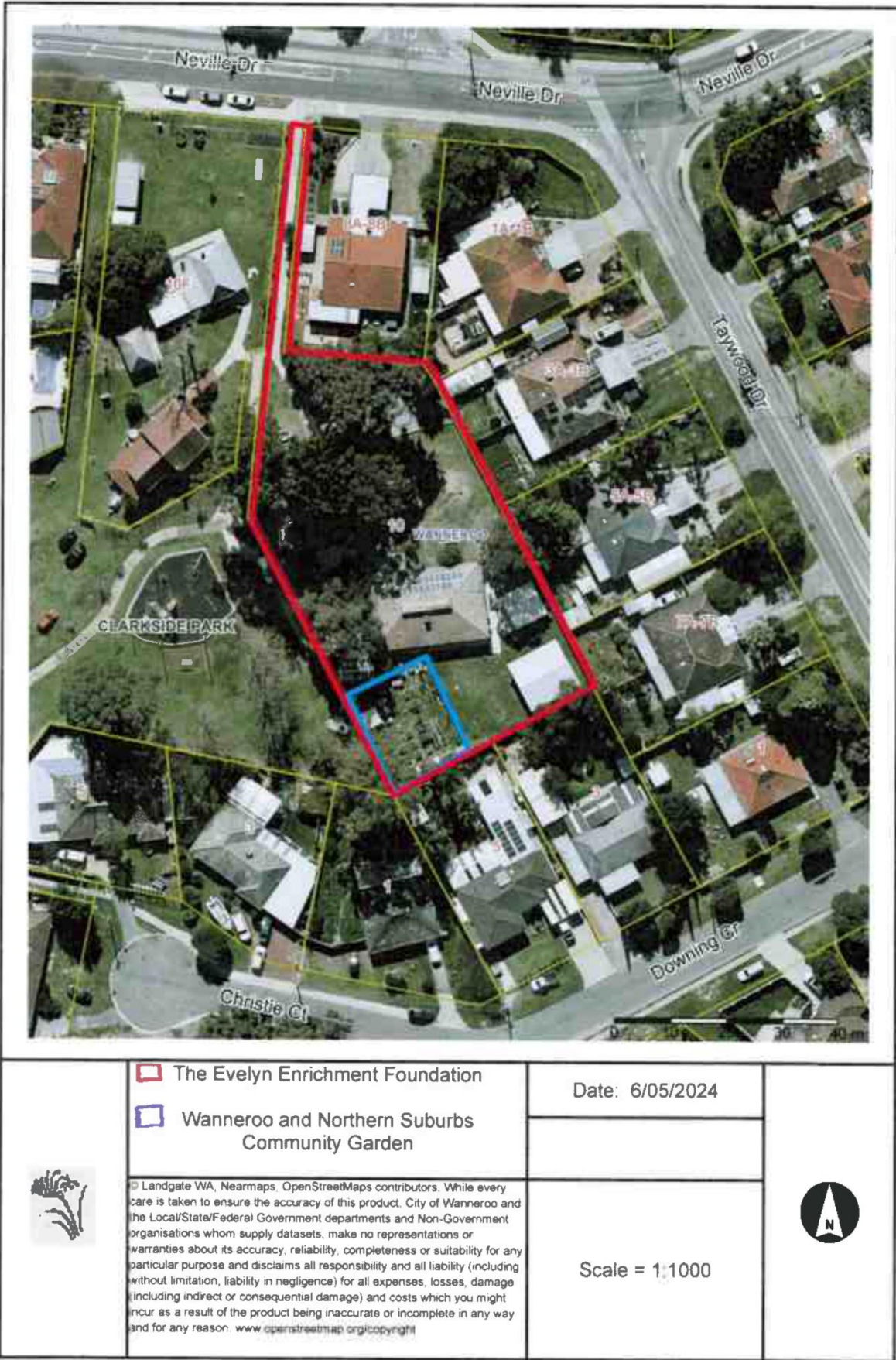
For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1 [↓](#) Evelyn Enrichment Foundation - Lease Plan 24/150645



Cr Smith left the meeting, the time being 8:10pm

Cr Smith returned to the meeting, the time being 8:13pm

CS06-05/24 Proposed Ground Lease to Telstra Limited over a portion of the Ashby Operations Centre, 1204 Wanneroo Road, Ashby

File Ref:	40238V03 – 24/141287
Responsible Officer:	Director Corporate Strategy & Performance
Attachments:	2
Previous Items:	CS08-07/19 - Proposed commercial ground lease to Optus Mobile Pty Ltd, portion of Lot 12302 Wanneroo Road, Ashby for telecommunications purposes - Ordinary Council - 30 Jul 2019 7.00pm

Issue

To consider a proposed ground lease to Telstra Limited (**Telstra**) over a portion of the City's Ashby Operations Centre at Lot 12302 Wanneroo Road, Ashby (Reserve 27366) (**Lot 12302**).

Background

Land

Lot 12302 comprises a total area of 150,894m² (approximate), being the whole of the land comprised in Certificate of Crown Land Title Volume LR3121 Folio 790.

Lot 12302 is Crown land, as a category 'C reserve (Reserve 27366) vested in the City for the purpose of 'Municipal Depot, Community Office and Telecommunication Facility', and with a power to lease for any term not exceeding 21 years (subject to the consent of the Minister for Lands).

Lot 12302 is zoned as 'Urban Deferred, Parks & Recreation' under the MRS and 'Public Purposes, Parks & Recreation' under the City's DPS2.

The primary purpose of Lot 12302 is for the City's municipal depot and operations centre, known as the Ashby Operations Centre.

In addition, portions of the site are leased to other parties:

- 2,055m² (approximate) is leased to Activ Foundation Incorporated for the permitted purpose of 'Community Office'. The current term of the lease commenced on 26 March 2021 for a term of 3 years, expiring on 25 March 2024. Activ exercised their additional term of 3 years in March 2024 expiring on 25 March 2027; and
- 56m² (surveyed) is leased to Indara Corporation Pty Ltd (formerly Australia Tower Network Pty Ltd) (**Indara**) for the permitted purpose of 'Constructing, maintaining and operating a telecommunications network and telecommunications service'. The term of the lease is 20 years (with no options for renewal) and commenced on 1 January 2021. The lease was originally granted to Optus Mobile Pty Ltd, in accordance with Council's approval in July 2019 (resolution CS08-07/19) and was assigned to the current lessee as part of a restructuring of the lessee's telecommunications infrastructure operations in February 2023.

The site also incorporates a microwave antennae located on Shed C (located in the south-western portion of Lot 12302 in proximity to the area leased to Activ Foundation Incorporated), which is used by the City for communication between Lot 12302 and the City's Wanneroo Civic Centre.

Proposal

The City has received a request from Telstra for the construction of additional infrastructure to be erected in conjunction with the existing mobile base station on a portion of Lot 12302. This infrastructure would be installed pursuant to a long term commercial ground lease (**Lease**).

The proposed development is adjacent to the site leased to Indara (**Attachment 1**). Telstra will also have direct co-location agreement to install infrastructure on the Indara facility. Telstra will lease 5.0m x 5.1m (approximate) portion of Lot 12302 (**Premises**) together with having a license to use a 3,365m² (approximate) portion of Lot 12302 for vehicular access to construct and service the additional infrastructure.

Additions or co-location onto an existing pole are generally subject to certain development application parameters considered to be Low Impact. Telstra are required to follow DC7 (Deployment Code Section 7) processes with respect to notifying the City for the extent of the upgrades. Administration will continue to work with Planning once approved drawings are submitted for approval.

Telstra is proposing an installation to comprise of a 5-metre monopole extension to the Optus 25-metre-high monopole. Other Telstra equipment is to comprise a headframe, antennas, cable ladder, fibre pit, power pit and ICS Mk5 equipment shelter.

The proposed additional infrastructure on the existing tower would result in an increase in overall height from 26.35 meters to 31.35 meters. To evaluate any potential risks associated with this 5-meter extension, Administration engaged in consultations with both internal and external stakeholders regarding the potential use of a helipad at the Ashby Depot. Both DFES and internal stakeholders have confirmed that the existing helipad has not been operational for several years and will not be impacted by the proposed lease.

The proposed additions to the existing telecommunications facility are considered to meet the requirements set out within Schedule 3, Part 1(4) and Part 3(5) of the Telecommunications (Low-Impact Facilities) Determination 2018. Telstra is not required to submit a development application for the proposed works. They will be required to provide notification in accordance with Section 7 of the C564:2020 Mobile Phone Base Station Deployment Code.

The existing Management Order vested in the City permits Lot 12302 to be utilised for 'telecommunication' purposes.

It is proposed that the Telstra facility (once constructed) will be accessed infrequently for maintenance purposes by Telstra contractors and personnel. The City will administer the required security and access requirements for Lot 12302.

Detail

Telstra's initial proposal was raised in 2021 and 2022, with detailed lease negotiations progressing during February and March 2024. The following essential terms for the lease have now been agreed 'in principle' by both parties.

Noting that the essential terms (and the lease document) have been approved in principle by Telstra, Administration does not anticipate further negotiations with Telstra will secure any significant improvement in the City's position in the lease. The current proposed terms are considered to be a market-appropriate position.

Type of Lease:	Ground lease.
Premises/Land:	<p>The property situated at 'Ashby Operations Centre', 1204 Wanneroo Road, Ashby Western Australia 6065 being more particularly described as Lot 12302 on Deposited Plan 218998 and being the whole of the land contained in Certificate of Title Volume LR3121 Folio 790.</p> <p>The proposed leased area is approximately 25.5 square metres (subject to survey).</p>
Licence Area (Premises):	<p>An area utilised by the lessee (i.e. Telstra) for the following:</p> <ul style="list-style-type: none"> • Access to and egress from the premises; • Laying electricity/communication cables over, under or within the land or within the licensed area (with the consent of the Lessor); • For use during installation, erection, construction, repair, replacement, renewal, maintenance, and operation of Telstra's property; • Telstra must restore the adjoining and adjacent land to its condition prior to such use, and must endeavour not to interfere with the rights of the occupants on the land; • All covenants apply to the license area including indemnity and public risk insurance; and • Telstra will upgrade the existing access track and install a power connection, which they will be responsible for keeping and maintaining.
Expiry Date:	31 December 2040. This date aligns with the expiry date of the Indara lease.
Option Term:	Not applicable
Permitted Purpose:	As premises for the purposes of constructing, operating and maintaining a telecommunications shelter and other ancillary uses
Commencement Date:	<p>Upon execution of this Lease by the City.</p> <p>For the removal of doubt, the Commencement Date is not delayed if the lessee's works are not then commenced or complete for any reason.</p>
Rent:	\$15,000.00 per annum excluding GST.
Annual Rent Review Dates:	Not applicable.
Minimum Rent Increase	<p>3% per annum.</p> <p>The proposed 3% fixed annual increase is consistent with other telecommunication leases reviewed by the City and is regarded as industry standard.</p>

Telstra Termination Rights:	<p>Telstra may terminate the Lease on giving the City not less than 20 Business Days' notice at any time where it is unable to comply with or satisfy any telecommunications carrier requirements provided that this right to terminate is only available to the lessee prior to completion of the initial installation of the lessee's works.</p> <p>If the Premises are rendered unfit for the lessee's use because:</p> <ul style="list-style-type: none"> the purpose is compromised, or the Premises are no longer required by the lessee; or the level of service provided by the lessee to its customers falls below the coverage level acceptable to the lessee or as a result of significant network changes, the lessee's property ceases to operate as a part of the lessee's telecommunications network; or there is an emergence of significant physical or radio interference, then the lessee may terminate this document by 6 month's written notice, without compensation.
City Termination Rights	<p>If for any reason the City requires the use of the leased area after the tenth anniversary of the lease, the City may terminate the lease.</p> <p>The City cannot exercise its rights under this clause at any time earlier than 10 years from the Commencement Date.</p>
Costs:	Telstra must pay or reimburse to the City the sum of \$3,000 plus GST towards the City's legal costs for the negotiation, preparation and signing of the lease.
Assignment:	Can occur with the prior consent of the Minister for Lands and the City.
Alterations or additions:	Except for like for like swap outs, minor works or alterations within the equipment hut, the lessee must not make any alteration or addition to the Premises, the Land, or the lessee's property without the prior written consent of the City.
Outgoings/Services:	The lessee must pay in addition to the rent all charges for electricity, gas, water and other utilities consumed by the lessee on or supplied to the Premises, the cost of installation of meters and all meter rental (if any) in respect of measuring the same.
Rates & Taxes:	Telstra responsible for all rates (including Council rates), taxes, assessments, impositions and outgoings for water, electricity, gas, telephone, whether billed directly or otherwise.
Maintenance (including Structural):	Telstra's responsibility.
Insurance:	Telstra responsible for Insurance on the lessee's property, and public risk liability insurance not less than \$20 million.
Public Liability Insurance:	Public liability insurance in excess of \$20 million and which insurance policy includes the City, the State of Western Australia and the Minister for Lands as an insured to the extent required by this lease.

Cleaning:	Telstra responsibility.
Lessee's obligations at end of Lease	Telstra must remove all its property at the end of the term.

Consultation

- Relevant Administration service units, including those service units operating from the Ashby Operations Centre, 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 the site in the term of the proposed lease;
- The proposed rent has been supported by valuation advice engaged by the City;
- The essential terms of the proposed lease have been approved 'in principle' by Telstra;
- Telstra prepared a draft lease, based on the City's current lease with Telstra on a separate site adjacent to the City's Carramar Golf Course. The lease was negotiated with Administration, with input from the City's Legal Services section and with review from the City's external lawyers, Jackson McDonald. Telstra has provided 'in principle' approval of the negotiated draft lease; and
- DPLH has provided the Minister for Lands' consent to the draft lease under section 18 of the *Land Administration Act 1997* (WA) (**LAA**).

Comment

Administration recommends the proposed lease to Telstra as outlined in this report, further noting that:

- The proposed use under the lease is consistent with the adjacent Indara facility, with Telstra also co-locating infrastructure onto that Indara facility;
- The City will receive a commercial rental income from the lease, with the rent being assessed by valuation as being market-appropriate;
- The term of the proposed Telstra lease is consistent with the term of the Indara lease; and
- Telstra is a large corporation and has performed well as a lessee of the City at another site, being the lessee of a ground lease for telecommunications infrastructure adjacent to Carramar Golf Course (approved by Council in October 2017, item CS06-10/17).

The lease would not be an exempt disposition under the Act. If Council resolves to approve the proposed lease in-principle, it will be necessary to publish a local notice of the proposed disposal inviting public submissions.

Should any submissions be received, Administration recommends that the Chief Executive Officer is authorised to consider and (if applicable) reject any submissions, negotiate lease terms and effect any documentation relating to it.

Statutory Compliance

The public notice of the proposed disposition will comply with the requirements of section 3.58 of the Act.

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 Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & 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.

Risk Management Considerations

Risk Title	Risk Rating
CO-O03 Strategic Land	Medium
Accountability	Action Planning Option
Director Planning & Sustainability and Director Corporate Strategy & Performance	Manage

Risk Title	Risk Rating
ST – S12 Economic Growth	Medium
Accountability	Action Planning Option
Chief Executive Officer	Manage

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

Policy Implications

All leasing negotiations have been in accordance with the City's Leasing Policy.

Financial Implications

Lease income

The City will receive a ground lease rental income of \$15,000 per annum (plus GST) as well as additional contributions to the service works under the Lease.

The rent was informed by a market valuation (confidential **Attachment 2** refers). The rent agreed is within the market range identified in the market valuation.

The rent is subject to annual fixed rent increase at a rate of 3%. No other methods of rent review (such as market review) will occur during the lease term.

Telstra must pay, in addition to the rent, all charges for electricity, gas, water and other utilities, as a percentage or in entirety subject to the City's determination.

Future rates income

The City will also receive local government rates once the Lease has commenced. Rates are determined based on the GRV, assessed by the State Valuer General's Office, which will occur after the lease documents are signed.

The actual rates cannot be known until the GRV is calculated. Based on comparable sites, the City estimates rates in the region of \$1,500 to \$2,000 per annum, but this is a preliminary estimate only.

Project costs

Costs associated with the project are summarised below:

- Legal fees (Jackson McDonald) of approximately \$3,000 on the drafting of the lease documents. Telstra have agreed to reimburse legal costs of the City up to \$3,000;
- Valuation fees of \$2,000 (plus GST) for the market rent valuation; and
- A fee of \$ \$2,000 (plus GST) for publishing the local public notice.

To offset a portion of the fees mentioned above, the City's 2023/2024 Fees and Charges Schedule includes an allowance payable by Telstra of \$698 for a Lease Application Fee. It is also important to note the long-term revenue generated over the entire lease term.

Voting Requirements

Simple Majority

Moved Cr Miles, Seconded Cr Bedworth

That Council:-

1. **APPROVES**, in principle, a ground lease of a 25.5m² (approximate, subject to survey) portion of Reserve 27366, Lot 12302 (1204) Wanneroo Road, Ashby to Telstra Limited (ABN 64 086 174 781) in accordance with the essential lease terms described in the Administration report;
2. **AUTHORISES** the publication of a local public notice of the intention to dispose of the portion of Reserve 27366, Lot 12302 (1204) Wanneroo Road, Ashby in accordance with Item 1. above in accordance with Section 3.58 of the *Local Government Act 1995* (WA); and
3. **AUTHORISES:**
 - a) the Chief Executive Officer (or a nominee of the Chief Executive Officer) to negotiate commercial terms, execute all documentation, consider and reject any submissions and comply with all applicable legislation as is required to effect Items 1. and 2.; and
 - b) the affixing of the Common Seal of the City of Wanneroo to the ground lease in accordance with the City's Execution of Documents Policy.

CARRIED
13/1

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Cr Nguyen

Absent: Cr Parker

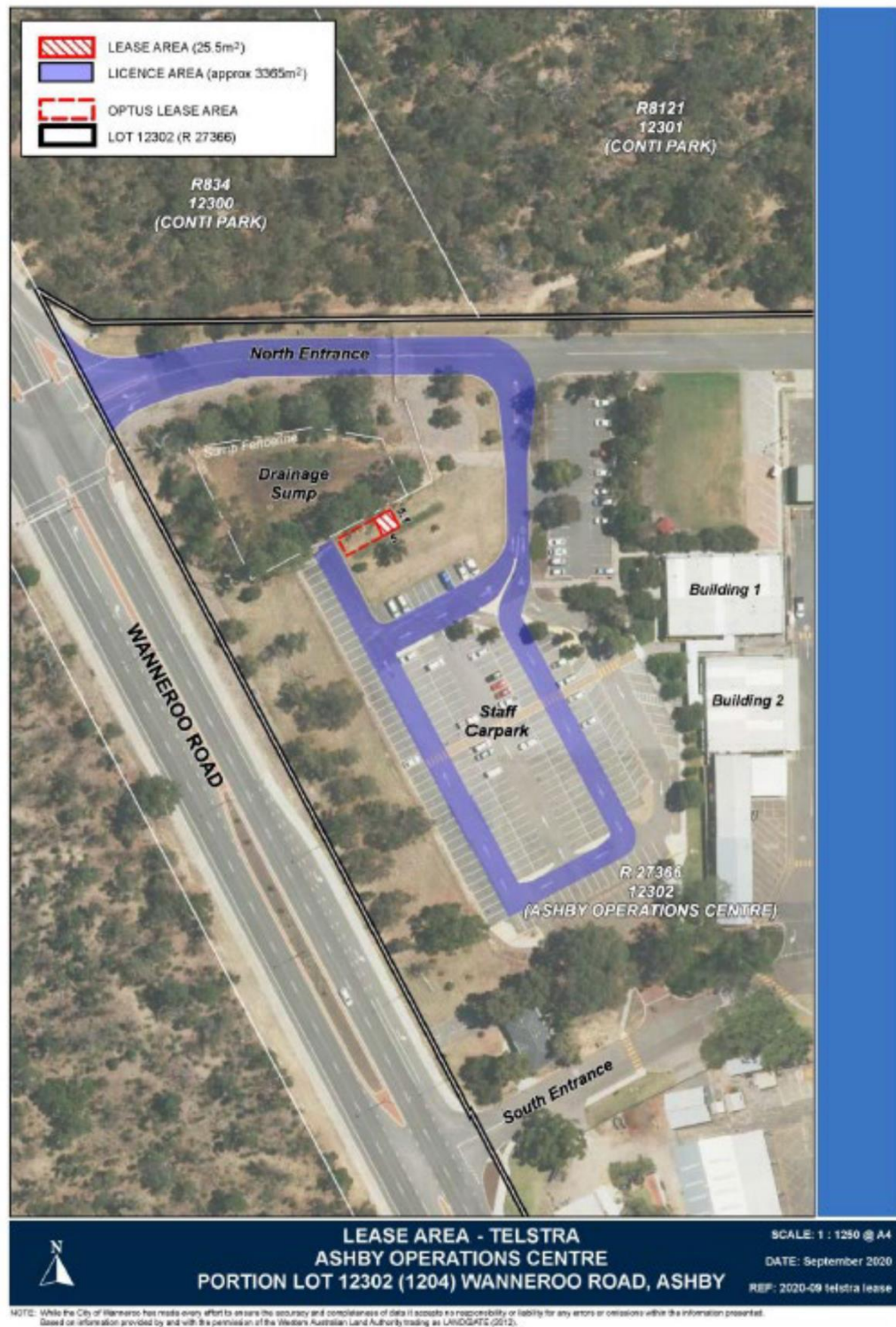
Attachments:

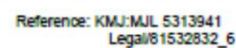
1. [Attachment 1 - Plans](#) 24/148501
2. *Attachment 2 - Update Valuation Letter - Lot 12302 (1204) Wanneroo Rd, Ashby - Telstra* Confidential

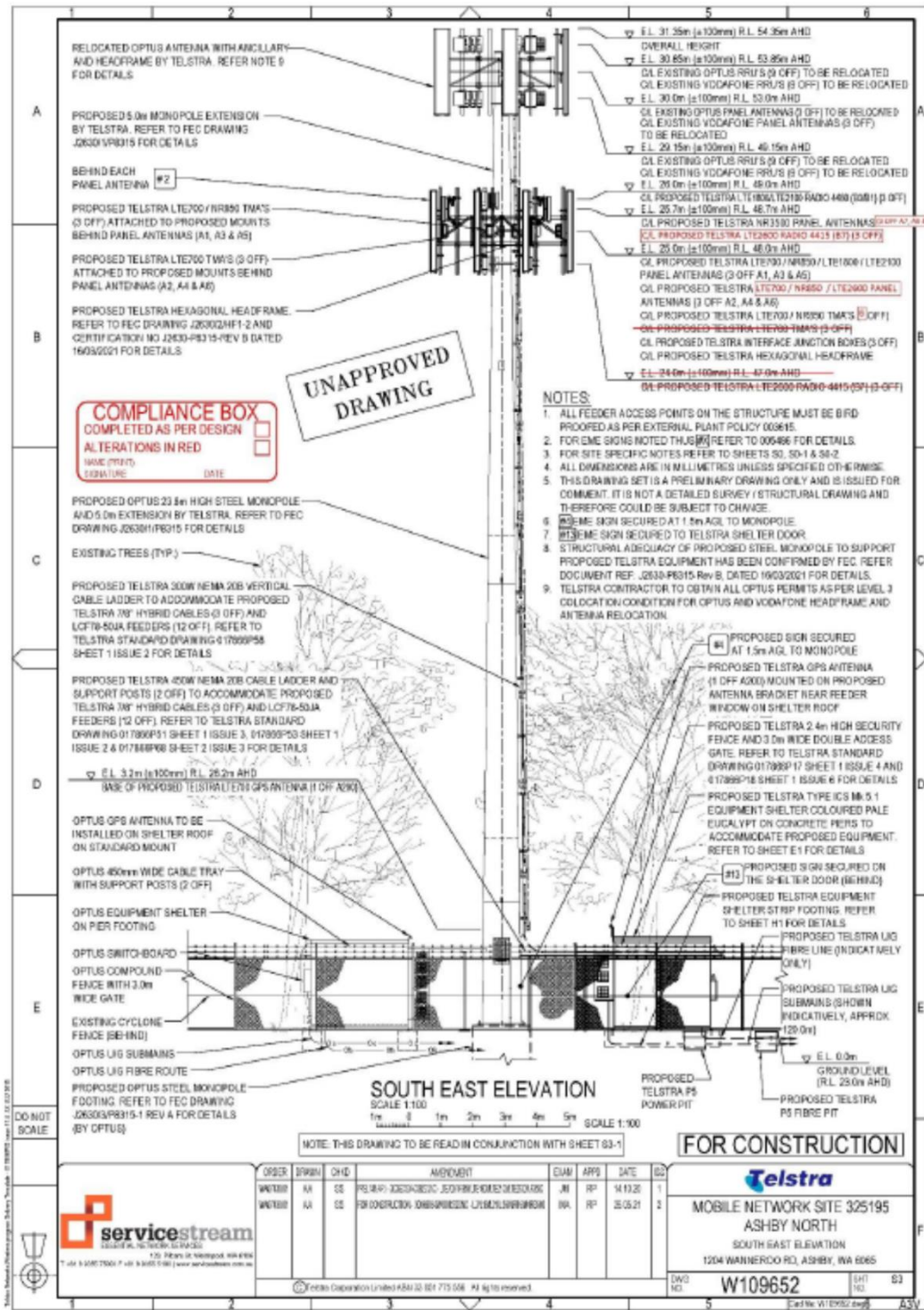
This attachment is confidential and distributed under separate cover to all Council Members.

<i>Attachment 2 - Update Valuation Letter - Lot 12302 (1204) Wanneroo Rd, Ashby - Telstra</i>	24/155094
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Annexure A – Plan of Premises







CS07-05/24 Strategic Land Policy Review

File Ref: 40748V004 – 24/145136
Responsible Officer: Director Corporate Strategy & Performance
Attachments: 3
Previous Items: CS04-05/21 - Strategic Land Policy Review - Ordinary Council - 11 May 2021 6:00pm
CS07-12/17 - Strategic Land Policy - Ordinary Council - 05 Dec 2017 5.30pm

Issue

To consider amendments to the Strategic Land Policy (**Policy**).

Background

The current version of the Policy was approved by Council on 11 May 2021 (CS04-05/21). This provided the first review of the Policy, which had first been adopted in December 2017 (CS07-12/17).

The purpose of the Policy is to provide a framework and basic principles for the strategic management of City owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes.

Detail

The final version of the proposed updated Policy is provided in **Attachment 1**.

Further versions of the Policy are provided in **Attachment 2** (showing tracked changes for the proposed amendments to the Policy) and **Attachment 3** (providing the version of the Policy last approved by Council).

The proposed changes are largely clarifications and are outlined below. Administration does not consider the changes to be material in nature.

Updated policy objectives

The objectives of the Policy have been clarified slightly, though most remain consistent with those identified in the current version of the Policy.

The changes are summarised below:

- A reference to 'Desirable commercial' outcomes has been included to ensure that the commercial nature of the Policy remains clear; and
- 'Facilitating potential social housing outcomes' (within a commercial context) has been added. The inclusion is aimed at addressing the increasing need for affordable housing as well as providing potential for strategic land projects to take advantage of State and Commonwealth funding associated with social housing outcomes.

Updating funding source descriptions

The funding considerations have been updated to include grant funding where possible, this will most likely be in the context of social / affordable housing.

Update to implementation of the policy

Under the implementation of the Policy, the City will assess and make determinations on strategic land opportunities on a case-by-case basis, with regard to certain principles.

Changes to this section of the Policy include:

- 'Alignment with market conditions and expected rates of returns' has been added to these principles to ensure any acquisition under the Policy is in line with expected market returns. The expected rate of return may vary, depending on the type of property and prevailing market conditions; and
- 'Due diligence investigations undertaken' to appropriately investigate areas of enquiry and to engage suitably qualified consultants, as applicable to investigate and understand the specific attributes of the proposed acquisition.

Other changes relate to procedural updates and slight wording changes.

Consultation

The Policy was reviewed with all applicable stakeholders within Administration.

The revised Policy was also considered by the City's Revenue Review Committee. The Committee endorsed the proposed amendments, and the Policy is therefore submitted to Council for final adoption.

Comment

Administration recommends the approval of the revised Policy to provide direction for the continued investigation of strategic land opportunities by the City.

Statutory Compliance

Any future disposals (by sale or lease) will be subject to the Act, including section 3.58.

Where appropriate due to the value of a transaction, an acquisition or disposal may also be subject to section 3.59 of the Act.

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 Appetite Statement

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.

Risk Management Considerations

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

Risk Title	Risk Rating
CO-O03 Strategic Land	Medium
Accountability	Action Planning Option
Director Planning & Sustainability and Director Corporate Strategy & Performance	Manage

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

The Strategic Land Policy is intended to provide guidance, direction and improved management practices of the City's freehold portfolio to better align to both strategic and corporate objectives and address identified risks.

Policy Implications

The proposed amendments are in accordance with and pursuant to the Policy.

Financial Implications

The City has a continuing need to increase the ratio of non-rates income to total income. In this context, the Policy remains of great importance as a means for the City to generate income via lease rental fees, sale of property and / or new rates income.

Voting Requirements

Simple Majority

Moved Cr Figg, Seconded Cr Berry

That Council APPROVES the reviewed Strategic Land Policy as set out in Attachment 1.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. [Strategic Land Policy Review \(Final\)](#) 24/146996[v8]
2. [Strategic Land Policy Review \(Markup\)](#) 24/146996[v7]
3. [Strategic Land Policy - May 2021](#) 21/110677[v4]



Council Policy

Strategic Land Policy

Responsible Directorate:	<i>Corporate Strategy & Performance</i>
Responsible Service Unit:	<i>Property Services</i>
Contact Person:	<i>Manager Property Services</i>
Date of Approval:	**** 2024
Council Resolution No:	****

1. POLICY STATEMENT

The purpose of this policy is to provide a framework and basic principles for the strategic management of City of Wanneroo (**City**) owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes. This policy also deals with the strategic investment into income generating property assets.

2. OBJECTIVE AND PURPOSE

The policy provides a structured approach to the strategic property management of City Land, including to:

- Create property based income streams other than from local government rates;
- Encourage the 'highest and best' use of City Land;
- Divest or develop suitable City Land;
- Achieve desirable planning, community, commercial and environmental outcomes; and
- Facilitate creation of economic and social outcomes (for example, local jobs and social housing) within a commercial context.

3. KEY DEFINITIONS

Any definitions listed in below apply to this document only.

City Land: *Freehold Land and Crown Land.*

Crown Land: *Land owned by the State of Western Australia, vested to the City under a management order, or otherwise under the care, control and management of the City.*

Freehold Land: *Land owned by the City in fee simple.*

4. SCOPE

This policy applies to all activities and transactions related to City Land, including investment, divestment and development. The policy aligns with the Civic Leadership theme of the City's Strategic Community Plan and Corporate Business Plan.

The policy does not apply to:



Council Policy

- Leasing of City owned or managed property to a third party, other than commercial ground leases for an investment or development purpose; or
- Operational decisions relating to the ongoing use and maintenance of City Land, for example the maintenance or upgrade of facilities on City Land or the occupancy of those facilities.

In the case of Crown Land, it is noted that the use or development of the land by the City must be consistent with the management order or other basis for the City's control of the land, or, alternatively, a change to the land tenure should be considered to facilitate the proposed use or development. As Crown Land is often vested in the City as a result of planning and subdivision approval processes (such as the requirement for an allocation of public open space), there are a range of land use considerations which must be addressed in assessing the availability of Crown Land for uses aligning with the purposes of this policy.

Accordingly, the objectives of the policy are intended to be achieved, primarily, through the acquisition, development (or redevelopment) and disposal of Freehold Land.

5. IMPLICATIONS

City processes and procedures under this policy will identify criteria for the assessment of the following categories of strategic land opportunity:

- Acquisition;
- Disposal; and
- Development.

Funding

Strategic land activities arising from this policy will be funded by the Strategic Land Reserve (SLR), external loans, municipal funds and where possible grant funding.

All net proceeds or income from strategic land disposals will be credited to the SLR with optional annual appropriations as decided by Council at end of each financial year.

6. IMPLEMENTATION

Implementation of this policy will be guided by appropriate City processes and procedures.

The City will assess and make determinations on strategic land opportunities on a case-by-case basis, having regard to the objectives specified in this Policy and to the following principles (to the extent relevant to the relevant opportunity, and with the list of principles below not being ranked in order of priority):

- Compliance with statutory requirements;
- Alignment with market conditions and expected rates of returns;
- Financial return or, conversely, the opportunity cost of the relevant opportunity;
- Due Diligence investigations undertaken;
- Alignment with the City's strategic objectives; and
- Benefit to the City of Wanneroo community.

The implementation of strategic land opportunities under this policy will address short and medium-term prospects that yield returns consistent with market trends, and, additionally, the City will explore the potential of securing longer-term strategic acquisitions. It is acknowledged



Council Policy

that longer term opportunities may involve a gradual maturation of these assets, acknowledging that development opportunities or a return on investment may not be immediate. Ultimately, the implementation will achieve a larger and more diverse property holding for the City.

7. AUTHORITIES AND ACCOUNTABILITIES

Not applicable.

8. ROLES AND RESPONSIBILITIES

The Property & Projects Officers, Property Specialist and Land Acquisition Officer will be responsible for the administration, enforcement, publication and compliance of the policy and any need for further clarification will be referred to the Manager Property Services.

Strategic Lands Working Group

An Administration working group (**Strategic Lands Working Group**) comprised of various service units will assist in the implementation of this policy and be under the guidance and sponsorship of the Chief Executive Officer.

All opportunities will be reviewed by the Strategic Lands Working Group against the principles and criteria detailed within this policy and supporting procedures.

Revenue Review Committee

Administration will report to the Revenue Review Committee of Council not less than annually on the implementation of actions arising from this policy.

Execution of Documents

To support the implementation of the policy in land acquisition or disposal opportunities, the Chief Executive Officer, or a sub delegate of the Chief Executive Officer is authorised to execute a contract of sale or purchase in advance of a decision of Council, subject to the following conditions:

- The contract documentation has been reviewed and approved by Legal Services; and
- The contract documentation is expressly conditional and not binding until approved by Council.

In most, if not all, acquisitions, the time period between signing the contract documentation and submitting the proposed transaction to Council will enable City staff to undertake appropriate due diligence on the acquisition. In the case of the acquisition of a built asset (such as a lettable building as a commercial investment or the City taking over ownership of a building at the conclusion of a ground lease), due diligence will include the condition of the building, such as for any retained fitout, structural matters and compliance requirements.

9. DISPUTE RESOLUTION (if applicable)

Disputes under this policy that cannot be resolved by Property Services at an operational level will be referred to the Director Corporate Strategy & Performance in the first instance.

In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.



Council Policy

10. EVALUATION AND REVIEW

The policy will be reviewed every two (2) years.

Any evaluation of the effectiveness of the policy should have regard to strategic land management outcomes, including:

- Planned and actual returns achieved on identified projects; and
- Key performance indicators, including profit, cashflow, community resource enhancement and planning outcomes.

11. RELATED DOCUMENTS

- Strategic Land Management Procedure (HPE 20/55456)
- Terms of Reference for the Strategic Lands Working Group (HPE 20/251305); and
- Specific delegations for Strategic Land acquisitions and related actions.

12. REFERENCES

- Leasing Policy (HPE 17/397764*);
- Strategic Budget Policy (HPE 19/50028);
- Risk Management Policy (HPE 15/491180);
- City of Wanneroo Long Term Financial Plan;
- Local Government Act 1995 (WA);
- Land Administration Act 1997 (WA); and
- DPS2 and relevant planning policies.

13. RESPONSIBILITY FOR IMPLEMENTATION

Manager Property Services

REVISION HISTORY

Version	Next Review	Record No.
1.0 – 5 December 2017 (CS07-12/17)	1 December 2020	17/132940
2.0 – 11 May 2021 (CS04 - 05/21)	11 May 2023	21/110677*
3.0 – 21 March 2023 (CE03- 03/23)	31 May 2024	21/110677*



Council Policy

Strategic Land Policy

Responsible Directorate:	Corporate Strategy & Performance
Responsible Service Unit:	Property Services
Contact Person:	Manager Property Services
Date of Approval:	23 March 2023 **** 2024
Council Resolution No:	**** CE03-03/23

1. POLICY STATEMENT

The purpose of this policy is to provide a framework and basic principles for the strategic management of City of Wanneroo (**City**) owned and controlled land assets, to secure the ‘highest and best’ use of those assets and achieve positive economic, planning, community or environmental outcomes. This policy also deals with the strategic investment into income generating property assets.

