

BRIEFING PAPERS

Council Members' Briefing Session

6:00pm 09 July 2024

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

wanneroo.wa.gov.au

PROCEDURE FOR FULL COUNCIL BRIEFING SESSION

PRINCIPLES

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

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

PROCESS

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

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

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

Where an interest is involved in relation to an item, the same procedure which applies to Ordinary Council Meetings will apply. It is a breach of the City's Code of Conduct for an interest to not be declared. The Briefing Session will consider items on the Agenda only and proceed to deal with each item as they appear. The process will be for the Mayor to call each item number in sequence and ask for questions. Where there are no questions regarding the item, the Briefing will proceed to the next item.

AGENDA CONTENTS

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

AGENDA DISTRIBUTION

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

RECORD OF BRIEFING

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

LOCATION

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

DEPUTATIONS

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

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

[Deputation online form](#)

Please note:

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

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

For further information please contact Council Support on 9405 5000

RECORDING AND ACCESS TO RECORDINGS OF COUNCIL MEETINGS POLICY

Objective

To ensure there is a process in place to outline the access to recorded Council Meetings.

To emphasise that the reason for recording of Council Meetings is to ensure the accuracy of Council Meeting Minutes and that any reproduction of these Minutes are for the sole purpose of Council business.

Implementation

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

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

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

Evaluation and Review Provisions

Recording of Proceedings

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

Access to Recordings

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

COMMONLY USED ACRONYMS AND THEIR MEANING

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



Briefing Papers for Tuesday 9 July, 2024

CONTENTS

| | | |
|--|---|------------|
| ITEM 1 | ATTENDANCES | 1 |
| ITEM 2 | APOLOGIES AND LEAVE OF ABSENCE | 1 |
| ITEM 3 | DEPUTATIONS | 1 |
| ITEM 4 | REPORTS | 1 |
| PLANNING & SUSTAINABILITY | | 1 |
| STRATEGIC LAND USE PLANNING & ENVIRONMENT | | 1 |
| 4.1 | PROPOSED AMENDMENT NO. 214 TO DISTRICT PLANNING SCHEME NUMBER 2 - EAST WANNEROO DISTRICT DEVELOPMENT CONTRIBUTION PLAN | 1 |
| APPROVAL SERVICES | | 56 |
| 4.2 | REVIEW OF LOCAL PLANNING POLICY 2.5: TELECOMMUNICATIONS INFRASTRUCTURE | 56 |
| 4.3 | CONSIDERATION OF AMENDMENT NO. 215 TO DISTRICT PLANNING SCHEME NO. 2 - REZONING OF VARIOUS LOTS IN THE WOODVALE LOCALITY FROM RURAL TO URBAN DEVELOPMENT | 84 |
| 4.4 | PREPARATION OF AMENDMENT NO. 222 TO DISTRICT PLANNING SCHEME NO. 2 - NORMALISATION OF LAND IN THE JINDALEE NORTH AGREED LOCAL STRUCTURE PLAN NO. 88 AREA | 99 |
| ASSETS | | 146 |
| STRATEGIC ASSET MANAGEMENT | | 146 |
| 4.5 | PETITION PT01-06/24 - REQUEST FOR PARKING PROHIBITION, CHASELLAS DRIVE, HOCKING | 146 |
| INFRASTRUCTURE CAPITAL WORKS | | 152 |
| 4.6 | TENDER 23201 - KINGSWAY REGIONAL SPORTING COMPLEX RENEW NETBALL COURT SURFACE AND FLOODLIGHTING - WEST COURTS | 152 |
| PARKS & CONSERVATION MANAGEMENT | | 161 |
| 4.7 | RESPONSE TO PETITION (PT01-05/24) - REQUESTING THAT COUNCIL RESCINDS ITS DECISION MADE AT THE ORDINARY COUNCIL MEETING ON 23 APRIL 2024 TO REMOVE AN ANGOPHORA COSTATA TREE IN THE STREET VERGE OF 8 CORDELIA PLACE, ALEXANDER HEIGHTS. | 161 |

| | |
|---|------------|
| COMMUNITY & PLACE | 165 |
| COMMUNITY FACILITIES | 165 |
| 4.8 WANNEROO RECREATION CENTRE UPGRADE PROJECT WORKING GROUP - TERMS OF REFERENCE | 165 |
| 4.9 STATE AND FEDERAL FUNDING COMMITMENTS: WANNEROO SHOWGROUNDS CLUBROOM EXTENSION | 171 |
| PLACE ACTIVATION | 176 |
| 4.10 REVIEW OF THE COMMUNITY ENGAGEMENT POLICY | 176 |
| CORPORATE STRATEGY & PERFORMANCE | 198 |
| BUSINESS & FINANCE | 198 |
| 4.11 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 MAY 2024 | 198 |
| TRANSACTIONAL FINANCE | 221 |
| 4.12 WARRANT OF PAYMENTS FOR THE PERIOD TO 31 MAY 2024 | 221 |
| CUSTOMER & INFORMATION SERVICES | 316 |
| 4.13 CUSTOMER EXPERIENCE POLICY | 316 |
| PROPERTY SERVICES | 351 |
| 4.14 PROPOSED AGREEMENT FOR LEASE AND GROUND LEASE TO THE NORTHERN SUBURBS MEN'S SHED INC OVER A PORTION OF RESERVE 28058, 100 KINGSWAY, MADELEY (KINGSWAY REGIONAL SPORTING COMPLEX) | 351 |
| CHIEF EXECUTIVE OFFICE | 382 |
| GOVERNANCE & LEGAL | 382 |
| 4.15 REVIEW OF LEGAL REPRESENTATION AND COSTS INDEMNIFICATION POLICY | 382 |
| ITEM 5 MOTIONS ON NOTICE | 430 |
| ITEM 6 LATE REPORTS | 430 |
| ITEM 7 PUBLIC QUESTION TIME | 430 |
| ITEM 8 CONFIDENTIAL | 430 |
| ITEM 9 DATE OF NEXT MEETING | 430 |
| ITEM 10 CLOSURE | 430 |

AGENDA

Attendees at Council Briefing Sessions are advised that the contents of this Agenda and discussion at the meeting remain confidential unless informed otherwise by the Chief Executive Officer.

This meeting today is being held on Whadjuk Noongar boodja and we would like to acknowledge and pay respects to Elders past, present and future. We thank all past and present members of the community that have supported the City to better understand and value Noongar culture within the City of Wanneroo.

Item 1 Attendances

Item 2 Apologies and Leave of Absence

Item 3 Deputations

Item 4 Reports

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

Planning & Sustainability

Strategic Land Use Planning & Environment

4.1 Proposed Amendment No. 214 to District Planning Scheme Number 2 - East Wanneroo District Development Contribution Plan

File Ref: 49014 – 24/126578
Responsible Officer: Manager Health & Compliance
Attachments: 7

Issue

To consider proposed Amendment No. 214 to District Planning Scheme No. 2 (DPS 2) to introduce a new Development Contribution Area (DCA) and associated provisions for the East Wanneroo District Structure Plan Area (refer **Attachment 1**).

| | |
|---------------------|--|
| Applicant | Creative Design Planning on behalf of the Department of Planning, Lands and Heritage |
| Owner | Various |
| Location | East Wanneroo District Structure Plan Area |
| Site Area | Approximately 8000 hectares |
| MRS Zoning | Various |
| DPS 2 Zoning | Various |

Background

East Wanneroo District Structure Plan

The East Wanneroo District Structure Plan (**EWDSP**) was endorsed by the Western Australian Planning Commission in August 2021.

The area will ultimately provide for a population of around 150,000 residents in approximately 50,000 homes and supported by up to 20,000 new jobs. The EWDSP covers an area of approximately 8000 hectares and guides the progressive urbanisation of East Wanneroo for the next 50 years, as initially set out in the North-West Sub-regional Planning Framework 2018.

The EWDSP specifies that a District Development Contribution Plan (**DDCP**) is to be prepared for the entirety of the EWDSP and that all land is to pay contributions to the items listed in Section 2.2.2. In this regard, the items listed in Section 2.2 of the EWDSP are:

- “1. Acquisition of land and construction of integrator arterial roads;*
- 2. Construction of district level community facilities as set out in the Community Facilities Plan;*
- 3. Groundwater management systems as described in the District Water Management Strategy; and*
- 4. Wetland and foreshore management plans as identified in Schedule One of the EWDSP.”*

In relation to item 2, the proposed DDCP includes the cost of acquiring land for community facilities, with the exception of District Open Space land, which is intended to form part of the Precinct Structure Plans 10% open space requirement.

The DDCP does not include Item 3 above, being groundwater management systems, as the Department of Planning, Lands and Heritage (**DPLH**) has advised that further technical work is required before the system design and costing can be finalised. The DPLH has advised the City that this item will be addressed via a subsequent phase of the DDCP for East Wanneroo.

The City's *District Planning Scheme No. 2* (DPS 2) provides the statutory basis for the administration and management of development contributions. To enable the DDCP to be implemented the DCA needs to be included as a Development Control Area in the scheme map and the relevant text introduced into DPS 2. The statutory framework (proposed Amendment No. 214) for the DDCP is depicted in **Attachment 2**. It should be noted that Schedule 12 of DPS 2 currently includes generic clauses that apply to other DCP areas, including Alkimos-Eglinton and Yanchep-Two Rocks and defines interpretations, guiding principles and other operational clauses for the management of DCPs.

Detail

Proposed Amendment 214 to the City of Wanneroo DPS 2 seeks to introduce a new DCA to Schedule 13, Table 3 of Part 5 and the Zoning Map of DPS 2.

Site

The subject land covers approximately 8,000 hectares of land and has a mix of mainly rural land uses such as market gardens, equestrian activities and rural lifestyle properties. The land includes the suburbs of Pinjar, Mariginiup, Jandabup, Wanneroo and Gnangara and is approximately 25 kilometres north of the Perth Central Business District.

The subject land is proposed to be included within the DCA 5 – East Wanneroo area. The land is in multiple ownership and characterised by a fragmented pattern of land tenure, which is particularly pronounced in its southern half of the East Wanneroo DSP.

Proposal

Proposed Amendment No. 214 to DPS 2 seeks to introduce a new DDCP to Schedule 13 of the Scheme and a new Development Contribution Area to Table 3 of Part 5 of the Scheme and the Scheme Map. This relates to future urban development in the East Wanneroo DSP area.

The Amendment document provides the statutory format required by the DPLH (as per the Planning Regulations 2015) to introduce the relevant provisions into DPS 2.

The DDCP has been prepared for district level infrastructure only and does not include regional or local infrastructure; or a mechanism for managing and funding groundwater levels. The DDCP is responsible for the district infrastructure requirements only and the proposal in its current form can be summarised, as follows.

- This DCP will operate for approximately 50 years from the date of gazettal of Amendment No. 214. This is consistent with the anticipated completion of the EWDSP area within 50 years.
- The staging of development is assumed to be generally as presented in the EWDSP, being as follows:
 - Stage 1 – (2021 – 2031), 10,000 dwellings
 - Stage 2 – (2031- 2051), 20,000 dwellings
 - Stage 3 – (2051 +), 20,000 dwellings

The associated consultant reports, cost estimates and contribution calculations form part of the East Wanneroo District Developer Contribution Plan Report. The DDCP Report defines the specific cost estimates and methodologies that are attributed to the infrastructure works. A summary of these cost estimates has been provided in **Attachments 3, 4 and 5** (Cost Apportionment Schedule, Cost Summary and Capital Expenditure Plan). In this regard, the detailed cost estimates that inform the cost schedules have been prepared by external consultants and will be attached to the DCP Report (refer **Attachment 6**) when advertised. The detailed cost estimates have been provided in **Attachment 7**. Due to the large document size, this attachment is available under separate cover and is published on the City's website in the same section as the Agenda for the meeting.

The estimated costs of providing the infrastructure are defined in **Attachments 3, 4 and 5**. The estimated costs are based on the information available at this time and reflect the infrastructure scope of works, as defined in proposed Amendment 214. It is acknowledged that further refinement and review of costs will be necessary as detailed designs and investigations are performed in the future, which will occur through the annual review process and the 5-year fundamental review, as required by the review process provisions defined in Amendment 214.

In accordance with Clause 10 of Schedule 12 of DPS 2, the Local Government is required to adopt the Development Contribution Plan Report and Cost Apportionment Schedule within 90 days of the development contribution plan coming into effect (gazettal of Amendment 214). The DCP Report and the cost apportionment schedule sets out the calculation of the cost contribution for owners within the DCP area based on the methodology provided in the DCP. The DCP Report and the cost apportionment schedule do not form part of the scheme, but once adopted by the local government they are subject to review as provided under clause 11.0 of Schedule 12.

Community Infrastructure

The DDCP includes district level community facilities. The cost of construction and land acquisition of district level community facilities (where required) are included in this DDCP. There are no land acquisition costs included for the District Open Space in this DDCP as it is assumed that this land will be provided as part of the 10% public open space provision for each precinct. Specifically, the DDCP is to cover the cost of construction and land acquisition (where specified) for the following district community facilities:

- District Open Space (including pavilion) x 5 (excludes land acquisition)
- District Multicourt / Hard Courts Space x 5 (includes land acquisition)
- District Community Centre x 4 (includes land acquisition)

- District Indoor Recreation Centre x 1 (includes land acquisition)
- District Library x 2 (includes land acquisition)
- Art Gallery x 1 (includes land acquisition).

Integrator Arterial Roads

The DDCP includes the cost of acquiring land and the construction of full earthworks, one carriageway (comprised of two lanes) and associated drainage and shared pathways for future 'Other Regional Roads' identified by the EWDSP. This includes Elliott Road, Lenore Road, Franklin Road, Badgerup Road, Sydney Road, Lakeview Road, Hawkins Road and Neaves Road. The DPLH's consultant (JDSi) has provided a detailed description of the road infrastructure to be funded by the DDCP.

The full details of the road cost estimates are found within the East Wanneroo DCP Cost Summary Report. The consultant report, including a breakdown of road construction costs and the associated preliminary road designs will be included into the DDCP Report and made available during public advertising of Amendment No. 214.

Wetland Management Plans

The DDCP applies to the cost of preparation and implementation of wetland and foreshore management plans as required by the EWDSP, for the specific wetlands, including Mariginiup Lake, Lake Adams, Gngara Lake, Badgerup Lake and Jandabup Lake.

An Assessment Report for Wetlands was prepared by the DPLH consultants (RPS), which defines the management boundaries for each wetland, the reporting framework and cost estimates for five separate wetland management plans, including the general requirements for baseline surveys to support the WMPs, rehabilitation and weed management strategies for each of the five wetland management areas and the implementation of rehabilitation and weed management strategies outlined in the WMPs.

DDCP Report and Cost Estimates

The full DCP Report includes various consultant information to support the cost schedules of the DDCP, which includes land valuation, wetland management, facility cost estimates and road construction.

The full report has not been included as an attachment due to its extensive content, however a copy has been placed on the Councillor hub and will be made available during the public consultation period.

Method for Calculating Contribution

The DDCP utilises the per-hectare model of calculating development contributions for both community and development infrastructure. Contributions are only levied over the developable portion of the DCA, rather than being based on the estimated number of lots or dwellings. The infrastructure costs for development and community infrastructure are calculated separately based on the area of the DCA that contributes towards the need for the infrastructure.

The Net Contributing Area (**NCA**) for both development and community infrastructure is calculated by deducting all land that does not generate the need for the required infrastructure. This excludes various land associated with future Regional Reservations including (Parks and Recreation, Railways, Regional Roads, State Forrest and High School sites) and other land identified in the DSP as sporting fields, public open space, local roads, primary schools and other non-developable or public use land. Further, the NCA for community infrastructure excludes future industrial and commercial land uses, which (under SPP 3.6) does not generate

the need for community infrastructure. The respective infrastructure costs are then apportioned over the NCA for the Development Infrastructure (1,924 hectares) and the Community Infrastructure (1,362 hectares).

The main elements for consideration of costs are summarised in the below table, these estimated costs are included into the Cost Apportionment Plan Schedule (CAS) and the Summary of Costs Table (refer **Attachments 3 and 4**). The Capital Expenditure Plan (CEP) reflects the estimated delivery timeframe for the required infrastructure items (refer **Attachment 5**).

| EAST WANNEROO DISTRICT DCP - COST SCHEDULE SUMMARY | | | | | |
|---|--------------------------|-------------------------------|-------------------------|--------------------------|--------------------------|
| Item | Total Cost | Contributing Area (ha) | Cost per hectare | No. of Dwellings* | Cost per Dwelling |
| Community Infrastructure | \$ 165,313,702.00 | 1362.2731 | \$ 121,351.37 | 45,468 | \$ 3,635.83 |
| Community Infrastructure - Land | \$ 47,960,650.00 | 1362.2731 | \$ 35,206.34 | 45,468 | \$ 1,054.82 |
| Total Community | \$ 213,274,352.00 | | \$ 156,557.71 | | \$ 4,690.65 |
| Other Regional Roads - Construction | \$ 209,616,140.00 | 1924.0864 | \$ 108,943.21 | 45,468 | \$ 4,610.19 |
| Other Regional Roads - Land | \$ 116,086,600.00 | 1924.0864 | \$ 60,333.36 | 45,468 | \$ 2,553.15 |
| Total Roads | \$ 325,702,740.00 | | \$ 169,276.57 | | \$ 7,163.34 |
| Wetland Management Plans | \$ 24,688,078.80 | 1924.0864 | \$ 12,831.07 | 45,468 | \$ 542.98 |
| Administration - Community Infrastructure Only | \$ 4,086,819.30 | 1362.2731 | \$ 3,000.00 | 45,468 | \$ 89.88 |
| Administration - All Other | \$ 15,392,691.20 | 1924.0864 | \$ 8,000.00 | 45,468 | \$ 338.54 |
| Total | \$ 583,144,681.30 | | \$ 349,665.34 | | \$ 12,825.39 |
| <small>* Does not include 5,032 estimated dwellings from that portion of Precinct 25 within the City of Swan as this is not part of the proposed DCA. This dwelling estimate for that part of Precinct 25 within the City of Swan has been calculated as a percentage of the 6,000 estimated dwellings for Precinct 25 by the EWDSP, based on the land area within the City of Wanneroo and City of Swan.</small> | | | | | |

In relation to the above, it should be noted that an average cost per dwelling has been calculated using an average lot size assumption of 300m² to provide some relevance to the \$5000 community infrastructure contribution cap, however contributions will only be paid on the combined total lot areas created as part of subdivision and not the number of lots created.

Consultation

Before advertising, a proposed amendment is required to be referred to the EPA to assess the environmental impacts of the proposal and to determine whether any formal environmental assessment is necessary.

The *Planning and Development (Local Planning Schemes) Regulations 2015* (the **Regulations**) set out the criteria for the various types of local planning scheme amendments. In terms of the Regulations, an amendment for a development contribution plan, is considered to be a 'complex' amendment, which requires obtaining the Western Australian Planning Commission's (**WAPC**) consent to advertise the amendment.

Subject to no objections being received from the EPA and advertising consent being granted by the WAPC, the amendment must be advertised for public comment for a period of 60 days.

In line with the Regulations, the following advertising process is proposed:

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

Comment

The Department of Planning, Lands and Heritage (DPLH) has proposed Amendment No. 214 to introduce the DDCP for district-level facilities, which will provide the statutory framework for implementing the DDCP. Although DPLH has prepared the DDCP and scheme amendment, the City has been requested to initiate and administer the scheme amendment by including relevant provisions into the City's DPS 2.

As part of the assessment of proposed Amendment No. 214, Administration has engaged with the DPLH and their consultants to resolve a range of issues initially raised by the City. The DPLH has made various modifications to address the issues raised by the City, including:

- The deletion of land outside of the City of Wanneroo (Precinct 25 is located within the City of Swan).
- The inclusion of land costs for district community infrastructure (excluding district open space which shall be provided as part of the 10% POS).
- Increase the number of district community centres from 2 to 4 in accordance with the CFP requirements.
- The inclusion of Neaves Road as a listed infrastructure works.
- Increase in contingency costs (pending further investigation) for road and community infrastructure to address higher costs associated with vegetation clearing and environmental remediation; and
- The inclusion of maintenance costs for the District Open Space/s for two summers.

The DPLH did not agree to introduce groundwater management provisions/costs until further technical investigation had occurred. Further, the DPLH has requested that all primary school sites be defined as a notional 3.5 hectares (rather than 4 hectares), which should only occur when co-located with POS. Applying the nominal area (3.5 hectares) could result in a future reduction in the DDCP developable area if the sites cannot be located adjacent to POS and are required to be increased 4 hectares. Further consideration of this matter should occur following the close of advertising and consideration of submissions by Council. Alternatively, this may be addressed through future annual reviews or the 5-yearly fundamental review of the DDCP costs, as required by DPS 2.

The proposed DDCP does not include groundwater management systems, as further technical work is being undertaken by the WAPC and will be presented as a subsequent phase of the DDCP. The DDCP would therefore be considered in two phases, as follows:

- The first includes the district community facilities, regional road infrastructure and wetland management plans as proposed in Amendment No. 214.
- The second phase will consider the groundwater management requirements through a subsequent amendment to DPS 2 and will ultimately form part of the same DDCP area. Further consideration by Council will be required and, if supported, can be added to the phase 1 cost of \$12,825 per dwelling (average), pending a new application by the DPLH to amend DPS 2.

Local Development Contribution Plans

The DDCP only relates to district contribution matters. Local infrastructure requirements will be considered as part of the Local Structure Plan (LSP) process for each precinct. In this regard, the EWDSP lists those precincts that are likely to require a Local Development Contribution Plans (LDCP) to coordinate local infrastructure requirements, including 10% public open space, local community facilities, road connections and drainage requirements.

LDCPs would only be required for precincts with significantly fragmented landownership, where the infrastructure cannot otherwise be provided by the landowners. If identified through

the LSP process, a LDCP would require an amendment to DPS 2 to introduce relevant provisions into DPS 2. The cost associated with a LDCP would be dependent upon the scope and extent of infrastructure required, which could include items such as 10% POS, POS Development and Local Community Facilities. As an indication, if one of the Local Precincts required a LDCP, the combination of both district and local DCP contributions (and groundwater management) could exceed \$30,000 per dwelling, which would be consistent with other existing DCP contribution rates.

Regional Community Infrastructure

Regional infrastructure is generally funded separately by the State (and Federal) Government. The City's Community Facility Plan (CFP) includes regional community infrastructure and promotes the continuation of advocacy for the timely provision and funding of regional infrastructure as a part of its Advocacy Strategy.

Community Facilities Plan

The DDCP includes consideration of the City's East Wanneroo Community Facilities Plan (CFP), which was endorsed by Council in July 2023 (report CP02-07/23) and the EWDSP, which was considered by Council in December 2019 (report PS01-12/19) and approved by the WAPC in August 2021.

In accordance with SPP 3.6, the requirements of a DCP are detailed in the Scheme and supported by a DCP Report and associated Cost Apportionment Schedules (**CAS**), and other supporting strategic and financial planning reports.

State Planning Policy 3.6 – Community Infrastructure Cap and Indexation

Using the current SPP 3.6 cap on contributions of \$5,000 per dwelling, the total contributions that could be collected based on the estimated number of dwellings (45,468) would be limited to approximately \$230 million. The current estimated cost of the District Community Infrastructure is approximately \$220 million (at current costs). This does not include consideration for future DCP requirements for local community facilities, which are estimated to cost approximately \$80 million (at current costs). If Local DCPs are required then this contribution amount would also be included into the SPP 3.6 cap of \$5000. Based on the total estimated dwellings, estimated District and Local Community Facilities costs (excluding future indexation) then the SPP 3.6 cap would easily be exceeded. Should this occur the City will likely experience significant shortfalls in funding for the identified infrastructure.

SPP 3.6 requires the DCP costs to be prepared and annually reviewed to reflect the anticipated construction and land acquisition costs. These costs will continue to increase over time and the Building Price Index (BPI) suggests that cost indexation will continue at high levels before reducing in the medium term. The following assumptions were provided by the DPLH as part of their recent proposal for the East Wanneroo District DCP.

| Year | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
|---------|------|------|------|------|------|------|
| BPI (%) | 5.4% | 4.1% | 3.5% | 3.0% | 2.5% | 2% |

Without indexation of the cap, the relevance of the cap value diminishes, and any shortfalls would mean that increased pressure will occur on the City to secure alternative funding. This could also result in the facilities not being delivered, delays in delivery timeframes or a reduction in the scope of works that can be provided. In this regard, the need for the new facilities is generated by the new development and this should fund the delivery of the new community infrastructure, noting that the operational costs of managing and renewal of the infrastructure would be funded through the municipal budget.

There are disparities between SPP 3.6 and the funding of community infrastructure required to serve the needs of the future community for District and Local Community infrastructure. Initial analysis provided by the DPLH consultants (Pracsys) indicates that additional funding of between 25% and 50% will be required due to the limiting impact of the contributions cap and the exacerbated indexation of costs due to the extended operational timeframe of the DDCP.

The funding strategy of the DDCP with consideration for the cap will necessitate funding to be supplemented through a range of measures and sources. Future consideration for cost saving and funds generation will be necessary, including consideration for municipal funding, grants and the continued advocacy to the State Government for removal or significant escalation of the \$5,000 cap defined in SPP 3.6.

Summary

Once initiated, advertising of Amendment No. 214 for public consultation will take place. Following advertising a further report will be prepared for Council to consider any submissions made and to make its final recommendation on the proposed amendment and forwarding to the WAPC and Minister for determination.

As part of consideration of Amendment No. 214, it will be necessary for Council to approve the DCP Report, inclusive of estimated costs and once approved, development contributions can be collected by the City to fund the required infrastructure.

Critical to the successful implementation of the DDCP, it will be necessary to ensure continued refinement of costs through the annual review and consideration for any significant changes in community needs, infrastructure requirements, estimated costs or changes in the planning framework as part of the 5-yearly fundamental review process, where consideration for factors affecting the DDCP can be addressed.

Statutory Compliance

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

Administration classifies Amendment No. 214 as a complex amendment because it is amending a development contribution area provision, as described in the Regulations and would be consistent with previous decisions of Council.

Strategic Implications

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

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

5.2 - Plan for and manage land use

Risk 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-G09 Long Term Financial Plan | 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 |

| Risk Title | Risk Rating |
|---|------------------------|
| CO - O17 Financial Management | 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 and Corporate Risk Registers. The annual review of the proposed DDCP will assist Administration in addressing the impacts of the strategic risk relating to Long Term Financial Planning (LTFP) as it ensures that appropriate budget monitoring, timing and provisions are considered.

The strategic risk relating to Stakeholder Relationships applies as a key element in the DCP review process to maintain effective engagement with relevant stakeholders. In addition, the Corporate Risk relating to Financial Management would apply as awareness of financial policies and financial management at unit level will be maintained to promote accountability by business owners and an integrated approach to risk assurance.

Policy Implications

Nil

Financial Implications

The DDCP will be subject to a 5-year fundamental review and an annual review process to ensure that the DDCP methodology and assumptions on the nature of infrastructure required and the cost contributions are correctly set to ensure the collection of sufficient funding to deliver the required infrastructure items over the life of the DCP. In this regard, it will be critical for Administration to pursue alternative funding sources (including grants) to deliver the infrastructure required by the community.

It is recognised that fluctuations in cell costs and contribution rates are considered a natural consequence of the annual review process, however if Administration maintains accurate cost estimates and the annual reviews are up to date, then this will minimise any financial risk to the City.

Administration will ensure that a thorough review of the outstanding works estimates, consideration for financial impacts and risk levels will be undertaken to inform Council through the annual review and enable consideration of all relevant factors to ensure the DCP's are managed in an effective and economical manner.

Voting Requirements

Simple Majority

Recommendation

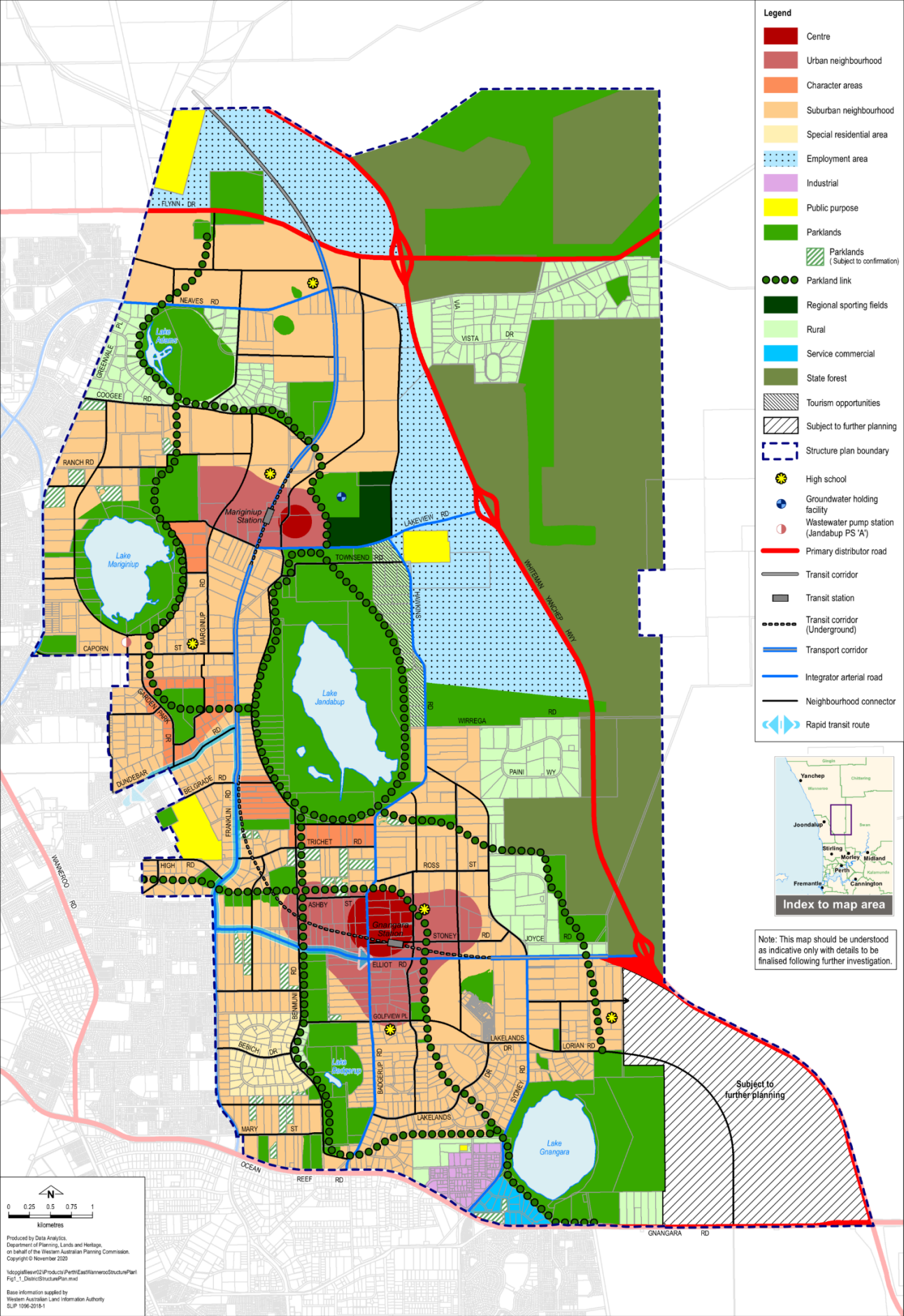
That Council:-

1. **PREPARES** Amendment No. 214 to the City of Wanneroo's District Planning Scheme No. 2 pursuant to Section 75 of the Planning and Development Act 2005, to amend the District Planning Scheme No. 2 by:
 - a) Amending Table 3 in Part 5 of the Scheme text by including DCA 5 - East Wanneroo in accordance with the proposed amendments to District Planning Scheme No. 2 as defined in Attachment 2;
 - b) Amending Schedule 13 of the Scheme text by including DCA 5 – East Wanneroo in accordance with the proposed amendments to District Planning Scheme No. 2 as defined in Attachment 2; and
 - c) Amending the Scheme Map to include the boundaries of DCA 5 – East Wanneroo in accordance with the proposed amendments to District Planning Scheme No. 2 as defined in Attachment 2.
2. Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, **RESOLVES** that Amendment No. 214 to District Planning Scheme No. 2 is a complex amendment because it is amending a development contribution area provision;
3. Pursuant to Regulation 37(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, **SUBMITS** two (2) copies of the Amendment No. 214 to District Planning Scheme No. 2 documentation to the Western Australian Planning Commission for its consideration;
4. Pursuant to Section 81 of the Planning and Development Act 2005 **REFERS** Amendment No. 214 to District Planning Scheme No. 2 to the Environmental Protection Authority;
5. Subject to approval from the Environmental Protection Authority and the Western Australian Planning Commission, **ADVERTISES** Amendment No. 214 to District Planning Scheme No. 2 for a period of not less than 60 days pursuant to Regulation 38 of the Planning and Development (Local Planning Schemes) Regulations 2015; and
6. **NOTIFIES** the applicant that Council considers Amendment No. 214 to be a complex scheme amendment and is required to follow the process described in the Planning and Development (Local Planning Schemes) Regulations 2015.
7. Subject to the approval of advertising by the Western Australian Planning Commission for Amendment 214 **ADVERTISES** the Development Contribution Plan Report and Cost Apportionment Schedule as defined in Attachments 3 to 6, including the detailed consultant information.

Attachments:

| | |
|--|-----------|
| 1. Attachment 1 - East Wanneroo District Structure Plan | 23/116437 |
| 2. Attachment 2 - Amendment No. 214 Document | 24/188852 |
| 3. Attachment 3 - Cost Apportionment Schedule (CAS) | 24/188870 |
| 4. Attachment 4 -Cost Schedule Summary | 24/188871 |
| 5. Attachment 5 - Capital Expenditure Plan (CEP) | 24/188869 |
| 6. Attachment 6 - District Development Contribution Plan Report (excludes detailed attachments) | 24/214930 |
| 7. Attachment 7 - District Development Contribution Plan Report (pg 22-204 includes detailed cost estimates) | 24/229924 |

Figure 1.1 East Wanneroo District Structure Plan



East Wanneroo District Structure Plan



DISTRICT PLANNING SCHEME No. 2

Amendment No. **214**

FORM 2A

*Planning and Development Act 2005***RESOLUTION TO ADOPT AMENDMENT TO
LOCAL PLANNING SCHEME****CITY OF WANNEROO****DISTRICT PLANNING SCHEME NO. 2 - AMENDMENT NO. 214**

RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above local planning scheme by:

- a) Amending Table 3 in Part 5 of the Scheme text by including DCA 5 - East Wanneroo as follows:

| Name of Area | Purpose | Objectives | Additional Provisions |
|--|--------------------------------|--|---|
| East Wanneroo District Development Contribution Area, identified as DCA5 on the Scheme Map | See clause 2.0 of Schedule 12. | To provide for district development contributions in respect to infrastructure and administrative items specified in Schedule 13 for the East Wanneroo District Development Contribution Area. | The East Wanneroo Development Contribution Area is subject to the relevant provisions contained in Schedules 12 and 13. |

- b) Amending Schedule 13 of the Scheme text by including DCA 5 – East Wanneroo as follows:

| | |
|---|--|
| Reference Number: | East Wanneroo District Development Contribution Plan |
| Area Name: | East Wanneroo District Development Contribution Area; identified as DCA 5 on the Scheme Map |
| Relationship to other planning instruments: | The development contribution plan generally conforms to the East Wanneroo District Structure Plan and the East Wanneroo Community Facilities Plan. |
| Infrastructure and administrative items to be funded: | <u>District Community Facilities</u> <ul style="list-style-type: none"> • 5 x District Open Space • 5 x District Multicourt / Hard Courts Space • 4 x District Community Centre • 1 x District Indoor Recreation Centre • 2 x District Library • 1 x Art Gallery <p>as described and defined within the District Development Contribution Plan Report.</p> |

| | |
|--|--|
| | <p>Including:</p> <ul style="list-style-type: none"> • Planning, design, and project management costs; • Earthworks, servicing and construction costs (including landscaping, parking and any associated tender costs); and • Land acquisition costs* • Maintenance of the District Open Space development works for two summers. • Any environmental remediation or improvement including (but not limited to) the removal of any contaminant, peat and vegetation associated with the provision of the infrastructure. • Environmental clearing permits and associated managements costs in accordance with the conditions and requirements set by State and Federal Environmental agencies to offset clearing of native vegetation. <p>*Excludes District Open Space land that will be provided as part of the 10% public open space provision.</p> <p><u>Road Infrastructure</u></p> <ul style="list-style-type: none"> • Elliott Road • Lenore Road • Franklin Road • Badgerup Road • Sydney Road • Lakeview Road • Hawkins Road • Neaves Road <p>as described and defined within the District Development Contribution Plan Report.</p> <p>Including:</p> <ul style="list-style-type: none"> • Planning, design, and project management costs; • Site preparation, servicing, and construction costs (including any associated tender costs); • Land acquisition costs; • Earthworks for the whole road reserve, the construction of one carriageway comprised of two lanes and associated drainage works and shared paths or other works if shown in the structure plan, including intersection treatments, |
|--|--|

| | |
|--|---|
| | <p>street lighting, landscaping and service relocation costs;</p> <ul style="list-style-type: none"> Any environmental remediation or improvement including (but not limited to) the removal of any contaminant or peat and vegetation associated with the provision of the infrastructure. Environmental clearing permits and associated managements costs in accordance with the conditions and requirements set by State and Federal Environmental agencies to offset clearing of native vegetation. Pathways to include signs and signals, street furniture, trees, landscaping, planting and associated streetscape and public realm upgrades including public transport stops and shelters in accordance with approved Structure Plan, or similar planning instrument. <p><u>Wetland Management Plans</u></p> <ul style="list-style-type: none"> Mariginiup Lake Lake Adams Gnangara Lake Badgerup Lake Jandabup Lake <p>as described and defined within the District Development Contribution Plan Report.</p> <p>Including:</p> <ul style="list-style-type: none"> Preparation of Wetland Management Plan costs; Implementation of Wetland Management Plan costs. <p><u>Administrative Costs</u></p> <ul style="list-style-type: none"> Costs to prepare and review cost estimates and the cost apportionment schedule; Cost to prepare, administer and review the plan during the period of operation (including but not limited to legal consultant expenses, valuation fees, proportion of staff salaries, computer software and hardware for the purpose of administering the plan); Any arbitration and valuation costs; Costs of advice and representation with respect to this plan including legal, accounting, planning, engineering and other professional advice and |
|--|---|

| | |
|---------------------------------------|---|
| | <p>representation during the period of operation;</p> <ul style="list-style-type: none"> • Costs to prepare Annual Report and monitoring; • Financial institution fees and charges associated with administration of plan; and • Costs to service loans established by the local government to fund early provision of facilities. |
| Method for calculating contributions: | <p>The East Wannon District Structure Plan and the City of Wannon Community Facilities Plan have informed the District Development Contribution Plan. The contributions outlined in the District Development Contribution Plan Report have been based on the need for facilities generated by additional development in the development contribution area. This calculation excludes the:</p> <ul style="list-style-type: none"> • demand for a facility that is generated by the current population; • demand created by external usage - the proportion of use drawn from outside of the main catchment area; and • future usage - the proportion of usage that will be generated by future development outside of the development contribution plan timeframe. <p>The methodology for determining contributions is in accordance with the following formula:</p> <ul style="list-style-type: none"> • $CPH = TC / NCA$ • $CC = CPH \times GSA$ <p>Where:</p> <p>CPH = Cost per hectare (\$/ha) TC = Total cost of delivering community facilities (\$)</p> <p>NCA = Net contributing area (ha)</p> <p>CC = Cost Contribution Amount (\$)</p> <p>GSA = Gross area of proposed subdivision (ha)</p> |
| Period of operation: | 50 years from the date of gazettal. |
| Priority and timing: | In accordance with the Development Contribution Plan Report. |
| Review process: | The District Development Contribution Plan will be reviewed when considered appropriate, but at a time that is no longer |

| | |
|--|---|
| | <p>than 5 years after the date of gazettal of this amendment, having regard to the rate of subsequent development in the area since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs shown in the cost apportionment schedule will be reviewed at least annually in accordance with clause 11 of Schedule 12 of DPS No. 2.</p> |
|--|---|

c) Amending the Scheme Map to include the boundaries of DCA 5 – East Wanneroo.

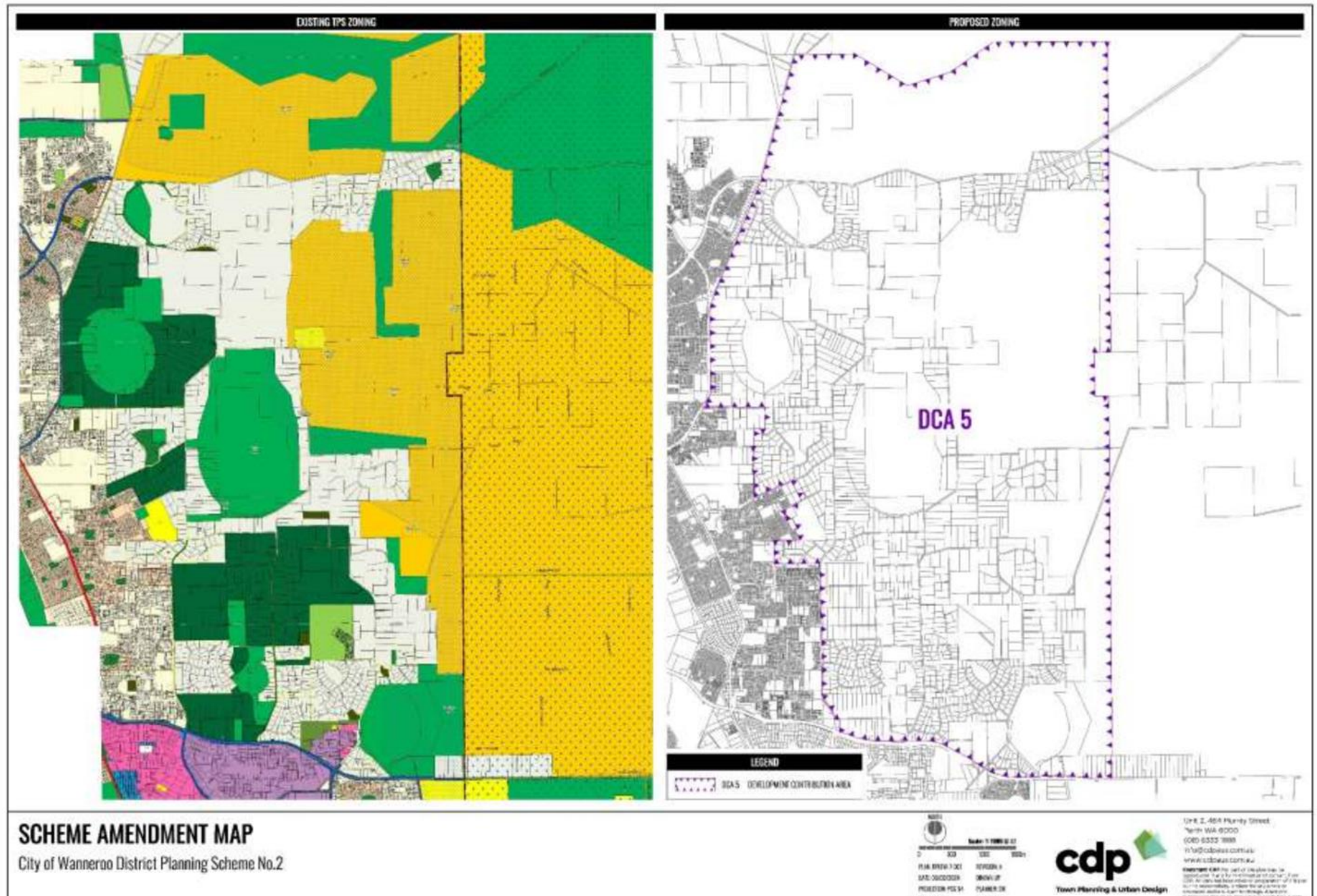
The Amendment is complex under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- an amendment to identify or amend a development contribution area or to prepare or amend a development contribution plan.

Date of Council Resolution.....

.....
(Chief Executive Officer)

Dated this day of 20.....



CITY OF WANNEROO
DISTRICT PLANNING SCHEME NO 2 - AMENDMENT NO. XX
SCHEME AMENDMENT REPORT

INTRODUCTION

This proposed amendment to the City of Wanneroo District Planning Scheme No.2 (DPS2) seeks to introduce a new Development Contribution Plan to Schedule 13 of the Scheme and a new Development Contribution Area to Table 3 of Part 5 of the Scheme and the Scheme Map. This relates to future urban development in the East Wanneroo District Structure Plan area.

The purpose of the proposed development contribution plan and area is to:

- (a) provide for the equitable sharing of the costs of district infrastructure and administrative costs between owners;
- (b) ensure that cost contributions are reasonably required as a result of the subdivision and development of land in the development contribution area; and
- (c) coordinate the timely provision of Infrastructure.

SITE DESCRIPTION

Land Details and Ownership

The subject land is all land included within the DCA 5 – East Wanneroo area. The land is in multiple ownership and characterised by a fragmented pattern of land tenure which is particularly pronounced in its southern half.

Location and Access

The subject land includes the following localities (from north to south): a small portion of Pinjar, most of Mariginiup and Jandabup, the eastern part of Wanneroo and Gnangara. The district is approximately 25 kilometres north of the Perth Central Business District. The area sits adjacent to the existing urban areas of Banksia Grove, Tapping, Sinagra, Wanneroo - including the Wanneroo town centre, Hocking, Pearsall and the Wangara industrial area.

Area and Land Use

The subject land covers approximately 8,000 hectares of land. It currently has a mix of mainly rural land uses such as market gardens, equestrian activities and rural lifestyle properties surround regional parks, wetlands and portion of State Forest.

AMENDMENT TYPE

Planning and Development (Local Planning Schemes) Regulations (2015), Part 5, Division 1, Regulation 34 defines amendment types: basic, standard and complex.

Regulation 35(2) requires the local government to specify in their resolutions to prepare or adopt an amendment what type of amendment it is, as well as the explanation for forming that opinion.

This proposed amendment is considered to be a complex amendment, which Regulation 34 describes as:

*“complex amendment means any of the following amendments to a local planning scheme —
a) an amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*

b) an amendment that is not addressed by any local planning strategy;

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

d) an amendment made to comply with an order made by the Minister under section 76 or 77A of the Act;

e) an amendment to identify or amend a development contribution area or to prepare or amend a development contribution plan”;

This proposed amendment satisfies Item (e) of the above criteria. In particular, it is:

“an amendment to identify or amend a development contribution area or to prepare or amend a development contribution plan”;

PLANNING FRAMEWORK

Metropolitan Region Scheme

A large part of the area is zoned Urban Deferred under the Metropolitan Region Scheme. However, some land is zoned Rural and Industrial. Several MRS reservations are also located within the area. These include public purpose (Water Authority of WA), Parks and Recreation, and State Forest. Ocean Reef Road, at the southern boundary of the area, is reserved under the MRS as other regional road.

The land will be progressively rezoned under the MRS as local structure planning progresses through the precincts.

City of Wanneroo District Planning Scheme No.2

Under DPS No. 2, the East Wanneroo area is primarily zoned General Rural. Other zones within the area include Rural Resource, Special Rural, Rural Community, Private clubs/Recreation, and General Industrial. Local reservations are shown as Conservation, and Parks and Recreation.

The land will be progressively rezoned under the DPS2 as MRS Amendments and subsequent local structure planning progress through the precincts.

There are several elements of District Planning Scheme No. 2 which relate to development contribution plans:

- Part 5 – Special Control Area
- Schedule 12 - operative provisions
- Schedule 13 – development contribution plan ('DCP') schedules
- Scheme maps – annotation of development contribution areas ('DCA').

The East Wanneroo District Structure Plan was endorsed by the Western Australian Planning Commission in July 2021. It guides the progressive urbanisation of East Wanneroo, being the proposed DCA area, in response to the proposals set out in the *North-West Sub-regional Planning Framework 2018*. The area will ultimately provide for a population of around 150,000 residents in approximately 50,000 homes, supported by up to 20,000 new jobs. The EWDSP covers an area of approximately 8300 hectares and guides the progressive urbanisation of East Wanneroo over the next 50 years. (Refer **Figure 1**).



Figure 1 – East Wanneroo District Structure Plan

The East Wanneroo District Structure Plan (EWDSP) states as follows:

- a district development contribution plan is to be prepared for the entirety of the district structure plan area; and
- all land in the EWDSP is to pay contributions to the items listed in Section 2.2.2 of the EWDSP.

The district development contribution items listed in Section 2.2 of the EWDSP are:

1. Acquisition of land and construction of integrator arterial roads;
2. Construction of district level community facilities as set out in the Community Facilities Plan;
3. Groundwater management systems as described in the District Water Management Strategy; and
4. Wetland and foreshore management plans as identified in Schedule One of the EWDSP.

In relation to Item 2 above, the acquisition of land forms part of the community facility provision, however excludes the District Open Space land, which forms part of the Precinct Structure Plans 10% open space requirement;

The District Development Contribution Plan does not include Item 3 above, being groundwater management systems, as further technical work is required before the system design and costing can be finalised. This item will be addressed via a subsequent phase of district developer contributions in East Wanneroo.

PROPOSED AMENDMENT

This proposed amendment to the City of Wanneroo District Planning Scheme No.2 (DPS2) seeks to introduce a new Development Contribution Plan to Schedule 13 of the Scheme and a new Development Contribution Area to Table 3 of Part 5 of the Scheme and the Scheme Map. This relates to future urban development in the East Wanneroo District Structure Plan area.

DISTRICT DEVELOPMENT CONTRIBUTION PLAN REPORT

A District Development Contribution Plan Report has been prepared to implement the requirements of the EWDSP for a District Development Contribution Plan. Refer **Attachment 1**. This report provides all the required information, support and justification for the proposed District Development Contributions Plan, the proposed items included and for all costings, including a Cost Apportionment Schedule and Capital Expenditure Plan.

CONTRIBUTION ITEMS

The District Development Contribution Plan applies to the following district level infrastructure and facilities.

District Community Infrastructure

This District Development Contribution Plan (DDCP) includes district level community facilities). The cost of construction and land acquisition of district level community facilities (where required) are included in this DDCP. There are no land acquisition

costs included for the District Open Space in this DDCP as it is assumed that this land will be provided as part of the relevant precincts 10% public open space provision. Specifically, the DDCP is to cover the cost of construction and land (where specified) of the following district community facilities:

- District Open Space 1 (+ Pavilion) x 5 (excludes land acquisition)
- District Multicourt / Hard Courts Space x 5 (includes land acquisition)
- District Community Centre x 4 (includes land acquisition)
- District Indoor Recreation Centre x 1 (includes land acquisition)
- District Library x 2 (includes land acquisition)
- Art Gallery x 1 (includes land acquisition)

Other Regional Roads

The full (100%) cost of acquisition of land and construction of future 'Other Regional Roads' identified by the EWDSP is to be funded through the DDCP. New integrator arterial roads identified in the EWDSP are being funded by the DDCP and are listed below:

- Elliott Road
- Lenore Road
- Franklin Road
- Badgerup Road
- Sydney Road
- Lakeview Road
- Hawkins Road; and
- Neaves Road

JDSi has provided a detailed description of the road infrastructure to be funded by the DDCP. The full details of the road cost estimates and assumptions are found within the East Wanneroo DCP Cost Summary Report prepared by JDSi and enclosed as part of **Attachment 1**.

Wetland Management Plans

The DDCP applies to the cost of preparation and implementation of wetland and foreshore management plans as required by the EWDSP, for the following specific wetlands:

- Mariginiup Lake,
- Lake Adams,
- Gnangara Lake,
- Badgerup Lake; and
- Jandabup Lake

A Development Contribution Assessment Report – Wetlands and Foreshore has been prepared by RPS (included as part of **Attachment 1**). The report provides the following information to support the EWDDCP:

- the defined management boundaries for each wetland;
- the reporting framework for the wetland management plans; and
- the cost estimates for:
 - preparation of the five separate wetland management plans;
 - undertaking baseline surveys that may be required to support the WMPs;
 - preparing a rehabilitation and weed management strategy for each of the five wetland management areas; and
 - implementation of the rehabilitation and weed management strategies outlined in the WMPs.

CONCLUSION

The District Development Contribution Plan report provides a sound and fair basis upon which to consider the sharing of infrastructure items across the East Wannon District Structure Plan area.

TEXT MODIFICATION PAGE

PLANNING AND DEVELOPMENT ACT 2005

CITY OF WANNEROO

DISTRICT PLANNING SCHEME NO. 2 - AMENDMENT NO. 214

The City of Wanneroo under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above local planning scheme by:

- a) Amending Table 3 in Part 5 of the Scheme text by including DCA 5 - East Wanneroo as follows:

| Name of Area | Purpose | Objectives | Additional Provisions |
|--|--------------------------------|--|---|
| East Wanneroo District Development Contribution Area, identified as DCA5 on the Scheme Map | See clause 2.0 of Schedule 12. | To provide for district development contributions in respect to infrastructure and administrative items specified in Schedule 13 for the East Wanneroo District Development Contribution Area. | The East Wanneroo Development Contribution Area is subject to the relevant provisions contained in Schedules 12 and 13. |

- b) Amending Schedule 13 of the Scheme text by including DCA 5 – East Wanneroo as follows:

| | |
|---|---|
| Reference Number: | East Wanneroo District Development Contribution Plan |
| Area Name: | East Wanneroo District Development Contribution Area; identified as DCA 5 on the Scheme Map |
| Relationship to other planning instruments: | The development contribution plan generally conforms to the East Wanneroo District Structure Plan and the East Wanneroo Community Facilities Plan. |
| Infrastructure and administrative items to be funded: | <u>District Community Facilities</u> <ul style="list-style-type: none"> • 5 x District Open Space (+ Pavilion) • 5 x District Multicourt / Hard Courts Space • 4 x District Community Centre • 1 x District Indoor Recreation Centre • 2 x District Library • 1 x Art Gallery <p>as described and defined within the District Development Contribution Plan Report.</p> |

| | |
|--|---|
| | <p>Including:</p> <ul style="list-style-type: none"> • Planning, design, and project management costs; • Earthworks, servicing and construction costs (including landscaping, parking and any associated tender costs); and • Land acquisition costs* • Maintenance of the District Open Space development works for two summers. • Any environmental remediation or improvement including (but not limited to) the removal of any contaminant, peat and vegetation associated with the provision of the infrastructure. • Environmental clearing permits and associated managements costs in accordance with the conditions and requirements set by State and Federal Environmental agencies to offset clearing of native vegetation. <p>*Excludes District Open Space land that will be provided as part of the 10% public open space provision.</p> <p><u>Road Infrastructure</u></p> <ul style="list-style-type: none"> • Elliott Road • Lenore Road • Franklin Road • Badgerup Road • Sydney Road • Lakeview Road • Hawkins Road; and • Neaves Road <p>as described and defined within the District Development Contribution Plan Report.</p> <p>Including:</p> <ul style="list-style-type: none"> • Planning, design, and project management costs; • Site preparation, servicing, and construction costs (including any associated tender costs); • Land acquisition costs; • Earthworks for the whole road reserve, the construction of one carriageway comprised of two lanes and associated drainage works and shared paths or other works if shown in the structure plan, including intersection treatments, |
|--|---|

| | |
|--|---|
| | <p>street lighting, landscaping and service relocation costs;</p> <ul style="list-style-type: none"> Any environmental remediation or improvement including (but not limited to) the removal of any contaminant or peat and vegetation associated with the provision of the infrastructure. Environmental clearing permits and associated managements costs in accordance with the conditions and requirements set by State and Federal Environmental agencies to offset clearing of native vegetation. Pathways to include signs and signals, street furniture, trees, landscaping, planting and associated streetscape and public realm upgrades including public transport stops and shelters in accordance with approved Structure Plan, or similar planning instrument. <p><u>Wetland Management Plans</u></p> <ul style="list-style-type: none"> Mariginiup Lake Lake Adams Gnangara Lake Badgerup Lake Jandabup Lake <p>as described and defined within the District Development Contribution Plan Report.</p> <p>Including:</p> <ul style="list-style-type: none"> Preparation of Wetland Management Plan costs; Implementation of Wetland Management Plan costs. <p><u>Administrative Costs</u></p> <ul style="list-style-type: none"> Costs to prepare and review cost estimates and the cost apportionment schedule; Cost to prepare, administer and review the plan during the period of operation (including but not limited to legal consultant expenses, valuation fees, proportion of staff salaries, computer software and hardware for the purpose of administering the plan); Any arbitration and valuation costs; Costs of advice and representation with respect to this plan including legal, accounting, planning, engineering and other professional advice and |
|--|---|

| | |
|---------------------------------------|--|
| | <p>representation during the period of operation;</p> <ul style="list-style-type: none"> • Costs to prepare Annual Report and monitoring; • Financial institution fees and charges associated with administration of plan; and • Costs to service loans established by the local government to fund early provision of facilities. |
| Method for calculating contributions: | <p>The East Wannon District Structure Plan and the City of Wannon Community Facilities Plan informs the District Development Contribution Plan. The contributions outlined in the District Development Contribution Plan Report have been based on the need for facilities generated by additional development in the development contribution area. This calculation excludes the:</p> <ul style="list-style-type: none"> • demand for a facility that is generated by the current population; • demand created by external usage - the proportion of use drawn from outside of the main catchment area; and • future usage - the proportion of usage that will be generated by future development outside of the development contribution plan timeframe. <p>The methodology for determining contributions is in accordance with the following formula:</p> <ul style="list-style-type: none"> • $CPH = TC / NCA$ • $CC = CPH \times GSA$ <p>Where:</p> <p>CPH = Cost per hectare (\$/ha)</p> <p>TC = Total cost of delivering community facilities (\$)</p> <p>NCA = Net contributing area (ha)</p> <p>CC = Cost Contribution Amount (\$)</p> <p>GSA = Gross area of proposed subdivision (ha)</p> |
| Period of operation: | 50 years from the date of gazettal. |

| | |
|----------------------|--|
| Priority and timing: | In accordance with the Development Contribution Plan Report, the East Wanneroo District Structure Plan, and the East Wanneroo Community Facilities Plan. |
| Review process: | <p>The District Development Contribution Plan will be reviewed when considered appropriate, but at a time that is no longer than 5 years after the date of gazettal of this amendment, having regard to the rate of subsequent development in the area since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs shown in the cost apportionment schedule will be reviewed at least annually in accordance with clause 11 of Schedule 12 of DPS No. 2.</p> |

- c) Amending the Scheme Map to include the boundaries of DCA 5 – East Wanneroo.

COUNCIL ADOPTION

This Complex Amendment was adopted by resolution of the Council of the City of Wanneroo at the Ordinary Meeting of the Council held on the [number] day of [month], 20[year]

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

By resolution of the Council of the City of Wanneroo at the Ordinary Meeting of the Council held on the [number] day of [month], 20[year], proceed to advertise this amendment.

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for [support with/without modification or not support] by resolution of the City of Wanneroo at the Ordinary Meeting of the Council held on the [number] day of [month], 20[year], and the Common Seal of the City of Wanneroo was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDATION FOR APPROVAL

Approval Granted

.....

DELEGATED UNDER S.16 OF
PD ACT 2005

DATE

.....

MINISTER FOR PLANNING, LANDS AND
HERITAGE

DATE

| | Cost | Delivery Date | Total Infrastructure Contribution Cost | Minus grants / other contributions | Net infrastructure contribution cost | Less actual contributions accumulated and interest received | Plus actual interest expense | Total contribution cost | Contributing Area (ha) | Council Contribution Cost | Development Contribution Cost | Cost per hectare |
|--|-----------------------|---------------|--|------------------------------------|--------------------------------------|---|------------------------------|-------------------------|------------------------|---------------------------|-------------------------------|-------------------|
| Infrastructure Items | | | | | | | | | | | | |
| Community | | | | | | | | | | | | |
| District Open Space 1 | 19,726,114 | | 19,726,114 | 0 | 19,726,114 | 0 | 0 | 19,726,114 | 1362.2731 | 0 | 19,726,114 | 14,480.29 |
| District Multicourt Space 1 | 3,749,250 | | 3,749,250 | 0 | 3,749,250 | 0 | 0 | 3,749,250 | 1362.2731 | 0 | 3,749,250 | 2,752.20 |
| District Open Space 2 | 19,726,114 | | 19,726,114 | 0 | 19,726,114 | 0 | 0 | 19,726,114 | 1362.2731 | 0 | 19,726,114 | 14,480.29 |
| District Multicourt Space 2 | 3,749,250 | | 3,749,250 | 0 | 3,749,250 | 0 | 0 | 3,749,250 | 1362.2731 | 0 | 3,749,250 | 2,752.20 |
| District Open Space 3 | 19,726,114 | | 19,726,114 | 0 | 19,726,114 | 0 | 0 | 19,726,114 | 1362.2731 | 0 | 19,726,114 | 14,480.29 |
| District Multicourt Space 3 | 3,749,250 | | 3,749,250 | 0 | 3,749,250 | 0 | 0 | 3,749,250 | 1362.2731 | 0 | 3,749,250 | 2,752.20 |
| District Open Space 4 | 19,726,114 | | 19,726,114 | 0 | 19,726,114 | 0 | 0 | 19,726,114 | 1362.2731 | 0 | 19,726,114 | 14,480.29 |
| District Multicourt Space 4 | 3,749,250 | | 3,749,250 | 0 | 3,749,250 | 0 | 0 | 3,749,250 | 1362.2731 | 0 | 3,749,250 | 2,752.20 |
| District Open Space 5 | 19,726,114 | | 19,726,114 | 0 | 19,726,114 | 0 | 0 | 19,726,114 | 1362.2731 | 0 | 19,726,114 | 14,480.29 |
| District Multicourt Space 5 | 3,749,250 | | 3,749,250 | 0 | 3,749,250 | 0 | 0 | 3,749,250 | 1362.2731 | 0 | 3,749,250 | 2,752.20 |
| District Community Centre 1 | 4,747,544 | | 4,747,544 | 0 | 4,747,544 | 0 | 0 | 4,747,544 | 1362.2731 | 0 | 4,747,544 | 3,485.02 |
| District Community Centre 2 | 4,747,544 | | 4,747,544 | 0 | 4,747,544 | 0 | 0 | 4,747,544 | 1362.2731 | 0 | 4,747,544 | 3,485.02 |
| District Community Centre 3 | 4,747,544 | | 4,747,544 | | 4,747,544 | | | 4,747,544 | 1362.2731 | | 4,747,544 | 3,485.02 |
| District Community Centre 4 | 4,747,544 | | 4,747,544 | | 4,747,544 | | | 4,747,544 | 1362.2731 | | 4,747,544 | 3,485.02 |
| District Indoor Recreation | 13,413,594 | | 13,413,594 | 0 | 13,413,594 | 0 | 0 | 13,413,594 | 1362.2731 | 0 | 13,413,594 | 9,846.48 |
| District Library 1 | 5,858,618 | | 5,858,618 | 0 | 5,858,618 | 0 | 0 | 5,858,618 | 1362.2731 | 0 | 5,858,618 | 4,300.62 |
| District Library 2 | 5,858,618 | | 5,858,618 | 0 | 5,858,618 | 0 | 0 | 5,858,618 | 1362.2731 | 0 | 5,858,618 | 4,300.62 |
| Art gallery | 3,815,873 | | 3,815,873 | 0 | 3,815,873 | 0 | 0 | 3,815,873 | 1362.2731 | 0 | 3,815,873 | 2,801.11 |
| Land Resumption - all facilities excluding DOS | 47,960,650 | | 47,960,650 | | 47,960,650 | | | 47,960,650 | 1362.2731 | | 47,960,650 | 35,206.34 |
| Total Community | 213,274,349 | | 213,274,349 | 0 | 213,274,349 | 0 | 0 | 213,274,349 | 1362.2731 | 0 | 213,274,349 | 156,557.70 |
| Roads | | | | | | | | | | | | |
| Lenore Road | 18,673,000 | | 18,673,000 | 0 | 18,673,000 | 0 | 0 | 18,673,000 | 1924.0864 | 0 | 18,673,000 | 9,704.87 |
| Elliot Road | 37,175,600 | | 37,175,600 | 0 | 37,175,600 | 0 | 0 | 37,175,600 | 1924.0864 | 0 | 37,175,600 | 19,321.17 |
| Lakeview Road | 19,632,920 | | 19,632,920 | 0 | 19,632,920 | 0 | 0 | 19,632,920 | 1924.0864 | 0 | 19,632,920 | 10,203.76 |
| Hawkins Road | 17,210,400 | | 17,210,400 | 0 | 17,210,400 | 0 | 0 | 17,210,400 | 1924.0864 | 0 | 17,210,400 | 8,944.71 |
| Franklin Road | 55,634,180 | | 55,634,180 | 0 | 55,634,180 | 0 | 0 | 55,634,180 | 1924.0864 | 0 | 55,634,180 | 28,914.60 |
| Badgerup Road | 23,907,120 | | 23,907,120 | 0 | 23,907,120 | 0 | 0 | 23,907,120 | 1924.0864 | 0 | 23,907,120 | 12,425.18 |
| Sydney Road | 22,606,400 | | 22,606,400 | 0 | 22,606,400 | 0 | 0 | 22,606,400 | 1924.0864 | 0 | 22,606,400 | 11,749.16 |
| Neaves Road | 14,776,520 | | 14,776,520 | | 14,776,520 | | | 14,776,520 | 1924.0864 | | 14,776,520 | 7,679.76 |
| Land resumption - all roads | 116,086,600 | | 116,086,600 | 0 | 116,086,600 | 0 | 0 | 116,086,600 | 1924.0864 | 0 | 116,086,600 | 60,333.36 |
| Total Roads | 325,702,740 | | 325,702,740 | 0 | 325,702,740 | 0 | 0 | 325,702,740 | 1924.0864 | 0 | 325,702,740 | 169,276.57 |
| Wetland Mangement Plans | | | | | | | | | | | | |
| Mariginiup Lake | 7,539,772 | | 7,539,772 | 0 | 7,539,772 | 0 | 0 | 7,539,772 | 1924.0864 | 0 | 7,539,772 | 3,918.62 |
| Lake Adams | 5,930,209 | | 5,930,209 | 0 | 5,930,209 | 0 | 0 | 5,930,209 | 1924.0864 | 0 | 5,930,209 | 3,082.09 |
| Gnangara Lake | 1,000,808 | | 1,000,808 | 0 | 1,000,808 | 0 | 0 | 1,000,808 | 1924.0864 | 0 | 1,000,808 | 520.15 |
| Badgerup Lake | 2,209,274 | | 2,209,274 | 0 | 2,209,274 | 0 | 0 | 2,209,274 | 1924.0864 | 0 | 2,209,274 | 1,148.22 |
| Jandabup Lake | 5,763,645 | | 5,763,645 | 0 | 5,763,645 | 0 | 0 | 5,763,645 | 1924.0864 | 0 | 5,763,645 | 2,995.52 |
| Total Wetlands | 22,443,708 | | 22,443,708 | 0 | 22,443,708 | 0 | 0 | 22,443,708 | 1924.0864 | 0 | 22,443,708 | 11,664.61 |
| Total Wetlands + 10% Contingency | 24,688,079 | | 24,688,079 | 0 | 24,688,079 | 0 | 0 | 24,688,079 | 1924.0864 | 0 | 24,688,079 | 12,831.07 |
| Administration | | | | | | | | | | | | |
| Administration - Community | 4,086,819.30 | | 4,086,819.30 | 0 | 4,086,819.30 | 0 | 0 | 4,086,819.30 | 1362.2731 | 0 | 4,086,819.30 | 3,000.00 |
| Administration - All Other | 15,392,691.20 | | 15,392,691.20 | 0 | 15,392,691.20 | 0 | 0 | 15,392,691.20 | 1924.0864 | 0 | 15,392,691.20 | 8,000.00 |
| Total Administration | 19,479,510.50 | | 19,479,510.50 | 0 | 19,479,510.50 | 0 | 0 | 19,479,510.50 | | 0 | 19,479,510.50 | 11,000.00 |
| TOTAL | 583,144,678.30 | | 583,144,678.30 | 0 | 583,144,678.30 | 0 | 0 | 583,144,678.30 | | 0 | 583,144,678.30 | 349,665.34 |