2. OBJECTIVE AND PURPOSE

The policy provides a structured approach to the strategic property management of City Land, including to:

- Create property based income streams other than from local government rates;
- Encourage the ‘highest and best’ use of City Land;
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Council Policy

4. SCOPE

This policy applies to all activities and transactions related to City Land, including investment, divestment and development. The policy aligns with the Civic Leadership theme of the City's Strategic Community Plan and Corporate Business Plan.

The policy does not apply to:

- Leasing of City owned or managed property to a third party, other than commercial ground leases for an investment or development purpose; or
- Operational decisions relating to the ongoing use and maintenance of City Land, for example the maintenance or upgrade of facilities on City Land or the occupancy of those facilities.

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Accordingly, the objectives of the policy are intended to be achieved, primarily, through the acquisition, development (or redevelopment) and disposal of Freehold Land.

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City processes and procedures under this policy will identify criteria for the assessment of the following categories of strategic land opportunity:

- Acquisition;
- Disposal; and
- Development.

Funding

Strategic land activities arising from this policy will be funded by the Strategic Land Reserve (SLR), external ~~loans and municipal funds~~ loans, municipal funds and where possible grant funding.

All net proceeds or income from strategic land disposals will be credited to the SLR with optional annual appropriations as decided by Council at end of each financial year.

6. IMPLEMENTATION

Implementation of this policy will be guided by appropriate City processes and procedures.

The City will assess and make determinations on strategic land opportunities on a case-by-case basis, having regard to the objectives specified in this Policy and to the following



Council Policy

principles (to the extent relevant to the relevant opportunity, and with the list of principles below not being ranked in order of priority):

- Compliance with statutory requirements;
- Alignment with market conditions and expected rates of returns;
- ~~Fairness and equity;~~
- Financial return or, conversely, the opportunity cost of the relevant opportunity;
- Due Diligence investigations undertaken;
- Alignment with the City's strategic objectives; and
- Benefit to the City of Wanneroo community.

The implementation of strategic land opportunities under this policy will address short and medium-term prospects that yield returns consistent with market trends, and, additionally, the City will explore the potential of securing longer-term strategic acquisitions. It is acknowledged that longer term opportunities may involve a gradual maturation of these assets, acknowledging that development opportunities or a return on investment may not be immediate. Ultimately, the implementation will achieve a larger and more diverse property holding for the City.

7. AUTHORITIES AND ACCOUNTABILITIES

Not applicable.

8. ROLES AND RESPONSIBILITIES

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All opportunities will be reviewed by the Strategic Lands Working Group against the principles and criteria detailed within this policy and supporting procedures.

Revenue Review Committee

Administration will report to the Revenue Review Committee of Council not less than annually on the implementation of actions arising from this policy.

Execution of Documents

To support the implementation of the policy in land acquisition or disposal opportunities, the Chief Executive Officer, or a sub delegate of the Chief Executive Officer –is authorised to execute a contract of sale or purchase in advance of a decision of Council, subject to the following conditions:

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9. DISPUTE RESOLUTION (if applicable)

Disputes under this policy that cannot be resolved by Property Services at an operational level will be referred to the Director Corporate Strategy & Performance in the first instance.

In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

10. EVALUATION AND REVIEW

The policy will be reviewed every two (2) years.

Any evaluation of the effectiveness of the policy should have regard to strategic land management outcomes, including:

- Planned and actual returns achieved on identified projects; and
- Key performance indicators, including profit, cashflow, community resource enhancement and planning outcomes.

11. RELATED DOCUMENTS

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- Specific delegations for Strategic Land acquisitions and related actions.

12. REFERENCES

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- ~~Leasing Management Procedure (HPE 15/423231*)~~;
- Strategic Budget Policy (HPE 19/50028);
- Risk Management Policy (HPE 15/491180);
- City of Wanneroo Long Term Financial Plan;
- Local Government Act 1995 (WA);
- Land Administration Act 1997 (WA); and
- DPS2 and relevant planning policies.



Council Policy

13. RESPONSIBILITY FOR IMPLEMENTATION

Manager Property Services

REVISION HISTORY

Version	Next Review	Record No.
1.0 – 5 December 2017 (CS07-12/17)	1 December 2020	17/132940
2.0 – 11 May 2021 (CS04 - 05/21)	11 May 2023	21/110677*
3.0 – 21 March 2023 (CE03- 03/23)	31 May 2024	21/110677*



Policy Manual

Strategic Land Policy

Policy Owner:	Property Services
Contact Person:	Manager Property Services
Date of Approval:	11 May 2021

POLICY STATEMENT

The purpose of this policy is to provide a framework and basic principles for the strategic management of City of Wanneroo (**City**) owned and controlled land assets, to secure the 'highest and best' use of those assets and achieve positive economic, planning, community or environmental outcomes.

POLICY OBJECTIVES

The policy provides a structured approach to the strategic property management of City Land, including to:

- Create property based income streams other than from local government rates;
- Encourage the 'highest and best' use of City Land;
- Divest or develop suitable City Land;
- Achieve desirable planning, community and environmental outcomes; and
- Facilitate creation of economic and social outcomes (for example, local jobs).

SCOPE

This policy applies to all activities and transactions related to City Land, including investment, divestment and development. The policy aligns with the Civic Leadership theme of the City's Strategic Community Plan and Corporate Business Plan.

The policy does not apply to:

- Leasing of City owned or managed property to a third party, other than commercial ground leases for an investment or development purpose; or
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In the case of Crown Land, it is noted that the use or development of the land by the City must be consistent with the management order or other basis for the City's control of the land, or, alternatively, a change to the land tenure should be considered to facilitate the proposed use or development.

IMPLICATIONS (Strategic, Financial, Human Resources)

City processes and procedures under this policy will identify criteria for the assessment of the following categories of strategic land opportunity:



Policy Manual

- Acquisition;
- Disposal; and
- Development.

Funding

Strategic land activities arising from this policy will be funded by the Strategic Land Reserve (SLR), external loans and municipal funds.

All net proceeds or income from strategic land disposals will be credited to the SLR with optional annual appropriations as decided by Council at end of each financial year.

IMPLEMENTATION

Implementation of this policy will be guided by appropriate City processes and procedures.

The City will assess and make determinations on strategic land opportunities on a case-by-case basis, having regard to the objectives specified in this Policy and to the following principles (to the extent relevant to the relevant opportunity, and with the list of principles below not being ranked in order of priority):

- Compliance with statutory requirements;
- Fairness and equity;
- Financial return or, conversely, the opportunity cost of the relevant opportunity;
- Alignment with the City's strategic objectives; and
- Benefit to the City of Wanneroo community.

ROLES AND RESPONSIBILITIES

The Property & Projects Officers will be responsible for the administration, enforcement, publication and compliance of the policy and any need for further clarification will be referred to the Manager Property Services.

Strategic Lands Working Group

An Administration working group (**Strategic Lands Working Group**) comprised of various service units will assist in the implementation of this policy and be under the guidance and sponsorship of the Chief Executive Officer.

All opportunities will be reviewed by the Strategic Lands Working Group against the principles and criteria detailed within this policy and supporting procedures.

Revenue Review Committee

Administration will report to the Revenue Review Committee of Council not less than annually on the implementation of actions arising from this policy.

Execution of Documents



Policy Manual

To support the implementation of the policy in land acquisition or disposal opportunities, the Chief Executive Officer is authorised to execute a contract of sale or purchase in advance of a decision of Council, subject to the following conditions:

- The contract documentation has been reviewed and approved by Legal Services; and
- The contract documentation is expressly conditional and not binding until approved by Council.

DISPUTE RESOLUTION (If applicable)

Disputes under this policy that cannot be resolved by Property Services will be referred to the Director Corporate Strategy & Performance in the first instance.

In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.

EVALUATION AND REVIEW PROVISIONS

The policy will be reviewed every two (2) years.

Any evaluation of the effectiveness of the policy should have regard to strategic land management outcomes, including:

- Planned and actual returns achieved on identified projects; and
- Key performance indicators, including profit, cashflow, community resource enhancement and planning outcomes.

DEFINITIONS

<i>DEFINITIONS: Any definitions listed in the following table apply to this document only.</i>	
<i>City Land</i>	<i>Freehold Land and Crown Land.</i>
<i>Crown Land</i>	<i>Land owned by the State of Western Australia, vested to the City under a management order, or otherwise under the care, control and management of the City.</i>
<i>Freehold Land</i>	<i>Land owned by the City in fee simple.</i>

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- Strategic Land Management Procedure (HPE 20/55456)
- Terms of Reference for the Strategic Lands Working Group (HPE 20/251305); and
- Specific delegations for Strategic Land acquisitions and related actions.

REFERENCES



Policy Manual

- Leasing Policy (HPE 17/397764*);
- Leasing Management Procedure (HPE 15/423231*);
- Strategic Budget Policy (HPE 19/50028);
- Risk Management Policy (HPE 15/491180);
- City of Wanneroo Long Term Financial Plan;
- *Local Government Act 1995* (WA);
- *Land Administration Act 1997* (WA); and
- DPS2 and relevant planning policies.

RESPONSIBILITY FOR IMPLEMENTATION

Manager Property Services

Version	Next Review	Record No:
1.0 – 5 December 2017 (CS07-12/17)	1 December 2020	17/132940
2.0 – 11 May 2021 (CS04-05/21)	11 May 2023	21/110677*
3.0 – 21 March 2023 (CE03-03/23)	31 May 2024	21/110677*

Chief Executive Office

Office of the CEO Reports

CE01-05/24 Submission to Standing Committee on Regional Development, Infrastructure and Transport - Australia's Local Government Sustainability

File Ref: 4757V013 – 24/138430
Responsible Officer: Chief Executive Officer
Attachments: 1

Issue

To consider the draft submission on Australia's Local Government Sustainability, shown at **Attachment 1**, to the Standing Committee on Regional Development, Infrastructure and Transport.

Background

The House of Representatives Standing Committee (Committee) on Regional Development, Infrastructure and Transport is examining local government sustainability through an inquiry process. As part of the inquiry, the Committee will examine financial sustainability and funding frameworks of local governments, alongside changing infrastructure requirements and service delivery obligations.

In order to report on the issues experienced by local governments in Australia, the Committee is seeking written submissions by 31 May 2024.

Detail

The Committee inquiry and report will focus on the following areas that form the terms of reference:

- The financial sustainability and funding of local government;
- The changing infrastructure and service delivery obligations of local government;
- Any structural impediments to security for local government workers and infrastructure and service delivery;
- Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices;
- The role of the Australian Government in addressing issues raised in relation to the above; and
- Other relevant issues.

Administration has prepared a submission, shown at **Attachment 1**, addressing the above focus areas.

Consultation

The inquiry was adopted on 21 March 2024 with an original submission date of 3 May. This deadline was subsequently extended to 31 May following multiple requests from local authorities seeking more time to allow for the Council approval process.

The short timeframe has allowed for limited internal consultation. However, Administration has reviewed previous submissions and material developed by the City over recent years.

The submission has focussed on the key issues and frustrations experienced by the City over time rather than attempting to comprehensively cover all elements of the terms of reference.

It is understood that submissions from WALGA and ALGA will also be submitted to the Committee.

Comment

The City has participated in a significant number of similar inquiries over the years and the submission highlights some of the more useful reports that have been developed in Australia as a result of these inquiries. The submission encourages the Committee to review these key documents as part of its inquiry into Australia's Local Government Sustainability.

The submission notes that despite a number of similar investigations, the sustainability of local government is still an ongoing issue that has not been adequately addressed. The submission encourages the Committee to develop and recommend implementable solutions to this problem.

The submission also encourages the House of Representatives Standing Committee on Regional Development to visit the City to view and experience firsthand the incredible growth and significant challenges faced in servicing the urban expansion in greenfield and brownfield areas.

Statutory Compliance

Nil

Strategic Implications

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

6 ~ A future focused City that advocates, engages and partners to progress the priorities of the community

6.1 - Advocate in line with community priorities

Risk Appetite Statement

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 & 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.

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

Moved Cr Rowe, Seconded Cr Bedworth

That Council APPROVES the City's submission on Australia's Local Government Sustainability to the Standing Committee on Regional Development, Infrastructure and Transport, as shown at Attachment 1.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. [Attachment 1 - Submission to the Inquiry into Local Government Sustainability](#) 24/148433

City of Wanneroo Submission on Australia's Local Government Sustainability to the Standing Committee on Regional Development, Infrastructure and Transport

Introduction – About the City of Wanneroo

The City of Wanneroo (City) is pleased to provide a submission on Australia's Local Government Sustainability to the Standing Committee (Committee) on Regional Development, Infrastructure and Transport. Local governments such as the City, play a critical role in ensuring that communities are productive, resilient, and liveable but delivering the broad range of infrastructure and services that are needed is often challenging with the limited resources available.

The City of Wanneroo has a current population in 2024 of approximately 236,000 and this is forecast to grow to 437,000 people by 2046 (forecast.id). While this growth will be predominantly in large greenfield areas located in the northwestern area of the City, a substantial amount of growth will also occur in older brownfield areas in the south and east, and this will impact on the requirements for infrastructure upgrades as well as creating additional demand on existing facilities.

The City covers an area of approximately 684km² and includes urban areas, 32 km of coastline, large agriculture areas, State Forest, national parks, industrial areas, and many activity centres to cater for the needs of the population.

With significant growth experienced since 2001 when the population was about 80,000 people, the City is well placed to provide a submission on the sustainability of Australia's local government. The submission is provided in the context of a local government area that is continuously experiencing extraordinary population growth that will continue to well beyond 2100.

The City encourages the House of Representatives Standing Committee on Regional Development to visit the City to view and experience firsthand the incredible growth and significant challenges faced in servicing the urban expansion in greenfield and brownfield areas.

The financial sustainability and funding of local government

The Committee should note that the City has provided multiple submissions to many similar investigations into local government sustainability at both State and Federal level over the last 20 years. The sustainability and funding of local government in Australia is an ongoing priority issue that has not been adequately addressed to date by Federal and State governments and the City encourages the Committee to develop and recommend implementable solutions to this problem.

The Committee should be aware of the multiple investigation material and academic research (see Dollery, B.E. et.al) that is available to inform the inquiry. The City of Wanneroo would like to specifically highlight the ALGA commissioned PricewaterhouseCoopers (2006)

report “National Financial Sustainability Study of Local Government” and the Productivity Commission (2008) report “Assessing Local Government Revenue Raising Capacity”. In addition, the Ernst and Young (2012), *Strong Foundations for Sustainable Local Infrastructure* report is worthy of consideration.

More recent work focusing on similar issues includes the ALGA Research for submission to Local Government Productivity Inquiry (SGS Economics and Planning 2022). A common theme amongst most research is the requirement for a review of the Financial Assistance Grants (FA Grants) system. The ALGA/SGS report from 2022 indicates that these FA Grants have declined from 1.2 percent of Commonwealth revenue in 1993-94, to 0.53 percent in 2021/22. The early payment of the FA Grant for the 2023/24 financial year was welcomed by the City. Other issues raised historically include the significant cost shifting from other tiers of government that has occurred over time resulting in local governments bearing the responsibility to deliver more and more to service communities.

The City of Wanneroo urges the Committee to look carefully at the recommendations of previous studies and what has been changed or implemented as a result. While there have been good programs that the City of Wanneroo has benefited from such as the Local Roads and Community Infrastructure Fund, the overwhelming conclusion should be that more needs to be done to improve the system, otherwise there would be no requirement for this inquiry.

In terms of the financial sustainability of the City of Wanneroo, additional dwellings, commercial and industrial buildings have certainly resulted in additional income through rates growth. However, this substantial growth also requires significant investment by the City for new infrastructure and services to meet the needs of the growing population. It also requires additional maintenance and consideration for capital replacement costs as part of an asset management framework.

While rates play an important role in the financial sustainability of the City, there is always downwards pressure to reduce rates as they are a direct tax on the residents. The residents vote in the Elected Members whose role it is to determine whether rates, fees and charges increase or not, so this context will not change.

The City’s rates and waste fees account for around 80% of revenue so are currently the most important income stream. FA Grants for around 4% of budgeted revenue for the 2023/24 financial year. This foundation is quite strong in terms of maintaining the status quo as the City grows but there are challenges in making strategic financial decisions on major infrastructure project investments.

Since 2013, the City has implemented a coordinated advocacy program to attract State and Federal funding for delivery of some key major projects such as the new Yanchep Rail Line that will be open on 15 July. This project may not have been delivered without significant advocacy pressure on the State Government commencing in 2013. The City has also attracted funding of \$37.5m towards the construction of Flynn Drive – a major road that is a critical connection into the Neerabup Industrial Area. Advocacy for this project also

commenced in 2013 and construction is finally due to commence this year. Certainty of delivery of this road upgrade has already impact on industrial lot sales in the precinct.

Without the advocacy program and funding from State and Federal Governments, the City would not be able to afford to deliver this project and many other projects in the recreation and sport area.

In terms of rate capping that impacts on local government areas in other states, Western Australia is fortunate that rate capping is not here yet. However, in recent years the State Government introduced caps on developer contributions (see Western Australia State Planning Policy 3.6 for details of this mechanism). This revenue stream is critical for the City to be able to provide the necessary community, sport and recreation facilities that are required as a result of urban development. The per lot caps are likely to put pressure on the level of service provision and infrastructure standard that will be able to be delivered.

The changing infrastructure and service delivery obligations of local government

The example above of the Flynn Drive upgrade that took many years to finally obtain the necessary funding, is a good example of how local governments need to seek other funding sources for what is really critical infrastructure. There are a very large number of projects that have required the City to source revenue from other tiers of government in order to deliver. These include:

- Alkimos Aquatic and Recreation Facility, Alkimos – Funding \$40m
- Flynn Drive Dualling, Neerabup Industrial Area – Funding \$37.5m
- Halesworth Sports Pavilion and Little Athletics Store, Halesworth Park – Funding \$5m
- Wanneroo Recreation Centre, Wanneroo – Funding \$5m
- Wanneroo Emergency Management Precinct – Funding \$3.75m
- All Abilities Playground, Riverlinks Park Clarkson – Funding \$2.6m
- CCTV Network, Wangara Industrial Area – Funding \$850,000
- Change Rooms, Kingsway Regional Sporting Complex – Funding \$400,000
- Splendid Park Cycling Path, Yanchep – Funding \$400,000
- Kingsway Aquatic Playspace, Madeley – Funding \$300,000
- Synthetic Bowling Green, Quinns Rocks - \$246,000

The effort required by the City in advocating for these projects as well as applying for the funding and executing agreements is a cumbersome process. It is reasonably common for these projects to run into challenges around agreed scope/design and who the funding should go to (e.g. a sporting club or the City). This can also result in timely delivery and where these commitments have formed part of an election “promise”, the City then faces additional political pressure to deliver and in the current capacity constrained market, this is a problem.

An initiative that the City drove in collaboration with 12 other growth areas in Perth and Peel (GAPP) was to develop a business case for Infrastructure Australia (IA) that identified the lack of timely provision of sporting and recreation facilities in outer metropolitan Perth & Peel areas as a “Nationally Significant Problem”. This process took four years to develop the rigorous body of work through the three stages of the IA process and resulted in an excellent business case being developed and presented to IA that recommended a federal fund of \$250m to deliver the required infrastructure. Unfortunately, the scope of IA was reviewed at an inconvenient time and the provision of sporting and recreation facilities in Growth Areas Perth and Peel was removed from the priority list. The implication from this experience is that many projects that the community expects to be delivered, do not have appropriately resourced funding mechanisms in place. This is a key area for the Committee to consider and for the Australian Government to review.

Any structural impediments to security for local government workers and infrastructure and service delivery

The above attempt by GAPP to centralise the delivery of key infrastructure being thwarted by a change of policy at the last minute was extremely disappointing. Election cycles that pressure local governments to deliver federal and state election projects committed through promised funding within the election cycle timeframes, is an emerging impediment for the current system that relies heavily on these political funding commitments.

With this context, the City hopes that this Committee has more success in recommending an implementable model for delivering a solution to the efficient and effective delivery of infrastructure to the residents in all local government areas. Overall, the existing arrangements are unsatisfactory in terms of assisting the City to reliably deliver programs and appropriate facilities to satisfy community needs and expectations within satisfactory timeframes.

For the record, in the 2022/23 financial year the City’s \$50.6m expenditure on capital projects included 46% on Recreation and Sport projects and 19% on Transport projects.

The City is hopeful that the introduction of Infrastructure WA and its 20-year infrastructure plan will have a positive impact on local government infrastructure obligations generally in Western Australia.

Regarding local government workers, they work in a very unique environment with possibly the broadest scope of deliverables and group of customers of any industry to keep satisfied. These customers include:

- Executive leaders (as per any organisation)
- Council members
- Politicians
- State agencies (e.g. planning, roads, transport, water, energy, environment, education, sport and recreation)
- Federal agencies
- Residents

- Sporting groups
- Community groups
- Local businesses
- Visitors and tourists

It is virtually impossible to keep all of the above groups happy at the same time despite the best of intentions. These complex relationships can often lead to local government employees responding to multiple requests from various interest groups that have needs or agendas that are often contradictory or conflicting.

When the above relationships are managed effectively, this results in economies of scope being achieved, which is a positive element of local government. However, when these relationships break down, diseconomies of scope are then realised unfortunately.

The sheer scope of deliverables that local government is currently responsible for needs to be reviewed, as the current structure is unsustainable.

Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices

A lack of competitive salary remains the primary reason staff are looking for other roles outside the City.

Issues around recruitment of specific skilled (and unskilled) roles include the following observations:

- There are a particular set of roles (for example, Project Managers across the directorates) that have challenges attracting and retaining staff at the City. This has necessitated the use of Labour hire to fill critical skills shortages. This is often related to the pay being offered out in the private sector;
- Our waste services team also relies on labour hire personnel due to unsuccessful recruitment cycles and staffing issues;
- Some roles in the outdoor workforce can be difficult to recruit to and will require short term labour hire; and
- Labour hire is relied upon where there is time critical work to be completed and recruitment has been unsuccessful. In a difficult employment market like the present, there can be an over reliance on labour hire and higher than expected hourly rates.

In a tightening labour market, local governments are increasingly competing with the private sector for skilled workers. More employees are reporting that less tangible benefits are enticing them to stay such as:

- Work/life balance emphasis;
- Diversity and inclusion initiatives;
- Comprehensive, contemporary & competitive benefits packages – not just LG benefits that come with the preference “these are much better than we used to have!” New employees are not interested in legacy culture;

- External & internal upskilling training programs;
- Comprehensive professional development, or opportunities for formal training;
- Technology transformation;
- Employee wellbeing; and
- Commitment to sustainability/ Corporate Social Responsibility.

In terms of length of service, employees are less likely to remain with the same employer and will look for new opportunities between 2 and 5 years. This can be observed in some directorates within the City more than others.

Regarding an ageing workforce, local government has historically attracted long term staff, particularly in operations areas and retention has not been an issue. This can be observed as a gap in certain age groups, such as the 18-25. However, as this workforce retires or scales down, there is no new staff entering the workforce with the same intention to remain long term.

The role of the Australian Government in addressing issues raised in relation to the above

The main role of the Australian Government in addressing the issues that the City has raised is to ensure that there are appropriate funding mechanisms in place to enable the equitable provision of infrastructure to all local government areas.

This is either through a system that delivers the required infrastructure and/or funds the delivery.

In addition, the Australian Government needs to assist in addressing capacity constraints of local governments to deliver services and infrastructure through reviewing services delivery against government tier. It is clear that the scope of deliverables of local government has grown too large, and while positive economies of scope have been realised in some circumstances, optimal outcomes for communities may not always result from this extensive scope.

Other relevant issues.

Overall, the City of Wanneroo is currently in a state of being relatively sustainable – and given its size, it should have the economies of scale to be sustainable. However, future sustainability is not guaranteed with significant growth pressures requiring more delivery of infrastructure with related capital cost. Developer contribution caps will make this challenging. The City's advocacy priorities are expanding compared with needs in previous years and this is in place to attain more funding commitments through political avenues, reflecting the current context for the City to continue to service its communities through advocacy effort.

Governance & Legal

CE02-05/24 2023/2024 Annual Delegated Authority Review

File Ref: 27065V03 – 24/134606
Responsible Officer: Chief Executive Officer
Attachments: 2

Issue

To consider proposed amendments to the City's Delegated Authority Register (the Register) as a result of the annual review required under section 5.18 and 5.46 (2) of 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 2023.

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
- Alignment with the Western Australian Government Association (**WALGA**) Model Register given the recent amendments to the Act.

Consultation

Council Members were consulted at the 7 May 2024 Council Forum on any proposals for amendment to the Delegate Authority Register.

Administration consulted with WALGA in the construction of various new delegations and sought their review and comment of other proposed amendments to the Register prior to its presentation to Council.

Comment

Amendments to the Delegated Authority Register are shown in mark-up. Many of the proposed amendments are not material to the context and intent of the delegation and relate to:-

- Removing superfluous information;
- Improving the terminology of the functions across the register for consistency;
- Update of legislative references where required; and
- The removal of procedural information that is provided in more detail through legislation or policy.

Material amendments such as new delegations, additional functions or the addition of delegated officers are shown in **Attachment 1**. A complete marked-up version of the Delegated Authority Register is shown at **Attachment 2**.

In summary, apart from the non-material changes mentioned above, the following is highlighted.

Delegations Proposed to be Repealed

There are two delegations that are either not supported by a clear statutory head of power to delegate or there is a current policy position required by legislation that does not require a separate delegation.

1. Authority to make Decisions on behalf of the City during Council Recess. A report is generally presented to Council prior to the recess period to highlight any tenders that are likely to close during the recess that exceed the value shown in Delegation 1.1.13 – Choice of most Advantageous Tender.
2. Appointment of Acting Chief Executive Officer. Section 5.39C of the *Local Government Act 1995* requires that a Local Government must prepare and adopt (*Absolute majority required*) a policy that sets out the process to be followed by the local government in relation to the employment of a person in the position of CEO for a term not exceeding 1 year and the appointment of an employee to act in the position of CEO for a term not exceeding one year.

Council at its meeting of 20 April 2021 (CE04-04/21) adopted the 'Appointment of Acting Chief Executive Officer' Policy. The policy position is that only a senior employee (Director) may be appointed as acting CEO and this is at the discretion of the CEO who is to advise Council Members of the appointment and the period to which the appointment covers. For periods greater than three months, the CEO is to liaise with the Mayor prior to confirming an appointment.

New Proposed Delegations

Six new delegations are proposed as a result of changes to legislation or to provide for greater efficiencies.

1. Delegation 1.1.36 Procurement of Goods or Services required to address a State of Emergency. Provides the authority to determine that goods above the tender threshold may be procured under a tender exempt purchasing activity to address consequences arising from a hazard to which the State of Emergency Declaration relates.
2. Delegation 1.1.37 Power to Invest and Manage Investments. The City has an adopted policy position which was approved by Council at its meeting of April 2019 (CE05-04/19) however after review of the WALGA Model Register it was identified that a supporting delegation is appropriate to support the policy position.
3. Delegation 2.1.10 Designate contractors as Authorised Persons (Inspectors). Amendments to the *Building Regulations 2012* provide for a new Regulation 4A Authorised persons, which provides that a local government may, by instrument in writing, designate a person as an authorised person to inspect, amongst other things, swimming pool barrier compliance. This provides for the appointment of contractors, should the City wish to do so. By delegating the function, it would provide the authority to the City's Planning and Compliance officers, through the CEO to appointment appropriate persons to undertake this function.

4. Delegation 2.1.11 Authorised persons to Commence Proceedings. The authority to commence a prosecution under the Building Act 2011 was previously captured as part of Delegation 2.1.4 Building Orders. It is proposed that function 6 of this delegation, which is the authority to appoint authorised officers to undertake prosecutions under the Act, be deleted and captured as part of a new delegation to provide clarity that it is an authority to appoint as opposed to functions related to Building Orders.
5. Delegation 2.3.2 Infringement Notices – Extensions and Withdrawals. The authority to extend and withdraw infringements under the *Cat Act 2011* is a CEO function under this Act and has therefore been removed from the 'Council to CEO' section of the register and is now captured as a standalone delegation under the 'CEO to Employees' section of the Register.
6. Delegation 2.7.3 Enforcement Agency reports to the Chief Health Officer. This is a function under the Public Health Act 2016 to provide and prepare a report to the Chief Health Officer. Whilst reviewing delegations, advice was sought from the Department of Health who advised the City that it would be more efficient and effective for the CEO to authorise an employee in the Health and Compliance Directorate to facilitating the required reporting.

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 Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
CO-C01 Compliance Framework	Low
Accountability	Action Planning Option
Executive Manager Governance & Legal	Manage

Policy Implications

Policies and Procedures will be updated where they are impacted in changes to delegations.

Financial Implications

Nil

Voting Requirements

Absolute Majority

Moved Cr Herridge, Seconded Cr Bedworth

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.

CARRIED BY ABSOLUTE MAJORITY
14/0

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1. [Attachment 1 - 2023-2024 - Delegated Authority Annual Review - Proposed Changes Table](#) 24/92658
2. [Attachment 2 - 2023-2024 Annual Review - Proposed Changes to Delegated Authority Register](#) 24/70912

Del. No.	Title	Proposed Change	Council / CEO Decision or Administrative	Relevant Director / CEO
1.1.1	AUTHORITY TO MAKE DECISIONS ON BEHALF OF THE CITY DURING COUNCIL RECESS	Repeal delegation – The City provides a report to Council before the recess period seeking authority to award tenders that may close over the recess period.	Administrative	CEO
1.1.6	CONFISCATED OR UNCOLLECTED GOODS	Additional Council conditions have been proposed to align with the WALGA model, as follows:- Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable. NOTE – declared abandoned vehicle wreck may only be removed and impounded by a person duly authorised under s.3.40A(1). Authority to appoint authorised person for this purpose may be delegated - refer Delegated Authority 1.1.35 Authorise persons to perform specified functions under the Local Government Act 1995.	Council	A/Director Community & Place
1.1.7	DISPOSAL OF SICK OR INJURED IMPOUNDED ANIMALS	Additional proposed condition to align with the WALGA model: Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed, except in circumstances where delaying euthanasia would be inhumane.	Council	A/Director Community & Place
1.1.11	TENDERS FOR GOODS AND SERVICES – CALL FOR TENDERS	r.19, r.24 and r24AI are unrelated to the functions delegated and are proposed to be removed from the delegation. Removed r.19 tenders to be notified of outcome, r.24 provide who submitted expression of interest to be notified of outcome and r.24AI applicants to be notified of outcome as these are a CEO function and have been addressed through authorisations to specific officers.	Council	Director Corporate Strategy & Performance
1.1.19	DISPOSING OF PROPERTY (PUBLIC AUCTION, PUBLIC TENDER OR PRIVATE TREATY)	Proposed amendment to Council condition 2. (b) to increase the amount from \$250,000 to \$400,000.	Council	Director Corporate

Del. No.	Title	Proposed Change	Council / CEO Decision or Administrative	Relevant Director / CEO
				Strategy & Performance
1.1.20	DISPOSING OF PROPERTY (LAND) BY LEASE OR LICENCE	<p>Proposed amendment to Council conditions.</p> <p>Disposal of Lease 2. a) iii.</p> <p>- increase the amount from \$100,000 to \$120,000.</p> <p>Disposal of Licence iv.</p> <p>- increase the amount from \$40,000 to \$50,000.</p>	Council	Director Corporate Strategy & Performance
1.1.21	APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER	<p>Repeal delegation – this is enacted through a policy position which is a requirement of legislation.</p> <p>The City has an Appointment of Acting CEO Policy.</p>	Council	CEO
1.1.26	RECOVERY OF RATES OR SERVICE CHARGES	<p>Additional proposed function added to align with WALGA model:</p> <p>2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].</p>	Council	Director Corporate Strategy & Performance
1.1.35	AUTHORISE PERSONS TO PERFORM SPECIFIED FUNCTIONS UNDER THE LOCAL GOVERNMENT ACT	<p>No material changes other than to align appropriately with the legislation and the WALGA model. It has been retitled from “Appointment of Poundkeepers” to “Authorise persons to perform specified functions under the LGA 1995” and additional proposed function 4 added.</p> <p>4. Authority to authorise persons to commence prosecutions for offences under the <i>Local Government Act 1995</i> and any Local Laws made under the <i>Local Government Act 1995</i> [s.9.24(1)(c) and (2)(b)].</p>	Council	Acting Director Community & Place
1.1.36	PROCUREMENT OF GOODS OR SERVICES REQUIRED TO ADDRESS A STATE OF EMERGENCY	New Delegation.	Council	Director Corporate Strategy & Performance

Del. No.	Title	Proposed Change	Council / CEO Decision or Administrative	Relevant Director / CEO
1.1.37	POWER TO INVEST AND MANAGE INVESTMENTS	New Delegation - This delegation was in place in 2013 however it was revoked by Council through report CS08-04/13 as it was determined that this function was suitable for "acting through". In 2019 a Policy position was adopted by Council and decisions have been made in accordance with that policy however legislation provides that this should be formalised through a delegation to support the policy position .	Council	Director Corporate Strategy & Performance
1.2.4	INFORMATION TO BE AVAILABLE TO THE PUBLIC	An additional function is proposed to be added to allow for the determination of the manner and form to which copies of information will be provided and all Directors and Chief Financial Officer added to sub-delegations.	CEO	Director Corporate Strategy & Performance
2.1.10	DESIGNATE CONTRACTORS AS AUTHORISED PERSONS (INSPECTORS)	New Delegation - Amendments to the Building Regulations allow for the appointment of contractors to undertake swimming pool inspections.	Council	Director Planning & Sustainability
2.1.11	AUTHORISED PERSONS TO COMMENCE PROCEEDINGS	New Delegation - Delegation 2.1.4 included a function 6 to authorise a person to commence a prosecution. It is proposed that a separate delegation be constructed for clarity and to align with the WALGA Model.	Council	Director Planning & Sustainability
2.2.3	APPOINTMENT OF BUSH FIRE CONTROL OFFICERS	Additional function 3. added to align with WALGA model to appoint Fire Weather Officers. 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]. a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].	Council	CEO
2.3.2	INFRINGEMENT NOTICES – EXTENSIONS AND WITHDRAWALS	New Delegation - This is a CEO function.	CEO	Acting Director Community & Place

Del. No.	Title	Proposed Change	Council / CEO Decision or Administrative	Relevant Director / CEO
2.5.4	DETERMINE COMPENSATION	In accordance with s.118(3)(b) an additional proposed condition a. has been added. 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.	Council	Director Planning & Sustainability
2.7.3	ENFORCEMENT AGENCY REPORTS TO THE CHIEF HEALTH OFFICER	New Delegation - This provides the authority to prepare and provide the Chief Health Officer a report on the performance of the City's functions under the Public Health Act as well as any proceedings for an offence. Advice received from the Department of Health suggests that it is appropriate to authorise an officer in the applicable service unit to undertake this function.	Council	Director Planning & Sustainability
2.9.1	STRATA TITLES ACT 1985	Repeal delegation – Identified that there is a Planning and Development Act 2005 Section 16 Del. 2020/01 in place and therefore a Council delegation not required. Recommend repeal.	Council	Director Planning & Sustainability
4.1	LITTER ACT 1979 – APPOINTMENT OF PERSONS TO WITHDRAW INFRINGEMENT NOTICES	Repeal delegation The authority to undertake this function is through legislation and a delegation is not required. The City will ensure that appropriately qualified officers are authorised to undertake the functions of the Litter Act.	Council	Acting Director Community & Place



CONSOLIDATED DELEGATED AUTHORITY REGISTER

LOCAL GOVERNMENT ACT 1995—1

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NOTE: City of Wanneroo Committees have no delegated decision making authority.

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INTRODUCTION

Register of Delegation of Authority

Councils have certain functions and duties that they must perform, and certain powers which they may exercise pursuant to the *Local Government Act 1995* (the Act) and other legislation. Generally, the relevant legislation grants those obligations and powers directly on the Council as a body.

Council's power to delegate is provided for in Section 5.42 and 5.43 of the *Local Government Act 1995* (the Act). This section provides that the Council may delegate any of its functions, other than those specified in Section 5.43 to the CEO. Council cannot however, delegate directly to another Officer of the City unless the statute allows for that Delegation.

The CEO must be delegated the necessary functions to be able to then sub-delegate those functions to an Officer. This is provided for in Section 5.44 of the Act, whereby the CEO may delegate any of the functions of the CEO, other than the power of Delegation.

When a decision making power has been delegated by Council, both Council and the Delegate are authorised to exercise that power.

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

Each instrument of delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation.

This delegated authority register will be reviewed in accordance with the Act on an annual basis.

1 LOCAL GOVERNMENT ACT 1995

1.1 COUNCIL TO CEO TO BE REPEALED -

1.1.1 AUTHORITY TO MAKE DECISIONS ON BEHALF OF THE CITY DURING COUNCIL RECESS.

Function Delegated: <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.
Statutory Power being Delegated:	The powers and duties of the City under the Local Government Act 1995.
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	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.
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>	A report on those decisions made is to be provided to Council at the conclusion of the delegation period.
Compliance Links	<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 <i>Financial Interest Return required – Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2. CE01-06/18	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.2 PERFORMING FUNCTIONS OUTSIDE THE DISTRICT

Function Delegated: <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)].
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.3.20(1) Performing functions outside district
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 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. <p><u>Note:</u> Where these conditions are not met, the matter must be referred for Council decision.</p>
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
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) 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.
Compliance Links	<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 <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
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

Function Delegated: <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. 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>
Statutory Power being Delegated:	Local Government Act 1995 s.3.22(1) Compensation s.3.23 Arbitration
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Delegation is limited to settlements which do not exceed \$20,000
Statutory Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Nil
CEO's Conditions on Sub-delegation:	N/A
Record Keeping Statement (LGA 1995) <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>	Details of decisions are to be recorded on the appropriate file or record and Council Members to be notified through the Council Members Hub.
Compliance Links	Local Government Act 1995 s.3.22(1) Compensation s.3.23 Arbitration Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	<div>Decision Reference</div> <div>Decision Reference</div>
1. CE01-06/18	6.
2. CE03-06/21	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.4 POWERS OF ENTRY

Function Delegated: <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"> 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]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect of entry by opening a fence [s.3.36].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <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 Management Manager Asset Maintenance Manager Approval Services Manager Waste Services
CEO's Conditions on Sub-delegation:	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."	Details of the notice must be recorded in the appropriate record.
Compliance Links	<i>Local Government Act 1995</i> Authorise person – refer s.3.31(2)] Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency – Refer to CEO Delegations s.3.28 – Enter Land s.3.35 – Notice of Entry s.3.36 – Entry under warrant

		s.3.37—Entry in an emergency s.3.36—Opening fences	
		<i>Financial Interest Return required - Yes</i>	
Delegation Administration:			
Decision Reference		Decision Reference	
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.	

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1.1.5 DECLARING A VEHICLE TO BE AN ABANDONED VEHICLE WRECK

Function Delegated: <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)]
Statutory Power being Delegated:	Local Government Act 1995 s.3.40A(4) Abandoned vehicle wreck may be taken
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.1.6 Confiscated or Uncollected Goods or alternatively, referred for Council decision. 1.35 Authorise persons to perform specified functions under the Local Government Act 1995
Statutory Power to Sub-Delegate:	Local Government Act 1995 s.5.44 CEO may delegate some powers and duties to other employees.
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community and Place Manager Community Safety and Emergency Management Coordinator Community Safety
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The declaration is to be recorded in the appropriate record to meet legislative requirements.
Compliance Links	Local Government Act 1995 s.3.40(4) Abandoned vehicle wreck may be taken s.3.40A(1) and Delegation 1.1.35 Appointment of authorised officers to impound a vehicle that has been determined as an abandoned vehicle wreck. Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/196797	6.
2. CE01-06/18	7.
3. 18/274278	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.6 CONFISCATED OR UNCOLLECTED GOODS

Function Delegated: <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"> 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] 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]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.3.46 Goods may be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p><u>Nil</u></p> <p><u>Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with the <i>Local Government (Functions and General) Regulations 1996</i> (Reg. 30), be disposed of by any means considered to provide best value, provided the process is transparent and accountable.</u></p> <p><u>NOTE – declared abandoned vehicle wreck may only be removed and impounded by a person duly authorised under s.3.40A(1). Authority to appoint authorised person for this purpose may be delegated - refer Delegated Authority 1.1.35 Authorise persons to perform specified functions under the <i>Local Government Act 1995</i>.</u></p>
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community & <u>and</u> Place Director Planning & <u>and</u> Sustainability Manager Health and <u>&</u> Compliance Manager Community Safety and Emergency Management Coordinator Community Safety
CEO's Conditions on Sub-delegation:	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."	The sale or disposal of goods or vehicles is to be recorded in the appropriate record.	
Compliance Links	<i>Local Government (Functions and General) Regulations 1996</i> r.30 Dispositions of property excluded from s.3.58 of the <i>Local Government Act 1995</i> s3.58 <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 14/196797	6.	11.
2. CE01-06/18	7.	12.
3. 18/274278	8.	13.
4.	9.	14.

1.1.7 DISPOSAL OF SICK OR INJURED IMPOUNDED ANIMALS

Function Delegated: <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 that an impounded animal is ill or injured, to such an extent that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)].
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.3.47A Sick or injured animals, disposal of
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil <u>Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed</u> , except in circumstances where delaying euthanasia would be inhumane.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community and Place Manager Community Safety and Emergency Management Coordinator Community Safety
CEO's Conditions on Sub-delegation:	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
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."	The details of sick or injured animals disposed of are to be recorded in the appropriate record.
Compliance Links	<i>Local Government Act 1995</i> s.3.47A(2)(b)(i) Take reasonable steps to notify the owner <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/196797	6. 18/274278
2. 16/254349	7.
3. CE01-06/18	8.
4. 18/203840	9.
	11.
	12.
	13.
	14.

1.1.8 CLOSE THOROUGHFARES TO VEHICLES

Function Delegated: <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"> 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)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so: <ul style="list-style-type: none"> • give local public notice; • written notice to prescribed persons and persons that own prescribed land; • consider submissions relevant to the road closure/s proposed; and • provide a copy of the public notice to the Commissioner of Main Roads; [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 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] 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].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	The permanent closure of thoroughfares to be referred to Council for determination
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning <u>and</u> Sustainability For Function 4 - Partial Closures only:- Manager Asset Maintenance <u>(except in an emergency)</u> Manager Infrastructure Capital Works Manager Land Development Manager Parks and Conservation Management

	Emergency Road Closures Director Assets Manager Asset Maintenance may determine road closures in an emergency where it is considered that there is reasonable and imminent risk to public safety or property and subject to the road closure being given effect through sufficient and compliant traffic 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"> 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)]. Maintain access to adjoining land [s.3.52(3)]; <p><i>Public Thoroughfare Closure Management Procedure</i></p> <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.

1.1.9 CONTROL OF RESERVES AND CERTAIN UNVESTED FACILITIES

Function Delegated: <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"> 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)]. 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)].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Director Assets
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	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.
Compliance Links	<i>Parks and Reserves Act 1895</i> <i>Land Administration Act 1997</i> Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2. 18/203840	7.
3.	8.
4.	9.
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1.1.10 DETERMINING THAT TENDERS DO NOT HAVE TO BE INVITED FOR THE SUPPLY OF GOODS AND SERVICES

Function Delegated: <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)].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	1. The determination is to be supported by a detailed report; and 2. Subject to the requirements and conditions of Council's Purchasing Policy.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Nil
CEO's Conditions on Sub-delegation:	N/A
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."	The determination is to be recorded in the appropriate record.
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Purchasing Policy</i> <i>Procurement Corporate Guideline</i> <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.11 TENDERS FOR GOODS AND SERVICES – CALL FOR TENDERS

Function Delegated: <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"> 1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. 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&G r.14(5)].
Statutory Power being Delegated:	<p><i>Local Government Act 1995</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996</i> r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local governments invite tenders though not required to do so r.14 Publicly inviting tenders, requirements for. r.19 Tenders to be notified of outcome r.24 Provide who submitted expression of interest to be notified of outcome. r.24AI Applicants to be notified of outcome</p>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Tenders can only be invited for those goods and services identified in the Long Term Financial Plan, the Annual Budget, Corporate Business Plan or separately approved by Council</p> <p>Acceptance of the most advantageous tender is subject to Delegation 1.1.13.</p>
Statutory Power to Sub-Delegate:	<p><i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Functions 1 to 3 All Directors</p> <p>Function 4 Manager Contracts and Procurement</p>
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The invitation to tender is to be entered into the Tender Register in the manner prescribed.
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Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures City of Wanneroo Purchasing Policy City of Wanneroo Procurement Corporate Guideline Financial Interest Return required – Yes
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Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6. CE02-06/23	11.
2. 18/313146	7.	12.
3. 18/306398	8.	13.
4. 19/394864	9.	14.

1.1.12 EXTENSION OF CONTRACTS

Function Delegated: <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 exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).
Statutory Power being Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions & General) Regulations 1996</i> r.11(2)(j) When tenders have to be publicly invited
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Subject to the: <ul style="list-style-type: none"> tender specifying the provisions of the option term; contract providing for the extension; 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.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers or duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Records of decisions must be retained and recorded in the appropriate record of any extensions to contracts. Details of the extension must be recorded in the appropriate record.
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Contract Management Corporate Guideline</i> <i>Financial Interest Return required – Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.13 CHOICE OF MOST ADVANTAGEOUS TENDER

Function Delegated: <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"> 1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G.r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: <ol style="list-style-type: none"> i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and ii. To accept the tender that is most advantageous [F&G r.18(4)]. 4. Authority to decline to accept any tender [F&G r.18(5)].
Statutory Power being Delegated:	<p><i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996</i> r.18 (2), (4), (4a) & (5) Rejecting and accepting tenders</p>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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>
Power Delegated to:	Chief Executive Officer.
Council's Conditions on Delegation:	<p>Function 3 is subject to a provision in the adopted Annual Budget and / or the Long Term Financial Plan and limited to:</p> <ul style="list-style-type: none"> • Tenders resulting from the expiry of a recurring contract - \$5,000,000 million (life of contract). • Supply of plant and equipment - to a maximum amount of \$2,000,000. • All other tenders - to a maximum amount of \$1,000,000.
Statutory Power to Sub-Delegate:	<p><i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>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.</p> <p><u>Function 2 only</u> Manager Contracts and Procurement</p>
CEO's Conditions on Sub-delegation:	The approving Director is not to be the same Director making the recommendation.

	Once the tender has been accepted, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender.	
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."	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> .	
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Execution of Documents Policy and Management Procedure</i> <i>City of Wanneroo Purchasing Policy</i> <i>City of Wanneroo 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.

1.1.14 MINOR VARIATION IN GOODS OR SERVICES

Function Delegated: <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 whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations <u>before</u> entering into a contract [F&G r.20(1) and (3)].	
Statutory Power being Delegated:	<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.20(1), (3) Variation of requirements before entry into contract	
Power is originally assigned to:	Local Government	
Statutory Power of Delegation:	<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	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors - \$10,000	
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Details of the minor variation must be recorded in the appropriate record. Records of decisions must be retained and recorded in the appropriate record to approve the variation and determine that it is in fact a minor variation	
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Purchasing Policy</i> <i>City of Wanneroo Procurement Corporate Guideline</i> <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

1.1.15 SELECTING THE NEXT MOST ADVANTAGEOUS TENDER

Function Delegated: <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 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&G r.20(2)].
Statutory Power being Delegated:	<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.20(2) Variation of requirements before entry into contract
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	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"> ○ Tenders resulting from the expiry of a recurring contract - \$5,000,000 million (life of contract). ○ Supply of plant and equipment - to a maximum amount of \$2,000,000. ○ All other tenders – to a maximum amount of \$1,000,000.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	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.
CEO's Conditions on Sub-delegation:	The approving Director is not to be the same Director making the recommendation. Once the tender has been accepted, the CEO or any Director may execute the contractual documents relating to the acceptance of the tender.
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."	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> .

Compliance Links	Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures <i>City of Wanneroo Execution of Documents Policy and Management Procedure</i> <i>City of Wanneroo Purchasing Policy</i> <i>City of Wanneroo Procurement Corporate Guideline</i>
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Financial Interest Return required - Yes		
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE06-05/17	6.	11.
2. CE01-06/18	7.	12.
3.	8.	13.
4.	9.	14.

Proposed Changes - Annual Review

1.1.16 EXPRESSIONS OF INTEREST FOR GOODS AND SERVICES

Function Delegated: <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"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 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&G r.23].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Function 1 only:</u> All Directors
CEO's Conditions on Sub-delegation:	
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."	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> .
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures City of Wanneroo Purchasing Policy City of Wanneroo Procurement Corporate Guideline Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2. 18/203840	7.
3. 18/313146	8.
4. 19/394864	9.
	11.
	12.
	13.
	14.

1.1.17 VARIATION TO CONTRACT FOR THE SUPPLY OF GOODS AND SERVICES

Function Delegated: <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 vary a tendered contract, <u>after</u> 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.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.3.57 Tenders for providing goods or services <i>Local Government (Function and General) Regulations 1996</i> r .21A Varying a contract for the supply of goods or services
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers or duties to other employees
CEO's Sub-Delegation: <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
CEO's Conditions on Sub-delegation:	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.
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."	<u>Details of the variation must be recorded in the appropriate record.</u> <u>The record must evidence the decision and that the decision is based upon the variation not changing the scope of the original contract and is necessary for the goods and services to be supplied.</u> Details of the variation must be recorded in the appropriate record.
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Purchasing Policy</i> <i>City of Wanneroo Procurement Corporate Guideline</i> <i>City of Wanneroo Contracts Management Corporate Guideline</i> <i>Financial Interest Return Required – Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 17/102900	6.
2. CE01-06/18	7.
3. 19/394864	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.18 PANELS OF PRE-QUALIFIED SUPPLIERS FOR GOODS AND SERVICES

<p>Function Delegated: <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"> 1. Authority to establish a panel of pre-qualified suppliers to supply particular goods or services [F&G r.24AB]. 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&G r.24AC(1)(b)]. 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&G r.24AD(3)]. 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&G r.24AD(6)]. 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&G r.24AH(2)]. 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&G r.24AH(3)]. 7. Authority to request clarification of information provided in a submission by an applicant [F&G r.24AH(4)]. 8. Authority to decline to accept any application [F&G r.24AH(5)]. 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&G r.24AJ(1)].
<p>Statutory Power being Delegated:</p>	<p><i>Local Government Act 1995</i> s.3.57 Tenders for providing goods or services <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) & (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>Power is originally assigned to:</p>	<p>Local Government</p>

Statutory Power of Delegation	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43-4 Limits on delegations to CEO	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	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.	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers or duties to other employees	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	All Directors Executive Manager Governance and Legal Manager Contracts and Procurement	
CEO's Conditions on Sub-delegation:	Subject to:- a) The conditions on delegation to the CEO; and b) Individual contracts entered into with prequalified suppliers in accordance with Function 9 not exceeding \$500,000 for Directors and \$250,000 for the Executive Manager Governance and Legal; and c) Manager Contracts and Procurement is only delegated the authority to undertake 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.	
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."	Details of the panel and any actions taken by the panel are to be recorded in the appropriate record.	
Compliance Links	<u>Local Government (Functions and General) Regulations 1996</u> – prescribe applicable statutory procedures <i>City of Wanneroo Purchasing Policy</i> <i>City of Wanneroo Procurement Corporate Guideline</i> <i>City of Wanneroo Contract Management Corporate Guideline</i> <i>Financial Interest Return Required – Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CS05-05/17	6. 18/306398	11.
2. CE01-06/18	7.	12.
3. 18/203840	8.	13.
4. CE01-08/18	9.	14.

1.1.19 DISPOSING OF PROPERTY (PUBLIC AUCTION, PUBLIC TENDER OR PRIVATE TREATY)

Function Delegated: <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"> Authority to dispose of property to: <ol style="list-style-type: none"> to the highest bidder at public auction [s.3.58(2)(a)]. 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)] 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)].
Statutory Power being Delegated:	Local Government Act 1995 s.3.58(2) & (3) Disposing of Property
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Subject to:</p> <ol style="list-style-type: none"> The disposal of property being less than \$250,000, except for land. The disposal of land by sale being: <ol style="list-style-type: none"> identified in the City's Annual Budget and valued up to \$600 000 excluding GST; or based for amount amount not less than 95% of on the average of two independent market valuations engaged by the City, and in any event for an amount not exceeding \$250 400,000. <u>Delegation does not apply to the disposal of land by lease, which is subject to a separate delegation (delegation 1.1.20).</u>
Statutory Power to Sub-Delegate:	Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Assets - \$150,000</p> <p>Director Corporate Strategy & <u>and</u> Performance - \$150,000</p> <p>Manager Asset Maintenance - \$50,000</p> <p>Manager Contracts and <u>&</u> Procurement - \$50,000</p> <p>Manager Property Services - \$150,000</p>

CEO's Conditions on Sub-delegation:	(a) Subject to the conditions on delegation to the CEO.		
	(b) The delegation to the Manager Property Services is for the disposal of land only.		
	(c) The delegation to the Manager Contracts and Procurement is for disposal of Fleet, Plant and Equipment only.		
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."	The full details of the transaction including copies of the advertisements to be recorded on the appropriate record and or register.		
Compliance Links	<i>Local Government Act 1995</i> <i>s.3.58 Disposing of Property</i> <i>City of Wanneroo Strategic Land Policy and Management Procedure</i> <i>City of Wanneroo Disposal of Property other than Land and Buildings Management Procedure</i> <i>Financial Interest Return required - Yes</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. CE06-05/17	6.	11.	
2. CE01-06/18	7.	12.	
3. 19/394864	8.	13.	
4. CE02-06/23	9.	14.	

1.1.20 DISPOSING OF PROPERTY (LAND) BY LEASE OR LICENCE

Function Delegated: <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.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.3.58 Disposing of Property
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>The grant of a lease or licence in relation to:</p> <ol style="list-style-type: none"> 1. freehold land owned by the City; or 2. crown land managed/leased by the City; is further subject to: <ul style="list-style-type: none"> • Disposal by Lease: <ol style="list-style-type: none"> a) The disposal of property by lease being subject to: <ol style="list-style-type: none"> i. The lease being in accordance with the City's Leasing Policy (as then applicable); ii. The term of the lease being no greater than ten (10) years (including option periods); iii. The rental fee payable being no greater than \$100120,000 (plus GST) per annum during the initial year of the lease term (exclusion of any rental incentives or abatements); and iv. The area leased being no greater than 2,000m². b) An agreement to vary, or an agreement arising from the terms of a lease including but not limited to novations, terminations, surrenders (<u>whole or partial surrenders</u>), 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"> i. In the case of a variation, the variation being minor in nature <u>and resulting in the lease (as varied) remaining</u> in accordance with the City's Leasing Policy (as then applicable); and ii. In the case of an extension: <ol style="list-style-type: none"> A. the lease providing for an option for extension and specifying the applicable terms of that option term; B. the exercise of the option for extension being in accordance with the terms of the option provisions of the original lease, and in

	<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"> • Disposal by Licence: <p>a) The disposal of property by licence being subject to:</p> <ol style="list-style-type: none"> The licence being in accordance with the City's Leasing Policy (as then applicable); The granting of a licence being permitted under the City's management order or lease; The term of the licence being no greater than ten (10) years); The fee payable being no greater than \$4050,000 (plus GST) per annum during the initial year of the licence term; and The area licenced being no greater than 3,000m². <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> <ol style="list-style-type: none"> In the case of a variation, the variation being minor in nature <u>and resulting in the licence (as varied) remaining</u> in accordance with the City's Leasing Policy (as then applicable); and In the case of an extension: <ol style="list-style-type: none"> the licence providing for an option for extension and specifying the applicable terms of that option term; 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 the extension being in accordance with the option provisions of the original licence
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Manager Property Services
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The full details of the transaction including copies of the advertisements to be recorded on the appropriate record and or register.										
Compliance Links	<p><i>Local Government Act 1995</i> s. 3.58 <i>Disposing of Property</i></p> <p>NOTE: Section 3.58(1) defines: 'dispose' as includes to sell, lease, or otherwise dispose of, whether absolutely or not; and 'property' 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>										
Delegation Administration:											
Decision Reference 1. CE03-10/17 2. 17/347558 3. CE01-06/18 4. CE02-06/23	<table border="1"> <thead> <tr> <th data-bbox="576 801 963 824">Decision Reference</th> <th data-bbox="963 801 1375 824">Decision Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="576 824 963 846">6.</td> <td data-bbox="963 824 1375 846">11.</td> </tr> <tr> <td data-bbox="576 846 963 869">7.</td> <td data-bbox="963 846 1375 869">12.</td> </tr> <tr> <td data-bbox="576 869 963 891">8.</td> <td data-bbox="963 869 1375 891">13.</td> </tr> <tr> <td data-bbox="576 891 963 900">9.</td> <td data-bbox="963 891 1375 900">14.</td> </tr> </tbody> </table>	Decision Reference	Decision Reference	6.	11.	7.	12.	8.	13.	9.	14.
Decision Reference	Decision Reference										
6.	11.										
7.	12.										
8.	13.										
9.	14.										

1.1.21 TO BE REPEALED - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Function Delegated: <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 appointments to the position of acting Chief Executive Officer for a period not exceeding three months.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.5.39C Policy for temporary employment or appointment of CEO
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer Executive Manager Governance and Legal (Conditional)
Council's Conditions on Delegation:	The appointment is subject to the Appointment of Acting Chief Executive Officer Policy (CE04-04/21)
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Nil
CEO's Conditions on Sub-delegation:	N/A
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."	Details of appointments made under this delegation are to be retained on the appropriate file or record.
Compliance Links	<i>Local Government Act 1995</i> s. 5.39C Policy for temporary employment or appointment of CEO The appointment is subject to the Appointment of Acting Chief Executive Officer Policy (CE04-04/21) <i>Financial Interest Return required – Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2. 20/34041	7.
3. CE04-04/21	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.22 PAYMENTS FROM THE MUNICIPAL FUND AND TRUST FUND

Function Delegated: <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 payments from the municipal fund or the trust fund. <u>[FM r.12(91)(9a)]</u>
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s. 6.10 Financial Management Regulations <i>Local Government (Financial Management) Regulations 1996</i> r.12(1)(a). Payments from municipal fund or trust fund, restrictions on making.
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	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.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Group A: Director Corporate Strategy <u>and</u> Performance Director Community <u>and</u> Place Director Assets Director Planning <u>and</u> Sustainability Chief Financial Officer Coordinator Financial <u>and</u> Strategic Accounting</p> <p>Group B: Team Leader Financial Accounting Coordinator Rates <u>and</u> Accounts Financial Accountant Strategic Finance Business Partner Capital Analyst</p>
CEO's Conditions on Sub-delegation:	<ul style="list-style-type: none"> 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. When authorising payments each payment voucher is to be authorised as follows before payment is processed: <ul style="list-style-type: none"> Up to \$50,000 – One signature is required (either group A or B) \$50,001 - and over – Two signatures required (either 2 from group A, or 1 from group A and 1 from group B) The actual transmission of the funds by EFT is authorised using password protected banking software by any <u>two</u> officers (either group A or B).

	<ul style="list-style-type: none"> Internal Fund Transfers* – One signature is required (either group A or B) Payroll Transfers** – One signature is required (either group A or B) <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 <u>two</u> officers (either group A or B).</p>
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."	As per the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i> .
Compliance Links	Local Government Act 1995 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. Local Government (Audit) Regulations 1996 Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual City of Wanneroo Purchasing Policy City of Wanneroo Procurement Corporate Guidelines Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CS05-11/14	6. 18/313146
2. CE06-05/17	7. 19/376416
3. CE01-06/18	8. 19/394864
4. 18/203840	9.
	11.
	12.
	13.
	14.

1.1.23 DEFER, GRANT DISCOUNTS, WAIVE OR WRITE OFF DEBTS

Function Delegated: <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"> 1. The waiver or Grant of concession in relation to any amount of money that is owed to the City (but specifically excludes rates and service charges) [s.6.12(1)(b)]. 2. The write off of any amount of money that it is owed to the City. [s.6.12(1)(c)] <p>Note that:</p> <ul style="list-style-type: none"> • Function 1 applies to fees and charges as they are incurred; and • Function 2 applies to debts owed to the City.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.12) Power to defer, grant discounts, waive or write off debts
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Subject to:</p> <ol style="list-style-type: none"> 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; b) The waiver, concession or write off of money owing not exceeding \$10,000. c) All waivers, concessions or write offs of money owing greater than \$5,001 to be reported to the Audit and Risk Committee.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Director Community <u>and</u> Place Director Assets Director Planning <u>and</u> Sustainability Chief Financial Officer
CEO's Conditions on Sub-delegation:	<ol style="list-style-type: none"> 1. Subject to the conditions on delegation to the CEO. 2. Chief Financial Officer is delegated Function 2 only to a maximum value of \$50.00. 3. All waivers, concessions or write offs of money owing \$5,000 or less to be reported to the Chief Executive Officer biannually. 4. <u>All decisions are subject to the City's Fee Waivers, Concessions and Debt Write Off Policy</u>

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</i>	The full details of the waiver, concession or write off to be recorded on the appropriate financial record.										
<i>power or the discharge of the duty."</i>											
Compliance Links	<i>Local Government Act 1995 s.6.12 Power to defer, grant discounts, waive or write off debts City of Wanneroo Accounting Policy City of Wanneroo Fee Waivers, Concessions and Debt Write Off Policy and Management Procedure Financial Interest Return required - Yes</i>										
Delegation Administration:											
Decision Reference 1. 17/46347 2. CE01-06/18 3. 19/470186 4. CE01-04/20	<table border="1"> <thead> <tr> <th data-bbox="576 701 963 719">Decision Reference</th> <th data-bbox="963 701 1375 719">Decision Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="576 719 963 739">6. CE02-06/20</td> <td data-bbox="963 719 1375 739">11.</td> </tr> <tr> <td data-bbox="576 739 963 759">7. CE04-08/20</td> <td data-bbox="963 739 1375 759">12.</td> </tr> <tr> <td data-bbox="576 759 963 779">8. 21/223785</td> <td data-bbox="963 759 1375 779">13.</td> </tr> <tr> <td data-bbox="576 779 963 797">9. CE03-06/21</td> <td data-bbox="963 779 1375 797">14.</td> </tr> </tbody> </table>	Decision Reference	Decision Reference	6. CE02-06/20	11.	7. CE04-08/20	12.	8. 21/223785	13.	9. CE03-06/21	14.
Decision Reference	Decision Reference										
6. CE02-06/20	11.										
7. CE04-08/20	12.										
8. 21/223785	13.										
9. CE03-06/21	14.										

1.1.24 AMENDING THE RATE RECORD

Function Delegated: <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 [s.6.39(2)(b)].	
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.39(2)(b) Rate record	
Power is originally assigned to:	Local Government	
Statutory Power of Delegation:	<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	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Chief Financial Officer	
CEO's Conditions on Sub-delegation:	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."	The full details of the determination to be recorded in the appropriate rate record.	
Compliance Links	<i>Local Government Act 1995</i> s.6.40 Effect of amendment of rate record <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6.	11.
2. 19/376416	7.	12.
3. 19/394864	8.	13.
4.	9.	14.

1.1.25 AGREEMENT AS TO PAYMENT OF RATES AND SERVICE CHARGES

Function Delegated: <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 [s.6.49].
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.49 - Agreement as to payment of rates and service charges
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Subject to the arrangements agreed on the basis that the total debt outstanding will be extinguished 12 months from the date of the arrangement.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Chief Operating Officer Chief Financial Officer Coordinator Rates <u>and</u> Accounts
CEO's Conditions on Sub-delegation:	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.
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>	The full details of the determination to be recorded in the appropriate rate record.
Compliance Links	<i>Local Government Act 1995</i> s.6.49 Agreement as to payment of rates and services charges <i>City of Wanneroo Financial Hardship – Collection of Rates and Service Charges Policy and Management Procedure</i> <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
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
	11.
	12.
	13.
	14.

1.1.26 RECOVERY OF RATES OR SERVICE CHARGES

Function Delegated: <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>1. 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)].</u> <u>2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].</u>	
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.56 Rates or service charges recoverable in court	
Power is originally assigned to:	Local Government	
Statutory Power of Delegation:	<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	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil <u>In accordance with the City of Wanneroo Financial Hardship – Collection of Rates and Services Charges Policy.</u>	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy & Performance Chief Financial Officer Chief Operating Officer	
CEO's Conditions on Sub-delegation:	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."	The full details of the determination to be recorded in the appropriate rate record.	
Compliance Links	<i>City of Wanneroo Collection of Rates and Service Charges Management Procedure</i> <i>City of Wanneroo Financial Hardship – Collection of Rates and Services Charges Policy and Management Procedure</i> <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6.	11.
2. 19/376416	7.	12.
3. 19/394864	8.	13.
4.	9.	14.

1.1.27 RECOVERY OF RATES DEBTS - REQUIRE LESSEE TO PAY RENT

Function Delegated: <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"> 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)]. 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)].
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.60 Local Government may require lessee to pay rent
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil in accordance with the City's Collection of Rates and Service Charges Policy
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance <u>Chief Financial Officer</u>
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The full details of the determination to be recorded in the appropriate rate record.
Compliance Links	<i>Local Government Act 1995</i> s.6.60(2) and (4) Local government may require lessee to pay rent City of Wanneroo Collection of Rates and Services Charges Management Procedure Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.28 FINANCIAL HARDSHIP – AGREEMENT AS TO PAYMENT AND GRANT OF A CONCESSION ON COUNCIL RATES AND SERVICE CHARGES

Function Delegated: <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 determine an alternative payment agreement with a person for the payment of rates or service charges (s.6.49) in respect of a financial hardship application.
Statutory Power being Delegated:	Local Government Act 1995 s.6.49 Agreement as to payment of rates and service charges
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Subject to the Financial Hardship – Collection of Rates and Service Charges Policy:-</p> <ol style="list-style-type: none"> (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 then the following additional assistance applies; <ol style="list-style-type: none"> (a) A waiver of the 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.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Chief Operations Officer <u>Chief Financial Officer</u>

CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The full details of the determination to be recorded in the appropriate financial record and rate record.		
Compliance Links	<i>Local Government Act 1995</i> <i>s.6.49 Agreement as to payment of rates and services charges</i> <i>City of Wanneroo Financial Hardship – Collection of Rates and Services Charges Policy and Management Procedure</i> <i>Financial Interest Return required - Yes</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. SCS04-07/20	6.	11.	
2. CE03-06/21	7.	12.	
3. CS03-06/23	8.	13.	
4.	9.	14.	

1.1.29 RATE RECORD - OBJECTIONS

Function Delegated: <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. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)].</div> <div>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)].</div>	
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.6.76 Grounds of objection	
Power is originally assigned to:	Local Government	
Statutory Power of Delegation:	<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	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	<div>a) An extension is not to be granted for a period exceeding six weeks.</div> <div>b) 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.</div>	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Chief Financial Officer	
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	The full details of the determination to be recorded in the appropriate rate record.	
Compliance Links	<i>Local Government Act 1995</i> s.6.76 Grounds of objection <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6.	11.
2. 19/376416	7.	12.
3. 19/394864	8.	13.
4.	9.	14.

1.1.30 PUBLIC THOROUGHFARE – DANGEROUS EXCAVATIONS

Function Delegated: <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"> 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)]. 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)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Statutory Power being Delegated:	<p><i>Local Government Act 1995</i> <i>Sch 9.1, cl.6 - Dangerous excavation in or near public thoroughfare</i></p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <i>r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare</i></p>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<p><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></p>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 1. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> 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. 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. c) Provided evidence of sufficient Public Liability Insurance. d) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Statutory Power to Sub-Delegate:	<p><i>Local Government Act 1995</i> <i>s.5.44 CEO may delegate powers and duties to other employees</i></p> <p><i>Local Government Act 1995</i> <i>Sch 9.1, cl.6 - Dangerous excavation in or near public thoroughfare</i></p> <p><i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <i>r.11(1), (4), (6) & (8) Dangerous excavation in or near public Thoroughfare</i></p>

CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning <u>and</u> Sustainability
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation to the CEO.
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>	The permission and notice issued to be in writing and recorded on the appropriate record.
Compliance Links	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2. CE01-06/18	7.
3. 18/313146	8.
4. 18/306398	9.
	11.
	12.
	13.
	14.

1.1.31 CROSSING – CONSTRUCTION, REPAIR AND REMOVAL

Function Delegated: <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"> 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)]. 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)]. 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)].
Statutory Power being Delegated:	<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)
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Function 1 only: Director Planning <u>and</u> Sustainability Manager Approval Services Manager Land Development Coordinator Building Services Senior Building Surveyors</p> <p>Function 2 only: Manager Health <u>and</u> Compliance Coordinator Compliance</p> <p>Functions 2 <u>and</u> 3 to be undertaken by the following delegates: Director Assets Manager Asset Maintenance</p>
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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	The approval is to be in writing and recorded on the appropriate record.

<i>in accordance with regulations in relation to the exercise of the power or the discharge of the duty."</i>	
Compliance Links	<p>Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996</p> <p><i>Local Government Act 1995: Schedule 9.1, cl 7.</i></p> <p><i>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995.</i></p> <p><i>City of Wanneroo Crossovers Subsidy Policy</i></p> <p><i>Financial Interest Return required - Yes</i></p>
Delegation Administration:	
Decision Reference	Decision Reference
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.

1.1.32 PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES

Function Delegated: <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"> 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)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Statutory Power being Delegated:	<i>Local Government Act 1995, Sch. 9.1 cl. 8 Local Government (Uniform Local Provisions) Regulations 1996 r.17 Private works on, over, or under public places</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>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</i>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Permission may only be granted where, the proponent has:</p> <ol style="list-style-type: none"> 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. 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. c) Provided evidence of sufficient Public Liability Insurance. d) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995 s.5.44 CEO may delegate some powers and duties to other employees</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Director Planning <u>and</u> Sustainability
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation to the CEO.
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>	The approval is to be in writing and recorded on the appropriate record.
Compliance Links	<i>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995.</i>

Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996 .		
This delegated authority is effective in alignment with Delegated Authority 4.2.9-1.1.32 - Determine and Manage Conditions on Permission for Private Works on, Over or Under Public Places		
<i>Public Places and Local Government Property Local Law 2015</i>		
<i>Financial Interest Return required - Yes</i>		
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE01-06/18	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

1.1.33 OBSTRUCTION OF FOOTPATHS AND THOROUGHFARES

Function Delegated: <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"> 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"> a) prevent damage to the footpath; or b) prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 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)]. 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)]. 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]. 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].
Statutory Power being Delegated:	<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>
Power is originally assigned to:	Local Government
Statutory Power of Delegation	<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>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> <i>s5.44 CEO may delegate powers or duties to other employees</i>

CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p><u>Functions 1, 4 and 5 only</u> Director Community and Place Manager Community Safety and Emergency Management Coordinator Community Safety Senior Rangers</p> <p><u>Functions 2 and 3 only</u> Director Planning and Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors</p>
CEO's Conditions on Sub-delegation:	<p>Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i) Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. 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. iii) Provided evidence of sufficient Public Liability Insurance. iv) Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
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>The permission and notice issued to be in writing and recorded on the appropriate record.</p>
Compliance Links:	<p><i>Local Government (Uniform Local Provisions) Regulations 1996 - statutory compliance requirements apply.</i> <i>Local Government Act 1995</i> <i>Schedule 9.1, cl.3</i></p> <p><i>Financial Interest Return Required – Yes</i></p>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE02-03/21	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.34 COUNCIL MEMBER, COMMITTEE MEMBER & CANDIDATE CODE OF CONDUCT COMPLAINTS

Function Delegated: <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.
Statutory Power being Delegated:	<i>Local Government Act 1995 s.5.103 Model code of conduct for council members, committee members and candidates Local Government (Model Code of Conduct) Regulations 2021 r.13 Dismissal of complaint</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>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</i>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995 s.5.44 CEO may delegate powers or duties to other employees</i>
CEO's Sub-Delegation: <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
CEO's Conditions on Sub-delegation:	Nil
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>	Details of actions taken under this delegation are to be retained on the appropriate file or record.
Compliance	<i>Local Government (Model Code of Conduct) 2021 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.</i> <i>City of Wanneroo Council Member, Committee Member and Candidate Code of Conduct Complaint Handling Policy (clause 5.7)</i> <i>Financial Interest Return Required – Yes</i>
Delegation Administration:	
Decision Reference	Decision Reference
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.35 APPOINTMENT OF POUNDKEEPERS

Function Delegated: <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 fit and proper persons as Poundkeepers or Rangers (<i>Misc.Prov.s.449</i>).		
Statutory Power being Delegated:	<i>Local Government (Miscellaneous Provisions) Act 1960</i> s.449 Pounds, establishing; poundkeepers and rangers, appointing		
Power is originally assigned to:	Local Government		
Statutory Power of Delegation:	<i>Local Government Act 1995</i> Section 5.42 Delegation of some powers or duties to the CEO		
Power Delegated to:	Chief Executive Officer		
Council's Conditions on Delegation:	1. Only persons who are appropriately qualified and trained may be appointed to undertake the duties of a Poundkeeper. 2. Appointments are to be made in writing by issuing a Certificate of Appointment.		
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> Section 5.44 CEO may delegate powers or duties to other employees		
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community and Place Manager Community Safety and Emergency Management		
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	<i>Appointment of Poundkeepers and Rangers is to be facilitated through Governance</i>		
Compliance Links	<i>Local Government (Miscellaneous Provisions) Act 1960</i> s.450 Pounds, poundkeepers and rangers, notice and proof of etc <i>Financial Interest Return Required — Yes</i>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE03-09/22		11.	
2.		12.	
3.		13.	
4.		14.	