EAST WANNEROO DISTRICT DCP - COST SCHEDULE SUMMARY

| Item | Cost | Contingency (%) | Total Cost | Contributing Area (ha) | Cost per hectare | No. of Dwellings* | Cost per Dwelling |
|---|--------------------------|-----------------|--------------------------|------------------------|----------------------|-------------------|---------------------|
| Community Infrastructure (includes 10% contingency) | \$ 165,313,702.00 | 0 | \$ 165,313,702.00 | 1362.2731 | \$ 121,351.37 | 45,468 | \$ 3,635.83 |
| Community Infrastructure - Land | \$ 47,960,650.00 | 0 | \$ 47,960,650.00 | 1362.2731 | \$ 35,206.34 | 45,468 | \$ 1,054.82 |
| Total Community | \$ 213,274,352.00 | \$ | \$ 213,274,352.00 | \$ | \$ 156,557.71 | \$ | \$ 4,690.65 |
| Other Regional Roads - Construction (incl. professional fees and 20% contingency) | \$ 209,616,140.00 | 0 | \$ 209,616,140.00 | 1924.0864 | \$ 108,943.21 | 45,468 | \$ 4,610.19 |
| Other Regional Roads - Land | \$ 116,086,600.00 | 0 | \$ 116,086,600.00 | 1924.0864 | \$ 60,333.36 | 45,468 | \$ 2,553.15 |
| Total Roads | \$ 325,702,740.00 | \$ | \$ 325,702,740.00 | \$ | \$ 169,276.57 | \$ | \$ 7,163.34 |
| Wetland Management Plans (incl 10% contingency) | \$ 22,443,708.00 | 10 | \$ 24,688,078.80 | 1924.0864 | \$ 12,831.07 | 45,468 | \$ 542.98 |
| Administration - Community | \$ 4,086,819.30 | 0 | \$ 4,086,819.30 | 1362.2731 | \$ 3,000.00 | 45,468 | \$ 89.88 |
| Administration - All Other | \$ 15,392,691.20 | 0 | \$ 15,392,691.20 | 1924.0864 | \$ 8,000.00 | 45,468 | \$ 338.54 |
| Total | \$ 580,900,310.50 | \$ | \$ 583,144,681.30 | \$ | \$ 349,665.34 | \$ | \$ 12,825.39 |

* Does not include 5,032 estimated dwellings from that portion of Precinct 25 within the City of Swan as this is not part of the proposed DCA. This dwelling estimate for that part of Precinct 25 within the City of Swan has been calculated as a percentage of the 6,000 estimated dwellings for Precinct 25 by the EWDSP, based on the land area within the City of Wanneroo and City of Swan.

EAST WANNEROO DISTRICT DCP - CAPITAL EXPENDITURE PLAN

| Years | 1 to 5 | 6 to 10 | 11 to 15 | 16 to 20 | 21 to 25 | 26 to 30 | 31 to 35 | 36 to 40 | 41 to 45 | 46 to 50 |
|--------------------------------|--------|---------|----------|----------|----------|----------|----------|----------|----------|----------|
| Infrastructure Items | | | | | | | | | | |
| <i>Community</i> | | | | | | | | | | |
| District Open Space 1 | | | | | | | | | | |
| District Multicourt Space 1 | | | | | | | | | | |
| District Open Space 2 | | | | | | | | | | |
| District Multicourt Space 2 | | | | | | | | | | |
| District Open Space 3 | | | | | | | | | | |
| District Multicourt Space 3 | | | | | | | | | | |
| District Open Space 4 | | | | | | | | | | |
| District Multicourt Space 4 | | | | | | | | | | |
| District Open Space 5 | | | | | | | | | | |
| District Multicourt Space 5 | | | | | | | | | | |
| District Community Centre 1 | | | | | | | | | | |
| District Community Centre 2 | | | | | | | | | | |
| District Community Centre 3 | | | | | | | | | | |
| District Community Centre 4 | | | | | | | | | | |
| District Indoor Recreation | | | | | | | | | | |
| District Library 1 | | | | | | | | | | |
| District Library 2 | | | | | | | | | | |
| Art gallery | | | | | | | | | | |
| | | | | | | | | | | |
| <i>Roads</i> | | | | | | | | | | |
| Lenore Road | | | | | | | | | | |
| Elliot Road | | | | | | | | | | |
| Lakeview Road | | | | | | | | | | |
| Hawkins Road | | | | | | | | | | |
| Franklin Road | | | | | | | | | | |
| Badgerup Road | | | | | | | | | | |
| Sydney Road | | | | | | | | | | |
| Neaves Road | | | | | | | | | | |
| | | | | | | | | | | |
| <i>Wetland Mangement Plans</i> | | | | | | | | | | |
| Mariginiup Lake | | | | | | | | | | |
| Lake Adams | | | | | | | | | | |
| Gnangara Lake | | | | | | | | | | |
| Badgerup Lake | | | | | | | | | | |
| Jandabup Lake | | | | | | | | | | |

East Wanneroo

District Developer Contribution Plan Report

PART ONE: Community Infrastructure, Other Regional Roads, and Wetland Management Plans

JUNE 2024

EAST WANNEROO.

District Developer Contribution Plan Report

JUNE 2024

Prepared for. Western Australian Planning Commission

| DOCUMENT STATUS | | | | |
|-----------------|------------------|----------|----------|------------|
| Version | Comment | Prepared | Reviewed | Issued |
| 1 | LODGED WITH DPLH | CH | KB | 04/12/2023 |
| 2 | LODGED WITH DPLH | CH | KB | 28/05/2024 |
| 3 | LODGED WITH DPLH | CH | CH | 12/06/2024 |

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Contents

| | |
|--|-----------|
| EXECUTIVE SUMMARY | 4 |
| 1. Introduction | 5 |
| 2. East Wanneroo District Structure Plan | 5 |
| 6 | |
| 3. Development Contribution Area | 7 |
| 4. Purpose | 7 |
| 5. Period of the Plan | 8 |
| 6. Staging of Development | 9 |
| 7. Operation of the Development Contribution Plan | 9 |
| 8. Application Requirements | 9 |
| 9. Items included in the Plan | 11 |
| 9.1 District Community Infrastructure | 11 |
| 9.1.1 Contribution Cap | 11 |
| 9.2 Other Regional Roads | 11 |
| 9.3 Wetland Management Plans | 12 |
| 9.4 Administrative Items | 14 |
| 9.5 Total Contribution | 14 |
| 10. Principles | 14 |
| 10.1 Need and the Nexus | 14 |
| 10.2 Transparency | 14 |
| 10.3 Equity | 15 |
| 10.4 Certainty | 15 |
| 10.5 Efficiency | 15 |
| 10.6 Consistency | 15 |
| 10.7 Right of consultation and arbitration | 15 |
| 10.8 Accountable | 15 |
| 11. Method for Calculating Contribution | 15 |
| 11.1 Determination of Contributing Area | 16 |
| 11.1.1 District Community infrastructure | 16 |
| 11.1.2 All Other Infrastructure | 17 |
| 11.2 Determination of Cost Contribution | 17 |
| 12. Supporting Information | 18 |
| 12.1 Catchment Areas | 18 |

| | | |
|------------|--|-----------|
| 12.2 | Costing of Infrastructure Items..... | 18 |
| 12.3 | Land Valuation Methodology | 18 |
| 12.4 | Capital Expenditure Plan | 18 |
| 12.5 | Methodology for Determining Proportion of Cost..... | 18 |
| 13. | Payment of Contributions | 19 |
| 14. | Review..... | 19 |
| 14.1 | Cost Estimates and Indexation..... | 20 |
| 14.2 | Contributing Area..... | 20 |
| 14.3 | Contribution Amount..... | 20 |
| | Attachments..... | 21 |
| | Attachment 1 Position Paper – Operation Period | 22 |
| | Attachment 2 Pracsys – Community | 23 |
| | Attachment 3 JDSi – Roads..... | 24 |
| | Attachment 4 RPS – Wetland Management Plans | 25 |
| | Attachment 5 Administrative Costs | 26 |
| | Attachment 6 Cost Schedule..... | 27 |
| | Attachment 7 Contributing Area Calculations..... | 28 |
| | Attachment 8 McGees – Land Valuation | 29 |
| | Attachment 9 Capital Expenditure Plan | 30 |

EXECUTIVE SUMMARY

This *East Wanneroo District Development Contribution Plan Report* (EWDDCP) has been prepared for proposed Development Contribution Area 5 (DCA5) pursuant to the City of Wanneroo District Planning Scheme No. 2 (DPS 2). The proposed DCA5 aligns with the boundary of the East Wanneroo District Structure Plan (EWDSP) with the exception land at the south eastern area of the EWDSP that is located within the City of Swan. The proposed DCA5 covers an area of approximately 8,000 hectares and guides the progressive urbanisation of East Wanneroo over the next 50 years. The EWDSP area is anticipated to house approximately 150,000 residents in approximately 50,000 dwellings.

In order to capture this development timeframe, this EWDDCP has a 50-year period of operation.

The EWDDCP applies to the following district level infrastructure and facilities:

- District community facilities
- Other Regional Roads; and
- Wetland Management Plans for five key wetlands

The total cost and contribution per hectare for each item is shown in the table below:

| Item | Cost | Contribution/Hectare |
|-------------------------------|-------------------------|----------------------|
| District Community Facilities | \$213,274,352.00 | \$156,557.71 |
| Other Regional Roads | \$325,702,740.00 | \$169,276.57 |
| Wetland Management Plans | \$24,688,078.80 | \$12,831.07 |
| Administration | \$19,479,510.50 | \$11,000 |
| Total | \$580,900,310.50 | \$349,665.34 |

The total contribution per hectare is \$349,665.34.

The EWDDCP is to be subject to regular audits and review. Review shall be undertaken in accordance with Clause 11.0 of Schedule 13 of the City of Wanneroo DPS2, at least annually and also 5-yearly comprehensive reviews.

A fourth developer contribution item, being groundwater management infrastructure, is identified in the EWDSP. This item will be the subject of a separate Developer Contribution Plan that will be prepared once further technical work is completed in regard to groundwater volumes, system design and infrastructure costing.

1. Introduction

This *East Wanneroo District Development Contribution Plan Report* (EWDDCP) has been prepared for proposed Development Contribution Area 5 (DCA5) pursuant to the City of Wanneroo District Planning Scheme No. 2 (DPS 2). The report accompanies a proposed Amendment 214 to DPS 2 which seeks to introduce a new DCA5 to Part 5, Table 3 of the Scheme text and the Scheme Map and a new Development Contribution Plan to Schedule 13 of the Scheme text.

The EWDDCP has been prepared generally in accordance with the objectives and intentions of *State Planning Policy 3.6: Development Contributions for Infrastructure* (SPP 3.6). It sets out the calculation of the cost contributions in the proposed Development Contribution Area based on the methodology provided in the EWDDCP and Schedule 12 of DPS2 and provides all relevant information in support of the EWDDCP. Where variations are sought to SPP 3.6 provisions, these are justified within this report.

The EWDDCP is a **district level DCP** and has been prepared for **district level infrastructure**. It does not include regional or local infrastructure. District infrastructure is that which services a district catchment, being 25,000-75,000 residents. Local infrastructure is that which serves the local catchment, being 5,000 – 15,000 residents. Local infrastructure may be covered by local DCP's, as and if required, throughout East Wanneroo, and would be aligned with Local Structure Planning areas. Regional infrastructure is that which serves the regional catchment, being 75,000+ residents. Regional infrastructure is funded by the State. The above-mentioned catchment sizes are pursuant to Appendix C of the *SPP 3.6 Guidelines*.

2. East Wanneroo District Structure Plan

The EWDSP covers an area of approximately 8,300 hectares and guides the progressive urbanisation of East Wanneroo over the next 50 years. Refer **Figure 1**. The EWDSP area is anticipated to house approximately 150,000 residents in approximately 50,000 dwellings.

The East Wanneroo District Structure Plan (EWDSP) states as follows:

- a district developer contribution plan is to be prepared for the entirety of the district structure plan area; and
- all land in the EWDSP is to pay contributions to the items listed in Section 2.2.2 of the EWDSP.

The contribution items listed in Section 2.2.2 of the EWDSP are:

1. Acquisition of land for and construction of integrator arterial roads.
2. Construction of district level community facilities as set out in the Community Facilities Plan.
3. Groundwater management systems as described in the District Water Management Strategy.
4. Wetland and foreshore management plans as identified in Schedule One of the EWDSP.

This proposed EWDDCP does not include Item 3 above, being groundwater management systems, as further technical work is required before the system design and costing can be finalised. This item will be addressed via a subsequent phase of this EWDDCP.

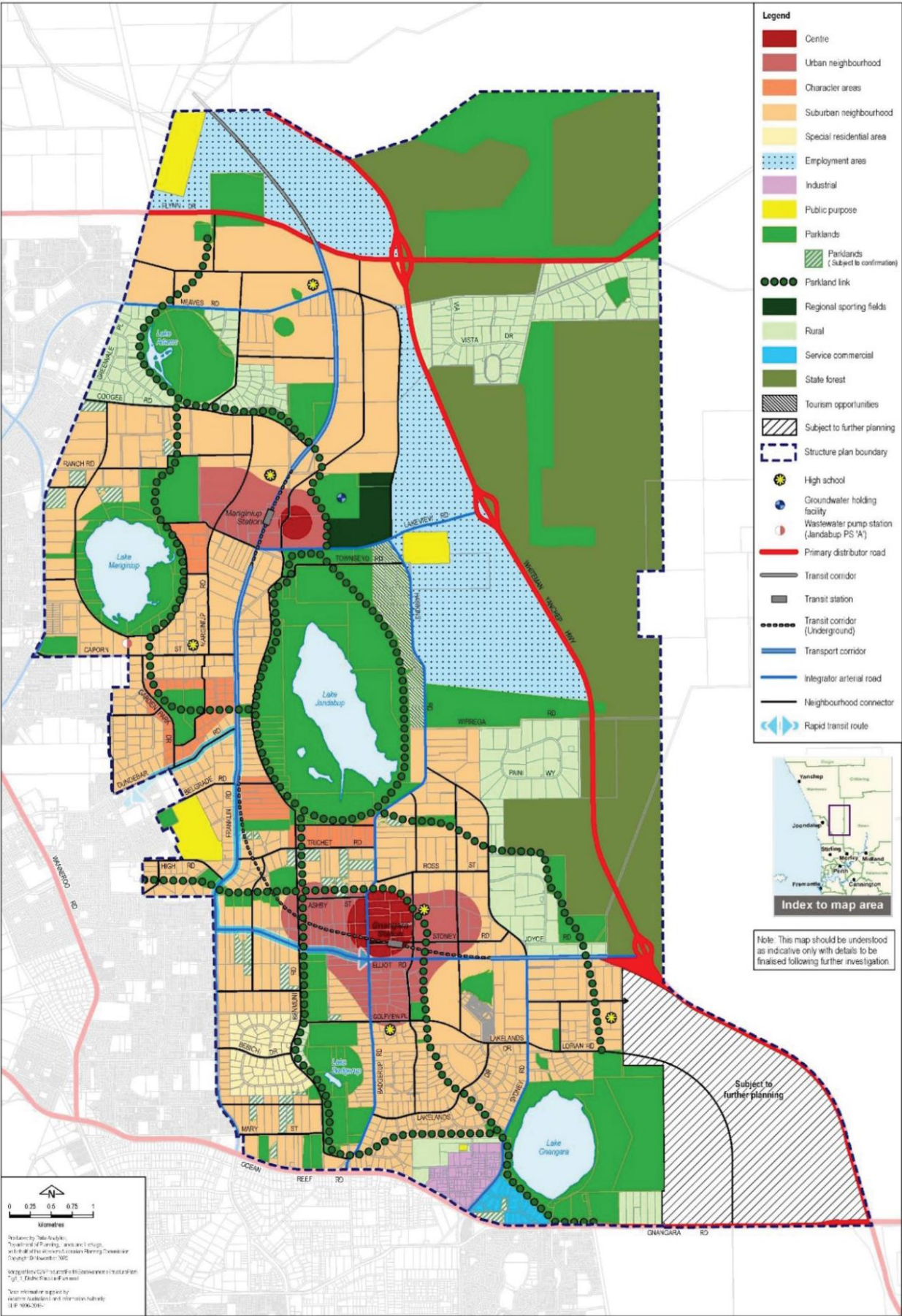


Figure 1 - East Wimmeroo District Structure Plan

3. Development Contribution Area

To enable the EWDDCP, the extent of the EWDSP area located with the City of Wanneroo is proposed to be included into Developer Contribution Area 5 (DCA5) under the City of Wanneroo DPS2. DCA5 will not include land at the south eastern area of the EWDSP noting that this land is located within the City of Swan. The proposed DCA5 covers an area of approximately 8,000 hectares.

DCA5 is proposed to be created via Amendment 214 to the City's DPS2. The proposed East Wanneroo DCA5 is shown on **Figure 2**.

4. Purpose

The purpose of this EWDDCP Report is to:

- Enable the application of development contributions for the development of new, and the upgrade of existing development and community infrastructure, at a district level, which is required as a result of demand generated by DCA5.
- Provide for the equitable sharing of the costs of district infrastructure and administrative items between all land owners.
- Ensure that cost contributions are required as a result of the subdivision and development of land in DCA5; and
- Coordinate the timely provision of district level infrastructure.

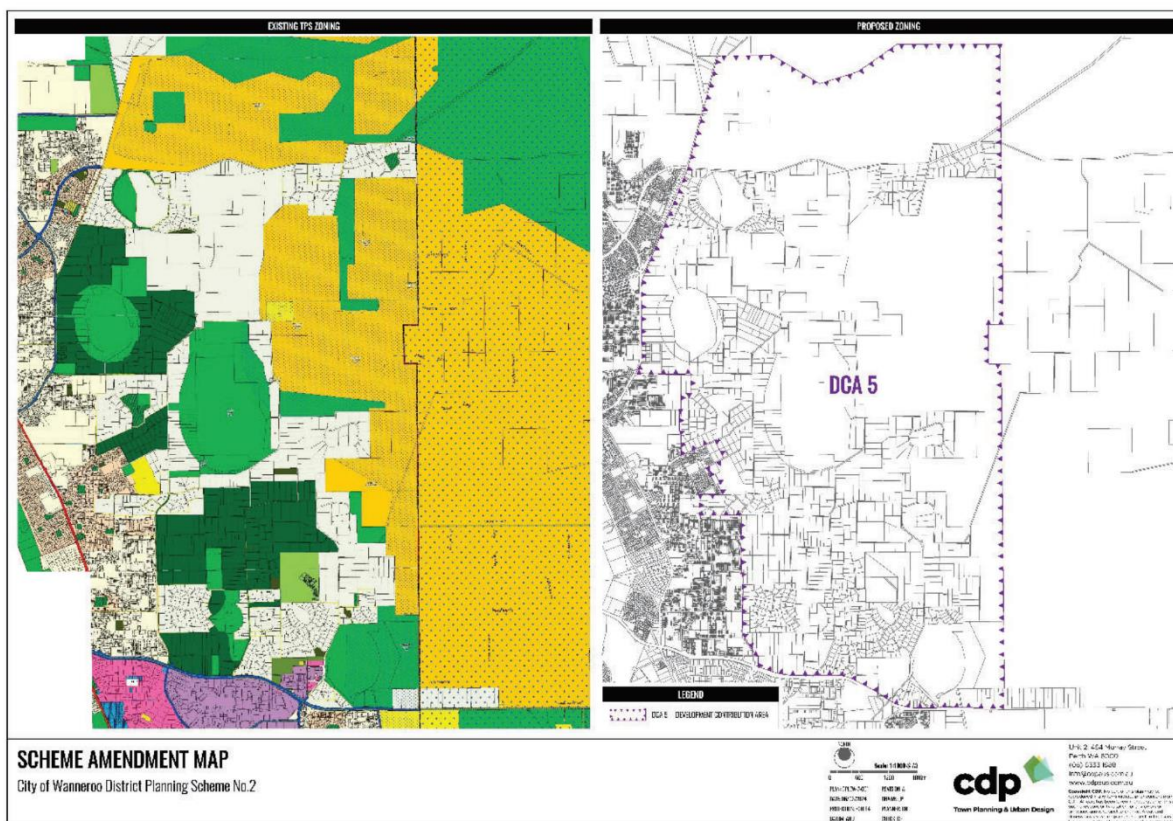


Figure 2 – Proposed East Wanneroo Developer Contribution Area

5. Period of the Plan

This EWDDCP will operate for 50 years from the date of gazettal, this being the date Amendment No. 214 to District Planning Scheme No.2 (DPS2) is published in the Government Gazette.

The EWDDCP applies to the whole of the DCA. As is discussed further below, the operational period of 50 years for the EWDDCP reflects the anticipated full development roll out period at East Wimmeroo.

SPP 3.6 states as follows in relation to the period of operation of DCP's:

- The lifespan of a DCP should be linked to completion of development or subdivision, and generally a maximum lifespan of 10 years applies.
- A lifespan longer than 10 years will only be considered in limited circumstances, if justification for such a timeframe can be demonstrated and linked to a capital works and staging program, and subject to the principle of equity being upheld.
- A longer lifespan of up to 15 years may be considered in limited circumstances delivering city-wide community infrastructure or specific strategic urban projects, which will have a longer delivery timeframe. While longer timeframes of up to 15 years may be considered, there must be a clear link to infrastructure delivery, and there is certainty that the landowners contributing to the community infrastructure will benefit from the infrastructure delivered.
- Selected timeframes are to correspond with any related strategic and infrastructure planning, and financing cycles; reflect anticipated development growth rates; and provide certainty that the identified infrastructure items can be delivered within the stipulated timeframe of the DCP.

In summary, SPP 3.6 does not anticipate a DCP with a 50-year timeframe and sets a maximum timeframe of 15 years. However, the SPP 3.6 is not necessarily aligned with long term district level projects and does acknowledge that there are projects that require longer DCP timeframes.

The use of a 50-year timeframe for the EWDDCP aligns with SPP 3.6 as follows:

- A 50-year lifespan is linked to the completion of development pursuant to the EWDSP.
- A 50-year lifespan is linked to the staging programme within the EWDSP and can be linked to a capital works program within the EWDDCP.
- The EWDDCP is required to deliver district wide community infrastructure and a strategic urban project as documented in the EWDSP.
- The delivery of infrastructure in the EWDSP area will extend over a 50-year period; and
- The 50-year timeframe corresponds to the strategic planning of the EWDSP, anticipated growth rates and delivery of infrastructure.

Based on the above, the EWDDCP is predicated on the following guiding principles:

- The contributions sought are for a district level of facilities with an anticipated development timeframe of 50 years. The hard infrastructure and community infrastructure items included in the EWDDCP are being planned and provided on the basis of the needs of the ultimate community which is expected to be achieved within 50 years.
- The 50-year period reflects a widely accepted planning horizon consistent with the development rate and population/dwelling forecast horizon communicated in the EWDSP.
- It is fair and equitable that all development that has been considered in assessing the need for hard and community infrastructure actually contributes to that infrastructure. A longer operation period will achieve that objective.
- Landowners will be treated equitably regardless of when they develop.

- When implementing the delivery of the EWDDCP, Local Government will have confidence that it will be able to meet its commitments to the provision of infrastructure as the provision of funds through the EWDDCP will be assured.
- The adoption of a shorter timeframe creates constant uncertainty for landowners/developers and Local Government give the need for ongoing Scheme Amendment processes required to change the period of operation, noting an average timeframe to amend a Town Planning Scheme is 12 to 18 months. Adoption of an upfront longer timeframe removes that uncertainty.

There are a number of options as to how the 50-year period of operation could be achieved. In March 2022, a Position Paper was presented to the Department for Planning, Lands and Heritage to review three options and decide a preferred approach to the EWDDCP period of operation (refer **Attachment 1**).

The agreed approach was **Option 1** as presented in the Position Paper. It was deemed to be the most equitable, most transparent, and simple approach. Under this option, the EWDDCP covers the entire EWDSP / DCA area and all infrastructure items and all costs. The developer contribution required from all is calculated using the total infrastructure costs divided across the whole contribution area (as calculated below). All development, from the first dwelling/hectare to the last dwelling/hectare, will contribute the same amount (as indexed over time) to the defined district infrastructure to be delivered over a 50-year period. The 50-year EWDDCP is supported by a Capital Expenditure Plan (CEP) that extends over 50-years.

6. Staging of Development

The staging of development is assumed to be generally as presented in the EWDSP, being as follows:

- Stage 1 – 10 years, 10,000 dwellings
- Stage 2 – 20 years, 20,000 dwellings
- Stage 3 – 20 years, 20,000 dwellings

Refer **Figure 3**.

7. Operation of the Development Contribution Plan

The EWDDCP will come into effect from the date that Amendment No. 214 to District Planning Scheme No.2 (DPS2) is published in the Government Gazette.

8. Application Requirements

Where a subdivision, strata subdivision or development application or an extension of land use is lodged which relates to land to which this plan applies, Council shall take the provisions of the plan into account in making a recommendation on or determining that application.

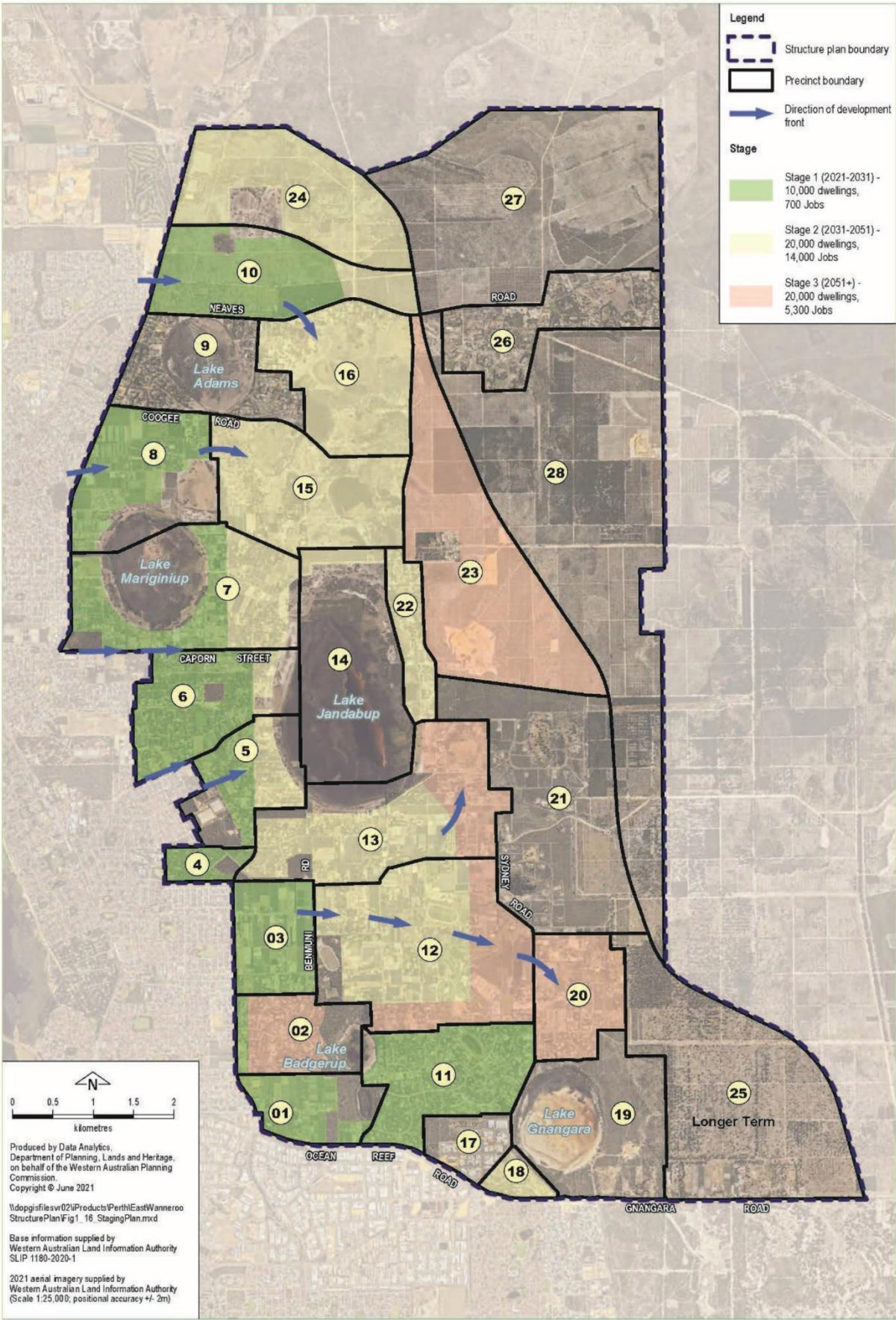


Figure 3 - East Wanneroo District Structure Plan - Staging

9. Items included in the Plan

The EWDDCP applies to the following district level infrastructure and facilities.