1.1.35 AUTHORISE PERSONS TO PERFORM SPECIFIED FUNCTIONS UNDER THE LOCAL GOVERNMENT ACT 1995

<p>Function Delegated: 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].</p>	<ol style="list-style-type: none"> 1. Authority to authorise persons for the purposes of <i>Part 3, Division 3, Subdivision 2 – Certain provisions about land</i> to exercise the Local Government's powers under s.3.25 to 3.27 inclusive, to issue and administer notices requiring certain things to be done by owner or occupier of land [s.3.24] 2. Authority to authorise persons to enter onto land, premises or thing, without consent of the owner / occupier, unless the owner / occupier objects [s.3.31(2)] 3. Authority to authorise an employee to remove and impound any goods that are involved in a contravention that can lead to impounding [s.3.39(1)]. 4. Authority to authorise persons to commence prosecutions for offences under the Local Government Act 1995 and any Local Laws made under the Local Government Act 1995 [s.9.24(1)(c) and (2)(b)]. 5. Authority to authorise an employee to remove and impound a vehicle that has been determined as an abandoned vehicle wreck [s.3.40A(1)]. 6. Authority to appoint fit and proper persons as poundkeepers or rangers [Misc.Prov.s.449].
<p>Statutory Power being Delegated:</p>	<p><u>Local Government Act 1995:</u> s.3.24 Authorising persons under this Subdivision s.3.31(2) General Procedure for entering property s.3.39(1) Power to remove and impound s.3.40A(1) Abandoned vehicle wreck may be taken s.9.24(1)(c) and (2)(b) Prosecutions, commencing</p> <p><u>Local Government (Miscellaneous Provisions) Act 1960</u> s.449 Pounds, establishing; poundkeepers and rangers, appointing</p>
<p>Power is originally assigned to:</p>	<p><u>Local Government</u></p>
<p>Statutory Power of Delegation:</p>	<p><u>Local Government Act 1995</u> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p>
<p>Power Delegated to:</p>	<p><u>Chief Executive Officer</u></p>
<p>Council's Conditions on Delegation:</p>	<p><u>Nil</u></p>
<p>Statutory Power to Sub-Delegate:</p>	<p><u>Local Government Act 1995</u> s.5.44 CEO may delegate powers or duties to other employees</p>
<p>CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i></p>	<p><u>Directors</u> <u>Executive Manager Governance and Legal</u> <u>Manager Approval Services</u> <u>Manager Community Safety & Emergency</u> <u>Management</u> <u>Manager Health & Compliance</u></p>

<u>CEO's Conditions on Sub-delegation:</u>	<u>Functions 5 and 6 to be exercised by the Director Community and Place and the Manager Community Safety and Emergency Manager Only</u>		
<u>Record Keeping Statement (LGA 1995)</u> <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>	<u>Details of actions takenRecords of appointment of persons authorised -under this delegation are to be retained on the appropriate file or record.</u>		
<u>Compliance</u>	<u>Financial Interest Return Required – Yes</u>		
<u>Delegation Administration:</u>			
<u>Decision Reference</u>	<u>Decision Reference</u>	<u>Decision Reference</u>	
<u>1.</u> <u>2.</u> <u>3.</u> <u>4.</u>	<u>6.</u> <u>7.</u> <u>8.</u> <u>9.</u>	<u>11.</u> <u>12.</u> <u>13.</u> <u>14.</u>	

1.1.36 PROCUREMENT OF GOODS OR SERVICES REQUIRED TO ADDRESS A STATE OF EMERGENCY

<u>Function Delegated:</u> 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].	<p>Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to:</p> <ol style="list-style-type: none"> 1. Determine that particular goods or services with a purchasing value >\$250,000 are required for the purposes of addressing the impact, consequences or need arising from the hazard to which the State of Emergency declaration relates [F&G r11(3)(b)]; and 2. Undertake tender exempt purchasing activity to obtain the supply of those goods or services identified in accordance with point 1 above [F&G r.11(2)(aa)].
<u>Statutory Power being Delegated:</u>	<p><u>Local Government Act 1995:</u> s.3.57 Tenders for providing goods or services</p> <p><u>Local Government (Functions and General) Regulations 1996:</u> Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2)(aa) Associated definition under subregulation 11(3)</p>
<u>Power is originally assigned to:</u>	<u>Local Government</u>
<u>Statutory Power of Delegation:</u>	<p><u>Local Government Act 1995:</u> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p>
<u>Power Delegated to:</u>	<u>Chief Executive Officer</u>
<u>Council's Conditions on Delegation:</u>	<ol style="list-style-type: none"> a. This authority may only be exercised where the goods or services are urgently required, and it is not possible for Council to meet within an appropriate timeframe. b. Compliance with the Purchasing Policy is required, but only to the extent that such compliance will not incur an unreasonable delay in providing the required urgent response to the State of Emergency hazard. The rationale for non-compliance with Purchasing Policy must be evidenced in accordance with the Record Keeping Plan. c. Where a relevant budget allocation is not available and a purchase is necessary in response to a State of Emergency, the expenditure from an alternative available budget allocation must be authorised in advance by the Mayor or President (i.e. before the expense is incurred) in accordance with LGA s.6.8. d. The CEO is to inform Council Members after the exercise of this delegation, including details of the contract specification, scope and purchasing value and the rationale for determining that the goods or services were urgently required in response to the State of Emergency declaration. e. The CEO cannot sub-delegate this authority.
<u>Statutory Power to Sub-Delegate:</u>	<u>Nil</u>

<u>CEO's Sub-Delegation:</u> <i>The exercise of the delegated power does not include the power of delegation</i>	<u>N/A</u>	
<u>CEO's Conditions on Sub-delegation:</u>	<u>N/A</u>	
<u>Record Keeping Statement (LGA 1995)</u> <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>	<u>The full details of the transaction to be recorded on the appropriate record and or register.</u>	
<u>Compliance</u>	<u>Local Government (Functions and General) Regulations 1996</u> <u>Financial Interest Return Required – Yes</u>	
<u>Delegation Administration:</u>		
<u>Decision Reference</u>	<u>Decision Reference</u>	<u>Decision Reference</u>
<u>1.</u> <u>2.</u> <u>3.</u> <u>4.</u>	<u>6.</u> <u>7.</u> <u>8.</u> <u>9.</u>	<u>11.</u> <u>12.</u> <u>13.</u> <u>14.</u>

1.1.37 POWER TO INVEST AND MANAGE INVESTMENTS

Function Delegated: 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].	<ol style="list-style-type: none"> 1. <u>Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)].</u> 2. <u>Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].</u>
Statutory Power being Delegated:	<u>Local Government Act 1995:</u> <u>s.6.14 Power to invest</u> <u>Local Government (Financial Management) Regulations 1996:</u> <u>r.19 Investments, control procedures for</u>
Power is originally assigned to:	<u>Local Government</u>
Statutory Power of Delegation:	<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>
Power Delegated to:	<u>Chief Executive Officer</u>
Council's Conditions on Delegation:	<ol style="list-style-type: none"> a. <u>All investment activity must comply with the Financial Management Regulation 19C and Council Investment Policy.</u> b. <u>A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports.</u> c. <u>Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles.</u> d. <u>Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within every three financial years. [Audit r.17]</u>
Statutory Power to Sub-Delegate:	<u>Local Government Act 1995</u> <u>Section 5.44 CEO may delegate powers or duties to other employees</u>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Director Corporate Strategy and Performance</u> <u>Chief Financial Officer</u> <u>Coordinator Financial and Strategic Accounting</u>
CEO's Conditions on Sub-delegation:	<ol style="list-style-type: none"> 1. <u>A decisions to invest can be confirmed by one of the Sub-Delegates.</u> 2. <u>All investment decisions should be made under the provision of Investment Policy adhering to maximum exposure limitations to a single financial institution or group.</u>

<u>Record Keeping Statement (LGA 1995)</u> <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>	<u>The full details of the transaction to be recorded on the appropriate record and or register.</u>	
<u>Compliance</u>	<u>Local Government (Financial Management) Regulations 1996 – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a))</u> <u>Financial Interest Return Required – Yes</u> <u>Council Investment Policy</u>	
<u>Delegation Administration:</u>		
<u>Decision Reference</u>	<u>Decision Reference</u>	<u>Decision Reference</u>
<u>1.</u>	<u>6.</u>	<u>11.</u>
<u>2.</u>	<u>7.</u>	<u>12.</u>
<u>3.</u>	<u>8.</u>	<u>13.</u>
<u>4.</u>	<u>9.</u>	<u>14.</u>

1.2 CEO TO EMPLOYEES

1.1.361.2.1 DETERMINATION OF THE WARD OF RATEABLE PROPERTY

Function Delegated: <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.
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.4.31(1B)(b) Rateable property: ownership and occupation
Power is originally assigned to:	Chief Executive Officer
Statutory Power of Delegation	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy <u>and</u> Performance Manager Council <u>and</u> Corporate Support
CEO's Conditions on Sub-delegation:	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."	All documentation relative to the claim is to be retained as required by legislation.
Compliance Links	<i>Local Government Act 1995</i> s.4.31 Rateable property: ownership and occupation Financial Interest Return required - Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.371.2.2 ELECTORAL ENROLMENT ELIGIBILITY CLAIMS AND ELECTORAL ROLL

<p>Function Delegated: 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].</p>	<p>1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)].</p> <p>2.1. 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)].</p> <p>3.2. 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.4.32(5A)].</p> <p>4.3. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)].</p> <p>5.4. 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)].</p> <p>6.5. 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)].</p> <p>7.6. 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].</p> <p>8.7. 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.</p> <p>9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)].</p> <p>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)].</p>
<p>Statutory Power being Delegated:</p>	<p><i>Local Government Act 1995</i> s.4.32(4), (5A) & (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) & (4) Register - s.4.32(6)</p>
<p>Power is originally assigned to:</p>	<p>CEO</p>
<p>Statutory Power of Delegation:</p>	<p><i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy and Performance Manager Council and Corporate Support		
CEO's Conditions on Sub-delegation:	Subject to the requirements of the relevant legislation		
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>	All documentation relative to the claim is to be retained as required by legislation. 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).		
Compliance Links	<i>Local Government Act 1995</i> s.4.32(4), (5A) & (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) & (4) Register - s.4.32(6) <i>Financial Interest Return required - Yes</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. CE06-05/17	6.	11.	
2. 18/203840	7.	12.	
3.	8.	13.	
4.	9.	14.	

1.1.381.2.3 DESTRUCTION OF ELECTION MATERIAL

Function Delegated: <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)].	
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.4.84 Retention and availability of electoral papers, regulations about <i>Local Government (Elections) Regulations 1997</i> r.82(4) Keeping election papers – s4.84(a)	
Power is originally assigned to:	CEO	
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees	
Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy and Performance Manager Council & Corporate Support	
CEO's Conditions on Sub-delegation:	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> .	
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."	Disposal Authority Approval to be recorded by the City's Archivist as appropriate	
Compliance Links	<i>State Records Act 2000</i> <i>Local Government Act 1995</i> <i>Local Government (Elections) Regulations 1997</i> <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. CE06-05/17	6.	11.
2. 18/203840	7.	12.
3.	8.	13.
4.	9.	14.

1.1.391.2.4 INFORMATION TO BE AVAILABLE TO THE PUBLIC

Function Delegated: <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>1. 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 [s5.95(1)(b)].</p> <p>2. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] of owners and occupiers register and electoral rolls [s5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B].</p>
Statutory Power being Delegated:	Local Government Act 1995: s.5.95(1)(b) Limits on right to inspect local government information
Power is originally assigned to:	CEO
Statutory Power of Delegation:	Local Government Act 1995 s.5.44 CEO may delegate some powers and duties to other employees
Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Corporate Strategy and Performance Manager Council and Corporate Support <u>Director Assets</u> <u>Director Planning and Sustainability</u> <u>Director Community and Place</u> <u>Chief Financial Officer</u>
CEO's Conditions on Sub-delegation:	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."	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.
Compliance Links	Local Government Act 1995 s.5.95 Limits on right to inspect local government information Freedom of Information Act 1995 Financial Interest Return required – Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2. 18/203840	7.
3. 18/313146	8.
4.	9.
	11.
	12.
	13.
	14.

1.1.401.2.5 INFRINGEMENT NOTICES

Function Delegated: <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"> 1. Authority to consider an owner of a vehicle's submission that the vehicle that is the subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 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. [s.9.19] 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].
Statutory Power being Delegated:	<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
Power is originally assigned to:	Chief Executive Officer
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees
Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community and Place Director Planning and Sustainability Manager Community Safety and Emergency Management Manager Health and Compliance
CEO's Conditions on Sub-delegation:	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.
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."	Details of any reviews of infringement notices need to be recorded in the appropriate file.
Compliance Links	<i>Local Government Act 1995</i> s.9.20 Withdrawal of notice Infringement Notice Review and Withdrawal Management Procedures Financial Interest Return required – Yes
Delegation Administration:	
Decision Reference	Decision Reference
1. 16/396766 2. 18/274278 3. 4.	6. 7. 8. 9.
	11. 12. 13. 14.

1.1.411.2.6 PUBLIC PLACES AND LOCAL GOVERNMENT PROPERTY LOCAL LAW

Function Delegated: <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) Authority to determine the form of an 'Application for a licence'. (LL cl.8.1(2)(a)). b) Authority to determine the form of a 'Renewal of a licence'. (LL cl.8.9). c) Authority to suspend a licence. (LL cl.8.11). d) Authority to revoke a suspension of a licence. (LL cl.8.13). e) Authority to cancel a licence. (LL cl.8.15).
Statutory Power being Delegated:	Clauses .8.1, 8.9, 8.11, 8.13, and 8.15 of the <i>Public Places and Local Government Property Local Law 2015</i>
Power is originally assigned to:	Chief Executive Officer
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s5.44 CEO may delegate some powers and duties to other employees
Power Delegated to:	Director Assets Director Community and Place Manager Community Facilities Manager Place Management
CEO's Conditions on Delegation:	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 <i>Local Government Act 1995</i> . 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 imposed by the Council under section 6.16 to 6.19 of the <i>Local Government Act 1995</i> . c) The suspension notice must conform to the provisions of Clauses 8.11 (2) and 8.12 of the <i>Public Places and Local Government Property Local Law 2015</i> . d) The revocation of the suspension is subject to the provisions of cl.8.13. e) The cancellation of a licence is subject to the provisions of cl.8.15.
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 decision made under this delegation is to be recorded in the appropriate file or register</i>

Compliance Links:		<i>Public Places and Local Government Property Local Law 2015</i>	
		<i>Financial Interest Return required – Yes</i>	
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.

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1.1.421.2.7 APPOINTMENT OF AUTHORISED PERSONS

Function Delegated: <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 persons or classes of persons as authorised persons [s.3.24 and s.9.10(2)] 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.</p> <p><u>Regulations:</u> <u>Regulations:</u></p> <ul style="list-style-type: none"> (a) <i>Local Government Act 1995</i> and its subsidiary legislation, including <i>Local Government Act Regulations</i>, and Local Laws made under the Local Government Act. (b) <i>Caravan Parks and Camping Grounds Act 1995;</i> (c) <i>Cat Act 2011;</i> (e)(d) <i>Cemetries Act 1996</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>.
Statutory Power being Delegated:	<p><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</p>
Power is originally assigned to:	<p>Chief Executive Officer</p>
Statutory Power to Sub-Delegate:	<p><i>Local Government Act 1995</i> s.5.44 CEO may delegate powers and duties to other employees</p>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>All Directors Executive Manager Governance <u>and</u> Legal Manager Approval Services Manager Community Safety <u>and</u> Emergency Management Manager Health <u>and</u> Compliance</p>

CEO's Conditions on Sub-delegation:	<ol style="list-style-type: none"> 1. The CEO (in consultation with the Executive Manager Governance <u>and</u> Legal) is to appoint authorised officers for the purposes of s.9.29(2) Representing Local Government in Court; 2. Executive Manager Governance <u>and</u> Legal is limited to the appointment of Authorised Officers for the purposes of: <ul style="list-style-type: none"> o s.9.31 <u>—Certifying—documents—as—evidence—in—legal proceedings; and</u> o 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. 4. Manager Community Safety <u>and</u> Emergency Management is limited to the appointment of members of the Community
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	<p>Safety <u>and</u> Emergency Management 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.</p> <ol style="list-style-type: none"> 5. Manager Health <u>&and</u> Compliance is limited to the Appointment of members of the Health & Compliance 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. 6. <u>Only persons who are appropriately qualified and trained may be appointed as Authorised persons and</u> Each person authorised is to be issued a certificate stating that the person is so authorised.
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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."

The appointment of authorised officers is to be facilitated through Governance.

Compliance Links

Local Government Act 1995

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

Delegated Authority Guidelines

Delegated Authority and Authorisations Corporate Policy

Financial Interest Return required - Yes

Delegation Administration:

Decision Reference	Decision Reference	Decision Reference
1. 17/17699	6. 18/274278	11.
2. CE06-05/17	7. 20/533822 / 20/559662	12.
3. CE01-06/18	8. CE03-09/22	13.

4.	18/203840	9.	14.
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2 OTHER LEGISLATION

2.1 BUILDING ACT 2011

2.1.1 BUILDING PERMIT

Function Delegated: <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"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20 and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> 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)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Statutory Power being Delegated:	<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) Conditions imposed by permit authority <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))
Power is originally assigned to	Permit Authority (Local Government)
Statutory Power of Delegation:	Building Act 2011 s.127 (1) & (3) Delegation: special permit authorities and local governments
Power Delegated to:	Chief Executive Officer
Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	Building Act 2011 s.127(6A) Delegation: special permit authorities and local governments

CEO's Sub-Delegation: <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 Senior Building Surveyors Building Surveyors
CEO's Conditions on Sub-delegation:	<u>Business Practice Condition:</u> The ability for Building Surveyors to exercise the functions of this delegation is limited to: <ol style="list-style-type: none"> 1) <u>Being registered as a building surveyor with Department of Energy Mines Industry Regulation and Safety; or Certified Swimming Pool and Swimming pool barriers;</u> 2) Certified Applications where a Development Approval has been granted. <p>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</p>
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."	Details of actions taken under this delegation are to be retained on the appropriate file or record.
Compliance Links	<i>Building Act 2011</i> <i>Building Regulations 2012</i> <i>Local Government Act 1995</i> <i>s.5.36 Local government employees</i> <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference 1. CB02-09/11 2. 16/436067 3. CE06-05/17 4. CE01-06/18	Decision Reference 6. CE02-06/23 7. 8. 9.
	Decision Reference 11. 12. 13. 14.

2.1.2 DEMOLITION PERMIT

Function Delegated: <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"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 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 and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> 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)]. b. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Statutory Power being Delegated:	<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) Conditions imposed by permit authority <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))
Power is originally assigned to	Local Government
Statutory Power of Delegation:	Building Act 2011 s.127 Delegation: special permit authorities and local governments
Power Delegated to:	Chief Executive Officer
Conditions on Delegation:	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.
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments

CEO's Sub-Delegation: <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
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Details of actions taken under this delegation are to be retained on the appropriate file or record.
Compliance Links	Local Government Act 1995 s.5.36 Local government employees Building Act 2011 Building Regulations 2012 Financial Interest Return required - No
Delegation Administration:	
Decision Reference	Decision Reference
1. 16/436067	6.
2. CE06-05/17	7.
3. CE01-06/18	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.3 OCCUPANCY PERMITS OR BUILDING APPROVAL CERTIFICATES

Function Delegated: <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"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application. [s.55]. 2. Authority to grant or refuse to grant or modify the occupancy permit or building approval certificate. [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit or building approval certificate. [s. 62]. 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].
Statutory Power being Delegated:	<p><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 permit authorities s.65(4) Extension of period of duration</p> <p><i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)</p>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Building Act 2011</i> s.127 Delegation: special permit authorities and local governments
Power Delegated to:	Chief Executive Officer
Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
CEO's Sub-Delegation: <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 Senior Building Surveyors
CEO's Conditions on Sub-delegation:	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."	Details of actions taken under this delegation are to be retained on the appropriate file or record.		
Compliance Links	<i>Local Government Act 1995</i> <i>s.5.36 Local government employees</i> <i>Building Act 2011</i> <i>Building Regulations 2012</i> <i>Financial Interest Return required - No</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. 16/436067	6.	11.	
2. CE06-05/17	7.	12.	
3. CE01-06/18	8.	13.	
4.	9.	14.	

2.1.4 BUILDING ORDERS

<p>Function Delegated: <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"> 1. Authority to make Building Orders in relation to: <ol style="list-style-type: none"> a) Building work b) Demolition work c) An existing building or incidental structure [s.110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order [s.117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> a) take any action specified in the order; or b) commence or complete any work specified in the order; or 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)]. 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)]. 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 Building Act 2011.
<p>Statutory Power being Delegated:</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) s.117 Revocation of building order s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) Prosecutions</p>
<p>Power is originally assigned to:</p>	<p>Local Government</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011 s.127 Delegation: special permit authorities and local governments</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions on Delegation:</p>	<p>In undertaking the functions of this delegation, the delegate may:</p> <ul style="list-style-type: none"> • Refer notices to the City Lawyer or Executive Manager Governance and Legal where it is considered appropriate; and • Determine that an order is to remain in effect in accordance with section 117(2) of the <i>Building Act 2011</i> where it is considered appropriate.
<p>Statutory Power to Sub-Delegate:</p>	<p><i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>

CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning <u>and</u> & Sustainability Manager Approval Services Manager Health <u>and</u> & Compliance Coordinator Building Services Coordinator Compliance Services		
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Details of actions taken under this delegation are to be retained on the appropriate file or record.		
Compliance Links	Building Act 2011 Financial Interest Return required - No		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
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

Function Delegated: <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"> 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)]. 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)].
Statutory Power being Delegated:	<i>Building Act 2011</i> s.145A Local Government functions
Power is originally assigned to:	Permit Authority (Local Government)
Statutory Power of Delegation:	<i>Building Act 2011</i> s.127(1) & (3) Delegation: special permit authorities and local government
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
CEO's Sub-Delegation: <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
CEO's Conditions on Sub-delegation:	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."	Copies of action under this appointment are to be retained on the appropriate file or record.
Compliance Link	<i>Building Act 2011</i> <i>Financial Interest Return Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.6 DESIGNATE EMPLOYEES AS AUTHORISED PERSONS

Function Delegated: <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"> 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)].
Statutory Power being Delegated:	<i>Building Act 2011</i> s.96(3) Authorised persons s.99(3) Limitation on powers of authorised person
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Building Act 2011</i> s.127 Delegation: special permit authorities and local governments
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning <u>and</u> Sustainability Manager Health <u>and</u> Compliance Manager Approval Services
CEO's Conditions on Sub-delegation:	N/A
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."	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.
Compliance Links	<i>Building Act 2011</i> Note: An <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70. <u>r.4B Identity cards</u> <u>s.97 each designated authorised person must have an identity card.</u> <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2. CE01-06/18	7.
3. 18/203840	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.7 PRIVATE SWIMMING POOL BARRIERS

Function Delegated: <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"> 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)]. 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)]. 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)].
Statutory Power being Delegated:	<i>Building Regulations 2012:</i> r.51 Approvals by permit authority
Power is originally assigned to:	Local Government (Permit Authority)
Statutory Power of Delegation:	<i>Building Act 2011</i> s.127(1) & (3) Delegation: special permit authorities and local government
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) — Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Manager Approval Services Coordinator Building Services Senior Building Surveyors
CEO's Conditions on Sub-delegation:	<p><u>Business Practice Condition:</u></p> <p>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>.</p> <p>The ability to exercise the functions of this delegation is limited to:</p> <ol style="list-style-type: none"> 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; <p>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.</p> <p>In all circumstances, a review will be made of the performance solution every <u>four</u>4 years with the swimming pool inspection and may be subject to change.</p>

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."	Details of actions taken under this delegation are to be retained on the appropriate file or record.
Compliance	<i>Building Act 2011</i> <i>Building Regulations 2012</i> <i>Financial Interest Return Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.8 APPOINTMENT OF AUTHORISED OFFICERS – INFRINGEMENT NOTICES

Function Delegated: <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 <i>Criminal Procedures Act 2004</i> , Part 2, section 6(b).
Statutory Power being Delegated:	<i>Building Regulations 2012</i> s.70(2) - Approved officers and authorised officers <i>Criminal Procedures Act 2004</i> s.6 Other matters to be prescribed by prescribed acts s.8 Issuing infringement notices
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Building Act 2011</i> s.127(1) Delegation: special permit authorities and local governments
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	<i>Building Act 2011</i> s.127(6A) Delegation: special permit authorities and local governments
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Manager Health <u>and</u> Compliance
CEO's Conditions on Sub-delegation:	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."	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.
Compliance Links	<i>Building Regulations 2012</i> r.70(3) Approved officers and authorised officers (Each authorised officer is to be issued a certificate of their appointment) Schedule 7, Form 1 (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.

2.1.9 APPOINTMENT OF APPROVED OFFICER – INFRINGEMENT NOTICES

Function Delegated: <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 an approved officer for the purposes of the Criminal Procedures Act 2004, Part 2, s.6(a) (a specified employee of the local government) in accordance with the Building Regulations 70(1) and (1A).</p> <p>“As defined in the <i>Local Government Act 1995</i></p> <p>s. 9.19. Extension of time.</p> <p>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</p> <p>(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.</p> <p>(2) Where an infringement notice is withdrawn after the modified penalty has been paid, the amount is to be refunded.</p>
Statutory Power being Delegated:	<p><i>Building Regulations 2012</i> s.70(1) <i>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</p>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<p><i>Building Act 2011</i> s.127(1) Delegation: special permit authorities and local governments</p>
Position Delegated:	Chief Executive Officer
Council's Conditions on Appointment:	This delegation is not to be sub-delegated
Statutory Power to Sub-Delegate:	N/A
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) 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.

Compliance Links	<i>Local Government Act 1995</i>		
	<i>s.9.19 Extension of time</i>		
	<i>s.9.20 Withdrawal of notice</i>		
	<i>Criminal Procedure Act 2004</i>		
	<i>s.6(a) and (b) Other matters to be prescribed by acts</i>		
	<i>s7(1) Authorised and approved officers</i>		
	<i>Building Regulations 2012</i>		
	<i>s.70(1) Approved Officers and Authorised Officers</i>		
	<i>Financial Interest Return required – No</i>		
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.

Proposed Changes - Annual Review

2.1.10 DESIGNATE CONTRACTORS AS AUTHORISED PERSONS (INSPECTORS)

Function Delegated: <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>1. <u>Authority to designate a person contracted, or employed by an entity contracted, by the City of Wanneroo as an authorised person [s.96(3) & r.4A(2)] for the purposes of monitoring whether Part 8 provisions are being complied with.</u></p> <p>2. <u>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)]</u></p>	
Statutory Power being Delegated:	<p><u>Building Act 2011:</u> s.96(3) Authorised persons s.99(3) Limitation on powers of authorised person</p> <p><u>Building Regulations 2012:</u> r.4A Authorised persons</p>	
Power is originally assigned to:	<u>Permit Authority (Local Government)</u>	
Statutory Power of Delegation:	<p><u>Building Act 2011:</u> s.127(1) & (3) Delegation: special permit authorities and local government</p>	
Power Delegated to:	<u>Chief Executive Officer</u>	
Council's Conditions on Delegation:	<u>Designation of authorised persons under this delegation is limited to performing Authorised Person functions under s.93(2)(d)</u>	
Statutory Power to Sub-Delegate:	<p><u>Building Act 2011:</u> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Director Planning and Sustainability</u> <u>Manager Health and Compliance</u> <u>Manager Approval Services</u>	
CEO's Conditions on Sub-delegation:	<u>Subject to CEO conditions</u>	
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>	<p>* <u>Appointment of Authorised Officers under all legislation is to be facilitated through Governance.</u></p> <p><u>Copies of action under this appointment are to be retained on the appropriate file or record.</u></p>	
Compliance	<p><u>Building Act 2011 - s.97</u> each designated authorised person must have an <u>identity card.</u></p> <p><u>r.4B Identity cards</u></p> <p><u>Financial Interest Return Required – No</u></p>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

2.1.11 AUTHORISED PERSONS TO COMMENCE PROCEEDINGS

Function Delegated: <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 authorise a person to commence a prosecution for an offence against the Building Act 2011 [s.133(1)(b)].	
Statutory Power being Delegated:	<u>Building Act 2011:</u> s.133(1) A permit authority may commence a prosecution for an offence against this Act	
Power is originally assigned to:	Permit Authority (Local Government)	
Statutory Power of Delegation:	<u>Building Act 2011:</u> s.127(1) & (3) Delegation: special permit authorities and local government	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil	
Statutory Power to Sub-Delegate:	<u>Building Act 2011:</u> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)	
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Director Planning and Sustainability</u> <u>Manager Health and Compliance</u> <u>Manager Approval Services</u> <u>Executive Manager Governance and Legal</u> <u>Coordinator Compliance</u> <u>Coordinator Building Services</u>	
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>	<u>Appointment of Authorised Officers under all legislation is to be facilitated through Governance.</u> <u>Copies of action under this appointment are to be retained on the appropriate file or record.</u>	
Compliance	<u>Building Act 2011 - s.146 Confidentiality</u> <u>Financial Interest Return Required – No</u>	
<u>Delegation Administration:</u>		
<u>Decision Reference</u>	<u>Decision Reference</u>	<u>Decision Reference</u>
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

2.2 BUSH FIRES ACT 1954**2.1.10 2.2.1 POWERS, DUTIES AND FUNCTIONS OF A LOCAL GOVERNMENT**

Function Delegated: <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>		
Statutory Power being Delegated:	<i>Bush Fires Act 1954</i> <i>Bush Fire Regulations 1954</i>		
Power is originally assigned to:	Local Government		
Statutory Power of Delegation:	<i>Bush Fires Act 1954</i> s.48 Delegation by local government		
Power Delegated to:	Chief Executive Officer		
Council's Conditions on Delegation:	Excludes powers and duties that; <ul style="list-style-type: none">are subject to separate delegated authority within this Register as set out below;<ul style="list-style-type: none">Delegation 2.2.3 – Appointment of Bush Fire Control Officers;Delegation 2.2.2 – Variation of Prohibited Burning Times; andDelegation 2.2.4 – Prosecution of Offences;are prescribed in the Act with a requirement for a resolution of the local government; andare prescribed by the Act for performance by appointed officers.		
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) 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.		
Compliance Links	<i>Bush Fires Act 1954</i> <i>Bush Fire Regulations 1954</i> <i>Financial Interest Return required - No</i>		
Delegation Administration:			
Decision Reference		Decision Reference	
1. CE03-10/17	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

2.1.112.2.2 VARIATION OF RESTRICTED AND PROHIBITED BURNING TIMES

Function Delegated: <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, 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)].
Statutory Power being Delegated:	<i>Bush Fires Act 1954</i> s.17(7) and (8) vary prohibited burning times s.18(5), (5B) and (5C) vary restricted burning times
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Bush Fires Act 1954</i> s.48 Delegation by local government 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))
Power Delegated to:	Mayor and Chief Bush Fire Control Officer jointly
Council's Conditions on Delegation:	Nil
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) 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.
Compliance Links	<i>Bush Fires Act 1954</i> s.17(7B) and (8) Prohibited burning times may be declared by Minister s.18(5B) and (5C) Restricted burning times may be declared by FES Commissioner City of Wanneroo Variation to Prohibited Burning Times Management Procedure Financial Interest Return required - No
Delegation Administration:	
Decision Reference	Decision Reference
1. CD04-10/15	6.
2. CE01-06/18	7.
3. CE05-06/19 inserted provisions for restricted burning times (Annual Review)	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.12 2.2.3 APPOINTMENT OF BUSH FIRE CONTROL OFFICERS

Function Delegated: <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"> 1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the <i>Bush Fires Act 1954</i>; and <ol style="list-style-type: none"> (a) Of those Officers, appoint a Chief Bush Fire Control Officer (in the absence of an agreement with the FES Commissioner) and a 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)], 3. <u>Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)].</u> 4. <u>Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].</u>
Statutory Power being Delegated:	<i>Bush Fires Act 1954</i> s.38 Local government may appoint bush fire control officer
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Bush Fires Act 1954</i> s.48 Delegation by local governments
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Excludes powers and duties that: <ul style="list-style-type: none"> • are prescribed in the Act with the requirement for a resolution by the local government • are prescribed in the Act for performance by prescribed offices; or • are subject to separate delegated authority within this register.
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) 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.										
Compliance Links	<i>Bush Fire Brigades Local Law 2022</i> <i>Memorandum of Understanding for the Provision of a DFES Employed Community Emergency Services Manager (Clause 4.2 of the Memorandum of Understanding requests the FES Commissioner to designate a Chief Bush Fire Control Officer for the City of Wanneroo in accordance s.38A(1) of the Bush Fires Act 1954).</i> <i>Bush Fires Act 1954</i> <i>Financial Interest Return required - No</i>										
Delegation Administration:											
Decision Reference 1. 15/428120 2. CE01-06/18 3. 22/243939 4. CP06-11/22	<table border="1"> <thead> <tr> <th data-bbox="576 902 963 925">Decision Reference</th> <th data-bbox="963 902 1386 925">Decision Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="576 925 963 947">6.</td> <td data-bbox="963 925 1386 947">11.</td> </tr> <tr> <td data-bbox="576 947 963 969">7.</td> <td data-bbox="963 947 1386 969">12.</td> </tr> <tr> <td data-bbox="576 969 963 992">8.</td> <td data-bbox="963 969 1386 992">13.</td> </tr> <tr> <td data-bbox="576 992 963 1005">9.</td> <td data-bbox="963 992 1386 1005">14.</td> </tr> </tbody> </table>	Decision Reference	Decision Reference	6.	11.	7.	12.	8.	13.	9.	14.
Decision Reference	Decision Reference										
6.	11.										
7.	12.										
8.	13.										
9.	14.										

2.1.13 2.2.4 PROSECUTION OF OFFENCES

Function Delegated: <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 institute and carry on proceedings against a person for an offence alleged to be committed against this Act. [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Statutory Power being Delegated:	<i>Bush Fires Act 1954</i> s.59 Prosecution of offences s.59A(2), Alternative procedure – infringement notices
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Bush Fires Act 1954</i> s.48 Delegation by Local Government
Power Delegated to:	Chief Executive Officer Director Community &and Place Manager Community Safety and Emergency Management Senior Rangers Rangers
Conditions on Delegation:	a) Rangers and Senior Rangers are appointed as for the purposes of (2) only. 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 and& Place or CEO in consultation with the Executive Manager Governance and& Legal or City Lawyer.
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) 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.
Compliance Links	<i>Bush Fires Act 1954</i> s.48 Delegation by Local Government <i>Bush Fires (Infringements) Regulations 1978</i> r.4(a) Prescribed officers <i>City of Wanneroo Infringement Notice Review and Withdrawal Management Procedure</i> <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/196797	6. CE02-02/18
2. 15/428120	7. 07/07/18 Administrative
3. 17/46341	8. CE01-06/18
4. CE06-05/17	9.
	11.
	12.
	13.
	14.

2.3 CAT ACT 2011**2.1.14 2.3.1 LOCAL GOVERNMENT FUNCTIONS**

Function Delegated: <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, Cat Regulations 2012 and Cat (Uniform Local Provisions) Regulations 2013.</i>
Statutory Power being Delegated:	<i>Cat Act 2011 Cat Regulations 2012 Cat (Uniform Local Provisions) Regulations 2013</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Cat Act 2011 s.44 Delegation by local government</i>
Power Delegated to:	Chief Executive Officer
Conditions on Delegation:	Notices of decisions must include advice as to objection and 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.
Statutory Power to Sub-Delegate:	<i>Cat Act 2011 s.45 Delegation by CEO of local government</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community <u>and</u> Place Manager Community Safety and Emergency Management Coordinator Community Safety
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation to the CEO.
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>	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>
Compliance Links	<i>Cat Act 2011 Cat Regulations 2012 Cat (Uniform Local Provisions) Regulations 2013 City of Wanneroo Cats Local Law 2016 Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/196797	6.
2. CE01-09/16	7.
3. CE01-06/18	8.
4. 18/274278	9.
	11.
	12.
	13.
	14.

2.3.2 INFRINGEMENT NOTICES – EXTENSIONS AND WITHDRAWALS

Function Delegated: <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"> 1. <u>Authority to 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 [s.64].</u> 2. <u>Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].</u>
Statutory Power being Delegated:	<u>Cat Act 2011:</u> <u>s.64 Extension of time</u> <u>s.65 Withdrawal of notice</u>
Power is originally assigned to:	<u>Chief Executive Officer</u>
Statutory Power of Delegation:	<u>Cat Act 2011:</u> <u>s.45 Delegation by CEO of local government</u>
Power Delegated to:	<u>Manager Community Safety and Emergency Management</u> <u>Coordinator Community Safety</u>
Conditions on Delegation:	<u>Notices of decisions must include advice as to objection and review rights in accordance with Part 4, Division 5 of the Cat Act 2011 and r.11 of the Cat (Uniform Local Provisions) Regulations 2013 as applicable.</u>
Statutory Power to Sub-Delegate:	<u>Cat Act 2011</u> <u>s.45 Delegation by CEO of local government</u>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<u>Manager Community Safety and Emergency Management</u> <u>Coordinator Community Safety</u>
CEO's Conditions on Sub-delegation:	<ol style="list-style-type: none"> a. <u>The Manager Community Safety and Emergency Management (and in their absence or where a conflict of interest exists, the Coordinator Community Safety) is authorised to undertake functions 1 and 2;</u> b. <u>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.</u>
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>	<u>Details of any reviews of infringement notices need to be recorded in the appropriate file.</u> <u>Appointment of Authorised Officers under all legislation is to be facilitated through Governance.</u>
Compliance Links	<u>Cat Regulations 2012:</u> <u>r.28 Withdrawal of infringement notice (s.65(1))</u> <u>Cat Act 2011:</u> <u>s.64 Extension of time</u> <u>s.65 Withdrawal of notice</u>

<u>Infringement Notice Review and Withdrawal Management Procedure</u>		
<u>Cat Local Law 2016</u>		
<u>Financial Interest Return Required – Yes</u>		
<u>Delegation Administration:</u>		
<u>Decision Reference</u>	<u>Decision Reference</u>	<u>Decision Reference</u>
1. <u>14/196797</u>	6. <u></u>	11. <u></u>
2. <u>CE01-09/16</u>	7. <u></u>	12. <u></u>
3. <u>CE01-06/18</u>	8. <u></u>	13. <u></u>
4. <u>18/274278</u>	9. <u></u>	14. <u></u>

Proposed Changes - Annual Review

2.4 DOG ACT 1976

2.1.15 2.4.1 LOCAL GOVERNMENT FUNCTIONS

Function Delegated: <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> .
Statutory Power being Delegated:	<i>Dog Act 1976</i> <i>Dog Regulations 2013</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Dog Act 1976</i> s.10AA Delegation of local government powers and duties
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 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"> 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; Rangers inspecting the premises to ensure means exist to effectively confine the dogs within the premises. Proceeds from the sale of dogs are to be directed into the Municipal Fund. 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>.
Statutory Power to Sub-Delegate:	<i>Dog Act 1976</i> s.10AA (3) Delegation of local government powers and duties
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Community and Place Manager Community Safety and Emergency Management Coordinator Community Safety
CEO's Conditions on Sub-delegation:	<p>Subject to the conditions on delegation to the CEO; and</p> <ul style="list-style-type: none"> Manager Community Safety and Emergency Management to review decisions of Coordinator Community Safety. Director Community and Place to review and determine appeals of decisions made by Manager Community Safety and Emergency Management. CEO to review and determine appeals of decisions made by Director Community and Place.

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."	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>
Compliance Links	<i>Dog Act 1976</i> <i>Dog Regulations 2013</i> <i>Dogs Local Law 2016</i> <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
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

2.1.16 2.5.1 PROHIBITION ORDERS AND CERTIFICATES OF CLEARANCE

Function Delegated: <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"> 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 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)].
Statutory Power being Delegated:	<i>Food Act 2008</i> s.65(1) Prohibition order s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Power is originally assigned to:	Local Government (Enforcement Agency)
Statutory Power of Delegation:	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation
Power Delegated to:	Manager Health <u>and</u> Compliance
Conditions on Delegation:	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 <u>and</u> Compliance and Director Planning <u>and</u> Sustainability in consultation with advice from the Executive Manager Governance <u>and</u> Legal.
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) 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.
Compliance Links	<i>Food Act 2008</i> <i>Financial Interest Return required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE06-05/17	6.
2. CE01-06/18	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.172.5.2 FOOD BUSINESS REGISTRATIONS

Function Delegated: <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"> 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)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Statutory Power being Delegated:	<i>Food Act 2008</i> s.110 Registration of food businesses s.112 Variation of conditions or cancellation of registration of food businesses
Power is originally assigned to:	Local Government (Enforcement Agency)
Statutory Power of Delegation:	<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
Power Delegated to:	Manager Health and Compliance Coordinator Health Services Senior Environmental Health Officers
Council's Conditions on Delegation:	Nil
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) 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.
Compliance Links	<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"> • Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA • Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 • WA Priority Classification System • Verification of Food Safety Program Guideline <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
<ol style="list-style-type: none"> 1. CE06-05/17 2. CE01-06/18 3. 4. 	<ol style="list-style-type: none"> 6. 7. 8. 9.
	<ol style="list-style-type: none"> 11. 12. 13. 14.

2.1.182.5.3 APPOINTMENT OF AUTHORISED AND DESIGNATED OFFICERS

Function Delegated: <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"> 1. Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i> [s.122(1)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)]. 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)].
Statutory Power being Delegated:	<i>Food Act 2008</i> s122 Appointment of authorised officers s126 Infringement notices
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Chief Executive Officer Director Planning <u>and</u> Sustainability Manager Health <u>and</u> Compliance
Council's Conditions on Delegation:	<u>Business Practice Condition</u> The power to prosecute any person is only exercised by agreement of the Manager Health & Compliance and Director Planning <u>and</u> Sustainability in consultation with the City Lawyer or Executive Manager Governance <u>and</u> Legal.
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) 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> All actions taken must be recorded in writing in the appropriate file or record.

Compliance Links	<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">• Appointment of Authorised Officers as Meat Inspectors• Appointment of Authorised Officers• Appointment of Authorised Officers – Designated Officers only• Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer	
	<i>Financial Interest Return required – No</i>	
	Delegation Administration:	
Decision Reference	Decision Reference	Decision Reference
1. CE06-05/17	6.	11.
2. CE01-06/18	7.	12.
3. CE01-07/18	8.	13.
4.	9.	14.

2.1.192.5.4 DETERMINE COMPENSATION

Function Delegated: <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"> 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)]. 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)].
Statutory Power being Delegated:	<i>Food Act 2008</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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
Power Delegated to:	Director Planning & Sustainability
Council's Conditions on Delegation:	<ol style="list-style-type: none"> a. <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> b. Compensation under this delegation may only be determined upon documented losses up to a maximum of <u>\$5,000</u>. Compensation requests above this value are to be presented to Council for determination.
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) 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.

Compliance Links	<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,		
	<i>Financial Interest Return required - No</i>		
Delegation Administration:			
Decision Reference		Decision Reference	Decision Reference
1.	CE01-08/18	6.	11.
2.		7.	12.
3.		8.	13.
4.		9.	14.

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2.1.202.5.5 DEBT RECOVERY AND PROSECUTIONS

Function Delegated: <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">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 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].	
Statutory Power being Delegated:	<i>Food Act 2008</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings	
Power is originally assigned to:	Local Government	
Statutory Power of Delegation:	<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	
Power Delegated to:	Chief Executive Officer Director Planning and Sustainability Manager Health and Compliance	
Council's Conditions on Delegation:	Nil	
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) 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.	
Compliance Links	<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. <i>Food Regulations 2009</i> <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.

2.6 GRAFFITI VANDALISM ACT 2016

2.1.212.6.1 LOCAL GOVERNMENT FUNCTIONS

Function Delegated: <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> .
Statutory Power being Delegated:	<i>Graffiti Vandalism Act 2016</i> Part 3 Local government powers
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Graffiti Vandalism Act 2016</i> s.16 Delegation by local government
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Hearing or determining of an objection of a kind referred to under s.22 is excepted.
Statutory Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016</i> s.17 Delegation by CEO of local government
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Assets Manager Asset Maintenance
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Copies of all notices issued are to be retained on the appropriate file or record.
Compliance Links	<p><i>Graffiti Vandalism Act 2016</i> Objections to be dealt with under the <i>Local Government Act 1995</i>, Part 9, section 9.6</p> <p>This delegated authority is effective in alignment with Delegated Authority 2.6.2 Notices – Deal with Objections and Give Effect to Notices</p> <p><i>Financial Interest Return required – No</i></p>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE01-06/18	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.7 PUBLIC HEALTH ACT 2016 DELEGATIONS**2.1.22 2.7.1 APPOINTMENT OF AUTHORISED AND APPROVED OFFICERS
(HEALTH (ASBESTOS) REGULATIONS 1992)**

Function Delegated: <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 a person or classes of persons as an authorised officer or an approved officer for the purposes of the <i>Criminal Procedure Act 2004 Part 2</i> [r.15D(5)].
Statutory Power being Delegated:	<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>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<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.
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
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) 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>
Compliance Links	<i>Health (Asbestos) Regulations 1992</i> 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)]. <i>Criminal Procedures Act 2004</i> <i>Financial Interest Return required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE03-10/17	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.1.232.7.2 DESIGNATE AUTHORISED OFFICERS

Function Delegated: <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 designate a person or class of persons as authorised officers for the purposes of <i>Public Health Act 2016</i> [s.24(1) and (3)].
Statutory Power being Delegated:	<i>Public Health Act 2016</i> s.24 Designation of authorised officers
Power is originally assigned to:	Local Government (Enforcement Agency)
Statutory Power of Delegation:	<i>Public Health Act 2016</i> s.21 Enforcement agency may delegate
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Nil
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) 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 Register (list) of authorised officers is to be maintained in accordance with s.27.
Compliance Links	<p><i>Public Health Act 2016</i></p> <ul style="list-style-type: none"> s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority <p><i>Criminal Investigation Act 2006</i>, Parts 6 and 13 – refer s.245 of the <i>Public Health Act 2016</i></p> <p><i>The Criminal Code</i>, Chapter XXVI – refer s.252 of the <i>Public Health Act 2016</i></p> <p><i>Financial Interest Return required – No</i></p>
Delegation Administration:	
Decision Reference	Decision Reference
1. CE02-03/17	6.
2. CE06-05/17	7.
3. 17/313208	8.
4.	9.
	11.
	12.
	13.
	14.

2.7.3 ENFORCEMENT AGENCY REPORTS TO THE CHIEF HEALTH OFFICER

Function Delegated: <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 prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the City of Wanneroo [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Statutory Power being Delegated:	<u>Public Health Act 2016</u> s.22 Reports by and about enforcement agencies
Power is originally assigned to:	Enforcement Agency (means Local Government vide s.4 definition)
Statutory Power of Delegation:	<u>Public Health Act 2016</u> s.21 Enforcement agency may delegate
Power Delegated to:	Manager Health and Compliance Coordinator Health Services
Council's Conditions on Delegation:	Nil
Statutory Power to Sub-Delegate:	Nil Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
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) 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>Appointment of Authorised Officers under all legislation is to be facilitated through Governance.</u> <u>The full details to be recorded on the appropriate record and or register.</u>
Compliance Links	<u>Public Health Act 2016</u> s.20 Conditions on performance of functions by enforcement agencies Financial Interest Return Required – No
Delegation Administration:	
Decision Reference	Decision Reference
1. 2. 3. 4.	6. 7. 8. 9. 11. 12. 13. 14.

2.8 HEALTH (MISCELLANEOUS PROVISION) ACT 1911**2.1.24 2.8.1 APPOINTMENT AND AUTHORISATION OF DEPUTY**

Function Delegated: <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.
Statutory Power being Delegated:	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26 Powers of local government
Power is originally assigned to:	Local Government
Statutory Power of Appointment	<i>Health (Miscellaneous Provisions) Act 1911</i> Section 26 Powers of local government
Positions Appointed:	Director Planning and Sustainability Manager Health and Compliance Coordinator Health Services Senior Environmental Health Officers Environmental Health Officers Health Technical Officers
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 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 and Compliance, Coordinator Health Services and Senior Environmental Health Officers. 2. The power to prosecute is only to be exercised on recommendation from the Manager Health and Compliance and with the written approval of the Director Planning and Sustainability in consultation with the Executive Manager Governance and Legal or the City Lawyer. 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 and Compliance, Coordinator Health Services, Senior Environmental Health Officers and Environmental Health Officers 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>.
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) 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>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> <i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i>		
Compliance Links	<i>Health (Miscellaneous Provisions) Act 1911</i> <i>Financial Interest Returns Required – No</i>		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. CE04-03/17	6.	11.	
2. 18/203840	7.	12.	
3. 20/311419	8.	13.	
4.	9.	14.	

2.9 STRATA TITLES ACT 1985

2.1.25-2.9.1 TO BE REPEALED - APPROVALS SUBDIVISION APPROVAL OF STRATA SCHEME

<p>Function Delegated:- 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).</p>	<p>1) Power to determine applications under section 15 of the Strata Titles Act 1985, except those applications that:-</p> <p>(a) propose the creation of a vacant lot;</p> <p>(b) propose vacant air stratas in multi-tiered strata scheme developments;</p> <p>(c) propose the creation or postponement of a leasehold scheme;</p> <p>(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:-</p> <p>i. a type of development; and/or</p> <p>ii. land within an area,</p> <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 Strata Titles Act 1985;</p> <p>3) Power to determine applications under section 22 of the Strata Titles Act 1985.</p>
<p>Statutory Power being Delegated:</p>	<p>Strata Titles Act 1985;</p> <p>s.15 Subdivision approval of strata scheme</p> <p>s.21 Approval for modification of restricted use condition</p> <p>s.22 Approval under planning (scheme by-laws) condition</p>
<p>Power is originally assigned to:</p>	<p>Local Government</p>
<p>Statutory Power of Delegation:</p>	<p>Planning and Development Act 2005 Section 16</p> <p>*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> <p>1) section 15 of the Strata Titles Act 1985 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;</p> <p>2) sections 21 and 22 of the Strata Titles Act 1985 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</p>

	<p style="text-align: center;">Schedule 1</p> <p>1. Applications made under section 15 of the <i>Strata Titles Act 1985</i> 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"> (a) propose the creation of a vacant lot; (b) propose vacant air stratas in multi-tiered strata scheme developments; (c) propose the creation or postponement of a leasehold scheme; (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the <i>Strata Titles Act 1985</i>); (e) 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"> i. a type of development; and/or ii. land within an area, <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. Applications under sections 21 and 22 of the <i>Strata Titles Act 1985</i> Power to determine applications under—</p> <ul style="list-style-type: none"> (a) section 21 of the <i>Strata Titles Act 1985</i>; (b) section 22 of the <i>Strata Titles Act 1985</i> where the amendment or repeal of scheme by-laws requires the approval of the WAPC. <p>3. Reporting requirements A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.</p>
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Power Delegated to:	Director Planning & Sustainability Manager Approval Services Coordinator Building Services Senior Building Surveyors Coordinator Planning Services Senior Planners	
Conditions on Delegation:	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.	
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) 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.	
Compliance Links	Strata Titles Act 1985; Planning and Development Act 2005 Section 16 Financial Interest Return required – No	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 16/436067	6.	11.
2. CE01-06/18	7.	12.

3.	20/310315	8.		13.
4.	CE03-06/21	9.		14.

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2.22.10 PLANNING & DEVELOPMENT ACT 2005**2.2.1 2.10.1 STRUCTURE PLANNING (STRUCTURE PLANS, LOCAL DEVELOPMENT PLANS AND JINDEE DESIGN CODES)**

Function Delegated: <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 make decisions to amend structure plans and local development plans pursuant to Parts 4 (Structure Plans), and 6 (Local Development Plans) of the deemed provisions.
Statutory Power being Delegated:	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).
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	Clause 82 of the <i>Planning & Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions).
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>The exercise of this delegated authority is conditional on the following:</p> <p>Structure Plans</p> <ol style="list-style-type: none"> All new structure plans shall be referred to Council for consideration after being advertised for public comment; 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; 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"> materially alter the purpose and intent of the structure plan; change the intended lot/ dwelling yield by more than 10 per cent or adversely impact upon the amenity of adjoining landowners and occupiers; restrict the use and development of adjoining land; or significantly impact on infrastructure provision or impact upon the environment. <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> 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:-

- 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

	<u>Significantly impact on infrastructure provision or impact upon the environment.</u>
<u>Statutory Power to Sub- Delegate:</u>	<u>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions)</u> <u>Clause 83</u>

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- 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

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.

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:

- Materially alter the purpose and intent of the structure plan;
- Change the intended lot / dwelling yield by more than 10 per cent or adversely impact upon the amenity of adjoining landowners and occupiers;
- Restrict the use and development of adjoining land; or
- iv) Significantly impact on infrastructure provision or impact upon the environment.

Statutory Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions) Clause 83</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Planning and Sustainability and Manager Approval Services 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.</p> <p>Jindee Design Codes in accordance with Councils conditions and Schedule 6 Cl. 7.7 of DPS2.</p> <p>Coordinator Planning Services All decisions under Part 4 (Structure Planning) Clause 17 and Part 6 (Local Development Plans) Clause 49.</p>
CEO's Conditions on Sub-delegation:	As per Council's conditions on delegation to the CEO.
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>	Copies of all decisions made are to be retained on the appropriate file or record.
Compliance Links	<p><i>Planning & Development (Local Planning Schemes) Regulations 2015</i></p> <p><i>Local Planning Policies</i></p> <p><i>Financial Interest Return required - No</i></p>
Delegation Administration:	
Decision Reference	Decision Reference
1. PS11-10/15	6. 23/437872
2. CE06-05/17	7.
3. CE03-10/17	8.
4. CE03-06/21	9.
	11.
	12.
	13.
	14.

2.2.22.10.2 DIRECTION NOTICES

<p>Function Delegated: <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"> 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, 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. 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 that 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. 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.
<p>Statutory Power being Delegated:</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>Power is originally assigned to:</p>	<p>Local Government</p>
<p>Statutory Power of Delegation:</p>	<p><i>Local Government Act 1995</i> s.5.42(1)(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Council's Conditions on Delegation:</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"> 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 <u>and</u> Compliance or Director Planning & Sustainability and with the written approval of the Chief Executive Officer or his delegate in consultation with the Executive Manager Governance <u>and</u> Legal or City Lawyer. 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 <u>and</u> Sustainability, Manager Approval Service or Manager Health <u>and</u> Compliance. c) The authority to apply for an injunction to the Supreme Court under Section 216 of the <i>Planning and Development Act 2005</i>

	may only be exercised by the Chief Executive Officer on recommendation from the Director Planning <u>and</u> Sustainability.
	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.
Statutory Power to Sub-Delegate:	Local Government Act 1995 s.5.44 CEO may delegate powers and duties to other employees
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning <u>and</u> Sustainability Manager Approval Services Manager Health <u>and</u> Compliance
CEO's Conditions on Sub-delegation:	A written direction under Section 214 of the <i>Planning and Development Act 2005</i> may be issued Director Planning <u>and</u> Sustainability, Manager Approval Services or Manager Health <u>and</u> Compliance. <u>Business Practice Conditions</u> 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 Health <u>and</u> Compliance or Manager Approval Services and with the written approval of the Director Planning <u>and</u> Sustainability in consultation with the Executive Manager Governance <u>and</u> Legal or City Lawyer. 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 <u>and</u> Sustainability, having regard to the advice of the Manager Approval Services or Manager Health <u>and</u> Compliance. c) The authority to apply for an injunction to the Supreme Court under Section 216 of the <i>Planning and Development Act 2005</i> may only be exercised by the Chief Executive Officer on recommendation from the Director Planning <u>and</u> Sustainability. 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 <u>and</u> Sustainability.
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."	Copies of all comments or recommendations made are to be retained on the appropriate file or record.
Compliance Links	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>Financial Interest Return required - Yes</i>
Delegation Administration:	
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.

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2.2.32.10.3 DEVELOPMENT CONTROL PLANNING APPROVALS

Function Delegated: <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"> 1. Determination of applications for planning approval (including the exercise of discretion under District Planning Scheme No. 2 and the Residential Design Codes); and 2. All matters which arise out of the imposition of conditions on planning approvals under the District Planning Scheme No. 2
Statutory Power being Delegated:	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.
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (the deemed provisions) Clause 82 Delegations by local government
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 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 b) An application will be referred to Council for determination where the Director considers that: <ol style="list-style-type: none"> 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; 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. 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.
Statutory Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> cl.83 Local government CEO may delegate powers
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Manager Approval Services Coordinator Planning Services Coordinator Building Services Specialist Planner – Approval Services Specialist Project Planner Senior Planners Senior Building Surveyors

CEO's Conditions on Sub-delegation:

The exercise of this delegated authority is conditional on the following:

- a) As per Council's conditions on delegation to the CEO;
- 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.
- 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.
- 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.
- e) Any application for the establishment of the following land uses (excluding additions and alterations):
 - i) industry – hazardous;
 - ii) service station;
 - iii) tavern;
 - iv) liquor store – small/large;
 - v) fast food outlet; and
 - vi) childcare premises

as per the land use definitions in DPS2 may be determined by the Manager Approval Services or the Director Planning and Sustainability.

- 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.

This delegated authority is limited for the Coordinator Building Services and Senior Building Surveyors as follows:

- 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:
 - i) outbuildings, garages or carports;
 - ii) patios or verandas;
 - iii) street walls or fences; and
 - iv) retaining walls, and
- b) Providing that the application for development (outlined in point b) above) is **not** located in a place that is:-
 - Entered in the Register of Heritage Places under the

	<p><i>Heritage of Western Australia Act 1990; or</i></p> <ul style="list-style-type: none"> • Included on a heritage list prepared in accordance with DPS 2; • Within an area designated under DPS 2 as a heritage area; or • The subject of a heritage agreement entered into under the <i>Heritage of Western Australia Act</i> section 29.
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."	Copies of approvals given and reports of actions taken are to be retained on the appropriate file or record.
Compliance Links	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>State Administrative Tribunal Act 2004</i> <i>Financial Interest Return required - No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. CB01-11/14 and OC01-11/14 2. PS11-10/15 3. 16/436067 4. CE03-03/17 & 17/73467 15 23/437872	6. CE06-05/17 7. CE01-06/18 8. 18/203840 9. 18/455559
	11. 19/104903 12. CE01-04/20 13. CE02-06/20 14. CE03-06/21

2.2.42.10.4 LANDSCAPE ENHANCEMENT ZONE BUILDING ENVELOPES

Function Delegated: <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"> 1. The power to adopt a plan defining a building envelope. 2. The power to approve development outside of the building envelope defined on the plan adopted under 3.26.4 of DPS 2.
Statutory Power being Delegated:	City of Wanneroo District Planning Scheme No. 2 Schedule 6 – Cl. 8.3, 8.4 of DPS2.
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 – Deemed provisions for local planning schemes Clause 82 Delegations by local government
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 1. Compliance with all applicable Local Planning Policies adopted by Council. 2. A proposed building envelope plan shall be referred to Council for determination: <ol style="list-style-type: none"> (i) where requested by a Council Member or by the applicant in writing, or (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. 3. A proposed development which is outside of an approved building envelope shall be referred to Council under the same conditions as b) above.
Statutory Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (the deemed provisions)</i> Clause 83 Local government CEO may delegate powers
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning and Sustainability Manager Approval Services Coordinator Planning Approvals Senior Planners
CEO's Conditions on Sub-delegation:	Subject to the conditions on delegation 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."	Any decision made under this delegation is to be recorded in the appropriate file or register	
Compliance Links	<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>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. PS06-08/16	6.	11.
2. 16/292302	7.	12.
3. CE06-05/17	8.	13.
4. 23/437872	9.	14.

2.2.52.10.5 DISTRICT PLANNING SCHEME NO 2 – APPOINTMENT OF AUTHORISED OFFICERS

Function Delegated: <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.
Statutory Power being Delegated:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Sch.2, cl 79 Entry and inspection powers
Power is originally assigned to:	CEO
Statutory Power of Delegation	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Sch. 2, cl 83 Local government CEO may delegate powers
Power Delegated to: <i>The exercise of the delegated power does not include the power of delegation</i>	Director Planning <u>and</u> Sustainability Manager Health <u>and</u> Compliance Manager Approval Services
CEO's Conditions on Sub-delegation:	All authorisations are to be in writing and recorded on the Governance Register of Authorised Officers and the person's personnel file.
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."	<i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i>
Compliance Links	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>Financial Interest Return required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 16/335215	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

2.2.62.10.6 MANAGEMENT OF DEVELOPER CONTRIBUTION PLANS (DCP'S)

Function Delegated: <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"> 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 124 and clause 1.10 of Schedule 14); 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 142 and clause 1.12 of Schedule 14); 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 142 and clause 1.14.3 (e) of Schedule 14); and 4. Deferral of Infrastructure Costs in accordance with DPS2 (clause 9.101.10 of Schedule 14 of DPS2).
Statutory Power being Delegated:	Clauses 9.10, 9.12, subclauses 9.14.3(e) and clause 14 of schedule 14 of DPS2, Schedule 12 Clause 14, Schedule 14, Clauses 1.10, 1.12 and sub clause 1.14.3(e).
Power is originally assigned to:	Local Government
Statutory Power of Delegation	<i>Planning and Development (Local Planning Schemes) Regulations 2015 cl.82 Delegations by Local Government</i>
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<p>Council and Business Practice Conditions</p> <ol style="list-style-type: none"> 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. 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; 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; d) Deferral of Infrastructure contributions shall be subject to the payment of interest in accordance with the relevant clauses of DPS2.
Statutory Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 – Div. 2 (83) Local government CEO may delegate powers.</i>
CEO's Sub-Delegation: <i>The exercise of the delegated power does not include the power of delegation</i>	<p>Director Planning and Sustainability <u>Manager Strategic Land Use Planning and Environment</u> <u>Coordinator Scheme Contributions</u></p>

CEO's Conditions on Sub-delegation:	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.		
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>	Any decision made under this delegation is to be recorded in the appropriate file or register.		
Compliance Links	Financial Interest Return Required – Yes		
Delegation Administration:			
Decision Reference	Decision Reference	Decision Reference	
1. PS05-12/21	6.	11.	
2.	7.	12.	
3.	8.	13.	
4.	9.	14.	

3.3. CITY OF WANNEROO LOCAL LAWS

3.1.12.1.1 APPOINTMENT OF AUTHORISED PERSONS

Function Delegated: <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 to be authorised persons for the purpose of performing particular functions under the City's local laws [s.9.10]	
Statutory Power being Delegated:	<i>Local Government Act 1995</i> s.9.10 Appointment of authorised persons.	
Power is originally assigned to:	Chief Executive Officer	
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers or duties to other employees	
CEO's Sub-Delegation: <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 <u>and</u> Emergency Management Manager Health <u>and</u> Compliance Manager Property Manager Waste Services	
CEO's Conditions on Sub-delegation:	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.	
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."	Appointment of Authorised Officers under all legislation is to be facilitated through Governance. Authorised Officers to be issued with an identity card setting out specific provisions as detailed in s.9.10 (4).	
Compliance Links	<i>City of Wanneroo Local Laws</i> <i>Financial Interest Return required - Yes</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 14/196797	6. 18/274278	11.
2. 16/422068	7. 20/533822	12.
3. CE01-06/18	8.	13.
4. 18/203840	9.	14.

3.1.2 ADMINISTRATION

Function Delegated: <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.
Statutory Power being Delegated:	<i>City of Wanneroo Animals Local Law 2021</i> <i>City of Wanneroo Bee Keeping Local Law 2016</i> <i>City of Wanneroo Bush Fire Brigades Local Law 2022</i> <i>City of Wanneroo Cats Local Law 202316</i> <i>City of Wanneroo Dogs Local Law 2016</i> <i>City of Wanneroo Fencing Local Law 2021</i> <i>City of Wanneroo Health Local Law 1999</i> <i>City of Wanneroo Parking Local Law 2015</i> <i>City of Wanneroo Penalty Units Local Law 2015</i> <i>City of Wanneroo Public Places and Local Government Property Local Law 2015</i> <i>City of Wanneroo Signs Local Law 1999</i> <i>City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016</i> <i>City of Wanneroo Standing Orders Local Law 2021</i> <i>City of Wanneroo Waste Local Law 2016</i>
Power is originally assigned to:	Local Government
Statutory Power of Delegation:	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	Determinations and decisions under the City of Wanneroo Local Laws having regard to the relevant Council policies in force at the time.
Statutory Power to Sub-Delegate:	<i>Local Government Act 1995</i> s.5.44 CEO may delegate powers or duties to other employees

CEO's Sub-Delegation: <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 and Place Director Planning and Sustainability Manager Community Safety and Emergency Management Manager Health and 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 and Compliance Coordinator Health Services <u><i>City of Wanneroo Bush Fire Brigades Local Law 2022</i></u> Manager Community Safety and Emergency Management Director Community and Place
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City of Wanneroo Cats Local Law 2016/2023

Director Community and Place
 Manager Community Safety and Emergency Management
 Coordinator Community Safety

City of Wanneroo Dogs Local Law 2016

Director Community and Place
 Director Planning and
 Sustainability
 Manager Community Safety and Emergency Management
 Manager Health and Compliance
 Coordinator Community Safety

City of Wanneroo Fencing Local Law 2021

Director Planning and Sustainability
 Manager Health and Compliance

City of Wanneroo Health Local Law 1999

Director Planning and Sustainability
 Manager Health and Compliance
 Coordinator Health Services

City of Wanneroo Parking Local Law 2015

Director Assets
 Director Community and Place
 Director Planning and
 Sustainability
 Manager Community Safety and Emergency Management
Coordinator Community Safety

City of Wanneroo Penalty Units Local Law 2015

Nil

City of Wanneroo Public Places and Local Government Property Local Law 2015

Director Assets
 Director Community and Place
 Director Planning and
 Sustainability Manager Asset
 Maintenance
 Manager Parks and Conservation Maintenance
 Manager Community Safety and Emergency Management
Coordinator Community Safety
Manager Approval Services

City of Wanneroo Signs Local Law 1999

Director Planning and Development
 Manager Approval Services
Manager Community Safety and Emergency Management
 Coordinator Building Services
 Senior Building Surveyors

City of Wanneroo Site Erosion and Sand Drift Prevention Local Law 2016

Director Planning and Sustainability
 Manager Health and Compliance

City of Wanneroo Standing Orders Local Law 2021

	<p><u>Executive Manager Governance and Legal</u> <u>City of Wanneroo Waste Local Law 2016</u> Director Assets Manager Waste Services Rangers – only for the follow: 2.6 - Direction to place or remove a receptacle 3.2 - Removal of waste from a premise and 3.3 – Receptacles for public use.</p>
CEO's Conditions on Sub-delegation:	<p>Subject to the conditions on delegation to the CEO; and</p> <p><u>City of Wanneroo Animals Local Law 2021</u></p> <ul style="list-style-type: none"> • 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 • The setting of fees and charges under section 6.16 and 6.19 of the Local Government Act 1995; are excluded. <p><u>City of Wanneroo Health Local Law 1999</u></p> <ul style="list-style-type: none"> • Approvals must meet all the requirements of the Health Local Law, District Planning Scheme No. 2 and Building Code. • The setting of annual fees under sections 6.16 and 6.19 of the Local Government Act 1995 is excluded. <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 Public Places and Local Government Property Local Law 2015</u> Subject to Council's –</p> <ul style="list-style-type: none"> • Facility Hire and Use Policy • Circuses and Performing Animals Policy • Local Planning Policy 4.3 Public Open Space • Sports Floodlighting Policy <p>• <u>City of Wanneroo Standing Orders Local Law 2021</u></p> <ul style="list-style-type: none"> • For the purposes of commencing a prosecution
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><i>Appointment of Authorised Officers under all legislation is to be facilitated through Governance</i></p>

Compliance Links		<i>City of Wanneroo Local Laws</i>	
		<i>Financial Interest Return required – Yes</i>	
Delegation Administration:			
Decision Reference		Decision Reference	Decision Reference
1. 14/196797	6. 18/274278	11. PS10-10/22	
2. 16/254349	7. 18/313146	12. CP06-11/22	
3. CE01-08/17	8. CO01-08/18	13. CE02-06/23	
4. CE01-06/18	9. 18/389558	14.	
5. 18/203840	10. 19/85822	15.	

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4. 4. APPOINTMENTS AND AUTHORISATIONS

4.1 4.1 TO BE REPEALED - LITTER ACT 1979 - APPOINTMENT OF PERSONS TO WITHDRAW INFRINGEMENT NOTICES

Function Delegated: <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 if an infringement is to be withdrawn and to sign withdrawal notice sent under subsection 4 of the Litter Act 1979
Statutory Power being Delegated:	<i>Litter Act 1979.</i> s.30(4) and 30(4a) Infringement notices
Power is originally assigned to:	Local Government
Statutory Power of Appointment	<i>Litter Act 1979.</i> s.30(4a) Infringement notices
Appointment:	Director Community and Place Manager Community Safety and Emergency Management
Council's Conditions on Delegation:	All requests for the withdrawal of an infringement are to be processed in accordance with the Infringement Notice Review Management Procedure.
Statutory Power to Sub-Delegate:	N/A
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) 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."	Withdrawal notices are to be retained on the appropriate file or record.
Compliance Links	<i>Litter Act 1979</i> <i>Financial Interest Returns Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/196797	6.
2. 17/46341	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.2 LOCAL GOVERNMENT ACT 1995

4.1.1 4.2.1 AUTHORISATION TO ACKNOWLEDGE RECEIPT OF PRIMARY AND ANNUAL RETURNS

Function Authorised: <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>	Authorised to provide written acknowledgement of the receipt of Primary and Annual Returns in accordance with section 5.77 of the Local Government Act 1995.
Statutory Power being Authorised:	Local Government Act 1995 S 5.77 Acknowledging receipt of returns
Power is originally assigned to:	CEO
Statutory Power of Authorisation	Local Government Act 1995 s5.45(2)(b) Other matters relevant to delegations under this Division
Positions Authorised:	Director Corporate Strategy <u>and</u> Performance Manager Council <u>and</u> Corporate Support
CEO's Conditions on Authorisation:	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."	Signed acknowledgement of receipt of Returns to be saved in the appropriate container in the City's Electronic Document Management System.
Compliance Links	Local Government Act 1995 <i>Financial Interest Returns Required – N/A</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/185803	6.
2. CE06-05/17	7.
3. 18/203840	8.
4.	9.
	11.
	12.
	13.
	14.