9.1 District Community Infrastructure

This EWDDCP includes district level community facilities as identified in the *East Wanneroo DDCP Funding Analysis* report prepared by Pracsys, May 2024 (refer **Attachment 2**). Land acquisition costs for all community infrastructure sites is included in this EWDDCP, with the exception of land required for District Open Space as it is assumed that this land will be provided as part of the 10% public open space provision.

The cost of construction of district level community facilities are included in this EWDDCP.

Specifically, the EWDDCP is to cover the cost of construction of the following district community facilities.

- District Open Space x 5
- District Multicourt / Hard Courts Space x 5
- District Community Centre x 4
- District Indoor Recreation Centre x 1
- District Library x 2
- Art Gallery x 1

Full details of the facilities, associated cost estimates and assumptions have been prepared by Pracsys and are provided at **Attachment 2 - East Wanneroo DDCP Funding Analysis**. A contingency has been included in the costings as per the Pracsys' report. It is assumed 25% of the Centre zoned land in the EWDSPP will be developed for residential purposes and will therefore contribute towards community infrastructure items.

The total cost of **district community facilities** (land acquisition and construction) equates to **\$213,274,352**. Based on a contributing area of 1362.27 hectares (refer Section 11.1 and Attachment 7 for details), this equates to a contribution levy of **\$156,557.71 per hectare** for district community facilities.

9.1.1 Contribution Cap

Based on an estimated dwelling yield of 45,468 dwellings within the proposed DCA area (this excludes the estimated dwelling yield within that part of Precinct 25 located within the City of Swan as this is not included in the proposed DCA), the contribution to district community facilities equates to **\$4,690.65 per dwelling**. It is noted that the current \$5,000 per dwelling cap stipulated in State Planning Policy 3.6 (SPP 3.6) applies as a total to district **and** local facilities.

9.2 Other Regional Roads

The full (100%) cost of acquisition of land and construction of future 'Other Regional Roads' identified by the EWDSPP is to be funded through the EWDDCP.

New integrator arterial roads identified in the EWDSPP as being funded by the EWDDCP are listed below and identified on **Figure 4**:

- Elliott Road
- Lenore Road
- Franklin Road
- Badgerup Road
- Sydney Road
- Lakeview Road
- Hawkins Road
- Neaves Road

JDSi has provided a detailed description of the road infrastructure to be funded by the EWDDCP. This and full details of the road cost estimates and assumptions are found at **Attachment 3 – East Wanneroo DCP Cost Summary Report**. The drawings utilised for the purposes of cost estimates are the Road Planning Study Drawings previously produced by Cardno to inform the EWDDSP and are considered to be at 15% concept stage. There are no drawings available for Neaves Road and the assumptions made regarding this section of road are outlined in JDSi reporting. A 20% contingency has been included in the costings.

All developable land will contribute to the road infrastructure.

The total cost of road infrastructure equates to **\$325,702,740** Based on a contributing area of 1,924.09 hectares (refer Section 11.1 and Attachment 7 for details), this equates to a contribution levy of **\$169,276.57** per hectare for identified road infrastructure.

9.3 Wetland Management Plans

All development in East Wanneroo creates the need for the preparation of Wetland Management Plans for those wetlands identified by the EWDDSP and the associated District Water Management Strategy. This is based on the district level role these wetlands plan in water management and environmental restoration across East Wanneroo.

The DCP applies to the cost of preparation and implementation of wetland and foreshore management plans as required by the EWDDSP, for the following specific wetlands:

- Mariginiup Lake
- Lake Adams
- Gnangara Lake
- Badgerup Lake, and
- Jandabup Lake

A *Developer Contribution Assessment Report – Wetlands and Foreshore* has been prepared by RPS (refer **Attachment 4**). The report provides the following information to support the EWDDCP:

- The defined management boundaries for each wetland.
- Reporting framework for the wetland management plans; and
- the cost estimates for:
 - preparation of the five separate wetland management plans;
 - undertaking baseline surveys that may be required to support the WMPs;
 - preparing a rehabilitation and weed management strategy for each of the five wetland management areas; and
 - implementation of the rehabilitation and weed management strategies outlined in the WMPs.

The WMP's are to be prepared by DPLH, and the cost of preparation will be funded by the EWDDCP. Implementation of the WMP's (being restoration and monitoring) by the relevant agencies is also to be funded by the EWDDCP.

Full details of the Wetland Management Plan cost estimates, including all assumptions, are provided within the RPS report (**Attachment 4**). A management boundary to which the WMPs will apply has been defined for each wetland. A rehabilitation planting density of 2 plants / m² has been assumed for the purposes of costings. A 10% contingency has been applied to the costings.

The total cost (including a 10% contingency) of preparing and implementing the Wetland Management Plan (x5) equates to **\$24,688,078.80**. Based on a contributing area of 1,924.09 hectares (refer Section 11.1 and Attachment 7 for details), this equates to a contribution levy of **\$12,831.07 per hectare**.

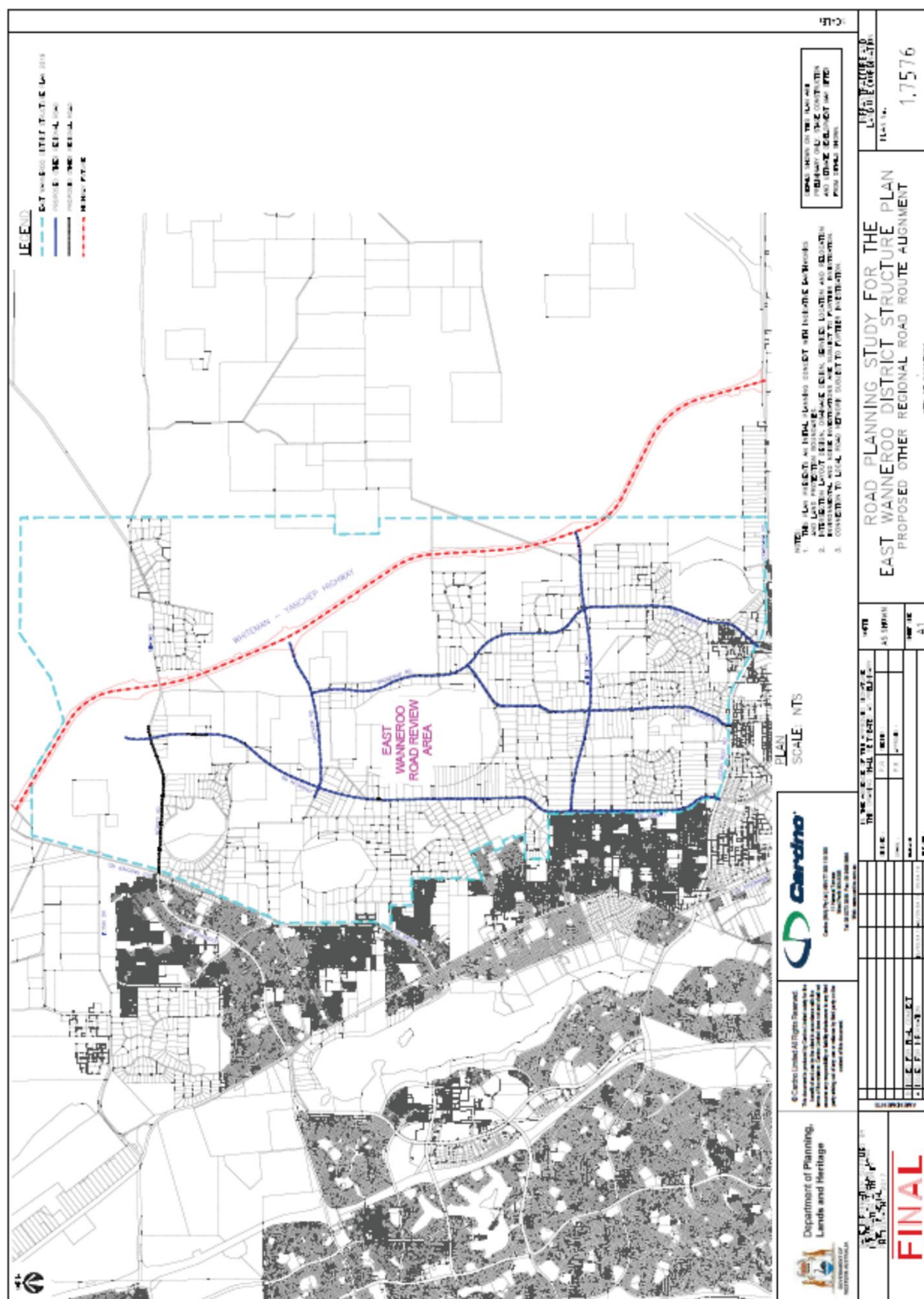


Figure 4 – Roads

9.4 Administrative Items

Under this EWDDCP, 'Administrative Items' include:

- Preparation, administration, and review of the EWDDCP (including all consultant fees expended as part of the preparation of the EWDDCP, legal expenses, valuation fees, proportion of staff salaries, computer software or hardware for purpose of administering the plan).
- Any arbitration and valuation costs with respect to this EWDDCP.
- Advice and representation with respect to this EWDDCP including legal, accounting, planning, engineering and other professional advice and representation.
- Costs to prepare Annual Report and monitoring.
- Financial institution fees and charges associated with administration of EWDDCP (established based on lending rates at the time the EWDDCP is prepared).

Administration costs include the costs incurred in consultant fees for preparation of the EWDDCP and the associated Scheme Amendment. A per hectare amount has been applied to cover all other ongoing administration costs. This per hectare contribution has been calculated based on the actual administration costs expended over recent years by the City of Wanneroo for the administration of similar DCP's, being the Alkimos Eglinton DCP and the East Wanneroo Cells 1 – 9 DCP's. The per hectare contribution required for administrative costs was calculated as follows:

- \$3,000/hectare for community infrastructure items; and
- \$8,000/hectare for all other items.

Refer **Attachment 5** for details regarding administrative cost calculations.

Based on these per hectare rates and including consultants' costs incurred in preparation of the EWDDCP, the total **administrative costs** for this EWDDCP have been estimated at **\$19,479,510.50**. This equates to a contribution of **\$11,000 per hectare**.

To note, the above administration costs equate to approximately \$457,000 per annum over the 50-year operation period of the EWDDCP.

9.5 Total Contribution

The Cost Schedule, included at **Attachment 6**, outlines the distribution of costs for DCA5. The total cost per hectare is **\$349,665.34**. All costings and cost per hectare calculations will be reviewed, indexed, and escalated at each annual review of the EWDDCP.

10. Principles

Development contributions will be applied in accordance with the following principles:

10.1 Need and the Nexus

The EWDSR, East Wanneroo District Water Management Strategy, East Wanneroo Road Planning Study Report (Cardno) and the City of Wanneroo's East Wanneroo Community Facilities Plan (CFP) identify the infrastructure and facilities required as a result of projected development within the EWDSR area / DCA. The EWDSR clearly outlines the district infrastructure items that are to be included in this EWDDCP. As the DCA will be largely void of existing residential development at the commencement of the EWDDCP's operation, the nexus between required facilities and projected development has been clearly established.

10.2 Transparency

The method for calculating the development contribution amount and the manner in which it is applied has been the subject of extensive consultation with the Department of Planning, Lands and Heritage and the

City of Wanneroo. Further, as the mechanism for determining the development contribution will be incorporated into DPS 2 through an amendment to that Scheme, it will be subject to public assessment and scrutiny through the statutory public advertising process.

10.3 Equity

The EWDDCP applies to all developable land within the DCA, with contributions to be levied based on a relative contribution to need. Contributions within the DCA are limited to district infrastructure and facilities within that area. Regional infrastructure and facilities and local infrastructure and facilities are not included in the EWDDCP. Their provision will be subject to separate future arrangements.

10.4 Certainty

The EWDDCP clearly outlines the infrastructure and facilities for which contributions are to be collected. Information pertaining to the review and indexation of costs also forms part of the DCP.

10.5 Efficiency

Development contributions are sought for up-front capital costs only and not for ongoing maintenance and/or operating costs of the infrastructure and facilities once they are constructed. Ongoing maintenance and operational costs for the life of the facilities will be met by relevant government agencies over time.

10.6 Consistency

Development contributions are proposed to be applied uniformly across the DCA, based on the methodology outlined in the EWDDCP and this EWDDCP report.

10.7 Right of consultation and arbitration

All planning methodologies and cost estimates will be made available for review by all stakeholders during formal advertising of the EWDDCP and the associated Scheme Amendment. Further opportunity for review will be made available as part of the regular review process outlined in the EWDDCP.

10.8 Accountable

The City is accountable for both the determination and expenditure of development contributions under the provisions of the Scheme.

11. Method for Calculating Contribution

This EWDDCP utilises the Per Hectare model of calculating development contributions for **all** forms of infrastructure – i.e. both community (soft) infrastructure and development (hard) infrastructure. Contributions are levied based on the total area of developable land subject to a subdivision application, rather than the number of lots or dwellings proposed to be created as a result of that subdivision. The Per Hectare model utilises 'net contributing area' rather than 'gross contributing area' in recognition of the fact that 'net contributing area' best represents the area of land that will contribute to the need for infrastructure and community facilities.

This model is considered the most appropriate approach for this EWDDCP for the following reasons:

- Given that East Wanneroo to date has only been subject to a district level of planning (District Structure Plan) and that the planning covers such a large area (8,000 hectares) to be developed over a very long timeframe (50 years), the approach to developer contributions should be as simple as possible to provide all stakeholders with equity, certainty and ease of implementation and administration.

- The accepted and typical approach within the industry for cost contributions towards development infrastructure is the Per Hectare Model. In the interest of consistency and simplicity within the one DCP, it is considered appropriate to also levy community infrastructure via the Per Hectare approach.
- It is acknowledged that this model subsidises higher density development at the expense of lower density development. However, as there is limited existing development in East Wannon and the densities that will be achieved across such a large area over a 50-year period are difficult to predict, the Per Hectare model is considered to provide more certainty regarding the payment and collection of required contributions.
- The use of a per Dwelling model relies upon dwelling yield estimates to determine the cost contribution. Given that East Wannon to date has only been subject to a district level of planning (District Structure Plan) and that the planning covers such a large area to be developed over a very long timeframe (50 years), the ultimate dwelling yield estimate is difficult to predict and may be subject to significant deviations over time that affects the operation of the DCP and /or requires significant audit and review of the DCP.

11.1 Determination of Contributing Area

The Contributing Area for each item of infrastructure included in this EWDDCP is slightly different and is outlined below. Land within the City of Swan is not included in the contributing area for any of the DDCP items.

11.1.1 District Community infrastructure

All residential development creates the need for district community infrastructure and thus will contribute to district community infrastructure. Non-residential development does not create the need for district community infrastructure and will not contribute towards district community infrastructure.

For the purposes of calculating contributions to community infrastructure, the 'Net contributing area' is calculated as follows:

- i. Gross land area of the EWDSP / DCA, less the area of:
 - a) Land identified as Rural / Special Residential on the EWDSP (assumed no further subdivision).
 - b) Land identified as Industrial, Service Commercial, Employment Area, and Tourism Opportunities on the EWDSP.
 - c) Land shown to be reserved under the Metropolitan Region Scheme for Parks and Recreation on the EWDSP.
 - d) Land shown to be reserved under the Metropolitan Region Scheme for Public Purpose on the EWDSP.
 - e) Land shown to be reserved under the Metropolitan Region Scheme as 'Primary Regional Roads', 'Other Regional Roads' or 'Railways' on the EWDSP.
 - f) Land shown to be designated under the Metropolitan Region Scheme as State Forest on the EWDSP.
 - g) Land identified for Regional Sporting Fields on the EWDSP.
 - h) Land required for High Schools as per the EWDSP
 - i) Land required for Primary Schools as per EWDSP
 - j) 75% of the Centre zone as shown on the EWDSP (this provides for 25% of the centre zone to be residential development)

- ii. A deduction of the following non-developable land uses from the total area determined in point (i):
 - a) 33% of the total area determined in point (i) above for Local Roads.
 - b) 10% of the total area determined in point (i) above for Public Open Space.
 - c) 1% of the total area determined on point (i) above for local drainage.

The subsequent total contributing area for district community facilities tallies as **1,362.27 ha**. The details of these calculations is provided at **Attachment 7**.

11.1.2 All Other Infrastructure

All development in East Wanneroo creates the need for district road infrastructure, and preparation of Wetland Management Plans for those wetlands identified by the EWDSP and the associated District Water Management Strategy. Thus, all development will contribute to the cost of this infrastructure. For the purposes of calculating contributions to the above mentioned EWDDCP items, the 'Net contributing area' is calculated as follows:

- i. Gross land area of the EWDSP / DCA, less the area of:
 - a) Land identified as Rural / Special Residential on the EWDSP (assumed no further subdivision).
 - b) Land shown to be reserved under the Metropolitan Region Scheme for Parks and Recreation on the EWDSP.
 - c) Land shown to be reserved under the Metropolitan Region Scheme for Public Purpose on the EWDSP.
 - d) Land shown to be reserved under the Metropolitan Region Scheme as 'Primary Regional Roads', 'Other Regional Roads' or 'Railways' on the EWDSP.
 - e) Land shown to be designated under the Metropolitan Region Scheme as State Forest on the EWDSP.
 - f) Land identified for Regional Sporting Fields on the EWDSP.
- ii. A deduction of the following non-developable land uses from the total area determined in point (i):
 - a) 33% of the total area determined in point (i) above for Local Roads.
 - b) 10% of the total area determined in point (i) above for Public Open Space.
 - c) 1% of the total area determined on point (i) above for local drainage.

The resultant total contributing area for Other Regional Road infrastructure and Wetland Management Plan costs comes to **1,924.09 ha**. The details of these calculations is provided at **Attachment 7**.

11.2 Determination of Cost Contribution

The methodology for determining a landowner's cost contribution is in accordance with the following formula:

$$CPH = TC / NCA$$

$$CC = CPH \times GSA$$

Where:

CPH = Cost per hectare (\$/ha)

TC = Total cost of delivering infrastructure + Total administrative costs (\$)

NCA = Net contributing area (ha)

CC = Cost Contribution Amount (\$)

GSA = Gross area of proposed subdivision / development (ha)

12. Supporting Information

In accordance with Clause 5.5 of SPP 3.6, the following information is provided in support of the methodology used to determine development contributions.

12.1 Catchment Areas

The DCA is considered to be a district catchment and it is consistent with the boundary of the East Wanneroo District Structure Plan. The district catchment translates to the provision of district level facilities, which are higher order facilities that serve multiple neighbourhoods and local catchments but are not likely to have the wider draw from other district areas. Accordingly, the EWDDCP only seeks to secure contributions for district level community facilities. Facilities with local and regional catchments are not proposed to be funded through this DCP.

12.2 Costing of Infrastructure Items

A scheduled review of the cost estimates for all EWDDCP items will occur annually. Cost estimates will be adjusted to reflect changes in funding, revenue sources and advances in detailed planning and subsequently indexed based on the Building Cost Index or other appropriate index as approved by the qualified person undertaking the certification of costs referred to in Clause 11.3 of Schedule 14 of DPS 2.

12.3 Land Valuation Methodology

The methodology applied to this EWDDCP for the purposes of land valuation, to inform costings in regard to required land acquisition for EWDDCP items, has been prepared by McGee's and is included at **Attachment 8**. A land value rate of \$140/m² is proposed to apply to acquisition of land for road purposes. In regard to land acquisition for community infrastructure, the land value rate has been determined by McGee's based on the assumption that these sites are acquired at the subdivision stage and are zoned and development ready. The land value applied in this DDCP to the acquisition of community infrastructure site varies between \$250-\$450 per sqm dependent on the size of the site. Refer McGee's advice at Attachment 8. Land valuation will subject to annual review as part of the EWDDCP review process.

In implementing the EWDDCP, land valuations shall be undertaken in accordance with Clause 12 of Schedule 13 of the City of Wanneroo District Planning Scheme No.2.

12.4 Capital Expenditure Plan

An indicative Capital Expenditure Plan (CEP) has been prepared to demonstrate the projected capital costs of delivery of each identified item of infrastructure and the likely timing of infrastructure delivery. Refer **Attachment 9**. The timing of infrastructure delivery has been aligned with the indicative staging of development of the East Wanneroo area as presented in the EWDSP. The CEP will be subject to review as part the annual review of the EWDDCP.

12.5 Methodology for Determining Proportion of Cost

The methodology for calculating cost contributions requires that the cost contributions be calculated on a proportionate basis relative to the need generated by new development. Accordingly, the total cost on which the cost contribution is based has excluded the proportion of costs associated with the following:

- demand for a facility that is generated by the current population;
- demand created by external usage – the proportion of use drawn from outside of the main catchment area; and
- future usage – the proportion of usage that will be generated by future development outside of the development contribution plan timeframe.

The proposed DCA was void of residential development or population at suburban and urban densities at the commencement of EWDDCP preparation. No additional need for the facilities is considered to be generated from population outside of East Wanneroo and there are no regional level facilities included in the EWDDCP for which the catchment would extend beyond the EWDDCP area.

Accordingly, the EWDDCP requires 100% of the cost of delivering the necessary facilities be met by future growth. This is with the exception of one district community facility proposed to be located in Precinct 7 of the EWDSF. Analysis by Pracsys (refer **Attachment 2**) has demonstrated that this facility would have 50% of its catchment located outside of the EWDSF area. Thus, the EWDDCP is only funding 50% of the cost of this facility. Further rationale behind this approach is as follows:

- All but one of the facilities identified in the *East Wanneroo Community Facilities Plan* would be delivered if the new residential growth did not occur. It can therefore be clearly stated that the need for new facilities arises directly as a result of current and projected residential growth.
- The catchment of each of the district facilities proposed in the EWDDCP, with the exception of one district community facility, is confined to the district in which it is located.
- The need for the facilities has been determined following analysis of the projected population within the DCA only (pursuant to the EWDSF and the *City's East Wanneroo Community Facilities Plan*). Any additional need resulting from residential areas outside the DCA is considered to be inconsequential.
- None of the facilities proposed to be delivered through the EWDDCP, with the exception of one district community facility, are considered necessary to support community activity in existing developed areas. Current demand in these areas is already met through the existing provision of district facilities and regional level facilities.

The funding liability may be offset by external grants or other funding sources in order to reduce the contribution amount required under the EWDDCP, however other contributions have not been included in the funding model as part of the EWDDCP as their successful application cannot be guaranteed or assumed until more detail is known of the nature, scale and location of the facilities and infrastructure proposed. It is expected that the inclusion of grant funding would form part of an ongoing review of the EWDDCP.

13. Payment of Contributions

Developer contributions are to be paid in accordance with Clause 13 and 14 of Schedule 12 of the City of Wanneroo DPS No.2.

14. Review

The EWDDCP is to be subject to ongoing review, as a result of both the general operation of the EWDDCP and the requirements of SPP 3.6. Review shall be undertaken in accordance with Clause 11.0 of Schedule 13 of the City of Wanneroo District Planning Scheme No.2. It is proposed that the EWDDCP and associated infrastructure requirements be reviewed (at a minimum) in accordance with the following schedule:

Annually:

- Cost estimates for all items, including administrative costs
- Land valuation rate
- Cost indexation
- Contributing Area
- Estimated dwelling yield
- Contribution levy (cost per Hectare)

- Cost per dwelling for community infrastructure items

5-yearly:

- Community facilities required
- Wetland Management Plan scope and requirements
- Road infrastructure requirements
- Full review and audit of all EWDDCP items and reporting
- Plus, all matters required as part of an annual review as described above

14.1 Cost Estimates and Indexation

The estimated infrastructure costs will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by the qualified person undertaking the certification of costs referred to in Clause 11.3 of Schedule 14 of DPS 2 and made available to affected landowners as part of each annual review.

14.2 Contributing Area

The 'contributing area' is determined by deducting various land uses from the overall developable area. The area of most of these land uses may change from time to time as a result of more detailed planning via MRS Amendments, local structure plans and subdivision approvals. The contributing area will therefore need to be regularly reviewed.

14.3 Contribution Amount

The cost per hectare on which each landowner's contribution amount is based will be reviewed annually (or as required) as a result of the above changes to the costs and contribution area and defined in the Cost Apportionment Schedule.

Proposed Amendment No. 214 to District Planning Scheme Number 2 - East Wanneroo District Development Contribution Plan

Attachment 7 – District Development Contribution Plan Report (includes detailed cost estimates)

This Attachment is available under separate cover due to the large document size of this Attachment.

The Attachment is published on the City's website in the same section of the Agenda for the meeting refer -

[Minutes and agendas - Council meeting dates, agendas and minutes - City of Wanneroo](#)

Administration Use Only

Attachment 7 – HPE # 24/214926

Approval Services

4.2 Review of Local Planning Policy 2.5: Telecommunications Infrastructure

File Ref: 4088V02 – 23/359950
Responsible Officer: Director Planning & Sustainability
Attachments: 2

Issue

To consider proposed amendments to Local Planning Policy 2.5: Telecommunications Infrastructure (LPP 2.5) for the purpose of advertising.

Background

With technological and societal changes, strong and fast cellular coverage is becoming increasingly vital for the safety and social wellbeing of communities. Residents in the City of Wanneroo (and elsewhere) are becoming more reliant on cellular coverage not just for phone and computer use, but also to connect to other 'smart' appliances. However, mobile telecommunications have traditionally not been treated as an essential item of infrastructure considered through the planning process – in contrast to the provision for water, sewer, power or even landline telecommunications infrastructure.

This is presenting issues for the City, which is notable when the retrofitting of mobile phone services is sought in established areas. The installation of telecommunications infrastructure is pursued by carriers (e.g., Telstra, Optus, Vodafone) – or separate 'host providers' that are corporate entities which install telecommunications infrastructure (such as towers) that carriers can then utilise.

Council has previously adopted Local Planning Policy 2.5: Telecommunications Infrastructure (LPP 2.5) for inclusion within the City's local planning framework. At a State planning level, the Western Australian Planning Commission (**WAPC**) has also prepared State Planning Policy 5.2: Telecommunications Infrastructure (SPP 5.2). LPP 2.5 is prepared in a manner so that it is supplementary to SPP 5.2. Both LPP 2.5 and SPP 5.2 are aimed to balance the need for effective telecommunications services and the roll-out of networks, recognising community interests in protecting the visual character of local areas.

The current version of LPP 2.5 was adopted by Council in August 2017 and was previously due for review in August 2022. However, at its 13 September 2022 meeting (PS02-09/22), Council resolved to extend the review period by a further two years, to 31 August 2024.

Administration has been utilising this two-year period to undertake an extensive and broad review of how the City should respond to increasing demand for telecommunications infrastructure. An outcome of that review identified the need to undertake significant updates to LPP 2.5, to provide planning guidance for telecommunications infrastructure delivery at all stages of the planning and development process. Currently, LPP 2.5 is limited to predominantly establishing the City's standards for the assessment of development applications for telecommunications infrastructure. Further detail of the updates proposed to LPP 2.5 are detailed in this report.

Detail

A copy of the City's current LPP 2.5 is provided as **Attachment 1**. As outlined above, LPP 2.5 currently has a strong focus in establishing the City's standards for the assessment and determination of development applications for telecommunications infrastructure.

SPP 5.2 prescribes that consideration should be given to telecommunication services in the preparation of structure plans. However, SPP 5.2 does not provide any detail as to how this is to occur. As a result, LPP 2.5 is also currently limited in its guidance on planning for telecommunications infrastructure at the structure planning stage. A review of LPP 2.5 provides an opportunity to introduce additional guidance for telecommunications infrastructure considerations as part of structure planning.

The proposed amendments to LPP 2.5 are also intended to:

- Provide a more detailed 'forward planning' approach for telecommunication infrastructure delivery, by also providing planning guidance for the subdivision and local development plan stages of planning.
- Provide development approval exemptions for telecommunications infrastructure installations in certain zones and on reserves, to encourage host providers to locate where impacts on a surrounding land area may be reduced.

The rationale for the above is provided for in the Comment section of this report.

The proposed amendments to LPP 2.5 are set out in **Attachment 2**.

Consultation

Prior to drafting amendments to LPP 2.5, Administration hosted a workshop with various stakeholders from the land development industry, telecommunications service providers and officers from other government agencies. Particular feedback from attendees at the workshop indicated that there is a lack in forward planning for telecommunications infrastructure in local and State planning frameworks. Administration has noted this (and other) feedback received from the workshop in preparing the proposed amendments to LPP 2.5.

Should Council agree to initiate draft amendments to LPP 2.5, those amendments will need to be advertised for public comment. In accordance with the deemed provisions for local planning schemes (deemed provisions) in the *Planning and Development (Local Planning Schemes) Regulations 2015*, it is necessary to formally advertise local planning policy amendments for a period of not less than 21 days. This also aligns with the City's *Planning Consultation Procedure*.

The recommended methods for advertising amendments to LPP 2.5 are as follows:

- Notification in Perth Now Wanneroo newspaper;
- Display at the Civic Centre and on the City's website;
- Notification to State Government agencies;
- Notification to relevant stakeholders in the telecommunications and development industries (particularly those stakeholders that participated in the previous workshop); and
- Letters to land developers and their consultants.

Comment

Changes to Policy Measures – Assessment of Development Applications

Amendments to LPP 2.5 propose changes to the policy measures that are applied when assessing development applications. The policy measures to still be included in LPP 2.5 are as follows:

- For telecommunications infrastructure to be finished with non-reflective material in a neutral colour to minimise visual intrusion.
- The need for a proponent to prepare a visual impact assessment.
- For the City to have due regard to the following policy measures from SPP 5.2:
 - For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public.
 - Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:
 - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites.
 - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land.
 - c) not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised.
 - d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape.
 - Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community.
 - Telecommunications infrastructure should be co-located (e.g. multiple providers using one facility).

Under the planning framework, the provisions of SPP 5.2 apply throughout Western Australia. A local planning policy (such as LPP 2.5) can clarify or expand on the provisions of a State Planning Policy (such as SPP 5.2) – but cannot modify or disregard State Planning Policy provisions. Changes to LPP 2.5, therefore, are proposed in a manner that will not undermine SPP 5.2 provisions.

Currently, LPP 2.5 provides a Policy Table that contains 'deemed-to-comply' provisions, which need to be met by a proponent for a telecommunications infrastructure proposal to not undergo advertising. The table also provides acceptable variations to the 'deemed-to-comply' provisions (subject to advertising) as well as unacceptable standards. As proposed amendments to LPP 2.5 will have the policy provisions as discussed above, the Policy Table is proposed to be removed.

Forward Planning Considerations

The City currently has 64 structure plans in effect. Administration is expecting the formulation of many more structure plans to be prepared in the coastal corridor and East Wanneroo in the coming years.

Most of the City's existing structure plans are due to expire in October 2025 under the deemed provisions. Although some structure plans will be revoked, others will need to be updated and reviewed in order to remain in effect beyond October 2025. Updates undertaken to structure plans need to be consistent with the planning framework, including any adopted local planning policies.

The City's existing structure plans contain very little in relation to planning for telecommunications infrastructure sites. To address this, it is proposed to introduce guidance into LPP 2.5 requiring a proponent to:

- Consult with carriers and host providers during the formulation of a structure plan; and
- Include forward planning provisions in a structure plan that consider the delivery of additional telecommunications infrastructure on sites where a projected need is identified through the consultation with both carriers and host providers.

Amendments to LPP 2.5 will also then provide guidance for the forward planning of telecommunications infrastructure through subdivision. The draft policy provisions are intended to result in:

- Land parcels being identified specifically for telecommunications infrastructure installations and dedicated through subdivision – where required in a structure plan; and
- Land of a sufficient size being provided to the City – in freehold or under a Management Order with power to lease to a carrier or host provider. This could secure an income stream for the City, which could be used for the maintenance of reserves in the locality of the telecommunications site.