4.1.24.2.2 AUTHORISATION FOR RECEIPT OF GIFT, BENEFIT AND TRAVEL DISCLOSURE

Function Authorised: <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>	Authority to receive written Gift Disclosures from Council Members [s.5.87A]	
Statutory Power being Authorised:	<i>Local Government Act 1995</i> s.5.87A – Council Members to Disclose Gifts	
Power is originally assigned to:	CEO	
Statutory Power of Authorisation	<i>Local Government Act 1995:</i> s5.45(2)(b) Other matters relevant to delegations under this Division	
Positions Authorised:	Director Corporate Strategy and Performance Manager Council and Corporate Support Coordinator Corporate Support	
CEO's Conditions on Authorisation:	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."	All declarations are to be recorded in the appropriate statutory register.	
Compliance Links	<i>Local Government Act 1995 Section 5.87C, 5.89A provides for statutory compliance provisions.</i> <i>Financial Interest Returns Required – N/A</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 18/203840	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

4.1.34.2.3 AUTHORISATION FOR ATTESTING TO THE AFFIXING OF THE COMMON SEAL

Function Authorised: <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>	Authority to attest to the affixing of the Common Seal to City documents in conjunction with the Mayor [s.9.49A].
Statutory Power being Authorised:	Local Government Act 1995 Section 9.49A (1), (2) and (3)
Power is originally assigned to:	CEO
Statutory Power of Authorisation	<i>Local Government Act 1995:</i> s5.45(2)(b) Other matters relevant to delegations under this Division
Positions Authorised:	All Directors
CEO's Conditions on Authorisation:	As per the City's Execution of Document Policy.
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."	All documentation relative to the decision is to be retained as required by legislation.
Compliance Links	Local Government Act 1995 <i>Execution of Documents Policy and Procedure</i> <i>Financial Interest Returns Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 14/185803	6.
2. 18/203840	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.1.44.2.4 AUTHORISATION FOR EXECUTION OF DOCUMENTS

Function Authorised: <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. [s.9.49A]
Statutory Power being Authorised:	<i>Local Government Act 1995</i> s.9.49A Execution of documents
Power is originally assigned to:	Local Government
Statutory Power of Authorisation	<i>Local Government Act 1995</i> s.9.49A(4) Execution of documents
Authorisation:	Execution to be in accordance with the City of Wanneroo Execution of Documents Policy and Management Procedure.
CEO's Conditions on Sub-delegation:	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."	<i>All uses of the City's common seal are to be recorded in a register maintained for this purpose.</i>
Compliance Links	Local Government Act 1995 <i>Execution of Documents Policy and Procedure</i> <i>Financial Interest Return Required – No</i>
Administration:	
Decision Reference	Decision Reference
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.1.54.2.5 AUTHORISATION FOR PRESIDING AT A COMMITTEE MEETING TO ELECT A PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Function Authorised: <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>	Authority 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 [sch. 2.3(3)].
Statutory Power being Authorised:	Local Government Act 1995 Sch.2.3 (3) CEO to preside
Power is originally assigned to:	CEO
Statutory Power of Authorisation	<i>Local Government Act 1995:</i> s5.45(2)(b) Other matters relevant to delegations under this Division
Positions Authorised:	All Directors
CEO's Conditions on Authorisation:	The person presiding should be the Director directly involved with the Administration of the Committee
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."	Record of person presiding to be retained in meeting minutes. <i>Financial Interest Return Required – N/A</i>
Compliance Links	<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>
Delegation Administration:	
Decision Reference	Decision Reference
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.1.64.2.6 AUTHORISATION FOR ADMINISTRATIVE CHANGES TO THE DELEGATED AUTHORITY REGISTER

Function Authorised: <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>	Authority to effect administrative, non-substantive changes to the Delegated Authority Register.
Statutory Power being Authorised:	Local Government Act 1995 s5.46 Register of, and records relevant to, delegations to CEO and employees
Power is originally assigned to:	CEO
Statutory Power of Authorisation	Local Government Act 1995: s5.46(2)(b) Other matters relevant to delegations under this Division
Positions Authorised:	Executive Manager Governance <u>and</u> Legal
CEO's Conditions on Authorisation:	N/A
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."	A record is to be maintained of all changes authorised
Compliance Links	Local Government Act 1995 <i>Financial Interest Return Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 18/333025	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.1.74.2.7 AUTHORISATION FOR ADMINISTRATIVE CHANGES TO THE CODE OF CONDUCT

Function Authorised: <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>	Authority to effect administrative, non-substantive changes to the Code of Conduct.
Statutory Power being Authorised:	Local Government Act 1995 s.5.51A Code of conduct for employees
Power is originally assigned to:	CEO
Statutory Power of Authorisation	Local Government Act 1995: s5.46(2)(b) Other matters relevant to delegations under this Division
Positions Authorised:	Executive Manager Governance <u>and</u> Legal
CEO's Conditions on Authorisation:	N/A
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."	A record is to be maintained of all changes authorised
Compliance Links	Local Government Act 1995 <i>Financial Interest Return Required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1.	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	14.

4.2 4.3 CORRUPTION CRIME AND MISCONDUCT ACT 2003 – AUTHORISATION TO SUBMIT NOTIFICATIONS

Function Authorised: <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. Authority 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; and 2. Authority 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.	
Statutory Power being Authorised:	<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	
Power is originally assigned to:	Principal Officer (Chief Executive Officer)	
Statutory Power of Appointment		
Appointment:	Executive Manager Governance and Legal	
Conditions on Appointment:	Notifications to be made in consultation with the CEO	
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>	All notifications are to be recorded in the appropriate file or register	
Compliance Links	<i>Financial Interest Returns Required - No</i>	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 18/333025	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

5 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 2nd 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 Brooking
Shire of Broome
Shire of Broomehill-Tambellup
Shire of Bruce Rock
City of Bunbury
Shire of Busselton
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.

PROK

- (vi) section 163 of the *Planning and Development Act 2005* in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the *Heritage of Western Australia Act 1990*, or of which such a place forms part;
- (vii) section 171A of the *Planning and Development Act 2005* in respect of a prescribed development application (as that term is defined in that section of that Act).

Shire of Gingin
 Shire of Gnowangerup
 Shire of Goomalling
 City of Gosnells
 Shire of Halls Creek
 Shire of Harvey
 Shire of Irwin
 Shire of Jerramungup
 City of Joondalup
 Shire of Kalamunda
 City of Kalgoorlie-Boulder
 Shire of Katanning
 Shire of Kellerberrin
 Shire of Kent
 Shire of Kojonup
 Shire of Kondinin
 Shire of Koorda
 Shire of Kulin
 City of Kwinana
 Shire of Lake Grace
 Shire of Laverton
 Shire of Leonora
 City of Mandurah
 Shire of Manjimup
 Shire of Meekatharra
 City of Melville
 Shire of Menzies
 Shire of Merredin
 Shire of Mingenew
 Shire of Moora
 Shire of Morawa
 Town of Mosman Park
 Shire of Mount Magnet
 Shire of Mt Marshall
 Shire of Mukinbudin
 Shire of Mundaring
 Shire of Murchison
 Shire of Murray
 Shire of Nannup
 Shire of Narembeen
 Shire of Narrogin
 Town of Narrogin
 City of Nedlands
 Shire of Ngaanyatjaraku
 Shire of Northam
 Shire of Northampton
 Shire of Nungarin
 Shire of Peppermint Grove
 Shire of Perenjori
 City of Perth
 Shire of Pingelly
 Shire of Plantagenet
 Town of Port Hedland
 Shire of Quairading
 Shire of Ravensthorpe
 City of Rockingham
 Shire of Roebourne
 Shire of Sandstone
 Shire of Serpentine Jarrahdale
 Shire of Shark Bay
 City of South Perth
 City of Stirling
 City of Subiaco
 City of Swan

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

Function Delegated: <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 approve 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
Statutory Power being Delegated:	<i>Environmental Protection (Noise) Regulations 1997</i> s.13(3)(c) Construction sites
Power is originally assigned to:	Chief Executive Officer of the Department of Environmental Regulation
Statutory Power of Delegation:	<p><i>Environmental Protection Act 1986</i> 20. Delegation by CEO <i>Government Gazette No. 71, 16 May 2014</i> Part 2 Environment Delegation No. 119</p> <p>EV405*</p> <p style="text-align: center;">ENVIRONMENTAL PROTECTION ACT 1986 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— Hon ALBERT JACOBS JP MLA, Minister for Environment: Heritage.</p>
Power Delegated to:	The holder for the time being of the officer of Chief Executive Officer under the <i>Local Government Act 1995</i> 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.
Conditions on Delegation:	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.
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) 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.	
Compliance Links	Financial Interest Return required – No	
Delegation Administration:		
Decision Reference	Decision Reference	Decision Reference
1. 16/238647	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.

Proposed Changes - Annual Review

5.3 ENVIRONMENTAL PROTECTION ACT 1986 – ENVIRONMENTAL PROTECTION NOTICE

Function Delegated: <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.
Statutory Power being Delegated:	<i>Environmental Protection (Noise) Regulations 1997</i> 13. Construction sites (3)(c)
Power is originally assigned to:	Chief Executive Officer of the Department of Environmental Regulation
Statutory Power of Delegation:	<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>ENVIRONMENTAL PROTECTION ACT 1986 Section 20 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 9th 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>
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) 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 notices issued under this delegation are to be recorded in the appropriate container or register.	
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.

5.4 ENVIRONMENTAL PROTECTION ACT 1986 – NOISE MANAGEMENT PLANS – KEEPING LOG BOOKS, NOISE CONTROL NOTICES, CALIBRATION AND APPROVAL OF NON-COMPLYING EVENTS

<p>Function Delegated: <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> <ol style="list-style-type: none"> Waste collection and other works – noise management plans relating to specified works under regulation 14A or 14B; 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); Community activities – noise control notices in respect of community noise under regulation 16; Motor sport venue – noise management plans in relation to motor sport venues under Part 2 Division 3; Shooting venues – noise management plans in relation to shooting venues under Part 2 Division 4; Calibration results – requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4; 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: <ol style="list-style-type: none"> Sub regulation 18(13)(b) is not delegated.
<p>Power is originally assigned to:</p>	<p>Chief Executive Officer of the Department of Environmental Regulation</p>
<p>Statutory Power of Delegation:</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;">ENVIRONMENTAL PROTECTION ACT 1986 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> <ol style="list-style-type: none"> waste collection and other works—noise management plans relating to specified works under regulation 14A or 14B; 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); community activities—noise control notices in respect of community noise under regulation 16; motor sport venues—noise management plans in relation to motor sport venues under Part 2 Division 3; shooting venues—noise management plans in relation to shooting venues under Part 2 Division 4; calibration results—requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4; 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— <ol style="list-style-type: none"> Subregulation 18(13)(b) is not delegated. <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) 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 notices issued or 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.

5.5 DEPARTMENT OF ENVIRONMENTAL PROTECTION - APPOINTMENT OF DESIGNATED PERSON - INFRINGEMENT NOTICE REVIEW

Function Authorised: <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.
Statutory Power being Delegated:	<i>Environmental Protection Act 1986</i> 99K Content of infringement notice 99M Extending time to pay modified penalty 99N Withdrawing infringement notice
Power is originally assigned to:	Chief Executive Officer of the Department of Environmental Regulation
Statutory Power of Delegation:	<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 EP401* ENVIRONMENTAL PROTECTION ACT 1986 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.
Power Delegated to:	Any person for the time being holding or acting in the Office of the Chief Executive Officer of a local government
Conditions on Delegation:	Nil
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) 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>
Compliance Links	<i>Financial Interest Return required – No</i>
Delegation Administration:	
Decision Reference	Decision Reference
1. 16/427246	6.
2.	7.
3.	8.
4.	9.
	11.
	12.
	13.
	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

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"> (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (b) Development with potential for a significant increase in traffic using any access, either directly or indirectly, onto the road reservation; or (c) Development, which involves direct vehicle access to and/or from the regional road reservation. 	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"> (a) Development, including earthworks and drainage, which encroaches or impacts upon the road reservation; or (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 (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"> • all or part of the proposed development is within the regional road reservation; and • has a construction value greater than \$50 000; or (f) Development on a lot affected by the regional road reservation where— <ul style="list-style-type: none"> • none of the proposed development is within the regional road reservation; and • has a construction value greater than \$250 000 	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

- 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.
- 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.
- 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*

Extract from Government Gazette #8 18 January 2022

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

18 December 2018

GOVERNMENT GAZETTE, WA

4825

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.

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.

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.

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.

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"> Any Compliance Officer Any other Officer of the Department 	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 & 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	PS05-12/21	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
14/06/2022	CE03-06/22	14/180898v6	Annual Review
29/06/2022	Administrative	22/243939	Amendment to designation of CBFCO as per legislation.
13/09/2022	CE03-09/22	22/323074	Addition of Delegation 1.1.35 (Appointment of Poundkeepers) and amendment to Delegation 1.2.7

			(Appointment of Authorised Persons)
12/11/2022	Administrative	PS10-10/22	Repeal of Private Property Local Law 2001 (GG153/2022)
22/11/2022	Administrative	CP06-11/22	Gazettal of Bush Fire Brigades Local Law 2022 (repeal of Bush Fire Brigades Local Law 2001) (GG166/2022)
12/06/2023	Administrative	CS03-06/23	Change to delegation 1.1.28 – Ministerial Order in relation to financial hardship provisions under the Local Government (COVID-19) Amendment Order ended 3 February 2023.
12/06/2023	CE02-06/23	14/180898v8	Annual Review – Administration (Internal Copy)
12/06/2023	CE02-06/23	23/200215	Annual Review – Website Copy (External Copy)
12/10/2023	Administrative	23/353411	Manager Finance title changed to Chief Financial Officer update reflected in delegations 1.1.22, 1.1.23, 1.1.24, 1.1.25, 1.1.26 and 1.1.29
19/12/2023	Administrative	23/437872	Scheme Amendment 172 requires changes to delegation text

CE03-05/24 Submission to Department of Local Government Sport and Cultural Industries on Standardised Meeting Procedures

File Ref: 2409V04 – 24/134668
Responsible Officer: Chief Executive Officer
Attachments: 3

Issue

To consider the City of Wanneroo's (**the City**) response to the Department of Local Government Sport and Cultural Industries (**the Department**) consultation paper on the development of new regulations and guidance materials for standardise meeting procedures.

Background

The Department is implementing several reforms to the *Local Government Act 1995* (**the Act**) to improve transparency and accountability in local government in Western Australia and deliver benefits to ratepayers and residents.

Standardising meeting procedures is part of these reforms and establishing a consistent approach will make it easier and simpler for people to participate in and observe council meetings, wherever they are held.

The proposed statewide regulations will replace existing local government meeting procedures and an order of the Governor under section 3.17 of the Act will repeal any local laws relating to meeting procedures once the regulations are enacted.

Detail

The Department has extended an invitation to all stakeholders, including but not limited to local government council members, chief executive officers and local government employees (**Attachment 1**). Responses are due by Wednesday, 29 May 2024.

The WA Local Government Association (**WALGA**) has also developed and circulated a discussion paper to all local governments (**Attachment 2**) which melds with the Department's Consultation Paper content. WALGA state that their comments are intended to provoke thought and lead to a considered response to the 34 questions posed by the Department. Given that the City was unable to meet WALGA's deadline of 29 April 2024, Administration will provide a copy of the City's joint submission to the Department following approval by Council.

The intent of this report is to collaborate with Council to submit a joint response to both WALGA and the Department, aiming to provide a succinct and unified perspective on the matter.

Consultation

The Local Government Reform is progressing, with a focus now on Standardised Meeting Procedures under the *Local Government Act 1995*. The City's directorates have actively participated, sharing their insights and suggestions which are included in **Attachment 1**.

Council members were consulted during the Council Forum held on 7 May 2024 with their feedback incorporated in **Attachment 3** and a consolidated position will be submitted to both WALGA and the Department once adopted by Council.

Comment

WALGA have stated that *“it recognises the challenge inherent in developing standardised meeting procedures and the potential they may differ significantly from, or even exclude, well-entrenched Local Law practices and procedures applied at Council and Committee meetings”*.

As noted in a separate report to Council Members relating to the review of the Council Member, Committee Member and Candidate Code of Conduct (**the Code**) Complaint Policy, there is an inclusion in the City’s existing Standing Orders Local Law to make provision for the determination of Complaints made under the Code by Council. It remains to be seen what, if any provisions will be included in the Standard to address the determination of Complaints.

Administration has included comments regarding this as part of its submission shown at **Attachment 1** and has also separately lobbied WALGA to advocate on behalf of the City to either ensure that an effective process is considered to deal with Code Complaints in the Standard or that the Department consider reviewing the legislative requirement and adopt a process similar to that used to determine Division 4 Complaints.

Given that local government manage Code Complaints in many different ways it is unlikely that the Department will include provisions in the Standard.

Participating in the consultation process is therefore crucial to developing workable standardised meeting procedures.

Statutory Compliance

Section 3.5 of the Local Government Act 1995 states that –

“3.5. Legislative power of local governments

- (1) A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.”*

Section 3.17 of the Local Government Act 1995 states that –

“3.17. Governor may amend or repeal local laws

- (1) The Governor may make local laws to amend the text of, or repeal, a local law.*
- (2) Subsection (1) does not include the power to amend a local law to include in it any provision that bears no reasonable relationship to the local law as in force before the amendment.*
- (3) The Minister is to give a local government notice in writing of any local law that the Governor makes to amend the text of, or repeal, any of the local government’s local laws.*
- (4) Section 5.94 applies as if a local law made under this section by the Governor were a local law made by the local government in accordance with section 3.12.*
- (5) The reference in the Interpretation Act 1984 section 42(8)(b) to local laws includes local laws made under this section by the Governor”.*

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 Appetite Statement

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.

Risk Management Considerations

Risk Title	Risk Rating
ST-S25 Legislative Reform or Changes	Low
Accountability	Action Planning Option
Chief Executive Officer	Manage

Risk Title	Risk Rating
CO-C01 Compliance Framework	Low
Accountability	Action Planning Option
Executive Manager Governance and Legal	Manage

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Moved Cr Wright, Seconded Cr Berry

That Council ENDORSES the City of Wanneroo submission (as set out in Attachment 3) in response to the Department of Local Government, Sport and Cultural Industries request for feedback on the proposals to implement Standardised Meeting Procedures.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Attachments:

1	Attachment 1 - Local Government - Standardised Meeting Procedures Consultation Paper	24/72066
2	Attachment 2 - WALGA Standardised Meetings Discussion Paper - March 2024	24/104233
3	Attachment 3 - Meeting Procedures Standard Consultation Paper - Comments Table - Council Version	24/137710



Department of
**Local Government, Sport
and Cultural Industries**

Local Government Reform

Consultation Paper

Standardised Meeting Procedures

February 2024



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Privacy statement

Submissions will be treated as public documents unless explicitly requested otherwise.

If you do not consent to your submission being treated as a public document, you should mark it as confidential or specifically identify the confidential information, and include an explanation.

Even if your submission is treated as confidential, it may still be required to be disclosed in accordance with the requirements of the [Freedom of Information Act 1992](#) (WA) or any other applicable written law.

The Department of Local Government, Sport and Cultural Industries reserves the right to redact any content that could be regarded as racially vilifying, derogatory or defamatory to an individual or an organisation.

Introduction

The State Government is implementing a number of reforms to the [Local Government Act 1995](#) (the Act) to improve transparency and accountability in local government in Western Australia and deliver benefits to ratepayers and residents.

Standardising council and committee procedures is part of these reforms. Establishing a consistent approach to all local government council and committee meetings will make it easier and simpler for people to participate in and observe council meetings, wherever they are held.

Establishing one standard is expected to simplify and improve training for council members and local government staff. It can also strengthen the enforcement of breaches of meeting procedures (for instance, if a person repeatedly and unreasonably disrupts a meeting).

Currently, it is usual practice for local governments to have local laws and policies in place to govern the conduct of council meetings. However, this approach means that there can be variation in how members of the public can engage with council meetings.

The [Local Government Amendment Act 2023](#) inserts section 5.33A, to allow standardised meeting procedures for all local governments to be made in the form of Regulations or model provisions.

The State Government intends under section 5.33A to make Regulations that apply to all local governments and an order of the Governor under section 3.17 of the Act to repeal all existing local government meetings procedures, standing orders or council meeting local laws.

It is intended that the new standard meeting procedures (also known as “standing orders”) apply to all council and committee meetings held by local governments. It is also intended that Regulations will contain consistent rules for how meetings are held.

It is envisaged that relevant elements of Parts 2 and 3 of the [Local Government \(Administration\) Regulations 1996](#) (the Regulations) would be incorporated into the new standardised meeting procedures.

The Department of Local Government, Sport and Cultural Industries (DLGSC) will also develop reference materials for council members, local government staff and communities to assist in ensuring consistency throughout the sector.

Note: Unless otherwise specified in this paper, the word **meeting** refers to both a council or a committee meeting and the word **member** refers to both a council and a committee member.

Consultation process

You may choose to answer all or some of the questions in the consultation paper, and/or provide a submission that raises related matters not included in this consultation paper.

The DLGSC invites local governments, council members, Chief Executive Officers (CEOs), local government employees, groups and associations, and members of the community to consider the proposals and provide feedback.

Our preferred method for providing a submission is our [online feedback form](#).

Specific questions have been targeted to certain meeting procedure topics to better understand the variety of existing approaches currently used by the sector. The DLGSC is interested in learning more about how existing approaches work well in practice; and how reforms can be structured to improve transparency and public involvement, simplify the way meetings are conducted, and promote uniformity throughout the sector.

Although it is preferred that the feedback form is used to guide responses, general submissions and suggestions on any relevant topic can be provided via email to actreview@dlgsc.wa.gov.au

Part 1: General meeting process

1. Calling meetings

The calling of council meetings is outlined in sections 5.5 to 5.7 of the Act, and in existing regulations 12 to 14. Amendments are proposed to add new requirements for the oversight of special council meetings that are held at short notice and prevent any meeting from being held at an unreasonable time of day. It is important that special meetings are only convened in appropriate circumstances. Regulations are proposed to require:

- a minimum of 24 hours' notice to convene a special council meeting
- that notice to convene a special council meeting may be done with less than 24 hours' notice if an absolute majority of council members call the meeting
- that a meeting cannot commence any earlier than 8 am or later than 8 pm.

1. Is it suitable to allow for a special council meeting to be convened with less than 24 hours' notice if an absolute majority of council members call the meeting? Yes / No

(a) If no, please provide a suggested alternative.

2. Are there any circumstances where meetings must start earlier than 8 am or later than 8 pm? Yes / No

(a) If yes, please provide examples and the suggested alternative.

2. Agendas and order of business

It is proposed to broadly retain existing requirements for local governments to publish meeting agendas.

It is proposed that the general order of meetings be outlined in the Regulations for consistency across the local government sector. However, a council or committee may decide to consider business in a different order, provided that the other requirements of the Regulations (such as public question time being held before any decisions are made) are still met.

Regulations are proposed to outline the following order of business:

- opening (local governments will still be able to continue their own practices for opening meetings, such as making acknowledgements, prayers, opening statements, etc.)
- recording attendance
- public question time (see section 6)
- public presentations and petitions (see sections 7 and 8)
- members' question time (see section 12)
- confirmation of previous minutes (see section 15)
- reports from committees and the CEO
- motions from members
- urgent business
- matters for which the meeting may be closed
- closure.

3. Is the proposed order of business suitable? Yes / No

(a) If no, please provide a suggested alternative.

3. Urgent business

Currently, individual local governments' meeting local laws and policies may vary in how urgent business is raised at a meeting. Existing local laws and policies provide various procedures for urgent business to be considered at a council meeting. Broadly, these procedures seek to limit the use of urgent business to only the most exceptional circumstances.

Regulations are proposed to allow the CEO to introduce an item without notice in cases of urgency if:

- an absolute majority of the council resolve to hear the matter at the meeting, and
- the item is clearly marked as urgent business.

It is proposed that DLGSC must be notified each time this occurs, within 7 calendar days, to ensure this process is only used in exceptional circumstances.

Urgent business may only be heard after public question time (see section 6).

4. Are the proposed requirements for urgent business suitable? Yes / No

(a) If no, please provide a suggested alternative.

4. Quorum

Existing regulation 8 addresses the process for when there isn't a quorum at a meeting.

Amendments are proposed to provide for the following where a quorum is lost or not present:

- if no quorum is present within 30 minutes of the time set for the meeting, the meeting lapses
- where quorum is lost during a meeting:
 - ☐ the meeting proceeds to the next item of business if it is due to members leaving because of a financial or proximity interest
 - ☐ the meeting is adjourned for 15 minutes for any other reason and if quorum cannot be reformed, the meeting is closed
- where quorum is lost, the names of the members then present are to be recorded in the minutes.

5. Are the proposed requirements for when a quorum is not present or lost suitable? Yes / No

(a) If no, please explain why and the suggested alternative, if any.

5. Adjourning a meeting

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late. Regulations are proposed to provide that:

- council may decide to adjourn a meeting to another day, time and place to resume from the point it adjourned
- a presiding member may adjourn a meeting for 15 minutes to regain order of a meeting that has been disrupted
- if a meeting is adjourned for a second time due to disruption, a presiding member must adjourn the meeting to another day, time or place (not on the same day), with notice being published on the local government's website.

It is also proposed that if a meeting is continuing and it reaches 10:45 pm:

- the council or committee may decide to either extend the meeting for a further 15 minutes to allow for any remaining business to be concluded or determine to adjourn the meeting

- if any business remains at 11 pm, the meeting must adjourn to a day and time which is at least 10 hours later to deal with any outstanding agenda items and a notice must be published on the local government's website listing when the meeting will resume.

6. Is 11 pm an appropriate time for when a meeting must be adjourned? Yes / No

(a) If no, what is the suggested alternative?

Part 2: Public participation

6. Public question time

Currently, the Act and Regulations require that public question time is to be made available at every council meeting and certain committee meetings.

Regulation 6 requires that at least 15 minutes is to be made available for public questions at those meetings. However, question time may be extended if there are further questions; the time may also be used for other business if there are no further questions.

Regulation 7 also provides that question time must be held before substantive decisions are made at that meeting.

Currently, the practice at many local governments is that a person who wishes to ask a question attends the meeting (either physically in-person or by electronic means) to ask their question. However, it is proposed that regulations allow for a personal representative of a person to ask a question. This provides an alternative avenue for someone who may be unable to attend a meeting to have their question raised.

Currently, individual local governments meeting local laws and policies may contain processes for members of the public to raise questions. Some requirements, such as rules requiring a person to lodge a question in writing before a meeting, may prevent a person who is not familiar with those requirements from being able to ask a question.

New standardised requirements are proposed to expand the existing Regulations to require that:

- a member of the public only needs to provide their name and suburb/locality (and not any other information) before asking a question
- a person is not required to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question)
- a local government may still require a person, or their personal representative, to attend a meeting to ask a question lodged in writing in advance of the meeting for it to be addressed at that meeting
- questions must not take more than 2 minutes to ask, including a relevant preamble, unless the presiding member grants an extension of time
- if other people are waiting to ask questions, the presiding member will seek to provide equal opportunity for people to ask questions (for instance, by moving to the next person waiting after someone has asked 3 questions, and returning to the first person if time allows)
- any questions are to be answered by the presiding member, or a relevant member (nominated by the presiding member), the CEO, or an employee nominated by the CEO
- if a question, or a question of a similar nature, was asked and answered in the previous 6 months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer
- no debate of a question or answer is to take place
- questions may be taken on notice by the person who is answering the question
- when a question is taken on notice, a response is to be given to the member of the public in writing and a copy of the answer is to be included in the agenda of the next ordinary meeting
- the presiding member may reject questions that contain offensive language or reflect adversely on others but must provide opportunities for the question to be rephrased.

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- 7. Is the existing minimum allocation of 15 minutes for public question time sufficient? Yes / No**
 (a) If no, what minimum time limit do you suggest?
- 8. Is 2 minutes enough time for a member of the public to ask a question? Yes / No**
 (a) If no, what time limit or other method of allocating questions do you suggest?
- 9. Should any other standard requirements for public question time be established? Yes / No**
 (a) If yes, please provide details.
- 10. Should a personal representative be able to ask a question on behalf of another person? Yes / No**
 (a) If no, please provide your reasons.

7. Presentations at council

Local governments commonly allow for presentations (also known as deputations) to be made to inform council decisions. Councils may set a policy for whether they hear presentations at council meetings and/or committee meetings, or at other meetings, and the circumstances in which a presentation may be heard.

It is proposed that local governments will continue to have discretion to choose whether and when to hear presentations.

To allow for a decision to be made in advance of the meeting, it is proposed that either the presiding member or CEO will make the decision on whether a presentation is heard at a meeting, based on any policy established by the council.

Accordingly, it is proposed that a council may establish a policy that determines:

- the types of meetings at which presentations may be heard
- whether the responsibility for making decisions on presentation requests sits with either the presiding member or CEO
- any other matters to guide the presiding member or CEO's decision making towards requests.

New Regulations are also proposed to:

- allow a person, or group of people, to lodge a request in accordance with the council's policy to provide a presentation at least 48 hours before the meeting
- require the presiding member or CEO to decide and provide a response to the person requesting the presentation by 12 noon the day of the meeting
- provide that if the presiding member or CEO refuses an application, they are to provide their reasons to the applicant and advise of the refusal at the meeting
- limit presentations to 5 minutes (not including questions) unless there is a resolution to extend the time limit
- allow council and committee members to ask questions of presenters.

- 11. Should the Regulations specify that a request to make a presentation must relate to an item on the agenda for the relevant meeting? Yes / No**
 (a) If no, please provide reasons.
- 12. Is 48 hours of notice sufficient to administer an application from a member of the public to present to a meeting? Yes / No**
 (a) If no, please provide reasons and suggest an alternative.

13. Should a standard time limit be set for public presentations? Yes / No

(a) If no, please provide reasons.

14. Would 5 minutes be a suitable time limit for public presentations? Yes / No

(a) If no, please provide reasons and suggest an alternative.

8. Petitions

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament.

Regulations are proposed to:

- enable any person to petition a local government by lodging a petition to the council on any matter, including petitions which may be critical of actions or decisions of the local government
- require the lead petitioner to provide their contact details
- require any person signing a petition to state their suburb/town, and declare whether they are residents and/or electors of the district
- require the petitioner to tally the number of signatories
- limit rejection of a petition to only when it is not in the prescribed form
- require that the council is to consider each petition and must determine how it is to respond, such as by seeking a report from the CEO
- allow local governments to establish an electronic petitioning system if they wish
- require all petitions received and outcomes from petitions to be summarised in a report to the annual meeting of electors.

15. Do the proposed regulations provide an effective system for managing petitions? Yes / No

(a) If no, please provide reasons and suggested alternatives.

Part 3: Conduct of debate**9. Orderly conduct of meetings**

New Regulations are proposed to create a duty for all people present at a meeting to:

- ensure that the business of the meeting is attended to efficiently and without delay
- conduct themselves courteously at all times
- allow opinions to be heard within the requirements of the meetings procedures.

It is also proposed that the Regulations:

- allow members to raise points of order to bring the presiding member's attention to a departure from procedure
- provide that it is a minor breach for a presiding member to preside in a manner which is unreasonable or contravenes the requirements of the Act or Regulations
- empower the presiding member to call a person to order and:
 - should a member not comply with a third call to order, the presiding member may direct them to speak no further (but they may continue to cast their vote) for the remainder of the meeting, with failure to adhere to the direction being a minor breach

- if any other person does not comply with one call to order, the presiding member may direct them to leave the meeting, with failure to do so being an offence
- provide that a council may vote to rescind a direction made by a presiding member for a member to not speak further during a meeting
- provide that a member who has had a direction made against them to not speak further cannot move or second a motion that attempts to rescind the decision.

**16. Do these measures provide a suitable framework to maintain order in meetings?
Yes / No**

(a) If no, what are the suggested changes?

10. Motions and amendments

Existing meeting procedures address many matters relating to the processes of decision making. This includes motions and amendments (including foreshadowed and alternate motions), notices of motion by members, reasons for changes to the CEO's recommended motion, passing motions "en bloc", and how voting occurs. The existing system of motions (including foreshadowed, amendment, alternate and revocation motions) are proposed to be broadly maintained.

Council members may raise motions that are not part of the agenda of a meeting to recommend a proposal for consideration. For instance, a motion might propose a new policy or decision.

Local governments commonly require notice of a motion to be provided in advance of a council meeting. This is to allow council members time to review the motion and for the CEO and administration to provide advice needed to assist council members with making a decision on a motion.

Providing notice to other council members, the CEO and administration can support a more fulsome consideration of the motion.

Regulations are proposed to require council members to provide written notice of motions at least 1 calendar week before the council meeting commences. This would generally allow those motions to be included in the meeting agenda, which must be published 72 hours before the commencement of the meeting.

It is proposed that council members will still be able to move amendments and alternative motions during debate on agenda items without providing written notice in advance of the meeting. This provides for members to be able to consider all options and suggestions for an item included in the agenda of a meeting.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

17. Is a period of 1 calendar week an appropriate notice period for motions? Yes / No

(a) If no, what is your suggested alternative?

18. Are these proposals for motions suitable? Yes / No

(a) If no, please provide reasons.

11. Debate on a motion

The practice of motions being moved and seconded and debate alternating between speakers for and against the motion is used in meeting procedures statewide.

Some local governments have a further requirement where if a motion is not opposed, no debate occurs, and the motion is recorded as passing unanimously.

Regulations are proposed to provide for the following rules for formal debate on a motion or amendment:

- any motion must be seconded before it may be debated (or carried without debate)
- a motion is carried without debate if no member is opposed to the motion

- if a member is opposed, the mover and seconder may speak and are followed by alternating speakers against and for the motion, with a final right of reply for the mover
- speeches must be relevant to the motion under debate and no member must speak twice – except for the mover's right of reply, or if the council decides to allow further debate
- no member can speak for longer than 5 minutes without the approval of the meeting.

19. Do you support these rules for formal debate on a motion or amendment? Yes / No

(a) If no, what is your suggested alternative?

20. Is 5 minutes a suitable maximum speaking time during debate? Yes / No

(a) If no, what should be the default maximum speaking time?

21. Is a general principle against speaking twice on the same motion suitable? Yes / No

(a) If no, please provide reasons.

12. Questions by members

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a "questions from council members" period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members can ask the CEO questions related to any item on an agenda by providing the question in writing by 12 noon the day before the meeting
- council member questions are to be answered during the "questions from council members" agenda item
- council members must seek permission from the presiding member to ask the CEO clarifying questions during debate.

22. Should the new standardised provisions include a maximum time limit for the "questions from council members" agenda item? Yes / No

(a) If no, please provide details.

23. Is 1 day of notice for a question from a council member sufficient? Yes / No

(a) If no, what is your suggested alternative and why?

24. Is it appropriate for the presiding member to consider whether to allow a member to ask clarifying questions during debate? Yes / No

(a) If no, what is your suggested alternative and why?

13. Procedural motions

Various procedural motions are provided for in each local governments' meeting procedures. They help with managing a meeting effectively and democratically.

Regulations are proposed to provide for the following procedural motions to be put without debate:

- a motion to vary the order of business (e.g. to move a report in the order of business so it is considered earlier)
- a motion to adjourn debate to another time
- a motion to adjourn the meeting
- a motion to put the question (close debate)

- a motion to extend a member's speaking time
- a motion to extend public question time
- a motion to extend the time for a public presentation
- a motion to refer a motion to a committee or for the CEO to provide a new or updated report to a future meeting
- a motion of dissent in the presiding member's ruling (for example, to overturn the presiding member's direction that a member does not speak further)
- a motion to close a meeting to the public in accordance with the Act.

25. Should any of these procedural motions not be included? Yes / No

(a) If yes, please identify which motions and why they should not be included.

26. Are any additional procedural motions needed? Yes / No

(a) If yes, please provide suggestions and explain why.

14. Adverse reflection

In addition to aspects of the model code of conduct, existing meeting procedures seek to prevent inappropriate language and adverse reflections from occurring at meetings.

Regulations are proposed to provide that:

- a person, including a member, cannot reflect adversely on the character of members, employees or other persons – if they do so they must withdraw their remark
- members cannot adversely reflect on the decisions of the council, except in making a motion to revoke or change a decision
- failure to withdraw adverse reflection is to be dealt with as disorderly conduct (including as a potential minor breach)
- a member who is concerned about a remark that may be an adverse reflection may raise a point of order with the presiding member.

27. Are there any circumstances where a person should be able to adversely reflect on another council member, an employee or a decision of the local government? Yes / No

(a) If yes, please provide more information to explain the circumstances.

Part 4: Other matters

15. Meeting minutes and confirmation

Existing meeting procedures provide for the method of confirmation of the minutes. It is proposed to amend the Regulations to provide a clear process for correcting minutes by:

- allowing a member who identifies errors with unconfirmed minutes to provide a CEO with any proposed corrections by 12 noon the day before a meeting at which the minutes are to be confirmed
- requiring any proposed corrections to the minutes to be presented to council for a decision with a recommendation from the CEO
- Requiring DLGSC to be notified if a local government fails to adopt or defers confirmation of the minutes of a meeting.

28. Is 1 day sufficient notice for a proposed correction to the minutes? Yes / No

(a) If no, how much notice should be required and why?

16. Electronic meetings and attendance

In 2020, Regulations were introduced in response to the COVID-19 pandemic to enable councils to hold meetings electronically and for council members to attend using electronic means. This allowed councils to continue making critical decisions during the pandemic. The use of videoconferencing and the adoption of livestreaming has also encouraged public access and participation in local government.

On 9 November 2022, the [Local Government \(Administration\) Amendment Regulations 2022](#) took effect, meaning local governments could conduct council and committee meetings electronically outside of emergency situations and that council and committee members could attend in-person meetings using electronic means, such as videoconferencing.

The State Government committed to a public consultation process to gain feedback on the effect of these changes following 12 months of operation.

29. Has the change to enable electronic meetings to occur outside of emergency situations been helpful? Yes / No / Unsure or unable to comment

(a) If no, please explain why.

30. Has the ability for individual members to attend meetings electronically been beneficial? Yes / No / Unsure or unable to comment

(a) If no, please explain why.

31. Do you think any changes to electronic meetings or electronic attendance are required? Yes / No / Unsure or unable to comment

(a) If yes, please provide details of the changes and explain why they are needed.

17. Council committees

Sections 5.8 to 5.18 of the Act provide for the establishment of committees that may assist with decision-making. Section 7.1A provides for the establishment of an audit committee. The standardised meeting procedures will only apply to those committees established under sections 5.8 and 7.1A.

It is proposed that provisions for committees be similar to requirements for council meetings. Committees may need to provide a more flexible meeting environment, in terms of time limitations and procedure, to facilitate the consideration of issues in detail. This is reflected in meeting procedures across the State.

Regulations are proposed to provide that:

- a committee meeting is to be called when requested by the presiding member of the committee, the mayor or president, or a third of the committee's members
- certain meeting procedures such as the order of debate, speaking twice and time limits do not apply to a committee
- a committee is answerable to the council and must provide at least 1 report to council on its activities each year.

32. Are any other modifications needed for committee meetings? Yes / No

(a) If yes, please provide details of the modifications and explain why.

18. Meetings of electors

The Act establishes that the mayor or president is to preside at electors' meetings, and any resolutions passed by an electors' meeting are considered at a following council meeting.

As electors' meetings are quite different to council meetings, comment is sought about whether parts of the proposed standard should apply for electors' meetings.

33. Should parts of the proposed standard apply at electors' meetings? Yes / No

(a) If yes, please explain what may be required.

19. Any other matters

Feedback is welcome on any other element of local government meetings for consideration in the further development of the new Regulations.

34. Do you have any other comments or suggestions for the proposed new Regulations?

(a) If yes, please explain what may be required.

Appendix: Example timeline for an ordinary council meeting

For this example, the local government holds its ordinary council meetings on the second Tuesday of every month. March 2024 has been used as an example.

Day/time	Task	Requirements
Tue 5 March 6 pm	Deadline for council members to provide written notice of motions.	<ul style="list-style-type: none"> Council members must provide written notice of motions at least 1 calendar week before the day of an ordinary council meeting.
Sat 9 March 6 pm	Deadline for publishing ordinary council meeting agenda. In practice, the local government publishes the agenda prior to close of business Friday.	<ul style="list-style-type: none"> An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.
Sun 10 March 6 pm	Deadline for member of the public to lodge a request to present on an agenda item.	<ul style="list-style-type: none"> A person or group of people can lodge a request with the CEO to provide a presentation on an agenda item but must do so at least 48 hours before the meeting.
Mon 11 March 12 noon	Deadline for council members to provide written notice of questions that will be asked about agenda items at the ordinary council meeting.	<ul style="list-style-type: none"> Council members must submit questions about agenda items to the CEO in writing by 12 noon the day before the meeting.
Tue 12 March 12 noon	Presiding member or CEO (in accordance with policy) to decide whether members of the public can present on agenda items and provide a response to people making requests.	<ul style="list-style-type: none"> The presiding member or CEO must decide and provide a response to a person requesting to make a presentation on an agenda item by 12 noon the day of the meeting. If an application is refused, the presiding member or CEO must provide their reasons and advise of the refusal at the meeting.
Tue 12 March 6 pm	Ordinary council meeting.	<ul style="list-style-type: none"> Meeting must finish by 11 pm.
Wed 13 March 9 am	Adjourned meeting can begin if scheduled meeting was adjourned due to reaching 11 pm.	<ul style="list-style-type: none"> If a meeting needs to be adjourned because it reaches 11 pm, the meeting to deal with outstanding items must be at least 10 hours after the original meeting was adjourned.
Tue 19 March 6 pm	Deadline for notifying DLGSC of any urgent business considered at the ordinary council meeting.	<ul style="list-style-type: none"> The DLGSC must be notified within 7 calendar days each time urgent business is considered at an ordinary council meeting.
Sat 6 April 6 pm	Responses to questions on notice included in agenda for next ordinary council meeting.	<ul style="list-style-type: none"> When a question is taken on notice, a response is to be given to members of the public in writing and the answer is to be included in the agenda of the next ordinary council meeting. An ordinary council meeting agenda must be published at least 72 hours before the commencement of a meeting.
Mon 8 April 12 noon	Deadline for council members dissatisfied with unconfirmed minutes to provide the CEO with corrected wording.	<ul style="list-style-type: none"> A council member dissatisfied with unconfirmed minutes can provide a CEO with corrected wording by 12 noon the day before a meeting at which the minutes are to be confirmed.
Tue 9 April 6 pm	Ordinary council meeting	<ul style="list-style-type: none"> Meeting must finish by 11 pm.



Standardised Meeting Procedures

WALGA DISCUSSION PAPER



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PURPOSE OF WALGA DISCUSSION PAPER

WALGA is conscious that Local Government consultation leading to the development of the *Local Government Amendment Act 2023* evidenced broad sector support for standardisation of meeting procedures.

WALGA is equally aware that while many current Meeting Procedures / Standing Orders Local Laws include a solid core of common provisions, there is also some diversity across a range of Local Laws content.

We therefore recognise the challenge inherent in developing standardised meeting procedures and the potential they may differ significantly from, or even exclude, well-entrenched Local Law practices and procedures applied at Council and Committee meetings. Participating in the consultation process is therefore crucial to developing workable standardised meeting procedures.

The WALGA Discussion Paper is developed with a view to being read in conjunction with the Department of Local Government, Sport and Cultural Industries Standardised Meeting Procedures Consultation Paper, released in February 2024.

Our Discussion Paper melds the Consultation Paper content with WALGA Comment that is intended to provoke thought and lead to a considered response to the 34 questions posed by the Department. It is WALGA's recommendation that Local Government administrators and Council Members work collaboratively in determining a response to the Consultation Paper. This can be facilitated through informal workshops or a more formal approach at a Council meeting.

WALGA would greatly appreciate receiving your formal response by close of business Monday 29 April 2024. This is a different timeframe to the Department's Consultation Paper closing date of 29 May 2024, however it is necessary to facilitate development of a consolidated advocacy position that reflects the aggregated views of the sector on standardised meeting procedures.

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PART 1 – GENERAL MEETING PROCESS

DLGSCI Consultation Paper

1. Calling meetings

The calling of council meetings is outlined in sections 5.5 to 5.7 of the Act, and in existing regulations 12 to 14. Amendments are proposed to add new requirements for the oversight of special council meetings that are held at short notice and prevent any meeting from being held at an unreasonable time of day. It is important that special meetings are only convened in appropriate circumstances. Regulations are proposed to require:

- a minimum of 24 hours' notice to convene a special council meeting
- that notice to convene a special council meeting may be done with less than 24 hours' notice if an absolute majority of council members call the meeting
- that a meeting cannot commence any earlier than 8 am or later than 8 pm.

WALGA Comment

Currently there is no time-based provision relating to calling a Special Council Meeting, with start times based on availability of attendees, identified urgency of a matter and adopting a common-sense approach. In recognition of exceptional circumstances, consider:

- Will an absolute majority of Council Members always be available/contactable if an emergency situation necessitates a special meeting?
- Should the Mayor or President be empowered to call a Special Council Meeting during an emergency, public health emergency or state of emergency, similar to emergency powers under section 6.8(1)(c) of the Act?

1. Is it suitable to allow for a special council meeting to be convened with less than 24 hours' notice if an absolute majority of council members call the meeting? Yes / No
 - (a) If no, please provide a suggested alternative.
2. Are there any circumstances where meetings must start earlier than 8 am or later than 8 pm? Yes / No
 - (a) If yes, please provide examples and the suggested alternative.



DLGSCI Consultation Paper

2. Agendas and order of business

It is proposed to broadly retain existing requirements for local governments to publish meeting agendas.

It is proposed that the general order of meetings be outlined in the Regulations for consistency across the local government sector. However, a council or committee may decide to consider business in a different order, provided that the other requirements of the Regulations (such as public question time being held before any decisions are made) are still met.

Regulations are proposed to outline the following order of business:

- opening (local governments will still be able to continue their own practices for opening meetings, such as making acknowledgements, prayers, opening statements, etc.)
- recording attendance
- public question time (see section 6)
- public presentations and petitions (see sections 7 and 8)
- members' question time (see section 12)
- confirmation of previous minutes (see section 15)
- reports from committees and the CEO
- motions from members
- urgent business
- matters for which the meeting may be closed
- closure.

WALGA Comment

Some Meeting Procedures / Standing Orders Local Laws have dispensed with the Order of Business; is it necessary to regulate an Order of Business?

If the Order of Business is to be regulated, should the Regulations provide some flexibility for Local Governments to change their Order of Business; for example, bringing forward a matter of public interest is current common practice.

3. Is the proposed order of business suitable? Yes / No

(a) If no, please provide a suggested alternative



DLGSCI Consultation Paper

3. Urgent business

Currently, individual local governments' meeting local laws and policies may vary in how urgent business is raised at a meeting. Existing local laws and policies provide various procedures for urgent business to be considered at a council meeting. Broadly, these procedures seek to limit the use of urgent business to only the most exceptional circumstances.

Regulations are proposed to allow the CEO to introduce an item without notice in cases of urgency if:

- an absolute majority of the council resolve to hear the matter at the meeting, and
- the item is clearly marked as urgent business.

It is proposed that DLGSC must be notified each time this occurs, within 7 calendar days, to ensure this process is only used in exceptional circumstances.

Urgent business may only be heard after public question time (see section 6).

WALGA Comment

If the CEO determines items of urgent business, is it appropriate to involve the Department in monitoring the CEO's performance given this is the role of Council?

Should a Council Member be permitted to introduce an urgent matter for consideration under a Notice of Motion?

Should a definition of 'urgent business' be included in standardised regulations, or should this be a matter of Policy?

4. Are the proposed requirements for urgent business suitable? Yes / No

(a) If no, please provide a suggested alternative.



DLGSCI Consultation Paper

4. Quorum

Existing regulation 8 addresses the process for when there isn't a quorum at a meeting.

Amendments are proposed to provide for the following where a quorum is lost or not present:

- if no quorum is present within 30 minutes of the time set for the meeting, the meeting lapses
- where quorum is lost during a meeting:
 - the meeting proceeds to the next item of business if it is due to members leaving because of a financial or proximity interest
 - the meeting is adjourned for 15 minutes for any other reason and if quorum cannot be reformed, the meeting is closed
- where quorum is lost, the names of the members then present are to be recorded in the minutes.

WALGA Comment

Is there potential for proposed standardised regulations to replicate existing regulation 8?

Should the presiding member be empowered to set the date and time to reconvene a meeting adjourned due to lack of quorum?

- 5. Are the proposed requirements for when a quorum is not present or lost suitable? Yes / No**
- (a) If no, please explain why and the suggested alternative, if any.**

DLGSCI Consultation Paper

5. Adjourning a meeting

Currently, individual local governments' meeting local laws or policies may contain processes for adjourning a meeting. It is intended to adopt similar rules, while also addressing concerns regarding meetings of council that run late. Regulations are proposed to provide that:

- council may decide to adjourn a meeting to another day, time and place to resume from the point it adjourned
- a presiding member may adjourn a meeting for 15 minutes to regain order of a meeting that has been disrupted



- if a meeting is adjourned for a second time due to disruption, a presiding member must adjourn the meeting to another day, time or place (not on the same day), with notice being published on the local government's website.

It is also proposed that if a meeting is continuing and it reaches 10:45 pm:

- the council or committee may decide to either extend the meeting for a further 15 minutes to allow for any remaining business to be concluded or determine to adjourn the meeting
- if any business remains at 11 pm, the meeting must adjourn to a day and time which is at least 10 hours later to deal with any outstanding agenda items and a notice must be published on the local government's website listing when the meeting will resume.

WALGA Comment

There are a variety of meeting starting times, therefore is the proposal to regulate that meetings must always adjourn at 11pm appropriate? Could the meeting closure time be based on a standard number of hours commencing from the opening of a meeting?

Is a procedural motion to extend time, by absolute majority, a valid option?

Is employee work, health and safety an equal consideration when determining the earliest a meeting can reconvene? If so, should the CEO have an active role in determining the time the meeting reconvenes?

- | |
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| <p>6. Is 11 pm an appropriate time for when a meeting must be adjourned? Yes / No</p> <p>(a) If no, what is the suggested alternative?</p> |
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PART 2 – PUBLIC PARTICIPATION

DLGSCI Consultation Paper

6. Public question time

Currently, the Act and Regulations require that public question time is to be made available at every council meeting and certain committee meetings.

Regulation 6 requires that at least 15 minutes is to be made available for public questions at those meetings. However, question time may be extended if there are further questions; the time may also be used for other business if there are no further questions.

Regulation 7 also provides that question time must be held before substantive decisions are made at that meeting.

Currently, the practice at many local governments is that a person who wishes to ask a question attends the meeting (either physically in-person or by electronic means) to ask their question. However, it is proposed that regulations allow for a personal representative of a person to ask a question. This provides an alternative avenue for someone who may be unable to attend a meeting to have their question raised.

Currently, individual local governments meeting local laws and policies may contain processes for members of the public to raise questions. Some requirements, such as rules requiring a person to lodge a question in writing before a meeting, may prevent a person who is not familiar with those requirements from being able to ask a question.

New standardised requirements are proposed to expand the existing Regulations to require that:

- a member of the public only needs to provide their name and suburb/locality (and not any other information) before asking a question
- a person is not required to lodge a question in writing in advance of a meeting (although a person may choose to do so, for instance if they have a very specific or technical question)
- a local government may still require a person, or their personal representative, to attend a meeting to ask a question lodged in writing in advance of the meeting for it to be addressed at that meeting
- questions must not take more than 2 minutes to ask, including a relevant preamble, unless the presiding member grants an extension of time
- if other people are waiting to ask questions, the presiding member will seek to provide equal opportunity for people to ask questions (for instance, by moving to the next person waiting after someone has asked 3 questions, and returning to the first person if time allows)
- any questions are to be answered by the presiding member, or a relevant member (nominated by the presiding member), the CEO, or an employee nominated by the CEO



- if a question, or a question of a similar nature, was asked and answered in the previous 6 months, the presiding member may direct the member of the public to the minutes of the meeting that contains the question and answer
- no debate of a question or answer is to take place
- questions may be taken on notice by the person who is answering the question
- when a question is taken on notice, a response is to be given to the member of the public in writing and a copy of the answer is to be included in the agenda of the next ordinary meeting
- the presiding member may reject questions that contain offensive language or reflect adversely on others but must provide opportunities for the question to be rephrased

WALGA Comment

Do the proposals provide appropriate balance between the right of the public to ask questions and the community expectation that Councils efficiently transact meeting business and make decisions?

The public question time provisions under section 5.24 of the Act and the Local Government (Administration) Regulations do not specify that a member of the public must identify themselves. Is it appropriate that a person will be required to identify themselves, or should this be discretionary to permit a right to privacy?

Should a Council Member be permitted to act as a personal representative and ask a question on behalf of an absent member of the public? Should members of the public always be present to ask their question?

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| 7. | Is the existing minimum allocation of 15 minutes for public question time sufficient? Yes / No |
| | (a) If no, what minimum time limit do you suggest? |
| 8. | Is 2 minutes enough time for a member of the public to ask a question? Yes / No |
| | (a) If no, what time limit or other method of allocating questions do you suggest? |
| 9. | Should any other standard requirements for public question time be established? Yes / No |
| | (a) If yes, please provide details. |
| 10. | Should a personal representative be able to ask a question on behalf of another person? Yes / No |
| | (a) If no, please provide your reasons. |



DLGSCI Consultation Paper

7. Presentations at council

Local governments commonly allow for presentations (also known as deputations) to be made to inform council decisions. Councils may set a policy for whether they hear presentations at council meetings and/or committee meetings, or at other meetings, and the circumstances in which a presentation may be heard.

It is proposed that local governments will continue to have discretion to choose whether and when to hear presentations.

To allow for a decision to be made in advance of the meeting, it is proposed that either the presiding member or CEO will make the decision on whether a presentation is heard at a meeting, based on any policy established by the council.

Accordingly, it is proposed that a council may establish a policy that determines:

- the types of meetings at which presentations may be heard
- whether the responsibility for making decisions on presentation requests sits with either the presiding member or CEO
- any other matters to guide the presiding member or CEO's decision making towards requests.

New Regulations are also proposed to:

- allow a person, or group of people, to lodge a request in accordance with the council's policy to provide a presentation at least 48 hours before the meeting
- require the presiding member or CEO to decide and provide a response to the person requesting the presentation by 12 noon the day of the meeting
- provide that if the presiding member or CEO refuses an application, they are to provide their reasons to the applicant and advise of the refusal at the meeting
- limit presentations to 5 minutes (not including questions) unless there is a resolution to extend the time limit
- allow council and committee members to ask questions of presenters.

WALGA Comment

Should an applicant provide details of their proposed topic and context when making a request to provide a presentation, to permit the CEO to advise Council on relevant legal, financial or other implications?

Should the decision to allow a presentation be made by the presiding member in consultation with the CEO, rather than being made by one or the other?



- 11. Should the Regulations specify that a request to make a presentation must relate to an item on the agenda for the relevant meeting? Yes / No**
(a) If no, please provide reasons.
- 12. Is 48 hours of notice sufficient to administer an application from a member of the public to present to a meeting? Yes / No**
(a) If no, please provide reasons and suggest an alternative.
- 13. Should a standard time limit be set for public presentations? Yes / No**
(a) If no, please provide reasons.
- 14. Would 5 minutes be a suitable time limit for public presentations? Yes / No**
(a) If no, please provide reasons and suggest an alternative.

DLGSCI Consultation Paper

8. Petitions

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament.

Regulations are proposed to:

- enable any person to petition a local government by lodging a petition to the council on any matter, including petitions which may be critical of actions or decisions of the local government
- require the lead petitioner to provide their contact details
- require any person signing a petition to state their suburb/town, and declare whether they are residents and/or electors of the district
- require the petitioner to tally the number of signatories
- limit rejection of a petition to only when it is not in the prescribed form
- require that the council is to consider each petition and must determine how it is to respond, such as by seeking a report from the CEO
- allow local governments to establish an electronic petitioning system if they wish
- require all petitions received and outcomes from petitions to be summarised in a report to the annual meeting of electors.



WALGA Comment

Should rejection of a petition extend to cases where the petitioned action will breach a written law and related imperatives, such as a public health emergency declaration?

15. Do the proposed regulations provide an effective system for managing petitions? Yes / No

(a) If no, please provide reasons and suggested alternatives.

PART 3 – CONDUCT OF DEBATE

DLGSCI Consultation Paper

9. Orderly conduct of meetings

New Regulations are proposed to create a duty for all people present at a meeting to:

- ensure that the business of the meeting is attended to efficiently and without delay
- conduct themselves courteously at all times
- allow opinions to be heard within the requirements of the meetings procedures.

It is also proposed that the Regulations:

- allow members to raise points of order to bring the presiding member's attention to a departure from procedure
- provide that it is a minor breach for a presiding member to preside in a manner which is unreasonable or contravenes the requirements of the Act or Regulations
- empower the presiding member to call a person to order and:
 - should a member not comply with a third call to order, the presiding member may direct them to speak no further (but they may continue to cast their vote) for the remainder of the meeting, with failure to adhere to the direction being a minor breach
 - if any other person does not comply with one call to order, the presiding member may direct them to leave the meeting, with failure to do so being an offence
- provide that a council may vote to rescind a direction made by a presiding member for a member to not speak further during a meeting
- provide that a member who has had a direction made against them to not speak further cannot move or second a motion that attempts to rescind the decision.



WALGA Comment

**Are the proposed presiding member powers sufficient to maintain order at meetings?
Are additional powers required?**

Clause 10 of the Model Code of Conduct includes matters that must be observed by Council and Committee Members attending Council meetings, enforceable through the behavioural complaints process. Are the proposed new duties of persons present at meetings similar to the expected behaviours expressed in the Model Code?

The proposed minor breach of the presiding member includes 'unreasonable' conduct; should the regulations be limited to actual contraventions of the Act, Regulations or Code of Conduct?

**16. Do these measures provide a suitable framework to maintain order in meetings?
Yes / No**

(a) If no, what are the suggested changes?

DLGSCI Consultation Paper

10. Motions and amendments

Existing meeting procedures address many matters relating to the processes of decision making. This includes motions and amendments (including foreshadowed and alternate motions), notices of motion by members, reasons for changes to the CEO's recommended motion, passing motions "en bloc", and how voting occurs. The existing system of motions (including foreshadowed, amendment, alternate and revocation motions) are proposed to be broadly maintained.

Council members may raise motions that are not part of the agenda of a meeting to recommend a proposal for consideration. For instance, a motion might propose a new policy or decision.

Local governments commonly require notice of a motion to be provided in advance of a council meeting. This is to allow council members time to review the motion and for the CEO and administration to provide advice needed to assist council members with making a decision on a motion.

Providing notice to other council members, the CEO and administration can support a more fulsome consideration of the motion.

Regulations are proposed to require council members to provide written notice of motions at least 1 calendar week before the council meeting commences. This would generally allow those motions to be included in the meeting agenda, which must be published 72 hours before the commencement of the meeting.

It is proposed that council members will still be able to move amendments and alternative motions during debate on agenda items without providing written notice in advance of the



meeting. This provides for members to be able to consider all options and suggestions for an item included in the agenda of a meeting.

It is proposed that reasons for notices of motion, amendments and other decisions that are changed at a meeting would still be required.

WALGA Comment

It is relatively common for Agendas to be prepared well in advance of the Council meeting so that Agenda Briefing sessions can be held. Should a notice of motion be provided within the established Agenda preparation timeframe of each Local Government?

Should a notice of motion be received by Council resolution to indicate support prior to the Administration preparing a detailed report?

Should a CEO be empowered to reject any notice of censure motion from a Council member, given this equates to adverse reflection?

17. Is a period of 1 calendar week an appropriate notice period for motions? Yes / No

(a) If no, what is your suggested alternative?

18. Are these proposals for motions suitable? Yes / No

(a) If no, please provide reasons

DLGSCI Consultation Paper

11. Debate on a motion

The practice of motions being moved and seconded and debate alternating between speakers for and against the motion is used in meeting procedures statewide.

Some local governments have a further requirement where if a motion is not opposed, no debate occurs, and the motion is recorded as passing unanimously.

Regulations are proposed to provide for the following rules for formal debate on a motion or amendment:

- any motion must be seconded before it may be debated (or carried without debate)
- a motion is carried without debate if no member is opposed to the motion
- if a member is opposed, the mover and seconder may speak and are followed by alternating speakers against and for the motion, with a final right of reply for the mover
- speeches must be relevant to the motion under debate and no member must speak twice –



except for the mover's right of reply, or if the council decides to allow further debate

- no member can speak for longer than 5 minutes without the approval of the meeting.

WALGA Comment

Should regulations provide for Council to suspend formal debate rules to enable members to speak more than once on a specific item?

19. **Do you support these rules for formal debate on a motion or amendment? Yes / No**
(a) If no, what is your suggested alternative?
20. **Is 5 minutes a suitable maximum speaking time during debate? Yes / No**
(a) If no, what should be the default maximum speaking time?
21. **Is a general principle against speaking twice on the same motion suitable? Yes / No**
(a) If no, please provide reasons.

DLGSCI Consultation Paper

12. Questions by members

The current practices for members asking formal questions at meetings varies throughout the sector. Some local governments have a "questions from council members" period; other local governments allow members to place questions on notice for future meetings.

Regulations are proposed to provide that:

- council members can ask the CEO questions related to any item on an agenda by providing the question in writing by 12 noon the day before the meeting
- council member questions are to be answered during the "questions from council members" agenda item
- council members must seek permission from the presiding member to ask the CEO 0.0.0. clarifying questions during debate.

WALGA Comment

Questions from Council Members are an important part of the meeting, especially if a Local Government does not conduct Agenda Briefings in advance of ordinary Council meetings.

Should questions from Council Members only be asked at one particular part of the meeting or be asked prior to debate on the agenda item to which the question relates?



Could limiting questions to those provided the day before the meeting be counter productive to good decision making if the question relates to a matter on the Agenda?

With proposed new rules for public question time in mind, should questions by members also be limited by time and number in the interests of conducting efficient and effective meetings? Should the presiding member be empowered to rule on the relevance of a question?

22. Should the new standardised provisions include a maximum time limit for the “questions from council members” agenda item? Yes / No

(a) If no, please provide details.

23. Is 1 day of notice for a question from a council member sufficient? Yes / No

(a) If no, what is your suggested alternative and why?

24. Is it appropriate for the presiding member to consider whether to allow a member to ask clarifying questions during debate? Yes / No

(a) If no, what is your suggested alternative and why?

DLGSCI Consultation Paper

13. Procedural motions

Various procedural motions are provided for in each local governments' meeting procedures. They help with managing a meeting effectively and democratically.

Regulations are proposed to provide for the following procedural motions to be put without debate:

- a motion to vary the order of business (e.g. to move a report in the order of business so it is considered earlier)
- a motion to adjourn debate to another time
- a motion to adjourn the meeting
- a motion to put the question (close debate)
- a motion to extend a member's speaking time
- a motion to extend public question time
- a motion to extend the time for a public presentation
- a motion to refer a motion to a committee or for the CEO to provide a new or updated report to a future meeting



- a motion of dissent in the presiding member's ruling (for example, to overturn the presiding member's direction that a member does not speak further)
- a motion to close a meeting to the public in accordance with the Act.

WALGA Comment

Procedural motions in current Local Laws are accompanied by qualifying provisions explaining their effect; for example, a person who has spoken on a motion cannot move to close a debate on the motion; and the mover of some procedural motions can speak to the motion but cannot speak to some others.

Are some qualifying provisions still necessary to ensure fair and equal participation in the meeting? Or should all procedural motions be put without debate?

25. Should any of these procedural motions not be included? Yes / No

(a) If yes, please identify which motions and why they should not be included.

26. Are any additional procedural motions needed? Yes / No

(a) If yes, please provide suggestions and explain why.

DLGSCI Consultation Paper

14. Adverse reflection

In addition to aspects of the model code of conduct, existing meeting procedures seek to prevent inappropriate language and adverse reflections from occurring at meetings.

Regulations are proposed to provide that:

- a person, including a member, cannot reflect adversely on the character of members, employees or other persons – if they do so they must withdraw their remark
- members cannot adversely reflect on the decisions of the council, except in making a motion to revoke or change a decision
- failure to withdraw adverse reflection is to be dealt with as disorderly conduct (including as a potential minor breach)
- a member who is concerned about a remark that may be an adverse reflection may raise a point of order with the presiding member.



WALGA Comment

With compulsory public broadcasting and audio recording of ordinary Council meetings imminent, should adverse reflection be elevated from a behavioural or minor breach to a serious breach of the Act?

27. Are there any circumstances where a person should be able to adversely reflect on another council member, an employee or a decision of the local government? Yes / No

(a) If yes, please provide more information to explain the circumstances.

PART 4 – OTHER MATTERS

DLGSCI Consultation Paper

15. Meeting minutes and confirmation

Existing meeting procedures provide for the method of confirmation of the minutes. It is proposed to amend the Regulations to provide a clear process for correcting minutes by:

- allowing a member who identifies errors with unconfirmed minutes to provide a CEO with any proposed corrections by 12 noon the day before a meeting at which the minutes are to be confirmed
- requiring any proposed corrections to the minutes to be presented to council for a decision with a recommendation from the CEO
- Requiring DLGSC to be notified if a local government fails to adopt or defers confirmation of the minutes of a meeting

WALGA Comment

The confirmation of minutes ensures that a true and correct record of a meeting is kept. Currently, a simple majority of Council Members must agree to any proposed amendments. Are additional rules required?

28. Is 1 day sufficient notice for a proposed correction to the minutes? Yes / No

(a) If no, how much notice should be required and why?



DLGSCI Consultation Paper

16. Electronic meetings and attendance

In 2020, Regulations were introduced in response to the COVID-19 pandemic to enable councils to hold meetings electronically and for council members to attend using electronic means. This allowed councils to continue making critical decisions during the pandemic. The use of videoconferencing and the adoption of livestreaming has also encouraged public access and participation in local government.

On 9 November 2022, the [Local Government \(Administration\) Amendment Regulations 2022](#) took effect, meaning local governments could conduct council and committee meetings electronically outside of emergency situations and that council and committee members could attend in-person meetings using electronic means, such as videoconferencing.

The State Government committed to a public consultation process to gain feedback on the effect of these changes following 12 months of operation.

WALGA Comment

Is the '50% rule' (refer: regulations 14C(3) and 14D(2A) of the *Local Government (Administration) Regulations*) for electronic attendance at in-person meetings and holding electronic meetings clearly understood? Is it proving to be easily applied?

Should the definition of 'meeting' (refer: regulation 14C(1) of the *Local Government (Administration) Regulations*) be amended to permit electronic attendance at electors' meetings?

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| <p>29.</p> <p>Has the change to enable electronic meetings to occur outside of emergency situations been helpful? Yes / No / Unsure or unable to comment</p> <p>(a) If no, please explain why.</p> <p>30.</p> <p>Has the ability for individual members to attend meetings electronically been beneficial? Yes / No / Unsure or unable to comment</p> <p>(a) If no, please explain why.</p> <p>31.</p> <p>Do you think any changes to electronic meetings or electronic attendance are required? Yes / No / Unsure or unable to comment</p> <p>(a) If yes, please provide details of the changes and explain why they are needed.</p> | |
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DLGSCI Consultation Paper

17. Council committees

Sections 5.8 to 5.18 of the Act provide for the establishment of committees that may assist with decision making. Section 7.1A provides for the establishment of an audit committee. The standardised meeting procedures will only apply to those committees established under sections 5.8 and 7.1A.

It is proposed that provisions for committees be similar to requirements for council meetings. Committees may need to provide a more flexible meeting environment, in terms of time limitations and procedure, to facilitate the consideration of issues in detail. This is reflected in meeting procedures across the State.

Regulations are proposed to provide that:

- a committee meeting is to be called when requested by the presiding member of the committee, the mayor or president, or a third of the committee's members
- certain meeting procedures such as the order of debate, speaking twice and time limits do not apply to a committee
- a committee is answerable to the council and must provide at least 1 report to council on its activities each year.

WALGA Comment

Many current Local Laws include requirements additional to sections 5.8 to 5.18 of the Act for establishing committees, that include assigning terms of reference and requirements for reporting to Council. Are similar establishment provisions required in standardised regulations?

If a committee has delegated authority to make decisions, should it follow that the standardised regulations must apply as they do at the ordinary council meeting?

32. Are any other modifications needed for committee meetings? Yes / No

(a) If yes, please provide details of the modifications and explain why



DLGSCI Consultation Paper

18. Meetings of electors

The Act establishes that the mayor or president is to preside at electors' meetings, and any resolutions passed by an electors' meeting are considered at a following council meeting.

As electors' meetings are quite different to council meetings, comment is sought about whether parts of the proposed standard should apply for electors' meetings.

WALGA Comment

Should the presiding member powers for effective control of meetings always apply to electors' meetings?

33. Should parts of the proposed standard apply at electors' meetings? Yes / No

(a) If yes, please explain what may be required.

DLGSCI Consultation Paper

19. Any other matters

Feedback is welcome on any other element of local government meetings for consideration in the further development of the new Regulations.

WALGA Comment

There are additional matters common to current Standing Orders / Meeting Procedures Local Law that may feature in standardised regulations but not discussed in detail to date, including:

- **Revoking or changing decisions / implementing decisions:** Many current Local Laws feature rules that clarify how revoking or changing decisions under Administration Regulation 10 is applied; does this content remain relevant for inclusion in standardised regulations?
- **Suspension of standardised regulations:** Many current Local Laws include a provision permitting Council by resolution, to suspend one or more Local Law provision; does this content remain relevant for inclusion in standardised regulations?
- **Matters not included in standardised regulations:** Many current Local Laws include a provision empowering the presiding member to decide matters not set out in the Local Law; does this power remain relevant for inclusion in standardised regulations?



- **Enforcement:** Many current Local Laws include a specific enforcement provision; does this content remain relevant for inclusion in standardised regulations?
- **Powers of presiding member:** Some powers have been referred to in the Consultation Paper under orderly conduct of meetings – Part 3, Item 9. Would additional details of the presiding member powers be helpful?
- **Review of Standardised Regulations:** The Model Local Law (Standing Orders) 1998 (No 73, 3/4/98) were developed by the Department of Local Government to assist Local Governments transition from Bylaws created under the *Local Government Act 1960* to appropriate meeting provisions compliant with the current Act. This Model formed the basis of early Local Laws but due to lack of review, arguably fell out of favour as a suitable template. Should standardised regulations be reviewed every 5 years, to ensure they remain current with contemporary meeting practices?

34. Do you have any other comments or suggestions for the proposed new Regulations?

(a) If yes, please explain what may be required

SUBMITTING FEEDBACK TO WALGA

Please submit feedback on this Discussion Paper by close of business **Monday 29 April 2024** to:

James McGovern

Manager Governance and Procurement

jmcgovern@walga.asn.au

(08) 9213 2093

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
<u>Part 1: General Meeting Process</u>			
1. Calling Meetings			
<p>1. Is it suitable to allow for a special council meeting to be convened with less than 24 hours' notice if an absolute majority of council members call the meeting? Yes / No (a) If no, please provide a suggested alternative.</p>	<p>Currently there is no time-based provision relating to calling a Special Council Meeting, with start times based on availability of attendees, identified urgency of a matter and adopting a common-sense approach. In recognition of exceptional circumstances, consider:-</p> <p>Will an absolute majority of Council Members always be available/contactable if an emergency situation necessitates a special meeting?</p> <p>Should the Mayor or President be empowered to call a Special Council Meeting during an emergency, public health emergency or state of emergency, similar to emergency powers under section 6.8(1)(c) of the Act?</p>	<p>Yes – However there are circumstances where conditions like approval by a majority of elected members may be too restrictive. The current Local Government Act requirements allow significant flexibility in calling necessary meetings and the discussion paper poses no rationale for changing the requirements. At a minimum, it is considered that the Mayor or President should be empowered to call a Special Council Meeting during an emergency, public health emergency or State of Emergency.</p>	<p>No.</p> <p>Special Council gatherings should be restricted to pressing issues that couldn't reasonably wait until the next regular council session. However, these matters are typically intricate or contentious. Hence, ample notification, including the preparation and dissemination of materials, is essential to ensure all Council Members can make well-informed decisions.</p> <p>A notification window of 24 hours or less frequently fails to afford adequate time for Council Members or the public to arrange their attendance.</p> <p>Additionally, it doesn't allow sufficient time for Council Members to thoroughly deliberate the issue before reaching a decision, or for the public to review and respond to the agenda (if the matter isn't confidential).</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
			Notification of a special council assembly should be provided with a minimum of 72 hours to Council Members and the public, with a minimum of 24 hours for distributing the agenda. This enhancement enhances transparency for Special Council Meetings.
2. Are there any circumstances where meetings must start earlier than 8 am or later than 8 pm? Yes / No (a) If yes, please provide examples and the suggested alternative.		Yes – it is possible that emergency or disaster situations could necessitate a Special Council Meeting outside of the range of hours indicated in the discussion paper. The current requirements accommodate the full extent of possibilities. Notwithstanding, LGPWA acknowledges the undesirability of holding meetings at extreme hours and suggests that the occurrence of such meetings should be restricted to emergency scenarios.	Yes. Only in cases of emergency.
2. Agenda and order of business			
3. Is the proposed order of business suitable? Yes / No (a) If no, please provide a suggested alternative	Some Meeting Procedures / Standing Orders Local Laws have dispensed with the Order of Business; is it necessary to regulate an Order of Business?	Yes – subject to the capacity to vary the order of business in appropriate circumstances, as foreshadowed in the discussion paper.	Yes. Councils should be allowed some flexibility to adjust the order of business as needed.