The policy amendments will also guide how local development plans (LDP's) can be used to assist the forward planning for telecommunications infrastructure. The amendments proposed will guide how LDP's can be used to exempt development approval of certain installations where this aligns with policy, structure plan or Scheme provisions.

Development Approval Exemptions

SPP 5.2 encourages local governments to consider exempting telecommunications infrastructure from the requirement for development approval in the appropriate instances. Exemptions from development approval can be prescribed through a local planning policy, pursuant to Clause 61 of the deemed provisions.

Exempting telecommunications infrastructure in certain locations may entice carriers and host providers to consider installations away from areas where land use and visual amenity conflicts may be more prevalent.

Administration considers that telecommunications infrastructure installations in the Light Industry and General Industry Zones – as well as Local Scheme Reserves – may pose less of an impact on visual amenity compared to similar installations in other locations.

The proposed amendments to LPP 2.5 aim to exempt the need for development approval for telecommunications infrastructure in these zones and reserves, subject to the following conditions:

- The development has a maximum height of 30 metres from the finished ground level;
- The development has a monopole design, and is not a lattice tower;
- The proponent undertake notification of the proposal consistent with Mobile Phone Base Station Deployment Industry standards;
- In the case of installations on Local Scheme Reserves, the development is on a structure that also provides floodlighting or other compatible service where there is opportunity; and
- Written notification is provided to the City no less than 30 days prior to the installation of the development, detailing the proposal and outlining how the above criteria will be met.

The above conditions are consistent with SPP 5.2.

Next Steps

At this stage, Administration is only recommending that Council support the proposed amendments for the purpose of advertising.

Following advertising, Council can make a decision on the proposed amendments based on the submissions from the community and stakeholders. Council can then resolve at a future meeting to either:

- Proceed (or adopt) the amendments to LPP 2.5 as advertised – or modified in light of any submissions received through advertising; or
- Not proceed with (or not adopt) the amendments to LPP 2.5.

Statutory Compliance

Amendments to local planning policies can be undertaken pursuant to Part 2, Division 2 of the deemed provisions for local planning schemes, contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Strategic Implications

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

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

5.2 - Plan for and manage land use

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-S04 Integrated Infrastructure & Utility Planning | Low |
| Accountability | Action Planning Option |
| Director Planning & Sustainability and Director Assets | 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 issues contained within this report have been identified and considered within the City's Strategic risk register. Action plans have been developed to manage this risk to support existing management systems.

Policy Implications

The amendments to LPP 2.5, the subject of this report, are being undertaken to ensure the City's objectives are met in delivering orderly and proper planning.

Financial Implications

Administration has capacity to utilise its internal resources and budgets in reviewing its planning framework in respect to telecommunications infrastructure delivery.

Voting Requirements

Simple Majority

Recommendation

That Council, pursuant to Clause 4(1), Clause 4(2) and Clause 5 of the deemed provisions for local planning schemes contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- 1. PREPARES amendments to Local Planning Policy 2.5: Telecommunications Infrastructure, as contained in Attachment 2; and**
- 2. ADVERTISES the amendments to Local Planning Policy 2.5: Telecommunications Infrastructure for public comment for a period of not less than 21 days.**

Attachments:

- | | | |
|-------------------|--|-----------|
| 1 | Attachment 1 - Current Local Planning Policy 2.5 Telecommunications Infrastructure | 23/351503 |
| 2 | Attachment 2 - Draft Amendments to Local Planning Policy 2.5 Telecommunications Infrastructure | 23/351485 |

Planning and Sustainability

Local Planning Policy 2.5: Telecommunications Infrastructure



| | |
|----------------|------------------------------|
| Owner | Planning and Sustainability |
| Implementation | August 2017 |
| Reviewed | 5-yearly |
| Next Review | Scheduled review August 2022 |

PART 1 – POLICY OPERATION

Policy Development

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

Application and Purpose

This Local Planning Policy is prepared in addition to State Planning Policy 5.2 – Telecommunications Infrastructure (SPP 5.2). In assessing development applications for telecommunications infrastructure, the City should have due regard to SPP 5.2 and this Local Planning Policy.

This policy establishes the following:

- The City’s standards for the assessment and determination of telecommunications infrastructure applications; and
- The basis for the City’s recommendations to the Western Australian Planning Commission (WAPC); for instances where the WAPC determines telecommunications infrastructure applications under the Metropolitan Region Scheme.

This Policy does not apply where works on telecommunication infrastructure are exempt from development approval under *Telecommunications Act 1997 (the ‘Act’)*; such as works that are deemed ‘Low-Impact’ in accordance with the Act and the *Telecommunications (Low-Impact Facilities) Determination 1997*.

Objectives

The objectives of this policy are to:

1. Facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
2. Manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
3. Promote co-location of telecommunications infrastructure wherever possible; and
4. Promote a consistent approach in the preparation, assessment and determination of proposals for telecommunications infrastructure.



Definitions

Lattice Tower:

A structure forming a tower – typically with three or four sides – that consists of a network of vertical, horizontal and/or diagonal supports, and used in a manner to support antennas or other equipment associated with telecommunications infrastructure.

Mast or Antenna

Has the same meaning as it is defined in Schedule 1 of DPS 2.

Mast or antenna : means any mast, aerial, satellite dish and other associated equipment used for the transmission or reception of radio or television signals or for other electronic communications. A television antenna on a dwelling roof being consistent with the predominant style and size of television antenna on other dwellings in the locality is not included, provided its vertical and horizontal dimensions do not exceed two metres.

Monopole:

A pylon consisting of a single pole or rod, supported by guyed wires or not, and used in a manner to support antennas or other equipment associated with telecommunications infrastructure.

Telecommunications Infrastructure:

Has the same meaning as it is defined in Schedule 1 of DPS 2.

Telecommunications infrastructure: means any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use, in or in connection with a telecommunications network.



PART 2 – GENERAL POLICY PROVISIONS

1. Application Requirements

Unless otherwise advised by the City, all applications for development approval of telecommunications infrastructure should be accompanied by the information prescribed in Schedule 1 of this Policy. Failure to provide this information to the City's satisfaction may result in the City deeming application incomplete in accordance with Clause 62 (1) and Clause 63 of the DPS 2 Deemed Provisions.

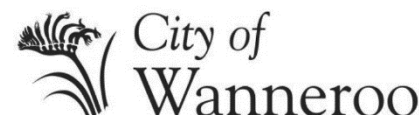
2. Assessment Criteria

- 2.1 The City may approve or support any applications for development approval of telecommunications infrastructure without consultation, where all the 'Deemed-to-Comply' standards prescribed in Column B of the Policy Table are met to the satisfaction of the City.
- 2.2 Applications for development approval of telecommunications infrastructure that do not satisfy provisions prescribed in Column B, but can satisfy the requirements specified in Column C of the Policy Table may be approved or supported by the City following consultation being undertaken as specified in General Policy Provision 3.1.
- 2.3 Unless exceptional circumstances exist, the City should not approve or support applications for telecommunications infrastructure that meet any of the unacceptable development standards prescribed in Column D of the Policy Table.

3. Community Consultation

- 3.1 Should an application for development approval of telecommunications infrastructure require consultation under General Policy Provision 2.2, consultation should be undertaken pursuant to Clause 64 of the DPS 2 Deemed Provisions, or as agreed by Council. Where an application for development approval requires consultation under this Policy, the City should in all instances:
 - a) Give notice to all landowners and/or occupiers of land as follows:
 - Within 500 metres of the proposed telecommunications infrastructure, in instances a lattice tower is proposed; or
 - Within 200 metres of the proposed telecommunications infrastructure in all other instances;
 - b) Require the applicant to erect a sign (or signs) displaying notice of the telecommunications infrastructure application. Signs should be erected in a conspicuous position on the lot subject to the application, and be present for the entire duration of the consultation period;

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure



- c) Display the telecommunications infrastructure application (including all accompanying documentation) on the City's website;
- d) Publish a notice of the telecommunications infrastructure application in local newspapers within seven (7) days of the consultation period commencing; and
- e) Undertake the consultation for a duration of no more than 21 days, as prescribed in SPP 5.2.

3.2 The City may also consult with other telecommunication carriers to establish whether similar facilities are proposed in the immediate area and whether opportunities exist for co-location.

4. Electromagnetic Radiation

Local Government is not responsible for the monitoring and control of Electromagnetic Radiation (EMR) that emanates or could potentially emanate from telecommunications infrastructure. All telecommunications carriers are required to comply with EMR standards outlined by relevant Federal Government agencies, such as the Australian Communications and Media Authority (ACMA), and the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

Issues relating to EMR levels are not deemed to be valid planning considerations when assessing applications for telecommunications infrastructure.

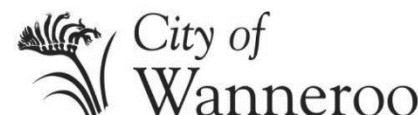
5. Differentiation between 'Telecommunications Infrastructure' and 'Mast or Antenna' Use Classes

Should an application be lodged by an applicant for the City to consider the erection of a 'mast or antenna', and that proposal facilitates electronic communications that are for the purpose of transmitting or receiving telecommunication signals, then such an application should be deemed to be an application for 'telecommunications infrastructure' and not for a 'mast or antenna'.

6. Consideration of Telecommunications Infrastructure in Structure Planning

Pursuant to the provisions of SPP 5.2, the City should give consideration to demand and/or future need for telecommunications services in its preparation and assessment of structure planning proposals.

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure



SCHEDULE 1 – REQUIRED SUPPORTING INFORMATION

Unless otherwise advised by the City, development applications for telecommunications infrastructure should adequately include the following pursuant to General Policy Provision 1 of this Policy.

- a) Plans and/or graphic representations that demonstrate the following:
 - i) A location plan including notations identifying and describing land uses occurring on surrounding land;
 - ii) A site plan that depicts how the proposed telecommunications infrastructure will be situated on the subject land;
 - iii) An elevation plan that shows the height and appearance of the telecommunications infrastructure;
 - iv) An artist or computer generated impression to scale showing the proposed development and its relationship with the surroundings;
 - v) Mapping that demonstrates existing coverage within the locality and the coverage as a result of the proposed telecommunications infrastructure. Administration may, as an alternative, accept this information in the form of a statement;
 - vi) How the proposed telecommunications infrastructure will be situated in relation to similar existing and proposed infrastructure in surrounding localities; and
 - vii) The extent that telecommunications infrastructure can accommodate for co-location of facilities.
- b) Written descriptions, reports and/or statements that detail the following:
 - i) Detail of the subject land on which the telecommunications infrastructure is proposed, including:
 - The physical characteristics of the subject land;
 - The current use of the subject land; and
 - The location of existing (or proposed) access onto and through the subject land.
 - ii) A report demonstrating compliance with the Australian Communications and Media Authority industry codes for mobile phone base station deployment;
 - iii) A schedule of materials and colours of the proposed development (including any on-ground infrastructure such as equipment shelters);
 - iv) Any known intentions to expand or modify the development in the future;
 - v) Screening, fencing and lighting proposed in conjunction with the subject development;
 - vi) Existing vegetation to be removed and any proposals for landscaping and/or restoration of any disturbed land;
 - vii) Any significant environmental constraints on the subject land; and, where relevant, commitments stating how these constraints will be managed to prevent an unacceptable impact on the environment;
 - viii) A Bushfire Attack Level (BAL) Assessment and a Bushfire Management Plan as may be required to be submitted under State Planning Policy 3.7: Planning in Bushfire Prone Areas;

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure

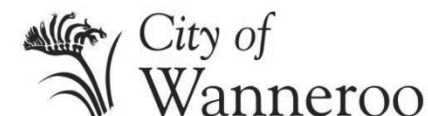


- ix) Timing of works involved in establishing the facility and any arrangements for temporary access and/or changes to existing access facilities during the course of construction;
- x) A justification for how the proposed height of the telecommunications infrastructure is necessary to provide for appropriate network coverage in the area; and
- xi) What (if any) additional facilities are known by the applicant to be under consideration to meet projected future increases in demand.

The items listed above may also be supported by plans and/or graphic representation where applicable and appropriate.

- c) Any other supporting documentation should it be specifically requested by the City.

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure



POLICY TABLE

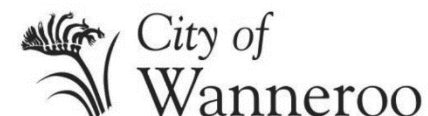
| COLUMN A | COLUMN B | COLUMN C | COLUMN D |
|------------------------|---|---|--|
| Item Reference | Deemed-to-Comply provisions acceptable without consultation | Variations to the Deemed-to-Comply provisions that may be considered subject to consultation (pursuant to Section 3 of the General Policy Provisions) | Unacceptable Standards (unless otherwise stated, if any one of the following standards are met or exceeded, the application will be refused) |
| <u>Location</u> | | | |
| L1 | The applicant has demonstrated that the proposed telecommunications infrastructure addresses an existing lack of coverage or service availability in the locality. | The applicant demonstrates that the proposed telecommunications infrastructure addresses a forecasted lack of coverage or service availability in the locality. | An application that does not satisfy the standards set out in Column B or Column C. |
| L2 | Proposed telecommunications infrastructure is not located on a lot where an adjoining lot is zoned 'Residential', 'Mixed Use', 'Special Rural', 'Rural Community', 'Landscape Enhancement' or 'Special Residential'. | Telecommunications infrastructure proposed on a lot where an adjoining lot is zoned 'Residential', 'Mixed Use', 'Special Rural', 'Rural Community', 'Landscape Enhancement' or 'Special Residential'. | Note: There are no unacceptable standards. |
| L3 | Proposed telecommunications infrastructure situated in the 'Business', 'Commercial', 'Civic and Cultural', 'Service Industrial' or 'General Industrial' zone should be located away from street boundaries, and behind any buildings that exist on the same land. | Proposed telecommunications infrastructure that does not or cannot satisfy the requirements prescribed in Column B. | Note: There are no unacceptable standards. |

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure



| COLUMN A | COLUMN B | COLUMN C | COLUMN D |
|----------------------|---|--|---|
| Item Reference | Deemed-to-Comply provisions acceptable without consultation | Variations to the Deemed-to-Comply provisions that may be considered subject to consultation (pursuant to Section 3 of the General Policy Provisions) | Unacceptable Standards (unless otherwise stated, if any one of the following standards are met or exceeded, the application will be refused) |
| <u>Design</u> | | | |
| D1 | The applicant demonstrates that the proposed telecommunications infrastructure is confined to a height and dimension that balances the need to provide for appropriate network coverage for the surrounding area, whilst minimising loss of amenity in the locality. | In the City's opinion, the applicant cannot adequately demonstrate that the proposed telecommunication infrastructure is at a height and dimension that would not result in a loss of amenity in the locality. | <i>Note: There are no unacceptable standards.</i> |
| D2 | The applicant demonstrates that the telecommunications infrastructure is: <ul style="list-style-type: none"> • Located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites; • Located to avoid detracting from a significant view of a landmark, streetscape, vista or panorama whether viewed from public or private land; and • Not located on sites where environmental, cultural heritage, social and visual landscape values may be compromised. | The proposed telecommunications infrastructure does not or cannot satisfy the requirements prescribed in Column B. | <i>Note: There are no unacceptable standards.</i> |

Planning and Sustainability
Local Planning Policy 2.5: Telecommunications Infrastructure



| COLUMN A | COLUMN B | COLUMN C | COLUMN D |
|----------------|---|---|--|
| Item Reference | Deemed-to-Comply provisions acceptable without consultation | Variations to the Deemed-to-Comply provisions that may be considered subject to consultation (pursuant to Section 3 of the General Policy Provisions) | Unacceptable Standards (unless otherwise stated, if any one of the following standards are met or exceeded, the application will be refused) |
| D3 | The applicant demonstrates that the proposal for telecommunications infrastructure can enable the co-location of at least two (2) separate telecommunication carriers on the subject site. | The applicant demonstrates that co-location would detract from the amenity of the surrounding area to the extent that co-location is not beneficial or practical. | An application that does not satisfy the standards set out in Column B or Column C. |
| D4 | Telecommunications infrastructure (including any 'on-ground' facilities provided) is finished with non-reflective material in a neutral colour to minimise visual intrusion. | No alternative standard will be supported. | An application that does not satisfy the standards set out in Column B. |
| D5 | The base of any monopole or lattice tower as well as any associated equipment shelters is screened from view from the public domain and adjoining properties by mature vegetation or other suitable screening or landscaping to the satisfaction of the City. | Screening of the base of the monopole, base of the lattice tower and/or the associated equipment shelter is not (or cannot be) provided as required under Column B. | Note: There are no unacceptable standards. |



| | |
|----------------|-----------------------------|
| Owner | Planning and Sustainability |
| Implementation | xxxxxxxxxxxxxx 2024 |
| Next Review | xxxxxxxxxxxxxx 2028 |

PART 1 – POLICY OPERATION

Policy Development

- This policy is prepared:
- Under the provisions of Part 2, Division 2 of the deemed provisions for local planning schemes (deemed provisions), contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
 - In conjunction with State Planning Policy 5.2: Telecommunications Infrastructure (SPP 5.2).

Application and Purpose

Mobile network coverage has become vital for the safety and social wellbeing the community. The City acknowledges that the evolution of mobile network technologies (such as the introduction of 5G) impacts on the design, location and amount of telecommunications infrastructure required to provide a desired level of service – and this has perceived positive and negative impacts on the community.

In preparing this Local Planning Policy (Policy), the intent is to address opportunities to improve the planning framework with ‘early planning’ for telecommunications infrastructure – particularly in greenfield areas. This Policy sets out provisions that are aimed to encourage developers, network carriers and host site providers to ‘forward plan’ for telecommunications infrastructure delivery through structure plans, subdivision and local development plans.

Exemptions for development approval for telecommunications infrastructure are set out so as to encourage carriers and host providers to locate infrastructure in certain zones and reserves. The intent being to minimise the impact of large infrastructure on more sensitive areas. Development approval exemptions in this Policy are effective pursuant to Clause 61(1)(b) of the deemed provisions.

This Policy establishes the City’s standards for the assessment and determination of telecommunications infrastructure applications. Similarly, this policy can inform the City’s assessment and recommendation to the WAPC for telecommunications infrastructure proposals on land reserved under the Metropolitan Region Scheme.

This Policy does not apply where works on telecommunication infrastructure are exempt from development approval under the Commonwealth’s *Telecommunications Act 1997 (the ‘Act’)*; such as works that are deemed ‘Low-Impact’ in accordance with the Act and the *Telecommunications (Low-Impact Facilities) Determination 2018*.

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



Objectives

The objectives of this Policy are to:

1. Facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
2. Manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
3. Support the formulation of structure plans that are responsive to future delivery of telecommunications infrastructure; having regard to anticipated subdivision outcomes, changing technologies and projected customer demands.
4. Promote the dedication of land parcels for telecommunications infrastructure installations through subdivision, in a manner satisfactory to the City from a land management perspective.
5. Provide development approval exemptions for telecommunications infrastructure in certain locations where installations may have less of an impact on the surrounding community.
6. Promote a consistent approach in the preparation, assessment and determination of proposals for telecommunications infrastructure.

Definitions (Infrastructure Provision)

Carriers means a corporate entity that provides wireless mobile communication coverage to its customers.

Guyed tower means a tower with telecommunications infrastructure affixed that is supported by guy wires that are permanently anchored.

Host Provider means a person or corporate entity that constructs and maintains the infrastructure that carriers require to provide wireless mobile communication coverage to its customers.

Lattice Tower means a structure forming a tower – typically with three or four sides – that consists of a network of vertical, horizontal and/or diagonal supports, and used in a manner to support antennas or other equipment associated with telecommunications infrastructure.

Monopole means a pylon consisting of a single pole or rod used in a manner to support antennas or other equipment associated with telecommunications infrastructure.

Pole collectively means a guyed tower, lattice tower or monopole.

Definitions (Planning Terms)

Deemed Provisions means the deemed provisions for local planning schemes, contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Local Development Plan means the same as defined in Clause 46 of the deemed provisions, and as follows:

means a plan setting out specific and detailed guidance for a future development including one or more of the following —

- a) site and development standards that are to apply to the development;*
- b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relates.*

Precinct Structure Plan means the same as defined in Clause 14 of the deemed provisions, and as follows:

means a plan for the coordination of future subdivision, zoning and development of an area of land.

Standard Structure Plan means the same as defined in Clause 14 of the deemed provisions, and as follows:

means a plan for the coordination of future subdivision and zoning of an area of land.

Structure Plan means the same as defined in Clause 14 of the deemed provisions, and as follows:

means a standard structure plan or a precinct structure plan.

Telecommunications Infrastructure means the same as defined in Schedule 1 of the City of Wanneroo District Planning Scheme No. 2, and as follows:

means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.

PART 2 – POLICY PROVISIONS

1. Application Requirements

- 1.1 All applications for development approval of telecommunications infrastructure should meet the requirements of Clause 62(1) and Clause 63 of the deemed provisions.
- 1.2 Pursuant to Clause 63(1)(d) of the deemed provisions, **Schedule 1** lists other additional plans and information that the City specifically requires to support development applications for telecommunications infrastructure.

2. Policy Measures – Assessment of Development Applications

- 2.1 The City will have due regard to the relevant Policy Measures of Section 5 of SPP 5.2 when assessing development applications for telecommunications infrastructure.
- 2.2 Telecommunications infrastructure (including poles and any 'on-ground' facilities provided) should be finished with non-reflective material in a neutral colour to minimise visual intrusion.
- 2.3 The visual impact of a telecommunications infrastructure proposal should be assessed against the measures in this Policy and SPP 5.2.
- 2.4 A Visual Impact Assessment prepared in accordance with the WAPC's Visual Landscape Planning in Western Australia (November 2007) is required to support development applications and local development plans that propose telecommunications infrastructure.
- 2.5 The City will not require Visual Impact Assessments to support telecommunications infrastructure proposals that are exempt from development approval.

3. Community Consultation

- 3.1 Carriers and/or host providers are strongly encouraged to meet with City officers prior to lodgement of any proposal that involves the installation or future planning for telecommunications infrastructure.
- 3.2 The City will advertise development applications for telecommunications infrastructure installations pursuant to Clause 64 of the deemed provisions – by way of the following methods:
 - a) Giving notice to all landowners and/or occupiers of land as follows:
 - Within 500 metres of the proposed telecommunications infrastructure, in instances when a lattice tower or guyed tower is proposed; or

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



- Within 200 metres of the proposed telecommunications infrastructure in all other instances;
- b) Requiring the applicant to erect a sign (or signs) displaying notice of the telecommunications infrastructure application. Signs should be erected in a conspicuous position on the lot subject to the application, and be present for the entire duration of the advertising period;
- c) Displaying the telecommunications infrastructure application (including all accompanying documentation) on the City's website for public viewing; and
- d) Publishing a notice of the telecommunications infrastructure application in a local newspaper.

Pursuant to SPP 5.2, advertising will be carried out for no more than 21 days.

- 3.3 The City may seek to obtain information from various carriers and host providers when advertising a development application.
- 3.4 Advertising requirements for structure planning and local development plan proposals incorporating telecommunications infrastructure are provided within Section 5 of this Policy.

4. Electromagnetic Radiation

Local Government is not responsible for the monitoring and control of radiofrequency electromagnetic energy (RF EME) that emanates or could potentially emanate from telecommunications infrastructure. RF EME is to comply with Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) standards, which is regulated by the Australian Communications and Media Authority (ACMA).

Issues relating to RF EME levels therefore are not deemed to be valid planning considerations when assessing any proposal for telecommunications infrastructure.

5. Forward Planning for Telecommunications Infrastructure

- 5.1 In support of the position made in Section 6.2 of SPP 5.2, this Policy provides additional guidance on how telecommunications infrastructure should be considered in the preparation and assessment of structure plans.

Applying the essence of this SPP 5.2 position, this Policy also provides guidance on how the subdivision and local development planning processes can be utilised in forward planning for telecommunications infrastructure installations.

5.2 Structure Planning Requirements

5.2.1 For the purpose of this section of the policy, and unless otherwise advised by the City, a '**structure planning proposal**' includes:

- a) A new 'precinct structure plan' or 'standard structure plan' as defined in Clause 14 of the deemed provisions;
- b) A review of an existing 'precinct structure plan' or 'standard structure plan', undertaken on direction by the City and/or DPLH due to its expiry being imminent; and
- c) An amendment to an existing 'precinct structure plan' or 'standard structure plan' which proposes significant modifications.

5.2.2 Structure planning proposals submitted to the City must be accompanied by sufficient written evidence of consultation with carriers and host providers.

As a minimum, the written evidence of consultation must include or identify the following:

- a) Evidence that direct liaison with persons representing the carriers and host providers has been undertaken;
- b) Details of all existing telecommunications infrastructure (including mapping, carriers and host providers) in the structure plan area – and within one kilometre of the structure plan border.
- c) What the potential change in coverage or service may be as a result of the structure planning proposal – taking into account further subdivision, anticipated land uses, projected population, residential densities and employment, the technologies expected to be deployed and other appropriate assumptions.

5.2.3 Where the submission of consultation evidence outlined in Section 5.2.2 is not adequate, the City may require further information from a proponent pursuant to Clause 17(1)(a)(ii) of the deemed provisions before accepting a structure planning proposal.

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



5.2.4 The consultation with telecommunications carriers outlined in Section 5.2.2 above should then inform the following detail which should be included with a structure planning proposal:

- a) The extent of additional telecommunications infrastructure (or upgrades) within the structure plan area that may be needed to support projected growth and development.
- b) The locations within the structure plan area (which may be general or specific) where additional telecommunications infrastructure installations:
 - Could be suitable from both a coverage and visual impact perspective; and
 - Pursued through the later stages of planning (subdivision and local development plans).
- c) The process of how future subdivision proposals could facilitate the creation of land parcels in which telecommunications infrastructure could potentially be installed (refer Section 5.3 below).
- d) The criteria for local development plans to be prepared to guide and support the installation of telecommunications infrastructure in the structure plan area (refer Section 5.4 below).

5.2.5 The City may liaise with known carriers and host providers during the advertising of any structure planning proposal.

5.3 Subdivision Considerations

The following should be pursued at the subdivision stage of planning, to better ensure the availability of prospective telecommunications infrastructure sites in the future, when needed:

- a) Where informed by structure plan provisions, subdivision proposals should seek to create dedicated land parcels specifically for telecommunications infrastructure installations. These land parcels should:
 - Be of sufficient size and dimension to support a telecommunications infrastructure installation (pole, on-ground ancillary equipment etc);

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



- Provide an adequate land tenure to support the leasing of the telecommunications infrastructure site. This will be via a lease, unless the site is owned by the telecommunications provider; and
 - Facilitate a leased site for the infrastructure, which will involve:
 - Transferring the telecommunications site to the City in freehold (for example, as a small land parcel within a larger public open space area); or
 - Vesting the telecommunications site as Crown land under a Management Order to the City, which will require that the Management Order:
 - Lists 'communications' (or similar) as an 'ancillary use' on Management Orders for the public open space site; and
 - Grants the City power to lease that land, subject to the approval of the Minister for Lands under section 18 of the *Land Administration Act 1997* (WA).
 - Be accessible for vehicles directly via a road frontage, or by other means to the satisfaction of the City (e.g. an access easement capable of supporting safe vehicular access).
- b) As an alternative to creating dedicated land parcels for telecommunications infrastructure, a subdivision proposal should instead demonstrate how infrastructure could be placed on proposed non-residential lots (e.g. on public open space or land for commercial development)
- c) The City may recommend for the preparation of a local development plan as a condition of subdivision approval, for land identified in a structure plan as providing for telecommunications infrastructure. The benefits in preparing a local development plan are identified in Section 5.4.1 below.
- d) Notwithstanding anything in a structure plan, the City will advocate to the relevant State Government authorities at the subdivision stage to secure adequate Management Orders for Crown land sites intended for telecommunications infrastructure, in accordance with the Management Order considerations noted in section 5.3 (a) above.

5.4 Use of Local Development Plans

5.4.1 Local development plans can be prepared to:

- a) Forward plan for telecommunications infrastructure in certain locations, particularly where it is directed by a structure plan; and/or

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



- b) Exempt the need for development approval for the installation of telecommunications infrastructure (where appropriate), pursuant to Item 20 of the table in Clause 61(1)(b) of the deemed provisions.

A local development plan can be prepared by landowners or developers (in consultation with carriers and/or host providers) to nominate acceptable locations within a development site or locality for telecommunications infrastructure – as well as to forward plan its design specifications and access arrangements.

- 5.4.2 Further to Clause 47(d) of the deemed provisions, the City does not consider it orderly and proper for a local development plan to be prepared that exempts development approval for telecommunications infrastructure in the following instances:

- a) For any installation situated on Residential, Mixed Use or Rural-Residential zoned lots – or land designed these zones in a structure plan.
- b) On sites where residential development, schools or childcare premises exist or are planned for.
- c) For any monopole structure that will exceed 30 metres in height from the finished ground level.
- d) For all lattice tower or guyed tower installations, regardless of height.

- 5.4.3 All local development plans prepared to guide development (or redevelopment) of an activity centre must indicate one or more potential locations for telecommunications infrastructure installations. The sites nominated should be:

- a) Suitable for telecommunication carriers and host providers; and
- b) Readily accessible for maintenance, including for vehicles.

- 5.4.4 Any local development plan proposals that incorporate telecommunications infrastructure installations must be advertised by the City in accordance with Clause 50 of the deemed provisions. In addition, the City will advertise to all known carriers and host providers.

6. Development Approval Exemptions

- 6.1 Pursuant to Clause 61(1)(b) of the deemed provisions, **Schedule 2** of this Policy outlines telecommunications infrastructure works that are exempt from the requirement for development approval.

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



- 6.2 Notwithstanding the development approval exemptions for telecommunications infrastructure outlined in **Schedule 2**, the proponent is still required to undertake notification and/or consultation processes in accordance with the Commonwealth's *Telecommunications Act 1997* (as amended).
- 6.3 The exemptions tabled in **Schedule 2** may be interim, until such time that exemptions are formally introduced into the City's local planning scheme.

SCHEDULE 1 – REQUIRED SUPPORTING INFORMATION

Pursuant to Part 2, Section 1.2 of this Policy, and in addition to the information listed in Section 6.3.1 of SPP 5.2, development applications for telecommunications infrastructure should adequately include the following:

- a) Plans and/or graphic representations that demonstrate the following:
 - i) A location plan including notations identifying and describing land uses occurring on surrounding land;
 - ii) A site plan that depicts how the proposed telecommunications infrastructure will be situated on the subject land;
 - iii) An elevation plan that shows the height and appearance of the telecommunications infrastructure;
 - iv) An artist or computer generated impression to scale showing the proposed development and its relationship with the surroundings;
 - v) How the proposed telecommunications infrastructure will be situated in relation to similar existing and proposed infrastructure in surrounding localities; and
 - vi) The extent that telecommunications infrastructure can accommodate for co-location of facilities.
- b) Written descriptions, reports and/or statements that detail the following:
 - i) The subject land on which the telecommunications infrastructure is proposed, including:
 - The physical characteristics of the subject land;
 - The current use of the subject land; and
 - The location of existing (or proposed) access onto and through the subject land.
 - ii) A schedule of materials and colours of the proposed development (including any on-ground infrastructure such as equipment shelters);
 - iii) Any known intentions to expand or modify the development in the future;
 - iv) Screening, fencing and lighting proposed in conjunction with the subject development;
 - v) Existing vegetation to be removed and any proposals for landscaping and/or restoration of any disturbed land;

Planning and Sustainability
Local Planning Policy 2.5
Telecommunications Infrastructure



- vi) Any significant environmental constraints on the subject land; and, where relevant, detail on how these constraints will be managed to prevent an unacceptable impact on the environment;
- vii) Timing of works involved in establishing the facility and any arrangements for temporary access and/or changes to existing access facilities during the course of construction;
- viii) A justification for how the proposed height of the telecommunications infrastructure is necessary to provide for appropriate network coverage in the area;
- ix) What (if any) additional facilities are known by the applicant to be under consideration in the locality to meet projected future increases in demand; and
- x) A detailed Visual Impact Assessment prepared by a qualified expert – and prepared pursuant to Section 2.4 of this Policy.

The items listed above may also be supported by plans and/or graphic representation where applicable and appropriate.

- c) Any other supporting documentation should it be specifically requested by the City.

SCHEDULE 2 – DEVELOPMENT APPROVAL EXEMPTIONS

| Zone/Reserve | Exemption Conditions |
|--|---|
| General Industry Zone Light Industry Zone | <ul style="list-style-type: none"> (a) The development is designed in accordance with the relevant State Planning and Local Planning Policies; (b) The development has a maximum height of 30 metres from the finished ground level; (c) The development does not meet the definition of lattice tower or guyed tower as expressed in this Policy; (d) The proponent has undertaken notification of the proposal in a similar manner to 'low impact facilities' as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011); and (e) Written notification is provided to the City no less than 30 days prior to the installation of the development, detailing the proposal and outlining how criteria (a), (b), (c) and (d) above have been met. |
| Local Scheme Reserves | <ul style="list-style-type: none"> (a) The development is designed in accordance with the relevant State Planning and Local Planning Policies; (b) The maximum height of the development is 30 metres from the finished ground level. (c) The development is on a structure that also provides floodlighting or other compatible service to the reserve. (d) The development does not meet the definition of lattice tower or guyed tower as expressed in this Policy; (e) The proponent has undertaken notification of the proposal in a similar manner to 'low impact facilities' as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011); and (f) Written notification is provided to the City no less than 30 days prior to the installation of the development, detailing the proposal and outlining how criteria (a), (b), (c), (d) and (e) above have been met. |

4.3 Consideration of Amendment No. 215 to District Planning Scheme No. 2 - Rezoning of Various Lots in the Woodvale Locality from Rural to Urban Development

File Ref: 49218 – 24/77757
 Responsible Officer: Director Planning & Sustainability
 Attachments: 6

Issue

To consider initiating Amendment No. 215 to District Planning Scheme No. 2 (DPS 2), to rezone three lots in Woodvale locality as detailed below from Rural to Urban Development.

| | |
|---------------------|--|
| Applicant | Urbanista Town Planning |
| Owners | SPG Capital Fund 10 Pty Ltd Venthal Pty Ltd Mrs Hilda May Pratt |
| Locations | Lot 900 (567) Wanneroo Road, Woodvale Lot 26 (26) Woodvale Drive, Woodvale Lot 803 (20) Ancestor Retreat, Woodvale |
| Total Area | 2.4333 ha |
| MRS Zoning | Rural |
| DPS 2 Zoning | Rural |

Background

On 23 January 2024, Urbanista Town Planning on behalf of the SPG Capital Fund 10 Pty Ltd lodged Amendment No. 215 to DPS 2 (Amendment No. 215) for consideration. The proposal is seeking the rezoning of the three lots detailed above (subject land) from Rural to Urban Development under DPS 2.

The subject land is bound by the Ocean Reef Road and Wanneroo Road interchange to the north, Wanneroo Road to the east, Woodvale Drive to the south and the Yellagonga Regional Park to the west with frontage to Ancestor Retreat. A plan showing the location of the subject land is included as **Attachment 1**.

MRS Amendment

Separate to Amendment No. 215, the proponents have also lodged a separate amendment to the Metropolitan Region Scheme (**MRS**) with the Western Australian Planning Commission (**WAPC**). The supporting map for the MRS amendment (WAPC reference 1419) is provided in **Attachment 2**.

Administration provided its response to the WAPC on the proposed MRS amendment on 2 May 2024; a copy of which is provided in **Attachment 3**. In its response to the proposed MRS amendment, Administration raised the need for the WAPC to consider traffic, bushfire and environmental issues. The concerns identified as part of Administration's MRS comments are discussed further in the comment section below.

Following the WAPC's consideration, the MRS amendment will be determined by the Minister for Planning (Minister). To date, this is yet to occur.

Detail

The proposal seeks to amend DPS 2 by rezoning Lot 900 (567) Wanneroo Road, Lot 26 (26) Woodvale Drive and Lot 803 (20) Ancestor Retreat, Woodvale from Rural to Urban Development. Scheme Amendment mapping is provided in **Attachment 4**. The application to amend DPS 2 is being considered in parallel to the MRS amendment, discussed in the Background section above.

The Urban Development zone proposed through Amendment No. 215 will prompt the need for a structure plan to be prepared and submitted over the subject land. Administration is expecting a structure plan to be lodged in due course, once the amendments to the MRS and then DPS 2 advance or are approved in that order. Structure planning will address the planning specific issues that have been noted, particularly on the local environment, bushfire, traffic and land use.

Ahead of the structure plan, a concept structure plan map has already been prepared by the proponent and is provided in **Attachment 5**. This map shows the proponent's intentions for development of the majority of the subject land area for commercial uses. The structure plan map is provided for information only, and is not the subject of deliberations at this stage.

Administration considers that Amendment No. 215 meets the following criteria for a 'complex' amendment' in accordance with Part 5 – Division 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations):

- An amendment that is not addressed by any local planning strategy; and
- An amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.

Regarding the above, although the amendment has consistencies with a draft Local Planning Strategy (as prepared by the City), the Strategy is yet to receive its final approval. Further discussions on how the amendment aligns with the draft Strategy is discussed later in the report.

Consultation

Should Council resolve to prepare Amendment No. 215, the amendment will need to be referred to the Environmental Protection Authority (**EPA**) pursuant to Section 81 and 82 of the *Planning and Development Act 2005*. Administration is not satisfied that the legislation exempts the need for Amendment No. 215 to be referred to the EPA (being Section 81(2) of the *Planning and Development Act 2005*, Section 48AAA(2) of the *Environmental Protection Act 1986* and Regulation 33C of the *Environmental Protection Regulations 1987*).

Further to the EPA referral process, Amendment No. 215 will also need to be referred to the WAPC for approval to advertise. This referral will be made pursuant to Section 83A of the *Planning and Development Act 2005* and Regulation 37 of the Regulations. As Amendment No. 215 is a 'complex' amendment, the WAPC must firstly consider the amendment before making a recommendation to the Minister to either:

- Approve a proposed scheme amendment; or
- Require the local government to modify the scheme amendment, and resubmit it for further consideration; or
- Refuse approval for the proposed amendment to be advertised. Should such a decision be made, the local government cannot proceed with the proposed amendment.

Subject to the EPA and the Minister being satisfied with the amendment (with or without modifications), Amendment No. 215 will then be advertised for public comment for a period of

60 days. Advertising is to occur in the following manner, pursuant to Regulation 38 and 76A of the Regulations:

- Publish a notice of the amendment on the City's website – and upload the amendment documentation;
- Make a copy of the amendment available for public inspection at a place within the district during normal business hours (City's Civic Centre);
- Where appropriate, publish a notice in a newspaper circulating in the relevant locality;
- Notify public authorities likely to be affected by the amendment; and
- Advertise the amendment as directed by the WAPC and in any other way the local government considers appropriate.

In addition to the above, Administration will write to landowners and occupiers of land that are most affected by Amendment No. 215. Administration will also write to the City of Joondalup, as the amendment may impact the operation of Woodvale Drive, and affect residents located outside the City of Wanneroo boundaries.

Comment

Planning Context

North-West Sub-Regional Planning Framework

The North-West Sub-Regional Framework (**Framework**) was prepared in March 2018 and aims to establish a long-term planning framework for land use, infrastructure and provides guidance pertaining the future growth across the sub-region. As part of this framework the subject site is identified as land that is capable of accommodating urban uses. Rezoning of the subject land from Rural to support urban development (whether that be commercial or otherwise) is consistent with that Framework.

Draft Local Planning Strategy

Although in draft form, the Local Planning Strategy identifies the zoning of the subject land as an 'anomaly', and that an alternative zone to Rural should be considered. The draft Strategy also identifies that the subject land is not viable to be used as rural land in the long term given its constraints and location in respect to residential uses (to the south) and industrial land uses (to the east). What is proposed in Amendment No. 215 is consistent with the draft Local Planning Strategy as it will address this anomaly.

Traffic and Congestion

Amendment No. 215 is supported by a Transport Impact Assessment (**TIA**).

The TIA includes traffic modelling for a range of different development scenarios. High traffic generating commercial land uses could generate up to 6,500 vehicle trips per day. Woodvale Drive is currently developed as a neighbourhood connector road, designed to a capacity for up to 7,000 vehicles per day. However, based upon the modelling undertaken, Woodvale Drive is already accommodating 7,500 vehicles per day, exceeding its intended capacity.

To increase the traffic capacity of Woodvale Drive, the TIA recommends that it be upgraded to an Integrator Arterial B road. This will require additional land to be ceded from Lots 26 and 900 to support the road upgrades.

The TIA highlights the possibility that upgrades to Woodvale Drive could result in an upgraded and signalised Woodvale Drive/Wanneroo Road intersection that removes the right-turn movement out of Woodvale Drive. Administration is not supportive of a modification to the

intersection that results in the loss of right turn movements. This would significantly affect Woodvale residents in the City of Wanneroo and City of Joondalup.

It is recognised that the Woodvale Local Structure Plan No. 64 (LSP 64) sets out a framework for an additional four-way signalised intersection at Wanneroo Road and Prindiville Drive (refer **Attachment 6**). This signalised intersection is already in place; however, it does not yet provide outward movements onto Wanneroo Road from the residential development in Woodvale. Upgrades to this intersection to allow outward movement (including right-turns onto Wanneroo Road), for residents cannot occur until the owner of the land within LSP 64 further subdivide and develop. In the absence of outward movements from that intersection, restricting right turn movement out of Woodvale Drive onto Wanneroo Road would be highly problematic.

Further development of the subject land relies on access via Ancestor Retreat. This road was built to provide access to existing developments (including Cockman House), which was lost when the grade separated intersection at Ocean Reef Road and Wanneroo Road was built. Ancestor Retreat is located within the Yellagonga Regional Park, and is not a gazetted road reserve. The gazettal of a road reserve for Ancestor Retreat will need to be considered as part of future land planning as otherwise all access must be via Woodvale Drive.

Environmental Considerations

To support Amendment No.215 the proponent has also provided the following information:

- A District Water Management Strategy (**DWMS**), providing guidance regarding the management of hydrology in the area. The DWMS identifies that the subject site is partially subject to acid sulphate soils – and that further urbanisation of the subject land will raise groundwater levels.
- An Environmental Report, which provides an assessment of the key environmental attributes of the subject land in the context of the amendment of the proposal. In particular, identifies and discusses soil condition, existing vegetation and the wetlands located in proximity to the west.
- A Bushfire Management Plan, detailing how most of the subject land achieves a Bushfire Attack Level (**BAL**) rating of BAL 12.5. The key hazards identified are located within land which does not form part of the amendment to the north and Yellagonga Regional Park to the west.

All supporting technical information will be considered by Administration in more detail should Amendment No. 215 be initiated. Considerations will be made in light of responses from external agencies, which will be consulted during the advertising process. It is also anticipated that more detailed studies will be provided to support a structure plan that may be prepared for the subject land in the future.

Concept Local Structure Plan

The proponent has provided a preliminary concept of a structure plan to assist the City in its consideration of the subject Amendment. This is provided in **Attachment 5**.

The concept consists of predominately Commercial zoned land to an extent which may be identified as a Local or Neighbourhood Centre. Consideration of a new commercial centre will require a net benefit test to be undertaken in accordance with *State Planning Policy 4.2: Activity Centres* (SPP 4.2). It is anticipated that additional justification and technical reports will be provided to the City to consider at the structure planning stage. Should Amendment No.215 be adopted by Council and approved by the WAPC, Administration will determine in consultation with the Applicant whether a standard structure plan or precinct structure plan is required to be submitted.

Council's Consideration of Scheme Amendment

The City's consideration of Amendment No. 215 coincides with the WAPC's assessment of MRS Amendment 1419. The MRS Amendment is ahead in its process compared to Amendment No. 215, and must be determined first.

Should the Minister approve the MRS amendment, the subject land will be zoned to Urban. The Rural zone currently under DPS 2 will then be inconsistent with the MRS.

Should the MRS amendment be approved, then a process to align DPS 2 with the MRS would need to occur in one of two ways as outlined below:

- Proposed Amendment No. 215 to DPS 2, which is the subject of this report and as recommended; or
- Pursuant to section 126(3) of the *Planning and Development Act 2005*, where land is being transferred to the Urban zone under the MRS, the WAPC can resolve to concurrently amend the respective local planning scheme to transfer this land to a zone or reservation which is consistent with the objective of the Urban zone.

If in the event that the MRS amendment is refused by the Minister, then it will not be possible for the Minister to subsequently approve Amendment No. 215.

Administration recommends that Council initiate Amendment No. 215, which will commence the process of aligning DPS 2 in anticipation that the MRS amendment will be approved. This will allow the WAPC to deal with both amendments concurrently.

Council could however resolve to not adopt (initiate) the amendment. This would mean that the amendment will not be subject of further assessment or advertising at this stage. Council should be aware that the following could occur if such a resolution were to be made:

- Although there are no standard rights for review (e.g. through the State Administrative Tribunal), a proponent can request take action pursuant to Section 76 of the *Planning and Development 2005*. Under Section 76, if the Minister is satisfied that the City failed to adopt (initiate) a local planning scheme amendment when it should have, the Minister can order for that local planning scheme amendment to be adopted (initiated).
- Even if the proponent does not seek Minister intervention as outlined above, the MRS amendment could proceed to approval with an accompanying decision made under the *Planning and Development 2005* for rezoning of the subject land through DPS 2. This can occur without a decision of Council.

Amendment No. 215 can be initiated, as it is consistent with the City's draft Local Planning Strategy and the current MRS amendment being considered for the subject land. The relevant planning issues related to land use and built form will be considered in detail through the advertising of Amendment No. 215 and the structure planning process.

Statutory Compliance

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

Strategic Implications

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

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

5.2 - Plan for and manage land use

Risk 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-S12 – Economic Growth | Medium |
| Accountability | Action Planning Option |
| Chief Executive Officer | Manage |

| Risk Title | Risk Rating |
|------------------------------------|-------------------------------|
| CO-O22 Environmental Management | Medium |
| Accountability | Action Planning Option |
| Director Planning & Sustainability | Manage |

| Risk Title | Risk Rating |
|--|-------------------------------|
| ST-S27 Rising Ground Water | Medium |
| Accountability | Action Planning Option |
| Director Planning & Sustainability and Director Assets | Manage |

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

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

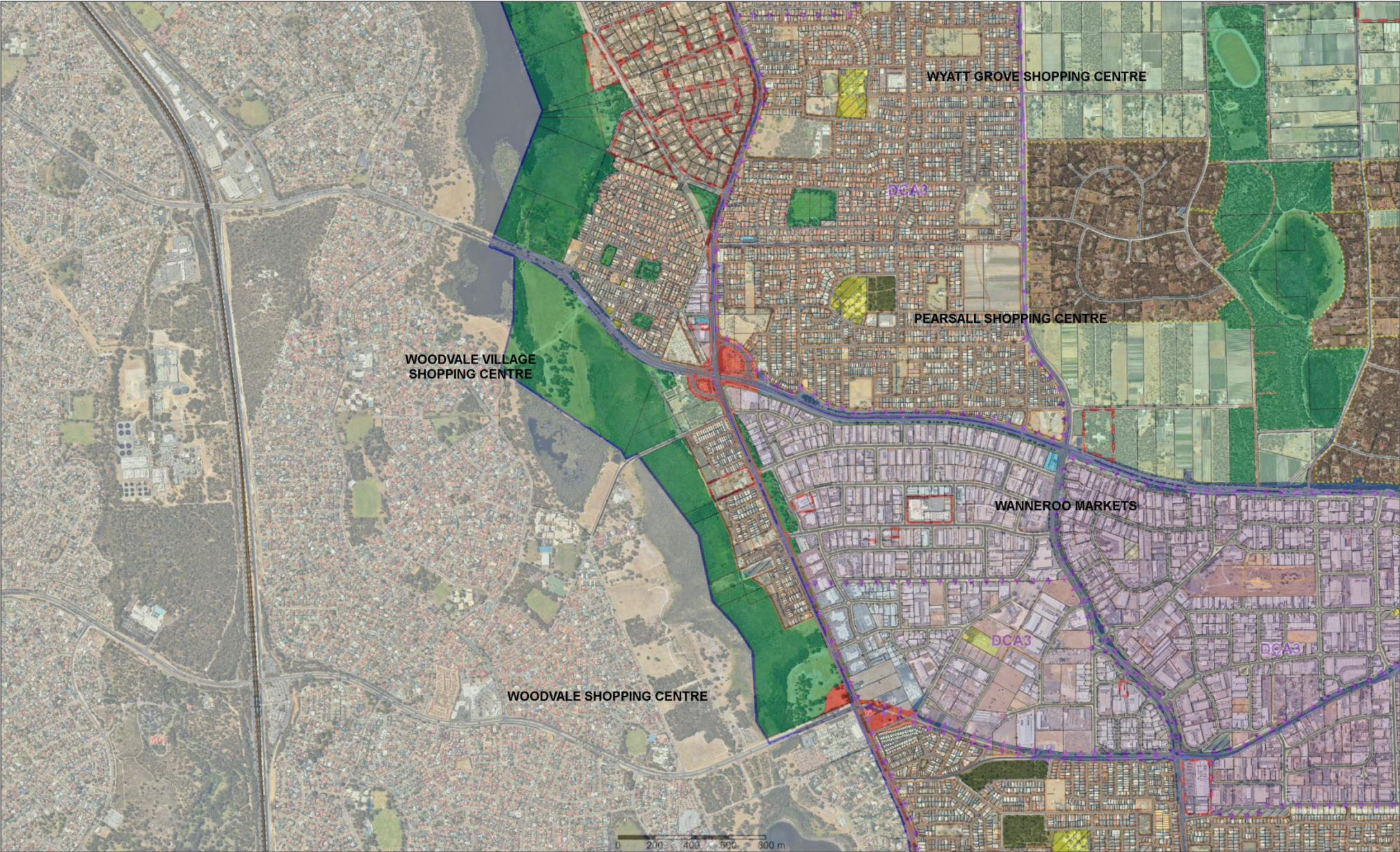
Recommendation

That Council:-

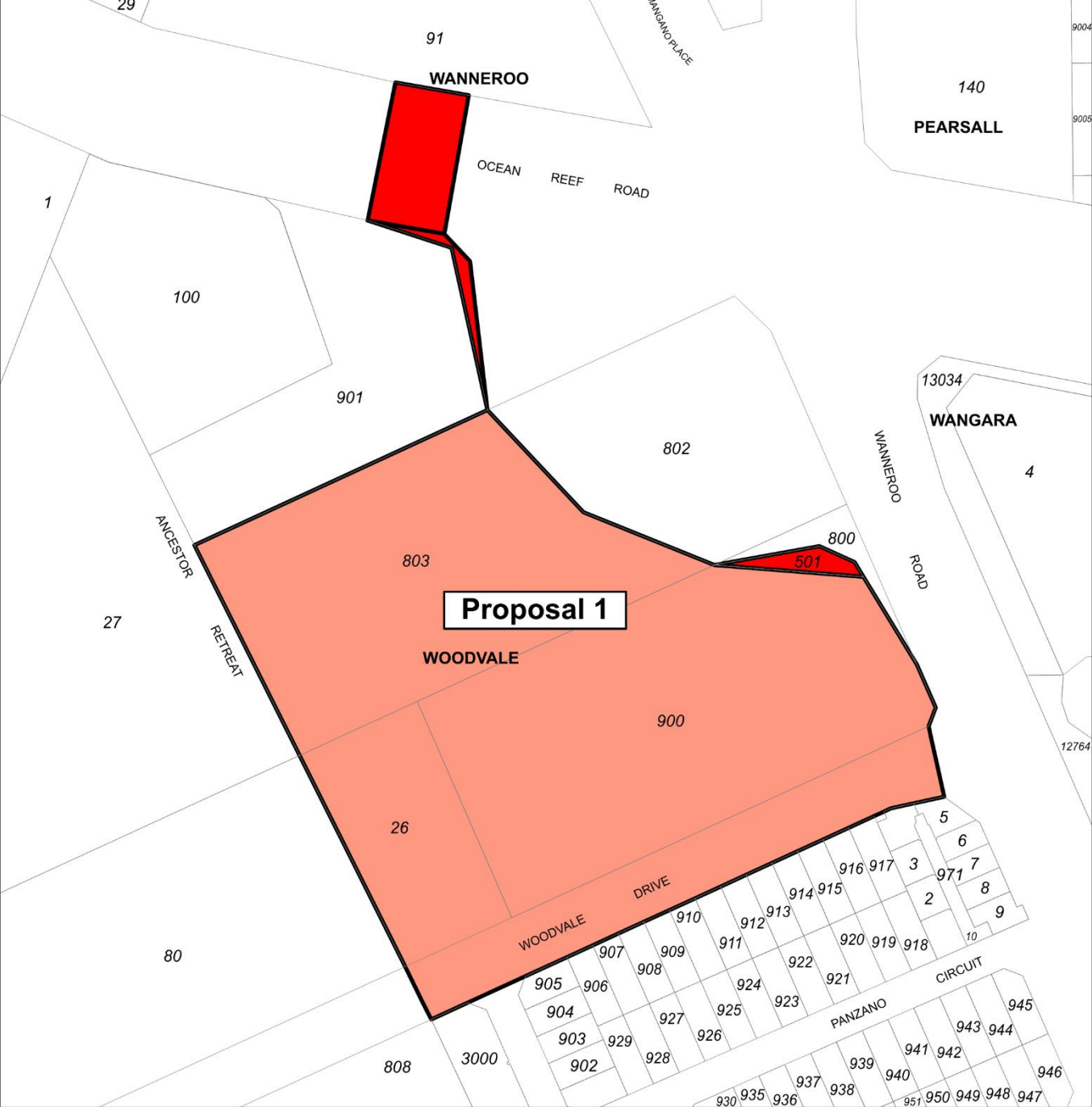
1. Pursuant to Section 75 of the *Planning and Development Act 2005* ADOPTS Amendment No. 215 to City of Wanneroo District Planning Scheme No. 2, to rezone Lot 900 (567) Wanneroo Road, Woodvale, Lot 26 (26) Woodvale Drive, Woodvale and Lot (803) 20 Ancestor Retreat, Woodvale from Rural to Urban Development as shown in Attachment 4;
2. Pursuant to Regulation 34 and Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES that Amendment No. 215 to District Planning Scheme No. 2 is a complex amendment for the following reasons:
 - a) An amendment that is not addressed by any local planning strategy; and
 - b) An amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.
3. Pursuant to Section 81 and Section 82 of the *Planning and Development Act 2005*, REFERS Amendment No. 215 to District Planning Scheme No. 2 to the Environmental Protection Authority;
4. Subject to Section 83A of the *Planning and Development Act 2005* and Regulation 37(1) of the *Planning and Development Act (Local Planning Schemes) Regulations 2015*, SUBMITS Amendment No. 215 to District Planning Scheme No. 2 to the Minister for Planning for approval to advertise;
5. Subject to the satisfaction of the Environmental Protection Authority and the Minister for Planning, ADVERTISES Amendment No. 215 to District Planning Scheme No. 2 pursuant to Regulation 38 and Regulation 76A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, incorporating any amendments that may be recommended or required; and
6. NOTES that a further report will be presented to a future Council Meeting, following advertising of Amendment No. 215 to District Planning Scheme No. 2, seeking resolution in respect to the following:
 - a) Whether to support Amendment 215 to District Planning Scheme No.2 (with or without modification) – or not to support the amendment; and
 - b) To provide the advertised Amendment No. 215 to District Planning Scheme No. 2 to the Western Australian Planning Commission.

Attachments:

| | | |
|----|--|-----------|
| 1. | Attachment 1 - Location Plan | 24/208606 |
| 2. | Attachment 2 - MRS Amendment Map | 24/216794 |
| 3. | Attachment 3 - City of Wanneroo Response to MRS Amendment dated 5 May 2024 | 24/148204 |
| 4. | Attachment 4 - Current and proposed amendment | 24/208609 |
| 5. | Attachment 5 - Concept Local Structure Plan | 24/208597 |
| 6. | Attachment 6 - Local Structure Plan No. 64 Map | 24/208603 |





| | | | |
|--|---|--|----------------------------|
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| | | | Printed by Sheahan, Daniel |
| | | | Scale = 1:20000 |




Woodvale Drive and Ancestor Retreat, Woodvale
Proposed standard MRS amendment
as advertised

13 December 2023

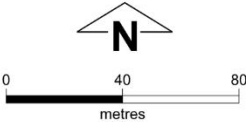
Proposal 1

- Proposed Amendment:
-  Rural zone to Urban zone
 -  Other Regional Roads reservation and Rural zone to Primary Regional Roads reservation

Reference no: 4621
File no: RLS/1103
Version number: 2

 Western Australian Planning Commission

Date: 18/12/2023
Produced by Data Analytics, Department of Planning, Lands and Heritage, Perth WA
Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1





File Ref: MRS2023/3
Your Ref: RLS/1103
Enquiries: Emille van Heyningen 9405 5468

2 May 2024

Mr Brett Pye
Department of Planning, Lands and Heritage
140 William Street
PERTH WA 6000

Dear Mr Pye,

PROPOSED METROPOLITAN REGION SCHEME AMENDMENT (URBAN) - LOT 900 WANNEROO ROAD, LOT 26 WOODVALE DRIVE & LOT 803 ANCESTOR RETREAT, WOODVALE

Thank you for the opportunity to update the City's formal comments on the proposal to amend the Metropolitan Region Scheme (MRS) zoning on Lot 900 Wanneroo Road, Lot 26 Woodvale Drive & Lot 803 Ancestor Retreat, Woodvale (site).

The City notes that the proposal includes:

- The rezoning of land within Lots 26 and 900 Woodvale Drive, Lot 803 Ancestor Retreat, and the road reserve for Woodvale Drive in Woodvale from the Rural zone to the Urban zone; and
- The rezoning of land within the road reserves for Wanneroo and Ocean Reef Roads in Woodvale from the Rural zone and the Other Regional Roads reservation to the Primary Regional Roads reservation

At a strategic level, I note that the site is identified in the City's draft Local Planning Strategy (Strategy) as one of the last remaining rural precincts within an area that is predominately urban in nature. The rezoning of the site to the MRS Urban zone is therefore supported in-principle as the Urban Zone is considered to better integrate with and support surrounding land uses. It is noted that although the Strategy was approved by Council and the Western Australian Planning Commission (WAPC) for advertising purposes, it is not yet considered a 'seriously entertained proposal' until the document is advertised.

To support order and proper planning, the City, at a more detailed level, considers that some aspects of the MRS rezoning proposal raise a number of issues particularly relating to traffic and environmental considerations which ought to be considered by the WAPC as follows:

- Traffic

The Transport Impact Assessment outlines that the Wanneroo Road - Woodvale Drive intersection is currently approaching capacity and is at risk of failing in the future unless it is modified. It is noted that as a Primary Regional Road, Wanneroo Road falls within the

City of Wanneroo
23 Dundobar Road
Wanneroo WA 6065

Postal Address
Locked Bag 1
Wanneroo WA 6946

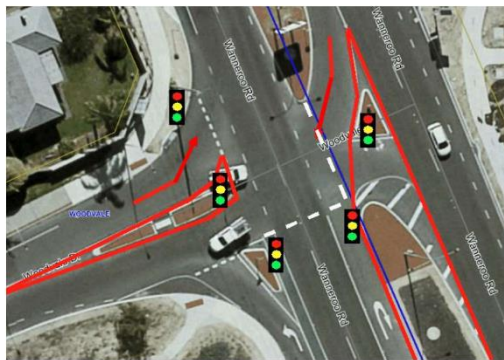
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E enquiries@wanneroo.wa.gov.au

wanneroo.wa.gov.au    

jurisdiction of Main Roads WA, and the amendment report notes that this matter will need to be appropriately resolved prior to any rezoning to the Urban zone. The City notes that although the final decision in relation to the intersection design rests with Main Roads WA, the City is obliged to consider and comment on the impact of the design on local residents and their use of Woodvale Drive.

As the majority of Woodvale Drive is located within the City of Joondalup, it is also recommended that Joondalup is consulted for comment in relation to the proposal to modify the intersection as it may impact the overall function of the road under their control and management.

In relation to the MRS amendment proposal to facilitate the partial signalisation of the Wanneroo Road and Woodvale Drive intersection (see image below), I can advise that although the City supports the full signalisation of the intersection, as this would appropriately facilitate the redevelopment of the site, a partial signalisation as proposed is not supported.



This proposed modification will prohibit residents of the properties directly south of Woodvale Drive from turning right onto Wanneroo Road to head south. Rather they will be required to either travel north on Wanneroo Road and perform a U-turn north of the Ocean Reef Road or alternatively travel west along Woodvale Drive, Duffy Terrace, then Whitfords Avenue in order to turn right and eventually travel south along Wanneroo Road. This will detrimentally impact residents south of Woodvale Drive as well as all traffic flows northwards along Wanneroo Road from Prindiville Drive to the U-turn just south of East Road. Due to this, the City recommends that a detailed investigation is undertaken to identify whether there are alternative access arrangements to the Wanneroo Road and Woodvale Drive intersection.

I note that in April 2023, the City was shown concept plans for a future Commercial Centre on Lot 900 Wanneroo Road, Woodvale and the preliminary plans for the intersection provided at the time differ to the plans which are now being proposed as part of the MRS amendment. The preliminary plans (dated March 2023) did not indicate signalisation of the Wanneroo Road and Woodvale Drive junction as is now being proposed.

- Environment

The Environment Assessment Report (EAR) states that the 15-25 metres of land east of Ancestor Retreat would not provide an environmental/ecological function as part of a buffer to the nearby wetland, and does not have to be retained as a wetland buffer.

It is noted that the EPA Guidance Statement 33 *Environmental Guidance for Planning and Development* (2008) states that all wetlands that are to be protected should be allocated a minimum 50 metre buffer to maintain wetland values and mitigate impacts from adjacent

land uses. In line with this, the City considers that there is a need for a greater buffer between any proposed development and the wetlands, particularly to deal with the impact of stormwater discharge on the wetlands. If such a buffer is reduced, the City recommends that sufficient, enforceable mitigation measures be put in place to effectively deal with stormwater discharge to the satisfaction of the Environmental Protection Authority (EPA). The City has already experienced significant consequences due to reduced buffer distances applied to developments to the south of the site, and these would likely be repeated if this is not appropriately being dealt with as part of the proposal.

The EAR identifies the presence of 1.593 hectares of native trees that provide foraging habitat for Black Cockatoos and indicates that if all habitat were cleared for development, there would not be a significant impact of foraging habitat. In this regard, the City recommends that the EPA gives strong consideration to the retention of portions of foraging habitat at this location (within reserves or Public Open Space).

- Other related issues

Stormwater - Due to the lack of sufficient detail contained in the District Water Management Strategy provided, the City is unable to provide comments. It is suggested that more detail be included particularly in relation to stormwater discharge from Woodvale Drive.

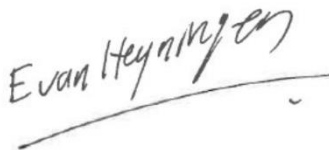
Ancestor Road - As Ancestor Road is an internal access road and not a gazetted road, further consideration should be given to the status of this road within the context of the proposal.

Bushfire - As the site is located within a Bushfire Prone Area, the proposal is required to comply with the provisions of *State Planning Policy 3.7 - Planning for Bushfire Prone Areas*. It is the City's expectation that all clearing required to establish an appropriate APZ be wholly located within the site and will not encroach into the nearby Bush Forever Site 299 *Yellagonga Regional Park* in any way. Any clearing within a Bush Forever area is required to demonstrate consistency with the *State Planning Policy 2.8 Bushland Policy for the Perth Metropolitan Region* to the satisfaction of the WAPC. In this regard, it is recommended that the Bushfire Management Plan considers any revegetation required to offset any reduced wetland buffer and the retention of vegetation for Black Cockatoo habitat.

Please note that the above City response relates to the current MRS amendment only and not any of the related amendments to the City's DPS 2 currently being assessed by the City.

The City is happy to engage further with DPLH officers and the proponent if any further clarification is required.