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	If the Order of Business is to be regulated, should the Regulations provide some flexibility for Local Governments to change their Order of Business; for example, bringing forward a matter of public interest is current common practice.		Presentations (Deputations) should not be undertaken during council meetings; instead, alternatives like committee or briefing sessions should be considered.
3.Urgent Business			
4. Are the proposed requirements for urgent business suitable? Yes / No (a) If no, please provide a suggested alternative.	<p>If the CEO determines items of urgent business, is it appropriate to involve the Department in monitoring the CEO's performance given this is the role of Council?</p> <p>Should a Council Member be permitted to introduce an urgent matter for consideration under a Notice of Motion?</p> <p>Should a definition of 'urgent business' be included in standardised regulations, or should this be a matter of Policy?</p>	<p>No – Whilst the requirement for an absolute majority to allow introduction of an item of urgent business without notice can be supported, the requirement to report on the occurrence of urgent business appears excessive and unnecessary. LGs have a power of general competence and that should be enough to recognise their capacity to handle urgent business. The paper has not provided the rationale behind this proposal, how the DLGSC will act on receipt of the urgent business notification and what consequences the local</p>	<p>No.</p> <p>Urgent business should still require sufficient notice and information to Council Members to enable informed decision making however the requirement to report on the occurrence of urgent business appears excessive.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
		government might expect to bear for excessive use of urgent business.	
4.Quorum			
<p>5. Are the proposed requirements for when a quorum is not present or lost suitable? Yes / No (a) If no, please explain why and the suggested alternative, if any.</p>	<p>Is there potential for proposed standardised regulations to replicate existing regulation 8?</p>	<p>Yes</p>	<p>Yes.</p> <p>However, consider the scenario if member leaves meeting for a cumulative period, such as if member is participating remotely and loses their connection. For example, the adjournment process could be used multiple times if the 15 minutes threshold is not crossed, and so could prove disruptive to the functioning of the meeting.</p>
5.Adjourning a meeting			
<p>6. Is 11 pm an appropriate time for when a meeting must be adjourned? Yes / No (a) If no, what is the suggested alternative?</p>	<p>Should the presiding member be empowered to set the date and time to reconvene a meeting adjourned due to lack of quorum?</p> <p>There are a variety of meeting starting times, therefore is the proposal to regulate that meetings must always adjourn at 11pm appropriate?</p>	<p>Yes – However, it is not apparent why the 10.45pm “extension” is necessary. Standing Orders should simply require the meeting to be adjourned at 11.00pm if the business of the meeting has not been completed. Consideration should be given to how the requirement to adjourn the meeting might impact meetings occurring during emergency circumstances and</p>	<p>Yes.</p> <p>Consider <i>Work Health and Safety Act 2020</i> requirements. Specifically, even if 11pm is a finishing time there needs to be consideration for breaks if the meeting is going for so long e.g. 6pm - 11pm.</p> <p>Subject to how many items are left for consideration on the Agenda, if there is only one item left then it would be</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	<p>Could the meeting closure time be based on a standard number of hours commencing from the opening of a meeting?</p> <p>Is a procedural motion to extend time, by absolute majority, a valid option?</p> <p>Is employee work, health and safety an equal consideration when determining the earliest a meeting can reconvene?</p> <p>If so, should the CEO have an active role in determining the time the meeting reconvenes?</p>	whether these should be dealt with differently.	<p>better practice to consider that item and then close the meeting rather than adjourn the meeting for another date.</p> <p>Council should be able to resolve to adjourn a meeting at a particular time subject to guidelines.</p>
6. Public question time			
<p>7. Is the existing minimum allocation of 15 minutes for public question time sufficient? Yes / No (a) If no, what minimum time limit do you suggest?</p>	Do the proposals provide appropriate balance between the right of the public to ask questions and the community expectation that Councils efficiently transact meeting business and make decisions?	Yes	<p>Yes.</p> <p>With the ability for the Presiding Person, or through a resolution of Council, to extend.</p>
<p>8. Is 2 minutes enough time for a member of the public to ask a question? Yes / No</p>		Yes	<p>No.</p> <p>Three minutes would be an appropriate length of time.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
(a) If no, what time limit or other method of allocating questions do you suggest?			
<p>9. Should any other standard requirements for public question time be established? Yes / No (a) If yes, please provide details.</p>	<p>The public question time provisions under section 5.24 of the Act and the Local Government (Administration) Regulations do not specify that a member of the public must identify themselves.</p> <p>Is it appropriate that a person will be required to identify themselves, or should this be discretionary to permit a right to privacy?</p>	No	<p>Yes.</p> <p>Name and suburb of the resident is adequate to ensure Minutes are correct.</p> <p>Priority should be provided for the public who have questions relating to items on the agenda.</p> <p>An extension to public question time can be extended by the Presiding Member should there be further questions, time allowing.</p>
<p>10. Should a personal representative be able to ask a question on behalf of another person? Yes / No (a) If no, please provide your reasons</p>	<p>Should a Council Member be permitted to act as a personal representative and ask a question on behalf of an absent member of the public?</p> <p>Should members of the public always be present to ask their question?</p>	No – In circumstances where a person requires assistance to enunciate their question, they should be required to submit the question in writing for response at the meeting if received within the requisite timeframe.	<p>No.</p> <p>There are avenues for individuals to ask questions in person or in writing.</p> <p>Questions should be asked by the person seeking a response from Council.</p> <p>This provides transparency to public question time.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
			<p>Questions can be provided in writing and read out during public question time.</p> <p>Except in circumstance where the speaker requires assistance through an interpreter or carer to ask the questions on their behalf but they must be present at the meeting when the questions are being asked and answered.</p>
7. Presentations at council			
<p>11. Should the Regulations specify that a request to make a presentation must relate to an item on the agenda for the relevant meeting? Yes / No (a) If no, please provide reasons.</p>	<p>Should an applicant provide details of their proposed topic and context when making a request to provide a presentation, to permit the CEO to advise Council on relevant legal, financial or other implications?</p> <p>Should the decision to allow a presentation be made by the presiding member in consultation with the CEO, rather than being made by one or the other?</p>	<p>Yes – Given that the purpose of presenting is to inform Council decision making, presentations should relate to an item on the agenda.</p> <p>Importantly, presentations should not be permitted in relation to the item to adopt the minutes of the last meeting, in order to avoid attempts to present on the same topic at multiple consecutive meetings.</p>	<p>Yes.</p> <p>Limit presentations to five minutes.</p> <p>Clarification is required from the Department on what constitutes a “presentation”. Is this currently known as a Deputation?</p> <p>A minimum standard to apply but should allow for LG’s to adopt their own policy as to how Presentations/Deputations are to be managed.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
12. Is 48 hours of notice sufficient to administer an application from a member of the public to present to a meeting? Yes / No (a) If no, please provide reasons and suggest an alternative.		Yes	Yes. However, presentations should not include electronic means such as PowerPoint or additional documents that are handed out on the night but could be emailed in before the Meeting to allow distribution.
13. Should a standard time limit be set for public presentations? Yes / No (a) If no, please provide reasons.		Yes	Yes. Allocation of five minutes per public presentation. However, presentations should not be provided at Council Meetings. There should be a minimum and a maximum time limit set, like public question time with discretion being given to the Presiding Person to extend if deputations are presented at a Council meeting. If they are heard at a briefing session then the City's procedure would apply.
14. Would 5 minutes be a suitable time limit for public presentations? Yes / No		Yes – noting that it should be at the discretion of the Council to extend the timeframe for any particular presentation.	Yes.

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
(a) If no, please provide reasons and suggest an alternative.			
8. Petitions			
<p>15. Do the proposed regulations provide an effective system for managing petitions? Yes / No</p> <p>(a) If no, please provide reasons and suggested alternatives.</p>	<p>Should rejection of a petition extend to cases where the petitioned action will breach a written law and related imperatives, such as a public health emergency declaration?</p>	<p>No - Petitions should be recorded within the context of the Ordinary Council Meeting that receives them and therefore reporting them to the Annual Electors Meeting appears superfluous and constitutes unnecessary “red-tape”. Only electors of the district should be included as valid signatures.</p>	<p>No.</p> <p>Do not support electronic petitions unless they are via the Local Governments’ own system.</p> <p>Do not agree summary of petitions to the AGM.</p>
9. Orderly conduct of meetings			
<p>16. Do these measures provide a suitable framework to maintain order in meetings? Yes / No</p> <p>(a) If no, what are the suggested changes?</p>	<p>Are the proposed presiding member powers sufficient to maintain order at meetings? Are additional powers required?</p> <p>Clause 10 of the Model Code of Conduct includes matters that must be observed by Council and Committee Members attending Council meetings, enforceable through the behavioural complaints process.</p> <p>Are the proposed new duties of persons present at meetings</p>	<p>Yes</p>	<p>No.</p> <p>There needs to be formality around any such vote in order that it not be employed mischievously/disruptively and undermine the Presiding Member unnecessarily.</p> <p>A specific form of Motion of Dissent whereby the person proposing the rescission must show cause by demonstrating that the affected member was not out of order.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	<p>similar to the expected behaviours expressed in the Model Code?</p> <p>The proposed minor breach of the presiding member includes 'unreasonable' conduct; should the regulations be limited to actual contraventions of the Act, Regulations or Code of Conduct?</p>		
10.Motions and amendments			
<p>17. Is a period of 1 calendar week an appropriate notice period for motions? Yes / No (a) If no, what is your suggested alternative?</p>	<p>It is relatively common for Agendas to be prepared well in advance of the Council meeting so that Agenda Briefing sessions can be held.</p> <p>Should a notice of motion be provided within the established Agenda preparation timeframe of each Local Government?</p> <p>Should a notice of motion be received by Council resolution to indicate support prior to the Administration preparing a detailed report?</p>	Yes	<p>No.</p> <p>In regard to a Motion on Notice, one week prior to agenda distribution or 10 days prior to a meeting is required.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	Should a CEO be empowered to reject any notice of censure motion from a Council member, given this equates to adverse reflection?		
18. Are these proposals for motions suitable? Yes / No (a) If no, please provide reasons.		Yes	No. There needs to be some criteria for the chair to accept (or not) a motion to revoke. This could be evidence of new advice received since the decision was made. Required to ensure that good governance continues and that there is no disruption to the implementation of an approved item being unnecessarily delayed.
11. Debate on a motion			
19. Do you support these rules for formal debate on a motion or amendment? Yes / No (a) If no, what is your suggested alternative?	Should regulations provide for Council to suspend formal debate rules to enable members to speak more than once on a specific item?	Yes – noting that there should be space for the practice of nominating items that elected members wish to speak on, and the carrying of the balance with an “en-bloc” resolution. This practice encourages efficiency in the use of time without	No. Cannot debate after formal debate has concluded.

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
		compromising the democratic process.	Additional speakers would need to introduce new/different arguments to those who have already spoken. Allow Council Members the opportunity to speak to an item if they wish to do so, notwithstanding that there may be no opposition to a motion. Include an option to suspend standing orders for Committees in relation to debate on a motion.
20. Is 5 minutes a suitable maximum speaking time during debate? Yes / No (a) If no, what should be the default maximum speaking time?		Yes	Yes.
21. Is a general principle against speaking twice on the same motion suitable? Yes / No (a) If no, please provide reasons.		Yes – Noting the importance of properly inducting elected members into the protocols of Council debate.	Yes.
12. Questions by members			
22. Should the new standardised provisions include a maximum time limit for the “questions from	Questions from Council Members are an important part of the meeting, especially	No – It should be normal for the elected members to be able to ask questions pertinent to the item during the meeting. It should be	Yes. The Departments’ consultation paper states that Regulations are proposed

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
<p>council members” agenda item? Yes / No (a) If no, please provide details.</p>	<p>if a Local Government does not conduct Agenda Briefings in advance of ordinary Council meetings.</p> <p>Should questions from Council Members only be asked at one particular part of the meeting or be asked prior to debate on the agenda item to which the question relates?</p> <p>Could limiting questions to those provided the day before the meeting be counter productive to good decision making if the question relates to a matter on the Agenda?</p> <p>With proposed new rules for public question time in mind, should questions by members also be limited by time and number in the interests of conducting efficient and effective meetings?</p> <p>Should the presiding member be empowered to rule on the relevance of a question?</p>	<p>acknowledged that many LGs also have a Council Briefing Session which would/could accommodate elected member questions and that it is preferable for information to be sought at this stage, rather than during the meeting.</p>	<p>to provide that council members can ask questions relating to any item on an agenda by providing the question in writing by 12 noon the day before the meeting. The Legal interpretation of Clause 3.11(1)(b) of the Standing Orders is that questions from members are to relate only to the items on the agenda.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
<p>23. Is 1 day of notice for a question from a council member sufficient? Yes / No (a) If no, what is your suggested alternative and why?</p>		Yes	<p>Yes.</p> <p>At least one days' notice should be a requirement to allow Administration to formulate a considered and technically correct response.</p>
<p>24. Is it appropriate for the presiding member to consider whether to allow a member to ask clarifying questions during debate? Yes / No (a) If no, what is your suggested alternative and why?</p>		<p>Yes - All discussion at the meeting should be controlled through the Chair.</p> <p>The need for a specific 'Questions from Council Members' place in the Order of Business is questioned. Items for decision at the meeting are listed in the agenda and elected members usually participate in a briefing session prior to the meeting at which questions can be raised and answered. Elected members can also liaise with the CEO individually prior to the meeting and seek information. There should not be significant need for questioning of the staff during debate, but if there are questions, or if there is further information available, this should be considered during the item and not as a separate discussion elsewhere in the agenda. If there are</p>	<p>Yes.</p> <p>A Council Member must be satisfied that they understand the necessary information to make a fully informed decision.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
		issues/questions outside of debate on any agenda item then the appropriate way forward is to call for an officer report to address the issue, or for the need for information to be dealt with in accordance with the terms of the Communication Charter.	
13.Procedural motions			
<p>25. Should any of these procedural motions not be included? Yes / No (a) If yes, please identify which motions and why they should not be included.</p>	<p>Procedural motions in current Local Laws are accompanied by qualifying provisions explaining their effect; for example, a person who has spoken on a motion cannot move to close a debate on the motion; and the mover of some procedural motions can speak to the motion but cannot speak to some others.</p> <p>Are some qualifying provisions still necessary to ensure fair and equal participation in the meeting?</p>	No	<p>Yes.</p> <p>Adjourn debate to another time as this creates complications with resuming debate on specific items, it would be better to defer the item.</p> <p>A motion that a Council Member no longer be heard due to disruption, to be made by the Presiding Member but should allow for a decision of Council to prevail.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	Or should all procedural motions be put without debate?		
26. Are any additional procedural motions needed? Yes / No (a) If yes, please provide suggestions and explain why.		No	No.
14. Adverse reflection			
27. Are there any circumstances where a person should be able to adversely reflect on another council member, an employee or a decision of the local government? Yes / No (a) If yes, please provide more information to explain the circumstances.	With compulsory public broadcasting and audio recording of ordinary Council meetings imminent, should adverse reflection be elevated from a behavioural or minor breach to a serious breach of the Act?	No	No.
15. Meeting minutes and confirmation			
28. Is 1 day sufficient notice for a proposed correction to the minutes? Yes / No (a) If no, how much notice should be required and why?	The confirmation of minutes ensures that a true and correct record of a meeting is kept. Currently, a simple majority of Council Members must agree to any proposed amendments.	Yes – but requires clarification as to whether the 1-day notice is for the purpose of preparing an amendment motion for the confirmation of minutes.	No. A longer period is required. The proposed change may require Administration to review the electronic recording of the meeting.

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	Are additional rules required?		
16.Electronic meetings and attendance			
<p>29. Has the change to enable electronic meetings to occur outside of emergency situations been helpful? Yes / No / Unsure or unable to comment (a) If no, please explain why</p>	<p>Is the '50% rule' (refer: regulations 14C(3) and 14D(2A) of the <i>Local Government (Administration) Regulations</i>) for electronic attendance at in-person meetings and holding electronic meetings clearly understood? Is it proving to be easily applied?</p> <p>Should the definition of 'meeting' (refer: regulation 14C(1) of the <i>Local Government (Administration) Regulations</i>) be amended to permit electronic attendance at electors' meetings?</p>	<p>Yes – there is an opportunity for guidance from the DLGSC with regard to how to effectively manage public participation in electronic meetings.</p>	<p>Yes.</p> <p>Seek additional confirmation from the Department on the '50% rule' - regulations 14C(3) and 14D(2A) of the <i>Local Government (Administration) Regulations</i>. How would this work with new committee or council members?</p>
<p>30. Has the ability for individual members to attend meetings electronically been beneficial? Yes / No / Unsure or unable to comment (a) If no, please explain why</p>		Yes	Yes.

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
<p>31. Do you think any changes to electronic meetings or electronic attendance are required? Yes / No / Unsure or unable to comment (a) If yes, please provide details of the changes and explain why they are needed.</p>		No	<p>Yes.</p> <p>In metropolitan local governments there should be more parameters set on the circumstances under which a member may need to attend electronically.</p> <p>Regional Councils have more reason for electronic attendance due to long distance travel, however metropolitan councils should primarily be meeting in person to represent their community.</p>
17.Council committees			
<p>32. Are any other modifications needed for committee meetings? Yes / No (a) If yes, please provide details of the modifications and explain why.</p>	<p>Many current Local Laws include requirements additional to sections 5.8 to 5.18 of the Act for establishing committees, that include assigning terms of reference and requirements for reporting to Council. Are similar establishment provisions required in standardised regulations?</p> <p>If a committee has delegated authority to make decisions, should it follow that the</p>	No	<p>No.</p> <p>However, clarification from the Department is required regarding whether a Committee is required to have delegated authority to be considered a Committee of Council under s 5.8.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	standardised regulations must apply as they do at the ordinary council meeting?		
18.Meetings of electors			
33. Should parts of the proposed standard apply at electors' meetings? Yes / No (a) If yes, please explain what may be required	Should the presiding member powers for effective control of meetings always apply to electors' meetings?	Yes – Possibly. Electors' meetings are likely to be more discussion based, therefore the rules as applied to committee meetings (<i>allowing for speaking more than once, a varied order of debate, and varied time limits</i>), would seem to be more appropriate.	No.
19.Any other matters			
34. Do you have any other comments or suggestions for the proposed new Regulations? (a) If yes, please explain what may be required.	There are additional matters common to current Standing Orders / Meeting Procedures Local Law that may feature in standardised regulations but not discussed in detail to date, including: Revoking or changing decisions / implementing decisions: Many current Local Laws feature rules that clarify how revoking or changing decisions under Administration Regulation 10 is applied; does this content	No	Given the great variety in Councils covered by the Act, is it practical to set a single, centralised set of rules for meetings? Is not the current arrangement whereby the Act and Regulations establish a minimum set of standards which individual agencies can add to through Standing Orders more flexible and practical? Operational consideration for staffing and running meetings late into the night should be taken into account and not allow unsafe working

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	<p>remain relevant for inclusion in standardised regulations?</p> <p>Suspension of standardised regulations: Many current Local Laws include a provision permitting Council by resolution, to suspend one or more Local Law provision; does this content remain relevant for inclusion in standardised regulations?</p> <p>Matters not included in standardised regulations: Many current Local Laws include a provision empowering the presiding member to decide matters not set out in the Local Law; does this power remain relevant for inclusion in standardised regulations?</p> <p>Enforcement: Many current Local Laws include a specific enforcement provision; does this content remain relevant for inclusion in standardised regulations?</p>		<p>conditions to be created for all participants.</p> <p>Powers of presiding member: Some powers have been referred to in the Consultation Paper under orderly conduct of meetings – Part 3, Item 9. Additional details relating to the presiding member's powers would be helpful?</p> <p>Complaints Management under the <i>Local Government (Rule of Conduct) Regulations</i>. The Standards should provide for an effective process for determining complaints received.</p> <p>The City's current local law provides that there is to be no debate in respect of determining Complaints. Allowing debate on a motion to deal with complaints could provide the opportunity for new evidence to be presented which has not previously been considered by Council or put to the Respondent potentially denying the respondent with the opportunity to provide a considered response which would impact on their procedural fairness.</p>

Local Government Reform – Consultation Paper – Standardised Meeting Procedures

	WALGA	LG Pro	Administration Recommendation
	<p>Powers of presiding member: Some powers have been referred to in the Consultation Paper under orderly conduct of meetings – Part 3, Item 9. Would additional details of the presiding member powers be helpful?</p> <p>Review of Standardised Regulations: The Model Local Law (Standing Orders) 1998 (No 73, 3/4/98) were developed by the Department of Local Government to assist Local Governments transition from Bylaws created under the <i>Local Government Act 1960</i> to appropriate meeting provisions compliant with the current Act. This Model formed the basis of early Local Laws but due to lack of review, arguably fell out of favour as a suitable template. Should standardised regulations be reviewed every 5 years, to ensure they remain current with contemporary meeting practices?</p>		<p>There needs to be some criteria for the chair to accept (or not) a motion to revoke.</p> <p>This could be evidence of new advice received since the decision was made.</p> <p>Required to ensure that good governance continues and that there is no disruption to the implementation of an approved item being unnecessarily delayed.</p> <p>Guidance is also required to assist Council Members identify whether an amendment proposed at a meeting is a simple amendment or is a material amendment that should be considered as an alternative motion and the repercussions of making material changes without sufficient time for Administration to consider its impacts.</p> <p>Complex amendments should be provided to Administration 24 hours in advance of the meeting.</p>

Item 9 Motions on Notice

Cr Bedworth left the meeting, the time being 8:32pm

Cr Bedworth returned to the meeting, the time being 8:34pm

MN01-05/24 Cr Rowe - Antisocial Behaviour, Hainsworth Park, Girrawheen

File Ref:	3120V017 – 24/157358
Author:	Councillor James Rowe
Action Officer:	Director Assets
Disclosure of Interest:	Nil
Attachments:	1

Issue

To consider relocating bollards on the verge of Salcott Road to mitigate recurring issues of antisocial behaviour at Hainsworth Park, Girrawheen.

Background

Since 2019, residents have observed an increase in verge parking along Salcott Road, particularly the section that spans the two entrances to Rochford Way, Girrawheen. In many cases, the verge parking occurs during the evening, and it is accompanied by loitering, drug activity, aggressive and threatening behaviour, and littering.

The behaviour occurs specifically at this location for several reasons, such as: obscurity and limited provision of lighting, restricted visibility due to extensive tree growth, and limited use of the park during the evenings.

Local residents are concerned about safety and security at Hainsworth Park, Girrawheen. The motion requests Council's consideration of a mitigation measure as detailed in this report.

Detail

Affected residents along Salcott Road have exhausted every available option to address this issue, including approximately 80-100 reports to the City's Ranger Services and WA Police over a 5-year period, location of a temporary CCTV camera in the vicinity at Hainsworth Park to deter antisocial behaviour, direct conversations with the individuals who are loitering and engaging in drug use at the park.

Residents have incurred financial expense to install security shutters and CCTV systems at their own properties. Although this improves the residents' perception of safety, it does not deter or resolve the issue of antisocial behaviour on the Salcott Road verge opposite their properties.

Residents have worked productively with current and former Council members in an effort to address the solution. Since 2021, CRMs have been logged requesting relocation of the bollards, closer to the road, to prevent verge parking and loitering at this particular location. Invariably, the City Administration has advised that such action would restrict opportunities for parking, particularly when Hainsworth Park is used for sporting events. Therefore, the request has not been supported to date.

The motion requests the relocation of the bollards to mitigate and deter the recurring issue of antisocial behaviour at this specific location.

The relocation of bollards in a section as shown in **Attachment 1** is proposed as a motion after an extensive period of reporting, and the consideration of interim measures that have failed to resolve the issue. Further, the affected residents intended to speak to the matter directly at the City's 2024 Annual General Meeting of Electors, however they believed the number of motions per resident was capped at one. Therefore, the residents did not have an opportunity to present their grievance to Council.

As indicated above, residents have frequently reported the issue to WA Police and the City of Wanneroo. The City's Ranger Services cannot attend every complaint, particularly during the evenings, so the antisocial behaviour goes on for several hours without reprieve.

Consultation

Residents of Salcott Road have raised their concerns with current and former Council Members.

Comment

The area affected by relocating bollards is relatively small. In terms of the impact to available parking, it is noted that designated car bays are available on the opposite side of the park, adjacent to Emmanuel Christian Community School. Parents and user groups who have booked Hainsworth Park consistently park on this section of Salcott Road because it is co-located with the school, playground facilities, and Hainsworth Community Centre.

The motion responds to five years of continuous complaints. The consequences of the requested action are minimal, both in terms of financial expense and the impact to available parking at Hainsworth Park. The proposed relocation is relatively simple and would only require the bollards to be shifted forward 1-2 metres, closer to kerb on Salcott Road.

Statutory Compliance

Nil

Strategic Implications

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

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

5.5 - People feel safe in public places

Risk Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & 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.

Risk Management Considerations

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

The above risk 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

The existing post and rail fence is not suitable for relocation. The installation of new bollards is estimated to cost in the order of \$5,000 and can be funded from existing operating budgets.

Voting Requirements

Simple Majority

Moved Cr Rowe, Seconded Cr Herridge

That Council REQUESTS Administration to relocate/install bollards on Salcott Road (between Rochford Way) in a section shown in Attachment 1 to mitigate issues of antisocial behaviour at Hainsworth Park by 30 September 2024.

CARRIED

11/3

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, , Cr Rowe, and Cr Smith

Against the motion: Cr Nguyen, Cr Seif and Cr Wright

Absent: Cr Parker

Administration Comment

The set-back of the pine post and rail fence, away from the back of the kerb allows for safe off-road verge parking for park users, noting that Hainsworth Park is classified as an Active Reserve used for both sport and recreation. The fence effectively prevents illegal access to the Reserve and allows overflow parking during peak activity periods. In addition, the verge is used by parents to drop off and pick up students from the adjacent Emmanuel Christian Community School.

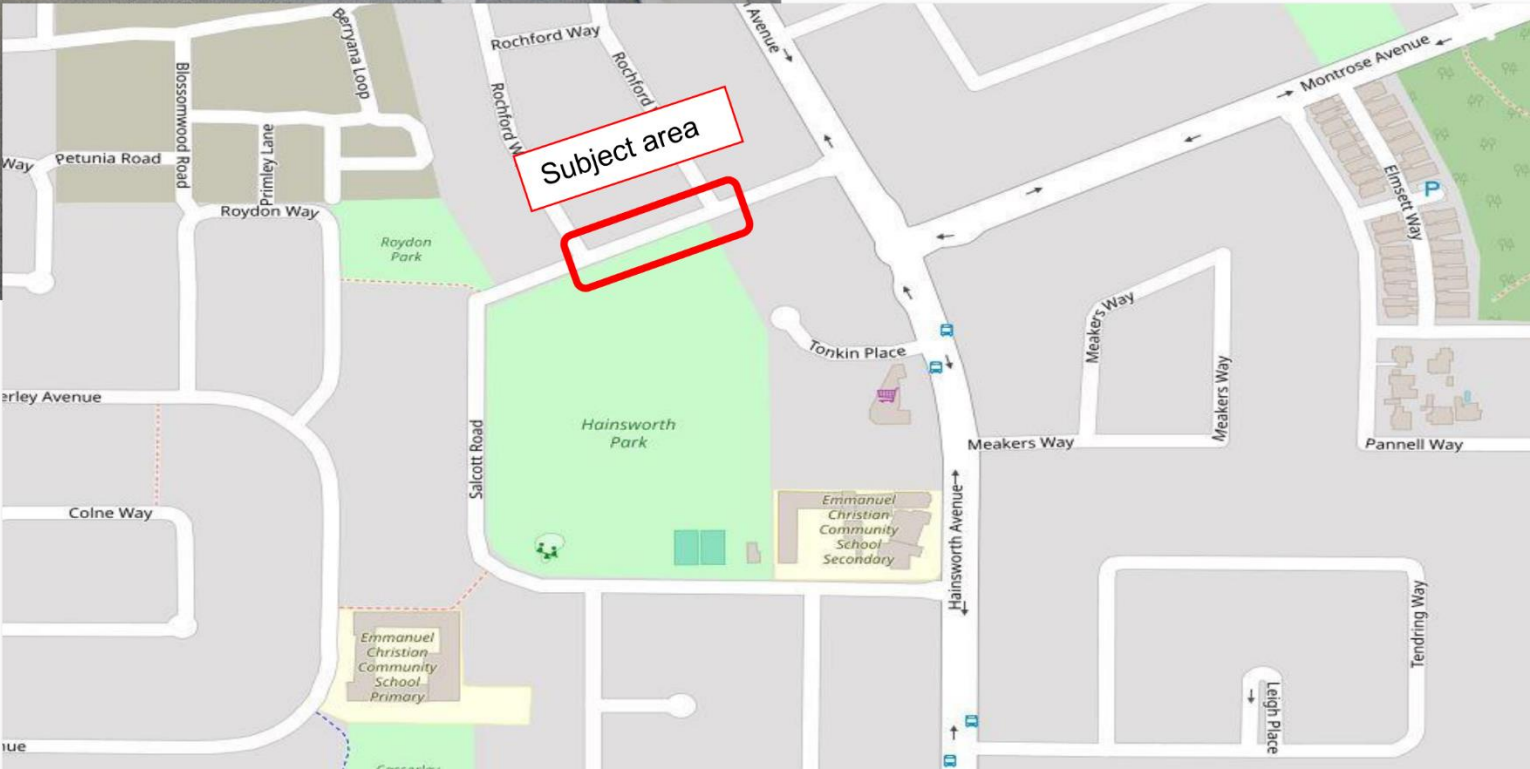
Should Council choose to support the request, new bollards would be installed, set back a minimum of 1.0m from the back of the kerb, in accordance with the City's Standard Drawing. Vehicles would then only be able to park parallel to the kerb on Salcott Way.

Additional tree planting that ordinarily could be used as an effective control to reduce vehicle parking within the road reserve instead of realigning the bollards is not suitable in this instance as there is not enough vertical space within the road reserve due to the existing tree canopy.

It is considered that the installation of bollards is to try and address anti-social behaviour however it is likely to create parking issues due to the high use of the park and the proximity of the school and related parking requirements.

Attachments:

1 [!\[\]\(339a16584d5da0f0a3ca4e9ec17bf6a1_img.jpg\)](#). *Attachment 1 - Sketch of Bollards Installation - Salcott Rd Girrawheen 24/161299*



MN02-05/24 Cr Miles - City of Wanneroo Waste Plan Review

File Ref: 32763V04 – 24/157366
Author: Councillor Paul Miles
Action Officer: Director Assets
Disclosure of Interest: Nil
Attachments: Nil

Issue

To consider an early review the City's Waste Plan 2020-2025 (**Waste Plan**).

Background

On 16 February 2021 Council endorsed the City's Waste Plan, following feedback from community consultation and the Department of Water and Environmental Regulation (**DWER**).

Council resolved the following:

- “1. *ENDORSES the Waste Plan 2020 – 2025, as contained in Attachments 1, 2 & 3; and*
2. *AUTHORISES Administration to submit the Waste Plan 2020 – 2025, as contained in Attachments 1, 2 & 3 to the Department of Water, Environment and Regulation.”*

The Waste Plan was developed to align the City's waste management activities with the requirements of the State Government's *Waste Avoidance and Resource Recovery Strategy 2030* (**Waste Strategy**).

The City's Waste Plan incorporates key priorities for 2020-2025 with clearly defined objectives, detailed actions, milestones, targets, timeframe for delivery, associated cost if known, how it aligns with the Waste Strategy objectives (avoid, recover, protect), who will be implementing, identified risks and relevant mitigation strategies for said risks. The City is required to review its Waste Plan every five years.

Detail

The Waste Strategy was released in February 2019 and set ambitious targets for Western Australia to become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste. One of the headline strategies included implementation of local government waste plans, to align local government waste management activities with the requirements of the Waste Strategy.

The City prepared its Waste Plan which was adopted by Council on 16 February 2021 (Item AS03-02/21 refers) and was submitted to DWER accordingly.

The Waste Plan is an evolution of the City's previous Strategic Waste Management Plan (SWMP) 2016-2022, and reflects the changes in the Waste Strategy document, and aligns well with the outcomes from the *Waste Services - Service Delivery Review 2018*. The Service Delivery Review was endorsed in August 2018, along with the implementation of the *Service Delivery Review – Transition Plan* (Item AS02-08/18 refers). Waste Services are being developed and delivered in line with the Council approved Plan.

In 2023 the Waste Authority released a *Directions Paper: Review of Western Australia's Waste Avoidance and Resource Recovery Strategy 2030* and commenced a review of the Waste Strategy. The City provided a submission on the directions paper capturing key items

of concern to the City, which was endorsed by Council (Item AS06-08/23 refers). It is understood that a draft of the reviewed Waste Strategy will be released for further comments in May 2024.

Consultation

Nil

Comment

The City’s Waste Plan is due for a review by 30 June 2025. As the Waste Strategy is likely to be reviewed in 2024, it is appropriate that the City reviews its Waste Plan in 2024 instead of next year when it is originally schedule for a review.

With the City’s rapid growth, it is imperative to prioritise regular reviews and revisions of our Waste Plans.

A review of the City’s Waste Plan will facilitate the City to reset its strategic direction on waste management and identify the need for suitable resources to deliver the identified waste management projects/initiatives.

Statutory Compliance

Waste Avoidance and Resource Recovery Act 2007 (WARR Act) gives the CEO of DWER powers to require local governments to include within its Waste Plan how it will manage its waste services to achieve consistency with the Waste Strategy in the protection of human health and the environment. Therefore, the changes in the State’s Waste Strategy will have implications for the City’s Waste Plan.

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 Appetite Statement

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.

Risk Management Considerations

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

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

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

Policy Implications

The Waste Management Services Policy requires review to ensure alignment with any revisions to the Waste Plan.

Financial Implications

The City's waste services are provided utilising the funds collected through the residential waste charge and retained in the Waste Reserve. The revised Waste Plan will identify the future waste management projects/initiatives, which will require further development to identify future financial implications.

Voting Requirements

Simple Majority

Moved Cr Miles, Seconded Cr Huntley

That Council REQUESTS Administration to undertake a review of the City's Waste Plan (2020-2025) and present a report to Council on the draft Waste Plan (2026-2030) by December 2024.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Administration Comment

The current Waste Plan establishes the City's waste profile and outlines how the City manages its waste management services over the five years, 2020-2025. It sets the City's priorities and goals which are guided by the objectives and targets set out in the Waste Avoidance and Resource Recovery Strategy 2023 (Waste Strategy).

There are several variables relating directly to the review of the City's Waste Plan, specifically:

1. A review of the Waste Strategy is currently underway and the latest advice from the Waste Authority is that the draft Waste Strategy is anticipated to be released for a 12-week public consultation period in May 2024. Though no specific advice has been provided by the Waste Authority, it is anticipated that the Waste Strategy will be finalised by the State by the end of 2024.

2. Two significant Tenders for Waste to Energy processing and FOGO processing, being managed by the MRC. The outcome of which is likely to have a significant impact on the guidance of the City's Waste Plan.

Administration will aim to complete the review of the City's Waste Plan (pending resourcing) and present a draft Waste Plan by December 2024. This review will provide an opportunity to ensure alignment with the Waste Strategy and confirm the outcome of the two major Tenders currently in progress.

Attachments: Nil

Item 10 Urgent Business

Nil

Item 11 Confidential**Procedural Motion**

Moved Cr Moore, Seconded Cr Seif

That Council move into a confidential session to consider Item CR01-05/24 under the terms of the Local Government Act 1995, Section 5.23 (2).

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

The meeting was closed to the public and all recordings ceased at 8:38pm. All Administration staff left the Chamber with the exception of the CEO, Manager Governance & Legal and Acting Manager Council & Corporate Support.

Prior to the Confidential item being discussed Cr Huntley declared that in accordance with section 14CA(5) she could maintain confidentiality during the closed part of the meeting, whilst attending this Council meeting electronically.

CR01-05/24 Designated Senior Employee Appointment

File Ref: 49902 – 24/135889
Responsible Officer: Chief Executive Officer

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:

(a) a matter affecting an employee or employees

Moved Cr Rowe, Seconded Cr Figg

That Council ACCEPT the recommendation of the Chief Executive Officer to appoint the recommended candidate as detailed in the report to the position of Director Community and Place commencing 1 July 2024.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

Procedural Motion

Moved Cr Berry, Seconded Cr Herridge

That the meeting be reopened to the public.

CARRIED UNANIMOUSLY

For the motion: Mayor Aitken, Cr Bedworth, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Huntley Cr Miles, Cr Moore, Cr Nguyen, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Nil

Absent: Cr Parker

The meeting was reopened to the public and all recording recommenced at 8:45pm

Mayor Aitken read aloud the resolutions carried on Items CR01-05/24

Item 12 Date of Next Meeting

The next Council Members' Briefing Session has been scheduled for 6:00pm on Tuesday 11 June 2024, to be held at Council Chamber, Civic Centre, 23 Dundobar Road Wanneroo.

Item 13 Closure

There being no further business, Mayor Aitken closed the meeting at 8:46pm.

In Attendance

LINDA AITKEN, JP

Mayor

Councillors:

ALEX FIGG	North Ward
SONET COETZEE	North Ward
GLYNIS PARKER	North-East Ward
BRONWYN SMITH	North-East Ward
MARIZANE MOORE	Central-East Ward
PAUL MILES	Central-East Ward
HELEN BERRY	Central-West Ward
PHIL BEDWORTH	Central-West Ward
JACQUELINE HUNTLEY	Central Ward
JORDAN WRIGHT	Central Ward
NATALIE HERRIDGE	South-West Ward
VINH NGUYEN	South-West Ward
JAMES ROWE, JP	South Ward
EMAN SEIF	South Ward