Yours sincerely,



Emille van Heyningen
MANAGER - STRATEGIC LAND USE PLANNING AND ENVIRONMENT

City of Wanneroo Town Planning Scheme No. 2 - Map 21 of 24 Pearsall Locality Map Extract



Current TPS No. 2
(as at 11 January 2024)



Scheme Amendment No. 215

LEGEND

REGION SCHEME RESERVES (MRS)

- Parks and Recreation
- Other Regional Roads
- Primary Regional Roads

LOCAL SCHEME RESERVES

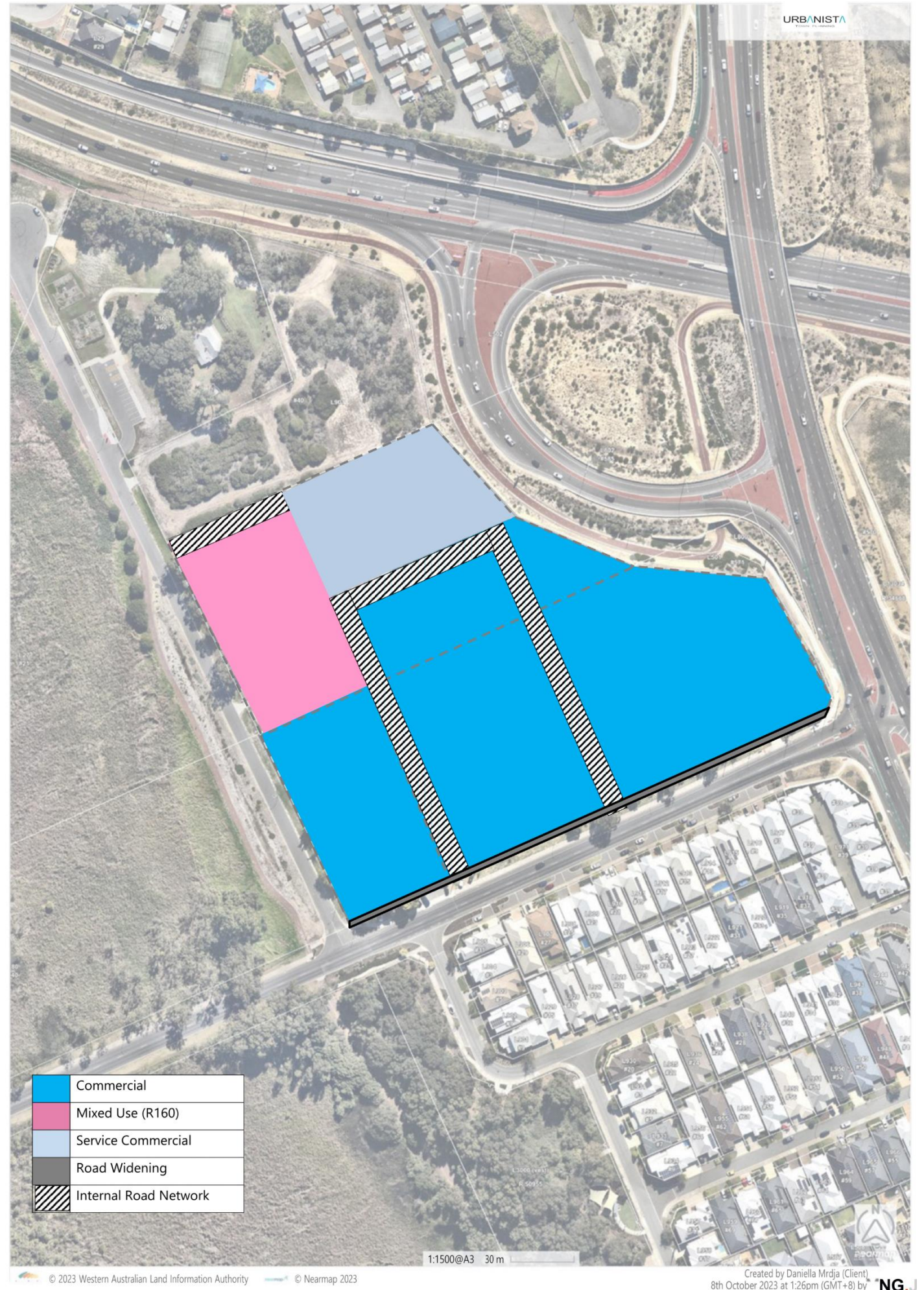
- Public Open Space

LOCAL SCHEME ZONES

- Light Industry
- Rural
- Urban Development

OTHER CATEGORIES
(see scheme text for additional information)

- Locality Boundary



[illegible]

4.4 Preparation of Amendment No. 222 to District Planning Scheme No. 2 - Normalisation of Land in the Jindalee North Agreed Local Structure Plan No. 88 Area

File Ref: 49920 – 24/158009
Responsible Officer: Director Planning & Sustainability
Attachments: 9

Issue

For Council to consider initiating Amendment No. 222 to District Planning Scheme No. 2 (DPS 2) to normalise zoning of land affected by the City's Jindalee North Agreed Local Structure Plan No. 88 (ASP 88). The proposal relates to the land estate marketed by Satterley as 'Eden Beach'.

Background

The land subject to proposed Amendment No. 222 to DPS 2 (Amendment No. 222) is located in the Jindalee and Alkimos localities. Amendment No. 222 affects the land over which ASP 88 currently applies (subject area).

The subject area is largely zoned Urban Development under DPS 2 as shown on the plan included in **Attachment 1**. The Urban Development Zone is applied as an interim zone for areas undergoing subdivision and development – and forms the basis for preparing structure plans.

ASP 88 was adopted by the WAPC in January 2014 to guide subdivision and development over the subject area. The current ASP 88 structure plan maps are included as **Attachment 2**. One of the structure plan maps is a 'Residential Density Map', outlining ranges of residential density (or R-Coding) that would apply over the subject area. Through subsequent subdivisions sought by the developer, R-Code Plans were prepared (and endorsed by the WAPC) that designate precise R-Codings over the lots created. A plan that consolidates all the approved R-Code Plans is provided in **Attachment 3**.

To date, ASP 88 has facilitated the creation of 1,347 residential lots through subdivision, of which 1,160 are occupied or subject to building permits. The subject area still has approximately 13.5 hectares which ASP 88 earmarks for further subdivision.

The Urban Development Zone becomes redundant over land that becomes established through subdivision and development. At that point, the zoning of the established areas can undergo 'normalisation', meaning that it can be rezoned to a 'permanent' zone (such as Residential or Commercial) that is reflective of land use. Any effect that a structure plan has over such areas can also be removed by way of amendment.

This process of normalising structure planned areas is part of the City's ongoing approach to simplify the planning system and reduce complexity for the City's stakeholders. Normalisation makes it simpler for landowners to understand the relevant planning controls for their property by reducing the number of planning documents relevant to the decision-making process. This aligns with the City's goal to provide for well-planned land uses to support the economy, the growing community and environment.

The subject area is also affected by the City's Butler-Jindalee Agreed District Structure Plan No. 39 (DSP 39). DSP 39 provides the broad district level planning framework for development of Butler, Jindalee – as well as parts of the Ridgewood and Alkimos localities. The District Structure Plan map is included as **Attachment 4**. DSP 39 has also formed the basis for various

local structure plans to be prepared, including ASP 88. DSP 39 also expires in October 2025 – and its future will be considered separately to the Amendment No. 222 process.

Detail

Amendments to DPS 2

Amendment No. 222 places zones, reserves and residential density codes (R-coding) over the established parts in the subject area.

The full extent of the amendments proposed through Amendment No. 222 (including the Scheme (Amendment) Maps) is detailed in **Attachment 5**. The key features of Amendment No. 222 include:

- The rezoning of residential lots as created through subdivision from 'Urban Development' to 'Residential', with R-Codings that correspond with the consolidated R-Code Plan in **Attachment 3**;
- The rezoning of Lot 516 (36) Marlinspike Boulevard, Jindalee (a commercial development site currently with a child care centre) from 'Urban Development' to 'Commercial'. In respect to Lot 516, Amendment No. 222 will also propose the following:
 - To apply an R-Coding of R60 which is consistent with the consolidated R-Code Plan (refer **Attachment 3**).
 - To insert a maximum retail net lettable area (NLA) of 500m² into Schedule 7 of DPS 2. Although Lot 516 does not provide any retail floorspace at present, ASP 88 does earmark this site as a local centre. The maximum retail NLA proposed is consistent with what is prescribed in ASP 88.
- The reclassifying of public open spaces, conservation and public utility sites in the subject area from 'Urban Development' zone to the corresponding 'Local Scheme Reserve'.
- Reclassifying gazetted road reserves within the 'Urban Development' Zone in the subject area to 'Local Scheme Reserve – Local Road' local scheme reserve, which are currently zoned under DPS 2.

Amendment No. 222 does not affect land parcels which are earmarked for subdivision – or the vacant Lot 8009 (40) Ranella Street, Jindalee which ASP 88 identifies as a future primary school site.

Subsequent Amendments to ASP 88

As discussed later in the report, if the Minister for Planning (Minister) approves Amendment No. 222, the WAPC should also consider amending ASP 88. Administration considers that the following amendments are needed to ASP 88:

- An update to the structure plan maps to identify areas where zoning will be normalised into DPS 2;
- For various provisions to be deleted or modified in response to changes in the planning framework arising prior to or on approval of Amendment No. 222;
- Correcting the names of the government agencies referred to in the structure plan text; and
- To add an expiry date in which variations to some deemed-to-comply provisions of the Residential Design Codes (R-Codes) will apply, as tabled in the structure plan text (Table B1 and B2). This is discussed further in the 'Comment' section below.

A track change version of the ASP 88 text outlining the extent of the recommended amendments is provided in **Attachment 6**. The recommended amendments to the structure plan maps are provided in **Attachment 7**.

To facilitate the amendments to ASP 88, Amendment No. 222 is proposed to include a Statement to that effect as provided in **Attachment 8**. The Statement will detail the full extent of amendments that Administration considers are needed to ASP 88. The Statement has been prepared pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and the WAPC's WA Planning Manual: Guidance for Structure Plans (Structure Plan Guidelines).

DPS 2 Amendment Classification

Amendment No. 222 meets the following criteria for 'Standard Amendments' in the context of Regulation 34 of the Regulations:

- *an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment; and*
- *an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.*

Consultation

Should Council resolve to prepare Amendment No. 222, the amendment will need to be referred to the Environmental Protection Authority (EPA) pursuant to Section 81 and 82 of the *Planning and Development Act 2005*. Administration is not satisfied that the legislation exempts the need for Amendment No. 222 to be referred to the EPA (being Section 81(2) of the *Planning and Development Act 2005*, Section 48AAA(2) of the *Environmental Protection Act 1986* and Regulation 33C of the *Environmental Protection Regulations 1987*).

Further to the EPA referral process, Amendment No. 222 will also need to be referred to the Department of Planning, Lands and Heritage (DPLH) for approval to advertise. This referral will be made pursuant to Section 83A of the *Planning and Development Act 2005* and will be considered by an officer of the DPLH delegated to perform this function by the Minister. Under this section of the *Planning and Development Act 2005*, the Minister (or their delegate) may:

- Approve a proposed scheme amendment for advertising; or
- Require the local government to modify the scheme amendment, and resubmit it for further consideration; or
- Refuse approval for the proposed amendment to be advertised. Should such a decision be made, the local government cannot proceed with the proposed amendment.

Subject to the EPA and the Minister's delegate being satisfied with the amendment (with or without modifications), Amendment No. 222 will then be advertised for public comment for a period of 42 days. Advertising is to occur in the following manner, pursuant to Regulations 47 and 76A of the Regulations:

- Publishing a notice of the amendment on the City's website – and upload the amendment documentation;
- Making a copy of the amendment document available for public inspection at a place within the district during normal business hours (City's Civic Centre);
- Where appropriate, publishing a notice in a newspaper circulating in the relevant locality (Perth Now Wanneroo);
- Notifying public authorities likely to be affected by the amendment; and
- Advertising the amendment as directed by the WAPC and in any other way the local government considers appropriate.

In addition to the above, Administration will write to landowners and occupiers of land that are most affected by Amendment No. 222 (and/or the amendments to ASP 88).

The process to amend structure plans is set out in the deemed provisions for local planning schemes (deemed provisions), contained in Schedule 2 of the Regulations. The deemed provisions do not specifically outline advertising for amendments to structure plans after the Minister's approval of a local planning scheme amendment. However, when Amendment No. 222 is advertised, Administration can ensure that potential submitters are also made aware of the City's intentions to have ASP 88 amended.

Comment

The Regulations (Regulation 35A) make provision for when an amendment to a local planning scheme affects a structure plan area, the amendment must include a Statement that when the amendment takes effect:

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

In this case, Administration is therefore proposing that Amendment No. 222 include a Statement in accordance with Regulation 35A(b) (that ASP 88 will be amended) and Regulation 35A(c) (that there will be no change to DSP 39). As outlined previously, a Statement has been prepared for Council's consideration and is provided in **Attachment 8**. The amendment to ASP 88 will then be processed by the WAPC following the approval of Amendment No. 222, pursuant to Clause 29A of the deemed provisions.

Normalising established parts of the ASP 88 area would mean that DPS 2 would take precedence over the structure plan in prescribing zoning, R-coding and land use. As a result, the subsequent amendment to ASP 88 will recognise that such detail has been inserted into DPS 2. The extent of amendments proposed to the structure plan text and maps is detailed in **Attachment 6** and **Attachment 7**.

R-Code Variation Table

ASP 88 provides two tables (Tables B1 and B2) providing variations to the deemed-to-comply provisions of the R-Codes. Table B1 pertains to development in areas with an R30 R-Coding – with Table B2 pertaining to R60 residential development.

Tables B1 and B2 are included in **Attachment 9**. Both Table B1 and B2 provide varied design provisions relating to setbacks, site coverage, boundary walls, visual privacy, overshadowing, ancillary accommodation and interface to adjoining public open spaces. To date, these provisions have been applied during the assessment stage of all dwellings in the subject area.

The most recent version of the R-Codes came into effect in April 2024. In particular, the updated R-Codes split development provisions into 'Part B' and 'Part C'. Relative to ASP 88, Part B of the R-Codes provides design provisions for single houses in the R30 coded areas. Part C applies to all other single house developments, all grouped dwellings and all multiple dwelling developments outside the R100 coded areas. The R-Coding of the ASP 88 area is outlined in the consolidated R-Code Plan in **Attachment 3**.

The updated R-Codes (Part A, Section 4.2.2a) provide transitional arrangements to the provisions of Part C in relation to variations in structure plans. These transitional arrangements allow a structure plan to continue varying the provisions of Part C of the R-Codes until the current structure plan expiry date. In this case, Table B1 and Table B2 is allowed to vary Part C of the R-Codes until 19 October 2025.

To further clarify the transitional arrangements in the R-Codes, the WAPC also recently issued Planning Bulletin 114/2024. Relevant to the variations to Part C of the R-Codes structure plans, Section 6.5 of this Planning Bulletin stipulates as follows:

“As outlined in Part A, Section 4 of the R-Codes Vol.1 2024, all WAPC approved standard and precinct structure plans that modify deemed-to-comply provisions of the R-Codes Vol.1 2024 will remain valid until their expiry.

When considering an amendment to an approved structure plan, the validity period should not be extended.

Notwithstanding, the WAPC may agree to an extension to the validity period if the instrument is modified to align with the R-Codes Vol.1 2024.”

Amendments to ASP 88 are proposed as outlined in this report. The structure plan approval duration to be extended is also recommended, as discussed later in this report. Given the transitional arrangements in the R-Codes, it is unlikely that the WAPC will support variations to Part C remaining effective through ASP 88 after the current expiry date (19 October 2025).

As a result, amendments to ASP 88 are proposed so that the provisions in Tables B1 and B2 of ASP 88 (where they vary Part C of the R-Codes) will cease to have effect from 19 October 2025. The extent of amendments proposed to Tables B1 and B2 in ASP 88 are demonstrated within the track changes provided in **Attachment 6**.

Developer Contribution Implications

The subject area is situated within developer contribution area ‘DCA 4’ relating to the Clarkson and Butler area, as indicated on the Scheme Map extract provided in **Attachment 1**. Schedule 15 of the DPS 2 text then provides ‘district distributor road infrastructure contribution arrangements’ for this area – but makes no provision for structure plans to correlate with the developer contribution arrangements. Therefore, the Scheme provisions relating to the road infrastructure contribution arrangements for the Clarkson and Butler area stand in their own right.

Amendment No. 222 does not seek to amend any of the provisions in Schedule 15 of the DPS 2 text – or change the extent of the developer contribution area ‘DCA 4’ as shown on the Scheme Map. Therefore, what Amendment No. 222 is proposing should not affect the developer contribution arrangements in place.

Extension of the ASP 88 Approval Duration Period

Under Clause 28 of the deemed provisions, a structure plan has effect for a period of ten years, unless another period of time is determined by the WAPC. For structure plans approved prior to 19 October 2015 (which ASP 88 was), the date of approval under the deemed provisions is taken to be from 19 October 2015.

Both the deemed provisions and the Structure Plan Guidelines outline the possibility for the duration of a structure plan to be extended by the WAPC. In this case, Administration considers the City request the WAPC extend the approval duration of ASP 88 by three years to 19 October 2028. This will allow additional time for the subdivision of the undeveloped areas to occur. This extension will be discussed further in a subsequent report to Council, to be presented following public advertising of Amendment No. 222.

Statutory Compliance

Amendment No. 222 to District Planning Scheme No. 2 can be processed in accordance with the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Following the Minister for Planning's approval of Amendment No. 222, the WAPC will amend the Jindalee North Agreed Local Structure Plan No. 88 pursuant to Clause 29A of the deemed provisions for local planning schemes, provided in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This can occur if Council resolves to include a Statement in the amendment to that effect, pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Strategic Implications

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

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

5.2 - Plan for and manage land use

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-O15 – Project Management | Low |
| Accountability | Action Planning Option |
| Director Corporate Strategy & Performance | Manage |

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

Policy Implications

Amendment No. 222 is being processed noting the WAPC-prepared 'WA Planning Manual: Guidance for Structure Plans' in respect to the relationship between structure plans and local planning schemes.

Financial Implications

Costs in preparing Amendment No. 222 – and assisting the WAPC in amending ASP 88 – can be met from the current Planning and Sustainability operational budget.

Voting Requirements

Simple Majority

Recommendation

That Council:-

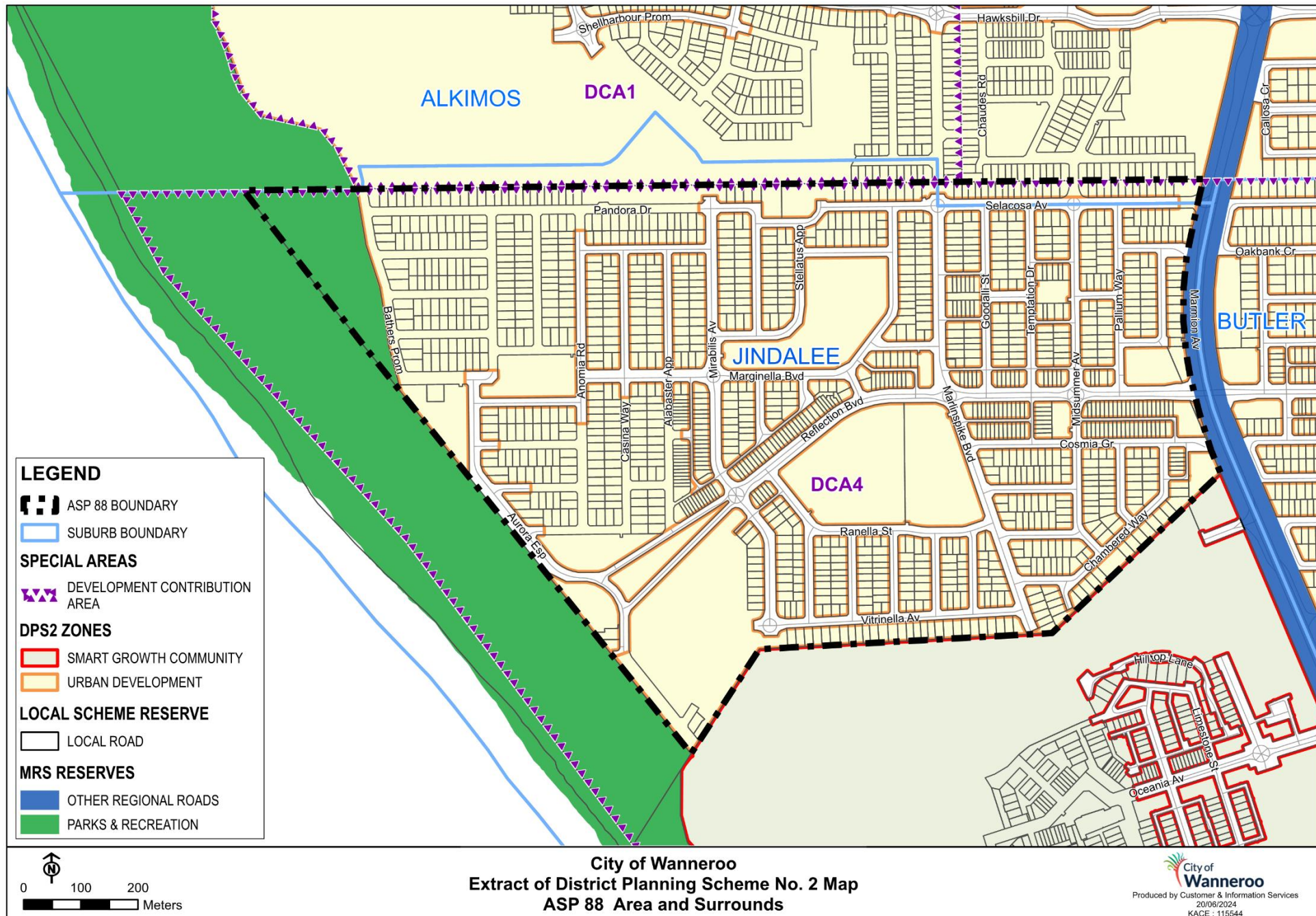
1. Pursuant to Section 75 of the *Planning and Development Act 2005*, PREPARES Amendment No. 222 to City of Wanneroo District Planning Scheme No. 2, to amend the local planning scheme to the extent outlined in Attachment 5;
2. Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 222 to District Planning Scheme No. 2 include the Statement as provided in Attachment 8;
3. Pursuant to Regulation 34 and Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that Amendment No. 222 to District Planning Scheme No. 2 is a standard amendment for the following reasons:
 - a) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment; and
 - b) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
4. Pursuant to Section 81 and Section 82 of the *Planning and Development Act 2005*, REFERS Amendment No. 222 to District Planning Scheme No. 2 to the Environmental Protection Authority;
5. Pursuant to Section 83A of the *Planning and Development Act 2005*, SUBMITS Amendment No. 222 to District Planning Scheme No. 2 to the Minister for Planning for approval to advertise;
6. Subject to the satisfaction of the Environmental Protection Authority and the Minister for Planning (or their delegate), ADVERTISES Amendment No. 222 to District Planning Scheme No. 2 for a period of 42 days pursuant to Regulation 47 and Regulation 76A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, incorporating any amendments that may be recommended or required;
7. NOTES that prospective submitters will be advised that following the approval of Amendment No. 222 to District Planning Scheme No. 2, the Western Australian Planning Commission will consider amending the City of Wanneroo's Jindalee North Local Structure Plan No. 88 in a manner consistent with the Statement in Attachment 8; and
8. NOTES that a further report will be presented to a future Council Meeting, following advertising of Amendment No. 222 to District Planning Scheme No. 2, seeking resolution in respect to the following:
 - a) Whether to support Amendment No. 222 to District Planning Scheme No. 2 (with or without modification) – or not support the amendment;
 - b) To provide the advertised Amendment No. 222 to District Planning Scheme No. 2 to the Western Australian Planning Commission;
 - c) Subject to Council supporting Amendment No. 222 to District Planning Scheme No. 2 following advertising, requesting the Western Australian

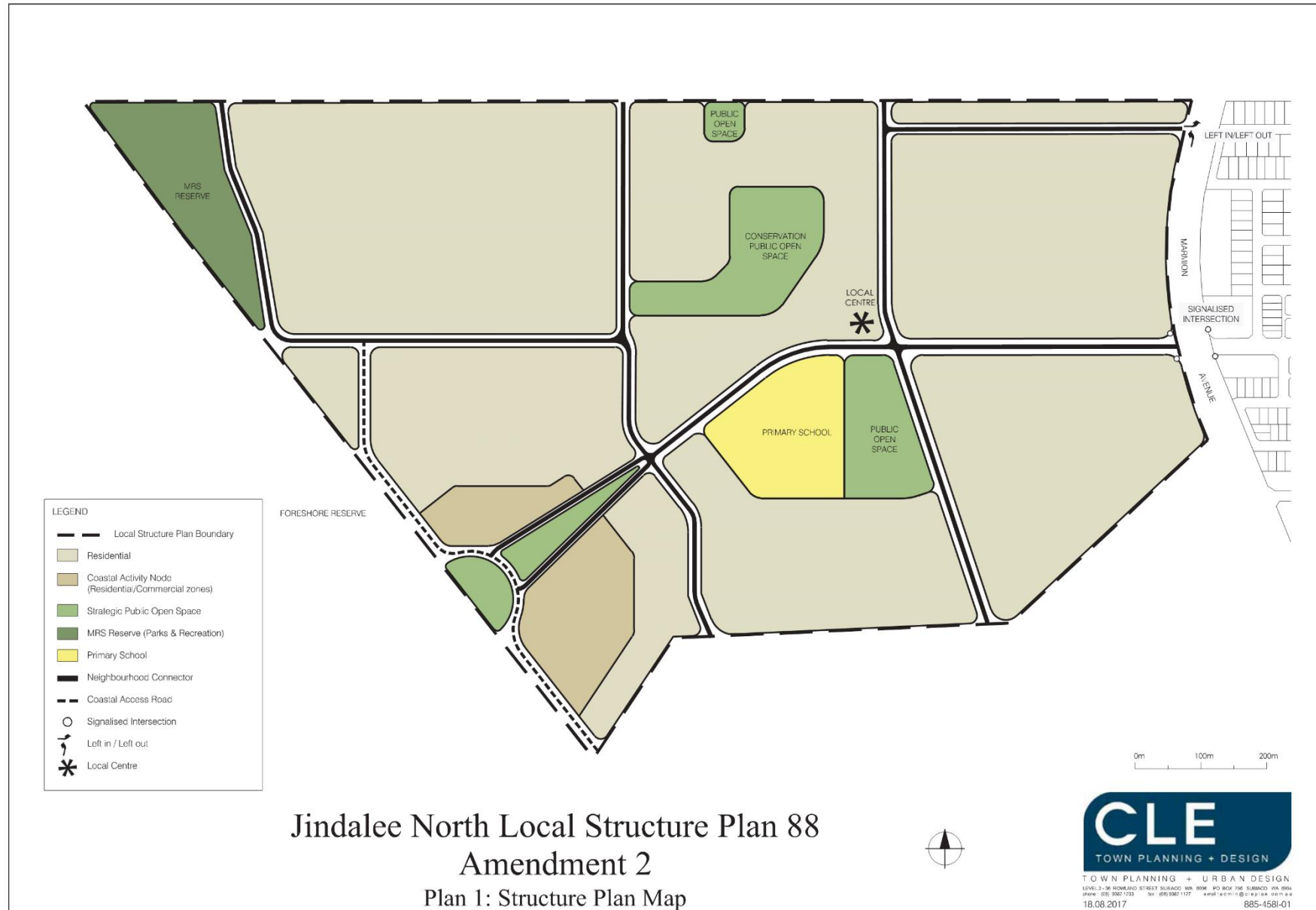
Planning Commission amend the City of Wanneroo's Jindalee North Agreed Local Structure Plan No. 88, pursuant to Clause 29A(2) of the District Planning Scheme No. 2 Deemed Provisions; and

- d) To request the Western Australian Planning Commission extend the approval duration period for the City of Wanneroo's Jindalee North Agreed Local Structure Plan No. 88 to 19 October 2028, pursuant to Clause 28 of the District Planning Scheme No. 2 Deemed Provisions.**

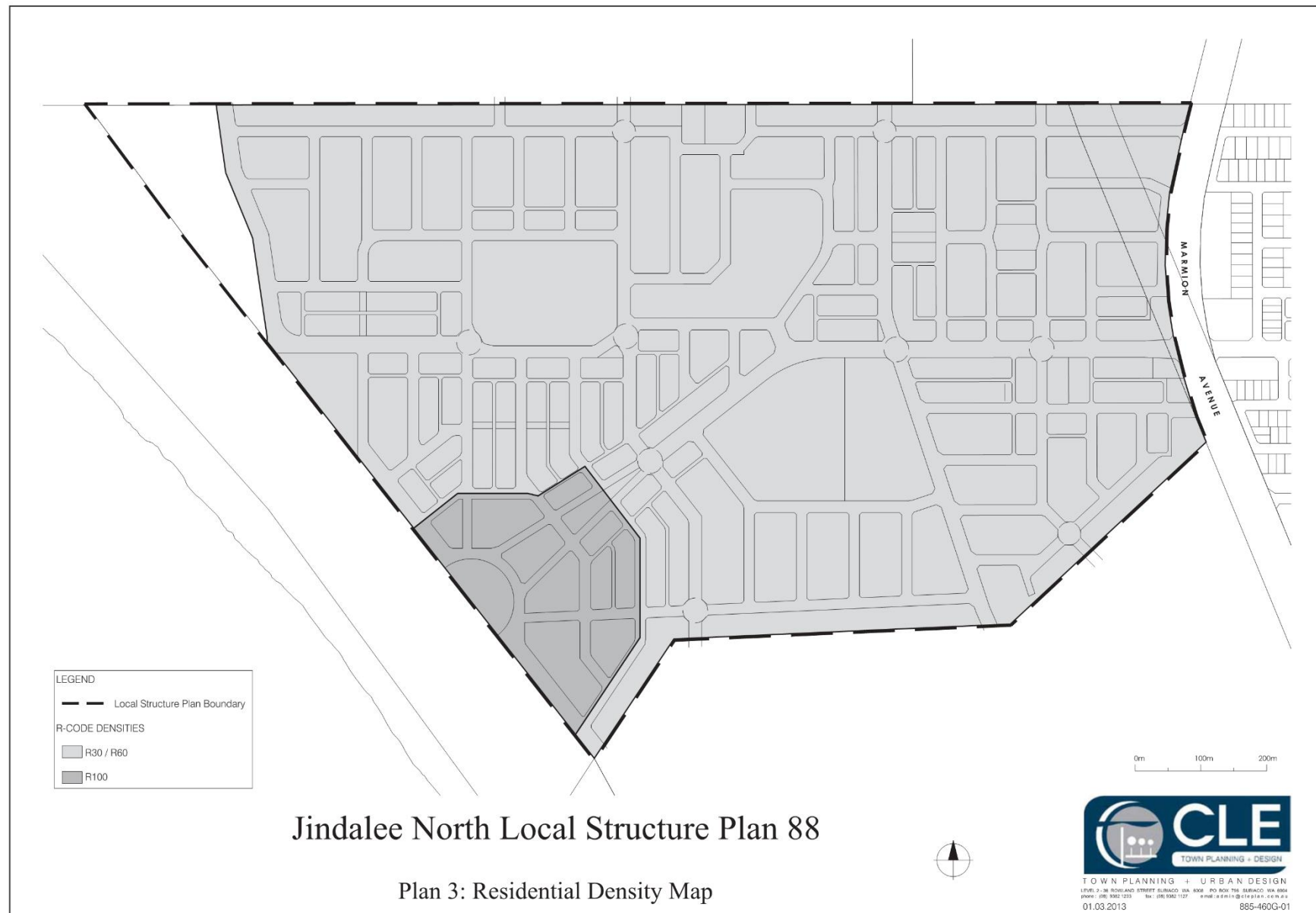
Attachments:

| | | |
|-------------------|---|-----------|
| 1 | Attachment 1 - Scheme Amendment Map Extract - Area Affected by Amendment No. 222 to District Planning Scheme No. 2 | 24/211179 |
| 2 | Attachment 2 - Existing Structure Plan Maps - Jindalee North Agreed Local Structure Plan No. 88 | 24/203720 |
| 3 | Attachment 3 - Consolidated R-Code Plan (R-Codes approved under subdivision) ASP 88 - Updated 12 April 2023 | 15/224416 |
| 4 | Attachment 4 - Butler Jindalee District Structure Plan No. 39 Map | 24/18909 |
| 5 | Attachment 5 - Scheme Amendment Proposal - Amendment No. 222 to District Planning Scheme No. 2 | 24/203739 |
| 6 | Attachment 6 - Track Changes - Amendments to Jindalee North Agreed Local Structure Plan Following Amendment No. 222 to District Planning Scheme No. 2 | 24/200944 |
| 7 | Attachment 7 - Structure Plan (Amendment) Maps - To Support Amendment No. 222 to District Planning Scheme No. 2 | 24/209022 |
| 8 | Attachment 8 - Regulation 35A Statement - Amendment No. 222 to District Planning Scheme No. 2 | 24/203792 |
| 9 | Attachment 9 - Tables B1 and B2 from Jindalee North Agreed Local Structure Plan No. 88 | 24/203715 |

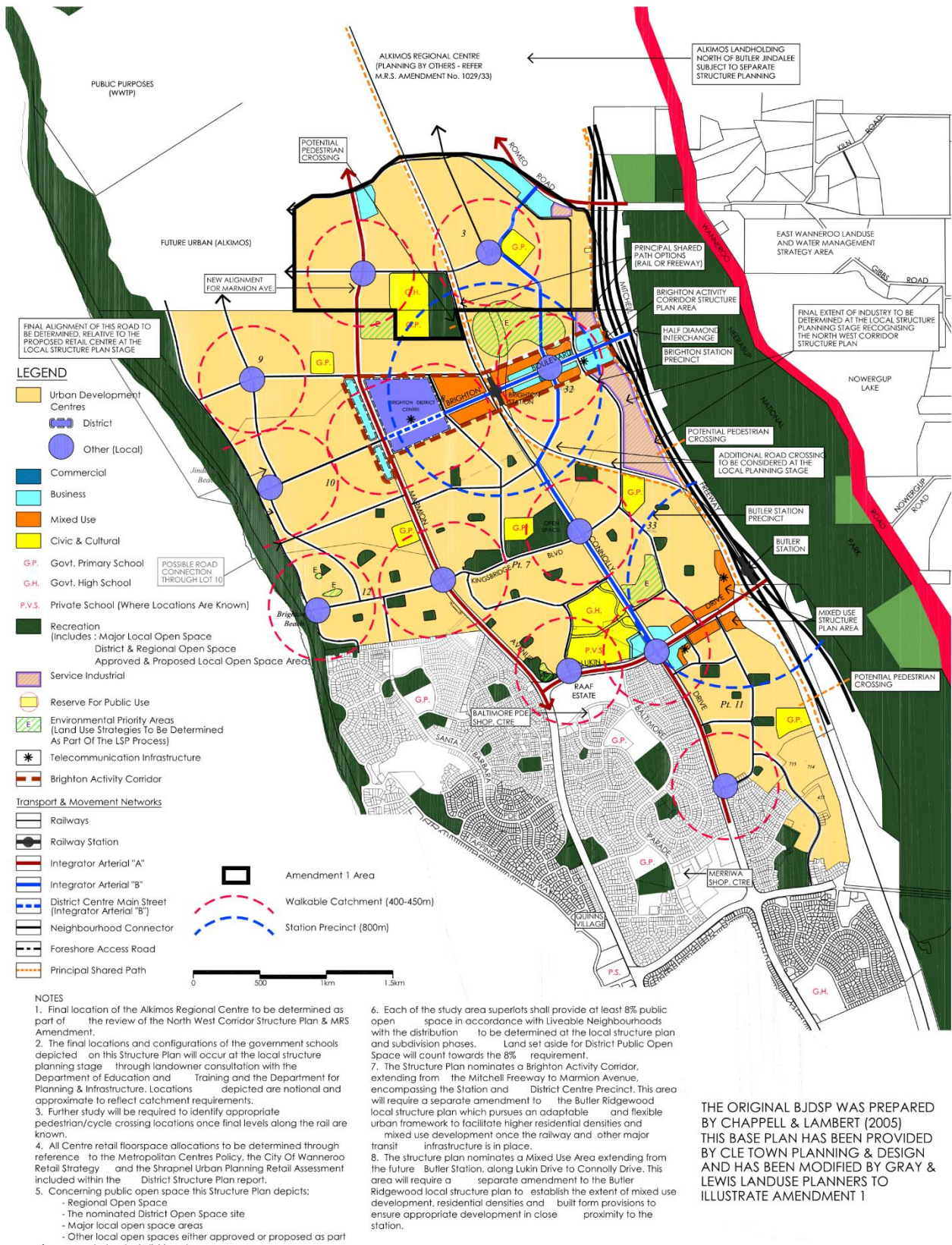












PLAN 1

22nd January 2016

Amendment No. 222 to District Planning Scheme No. 2 Proposal

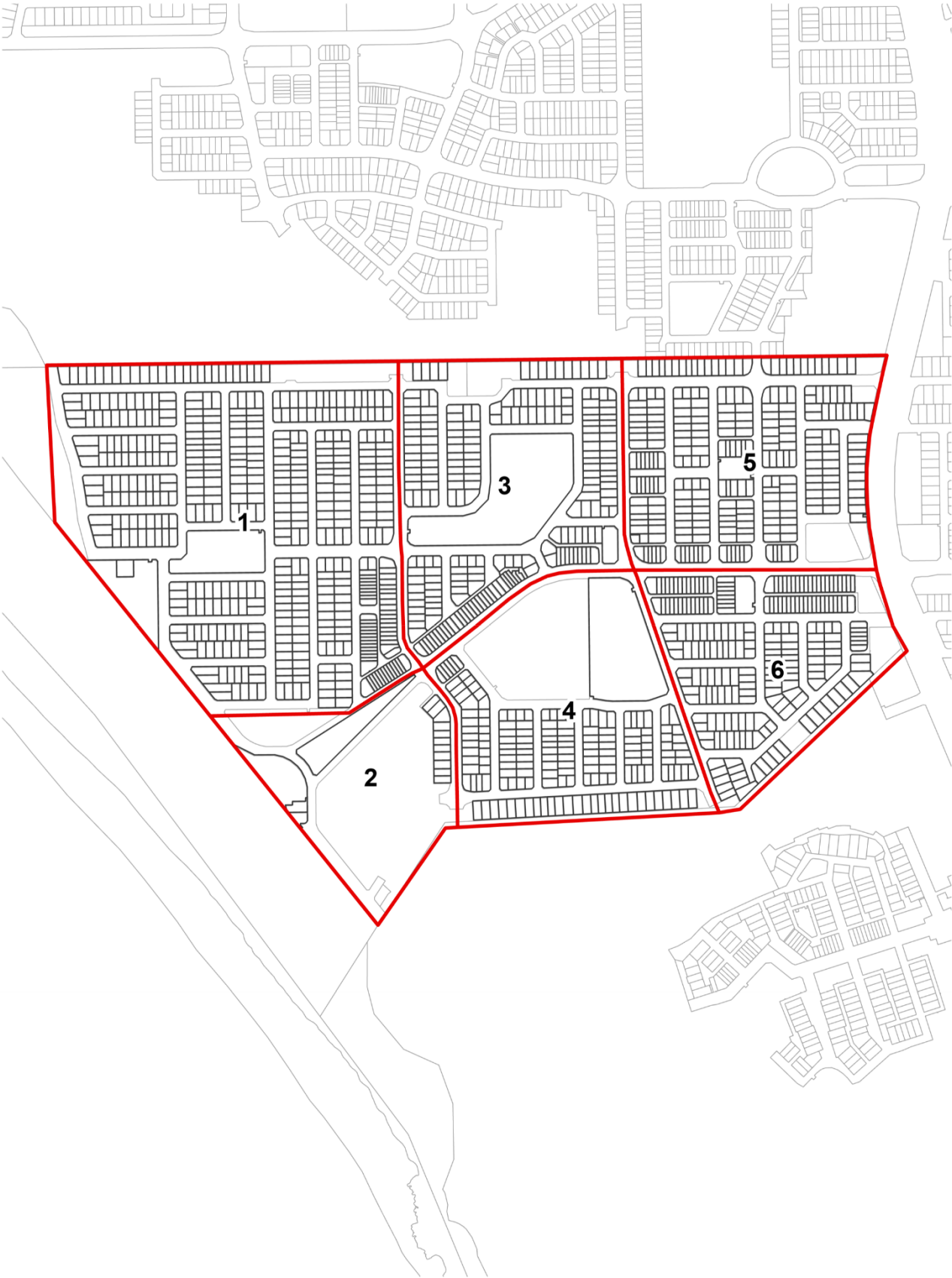
RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above local planning scheme by:

1. Rezoning various residential lots in portions of the Jindalee and Alkimos localities and within the City of Wanneroo's Jindalee North Agreed Local Structure Plan No. 88 from 'Urban Development' to 'Residential' (with residential density codings of R30 and R60), as shown on the Scheme (Amendment) Maps.
2. Reclassifying the following land parcels from 'Urban Development' Zone to 'Local Scheme Reserve – Public Open Space', as shown on the Scheme (Amendment) Maps:
 - Portion Lot 8012 (10) Aurora Esplanade, Jindalee (on DP: 423212);
 - Lot 8013 (10) Solida Road, Jindalee (on DP: 423212);
 - Lot 8007 (222) Reflection Boulevard, Jindalee (on DP: 407074);
 - Lot 8008 (90) Aurora Esplanade, Jindalee (on DP: 413446);
 - Lot 8016 (100) Aurora Esplanade, Jindalee (on DP: 413446);
 - Lot 8017 Aurora Esplanade, Jindalee (on DP: 413446);
 - Lot 8004 (44) Marlinspike Boulevard, Jindalee (on DP: 407074);
 - Lot 8001 (18) Temptation Drive, Jindalee (on DP: 402950); and
 - Lot 8002 (36) Midsummer Avenue, Jindalee (on DP: 402950).
3. Reclassifying the following road reserves in the Jindalee and Alkimos localities from 'Urban Development' Zone to 'Local Scheme Reserve – Local Road', as shown on the Scheme (Amendment) Maps 1, 2 and 5:
 - Portions Bathers Promenade (on DP: 423214, DP: 420632, DP: 424713, DP: 424761 and DP: 420882);
 - Portion Pandora Drive (on DP: 423214, DP: 420882 and DP: 420588);
 - Phaxas Street (on DP: 423214 and DP: 424761);
 - Rubra Way (on DP: 423214 and DP: 424713);
 - Junonia Way (on DP: 423214 and DP: 424713);
 - Vole Way (on DP: 420632);
 - Borealis Street (on DP: 420632 and DP: 420882);
 - Sarsi Way (on DP: 420588);
 - Portions Anomia Road (on DP: 420588, DP: 424714 and DP: 422560);
 - Portion Nerite Way (on DP: 424714);
 - Portion Goldmouth Street (on DP: 424714);
 - Portion Casina Way (on DP: 422560);
 - Ovata Way (on DP: 422560 and DP 421970);
 - Portion Alabaster Approach (on DP: 421970);
 - Portion Paua Way (on DP: 421970);
 - Portion Dovi Lane (on DP: 421970);
 - Portion Tellin Lane (on DP: 421970);
 - Portion Aurora Esplanade (on DP: 423716);
 - Portion Albican Street (on DP: 423716);
 - Portion Musica Terrace (on DP: 423027);
 - Portion Selacosa Avenue (on DP: 423027); and
 - Portion Marmion Avenue (on DP: 416058).
4. Reclassifying Lot 8010 (37) Bathers Promenade, Jindalee (on DP: 424761) from 'Urban Development' Zone to 'Local Scheme Reserve – Public Purposes', as shown on the Scheme (Amendment) Map 1.

- 5. Reclassifying Lot 8005 (40) Marginella Boulevard, Jindalee (on DP: 405136) from 'Urban Development' Zone to 'Local Scheme Reserve – Environmental Conservation', as shown on the Scheme (Amendment) Map 3.
- 6. Rezoning Lot 516 (36) Marlinspike Boulevard, Jindalee (on DP: 416094) from 'Urban Development' to 'Commercial' (R60), as shown on the Scheme (Amendment) Map 3.
- 7. Rezoning Lot 8003 (23) Marlinspike Boulevard, Jindalee (on DP: 401233) and Lot 8019 (18) Awati Way, Jindalee (on DP: 416058) from 'Urban Development' to 'Residential' (R60), as shown on Scheme (Amendment) Map 5.
- 8. Amending Schedule 7 (Centre and Commercial Zones) of the Scheme text to insert the following:

| LOCALITY | DESCRIPTION OF CENTRE AND COMMERCIAL ZONES | NLA (m²) |
|----------|--|----------|
| JINDALEE | 516 Marlinspike Boulevard on DP: 416094 | 500 |

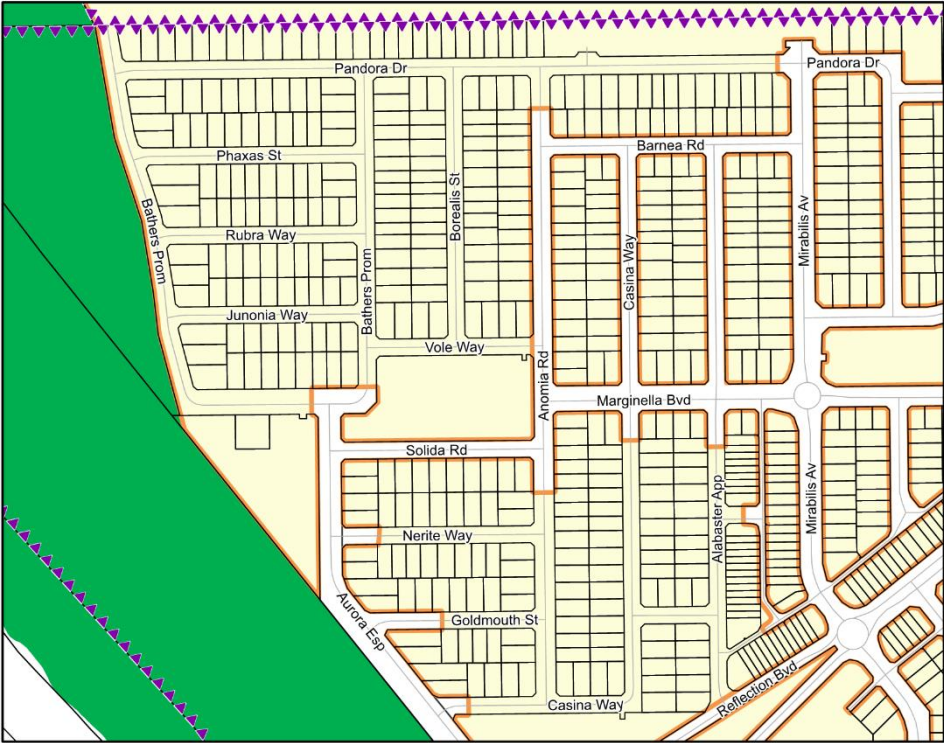
CITY OF WANNEROO
DISTRICT PLANNING SCHEME NO. 2
AMENDMENT NO. 222 - MAP INDEX



CITY OF WANNEROO

DISTRICT PLANNING SCHEME No. 2

AMENDMENT NO. 222



EXISTING ZONE

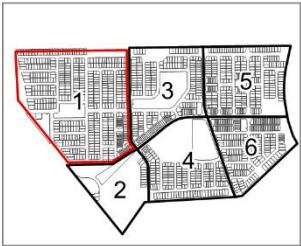


- LEGEND
- Development Contribution Area
- DPS2 ZONES & RESERVES
- URBAN DEVELOPMENT
- LOCAL ROAD
- MRS RESERVES
- PARKS & RECREATION



SCHEME (AMENDMENT) MAP 1

- LEGEND
- R-CODES
- DPS2 ZONES
- RESIDENTIAL
- LOCAL SCHEME RESERVES
- PUBLIC OPEN SPACE
- PUBLIC PURPOSES
- LOCAL ROAD



City of
Wanneroo

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13/06/2024
KACE : 115187

CITY OF WANNEROO

DISTRICT PLANNING SCHEME No. 2

AMENDMENT NO. 222



EXISTING ZONE

LEGEND

Development Contribution Area

DPS2 ZONES & RESERVES

SMART GROWTH COMMUNITY

URBAN DEVELOPMENT

LOCAL ROAD

MRS RESERVES

PARKS & RECREATION

SCHEME (AMENDMENT) MAP 2

LEGEND

R-CODES

DPS2 ZONES

RESIDENTIAL

LOCAL SCHEME RESERVES

PUBLIC OPEN SPACE

LOCAL ROAD

City of Wanneroo

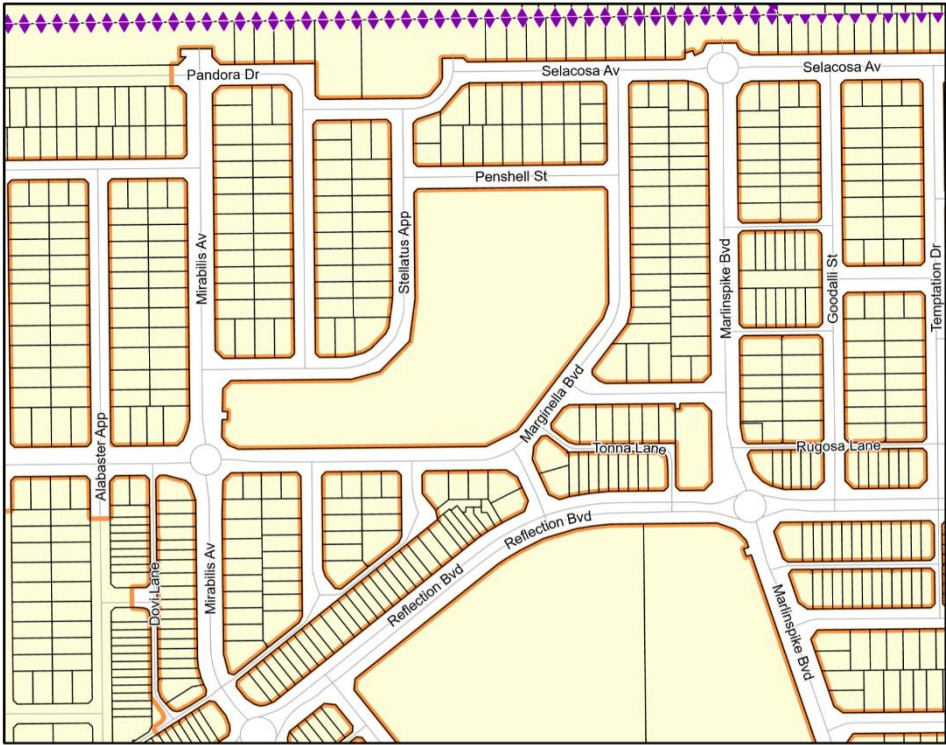
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KACE : 115187

4.4 – Attachment 5

CITY OF WANNEROO
DISTRICT PLANNING SCHEME No. 2
AMENDMENT NO. 222



EXISTING ZONE

- LEGEND**
- Development Contribution Area
 - DPS2 ZONES & RESERVES**
 - URBAN DEVELOPMENT
 - LOCAL ROAD



SCHEME (AMENDMENT) MAP 3

- LEGEND**
- R-CODES
 - DPS2 ZONES**
 - COMMERCIAL
 - RESIDENTIAL
 - LOCAL SCHEME RESERVES**
 - ENVIRONMENTAL CONSERVATION



City of Wanneroo
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KACE : 115187

CITY OF WANNEROO
DISTRICT PLANNING SCHEME No. 2
AMENDMENT NO. 222



EXISTING ZONE

LEGEND

DPS2 ZONES & RESERVES

- SMART GROWTH COMMUNITY
- URBAN DEVELOPMENT
- LOCAL ROAD



SCHEME (AMENDMENT) MAP 4

LEGEND

R-CODES

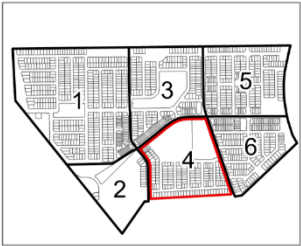
- R30

DPS2 ZONES

- RESIDENTIAL

LOCAL SCHEME RESERVES

- PUBLIC OPEN SPACE



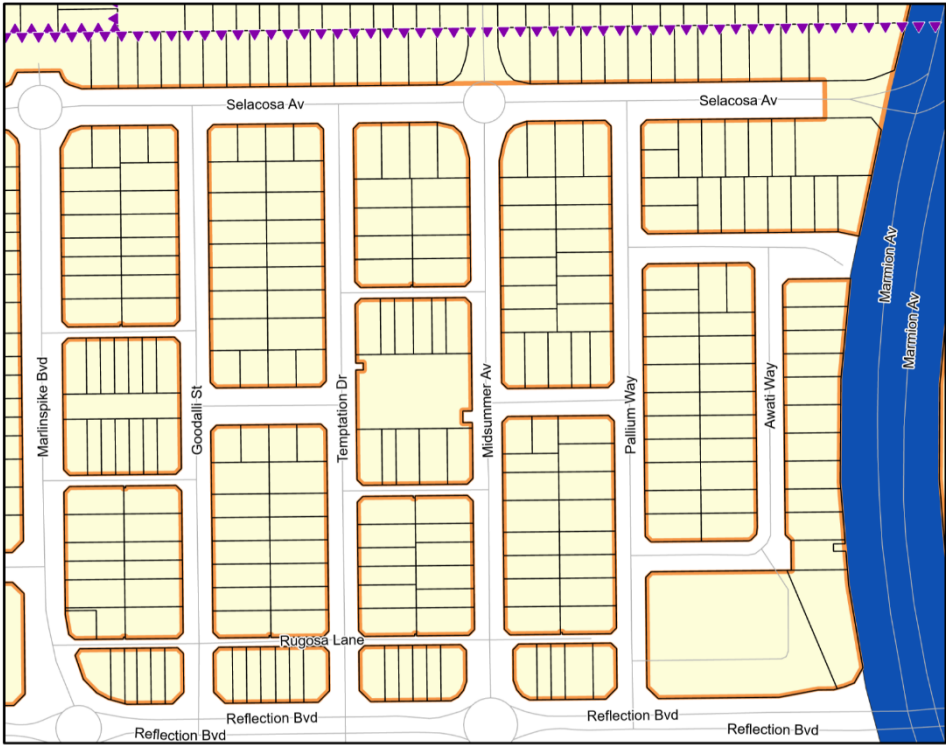
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CITY OF WANNEROO

DISTRICT PLANNING SCHEME No. 2

AMENDMENT NO. 222



EXISTING ZONE

LEGEND

Development Contribution Area

DPS2 ZONES & RESERVES

URBAN DEVELOPMENT

LOCAL ROAD

MRS RESERVES

OTHER REGIONAL ROADS



SCHEME (AMENDMENT) MAP 5

LEGEND

R-CODES

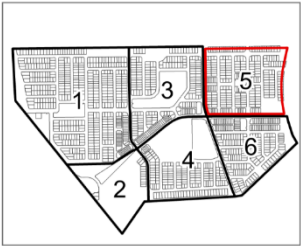
DPS2 ZONES

RESIDENTIAL

LOCAL SCHEME RESERVES

PUBLIC OPEN SPACE

LOCAL ROAD



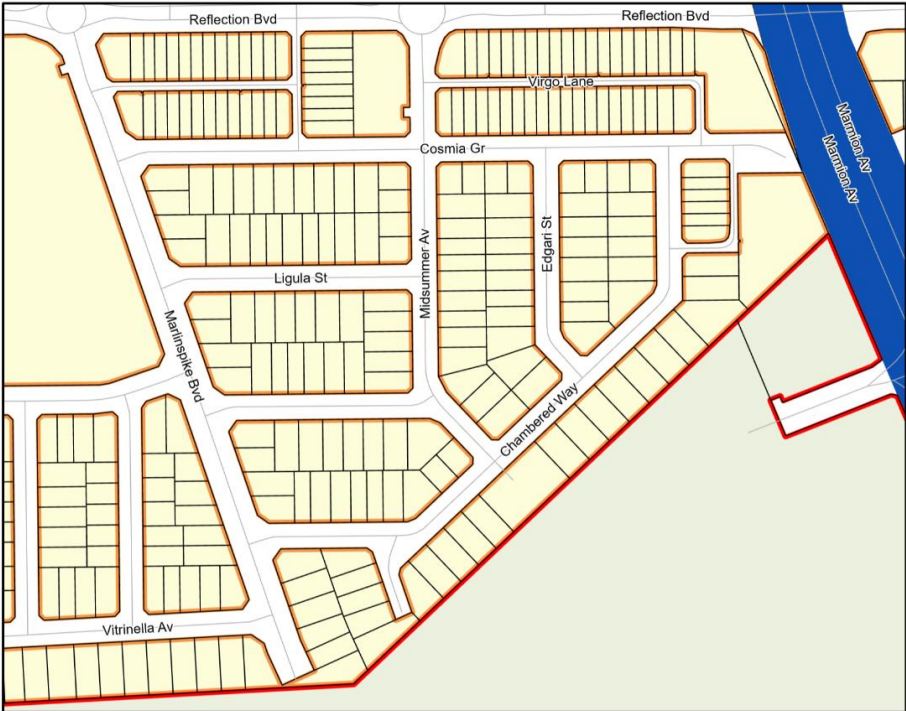
City of Wanneroo

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30/05/2024

KACE : 115187

CITY OF WANNEROO
DISTRICT PLANNING SCHEME No. 2
AMENDMENT NO. 222



EXISTING ZONE

LEGEND

DPS2 ZONES & RESERVES

- SMART GROWTH COMMUNITY
- URBAN DEVELOPMENT
- LOCAL ROAD

MRS RESERVES

- OTHER REGIONAL ROADS



SCHEME (AMENDMENT) MAP 6

LEGEND

R-CODES

- R30
- R60

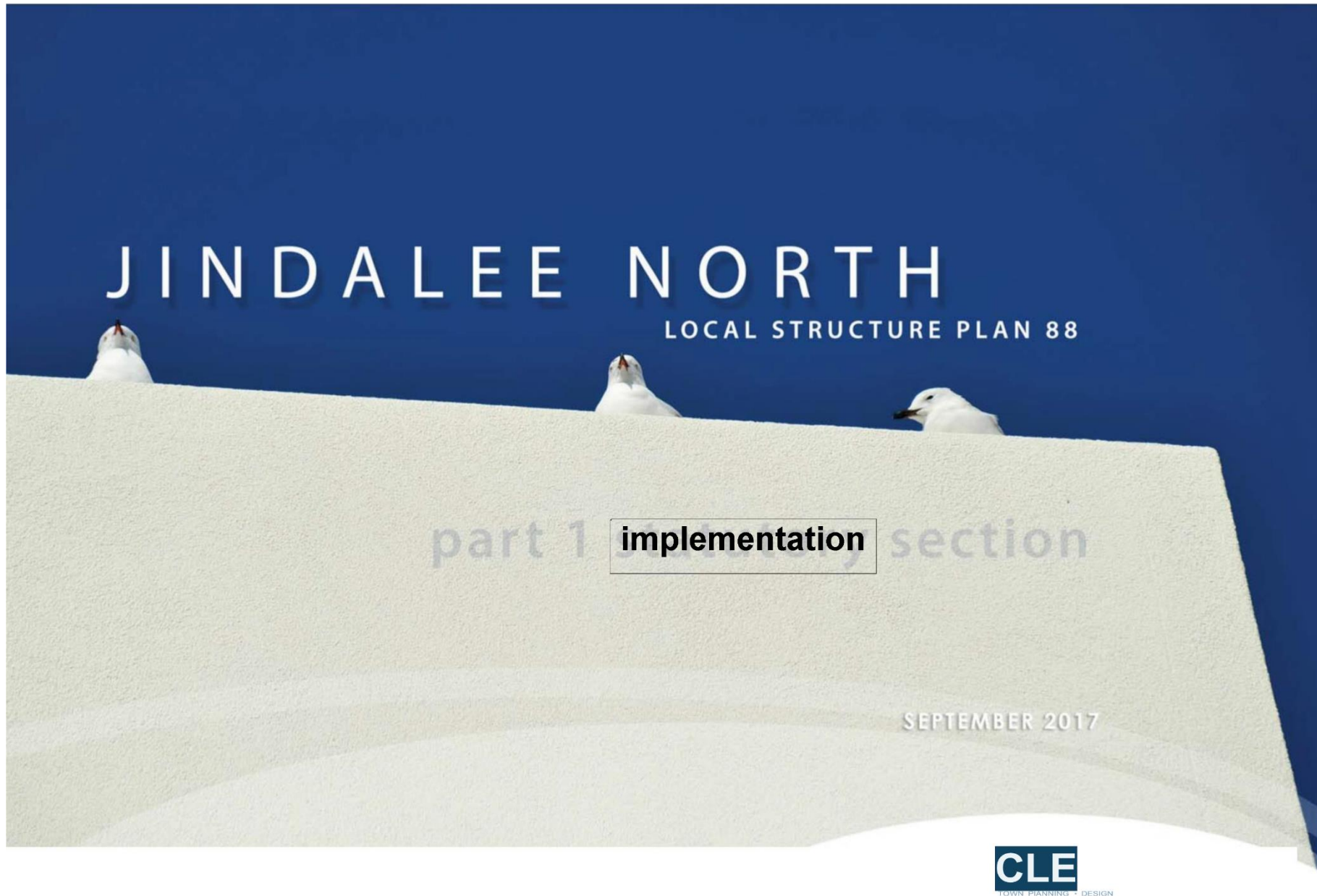
DPS2 ZONES

- RESIDENTIAL

LOCAL SCHEME RESERVES

- PUBLIC OPEN SPACE







| **PART 1 ~~STATUTORY~~ IMPLEMENTATION SECTION**

TABLE OF CONTENTS

1.0 APPLICATION

2.0 OBJECTIVES

3.0 SUBDIVISIONS AND DEVELOPMENT

| | |
|---------|---|
| Table A | General Planning Requirements for Structure Plan Area |
| Table B | Variations to the Acceptable Development Criteria of the Residential Design Codes |
| Table C | Local Centre Floorspace Allocation |
| Table D | Strategic Public Open Space Schedule |
| Table E | Reports, Surveys, Strategies and Plans |
| Table F | Structure Plan Reports, Surveys, Strategies and Plans |
| Plan 1 | Structure Plan Map |
| Plan 2 | Zoning Map |
| Plan 3 | Residential Density Range Map |

IT IS CERTIFIED THAT AMENDMENT NO. 2 TO THE JINDALEE NORTH LOCAL STRUCTURE PLAN
WAS APPROVED BY RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON:

5 October 2017..... Date

Signed for and on behalf of the Western Australian Planning Commission:


.....

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the
Planning and Development Act 2005 for that purpose.



TABLE OF AMENDMENTS

| Amendment No. | Summary of the Amendment | Amendment type | Date approved by WAPC |
|---------------|---|-----------------|-----------------------|
| 1 | Modify Plan 1: Structure Plan Map by deleting Strategic Public Open Space Site No.5. Modify Table D by removing reference to Strategic POS Site No. 5. | Minor Amendment | 17 March 2016 |
| 2 | Modify Plan 1: Structure Plan Map and modify Plan 2: Zoning Map to include 'Local Scheme Reserves (Parks and Recreation)' designation in the map legend, and to reserve lots 9508, 8004, 8005 and 8007 accordingly. | Minor Amendment | 29 August 2017 |
| <u>3</u> | <u>Various amendments to the structure plan text and maps made pursuant to Clause 29A(2) of the deemed provisions, to coincide with Amendment No. 222 to District Planning Scheme No. 2.</u> | | |



1.0 APPLICATION

- 1.1 This Part applies to the Jindalee North Local Structure Plan, being the entirety of Lots 9 and 6002 and a portion of Lot 9055 Marmion Avenue, and consisting of all land contained within the inner edge of the line denoting the Structure Plan boundary on the Structure Plan Map.
- 1.2 This structure plan comprises:
- a) Part 1 – ~~Statutory Implementation~~ sSection
This section contains the structure plan map, ~~and statutory~~ planning provisions and requirements.
 - b) Part 2 – ~~Non-statutory (eExplanatory)~~ sSection
This section to be used as a reference guide to interpret and justify the implementation of Part 1.
 - c) Appendices – Technical reports and supporting plans and maps.
- 1.3 Unless otherwise specified in this part, the words and expressions used in this Structure Plan shall have the respective meanings given to them in the City of Wanneroo District Planning Scheme No. 2 (the Scheme) including any amendments gazetted thereto.
- ~~1.4 Pursuant to clauses 9.8.2 and 9.8.3 of the Scheme, the provisions of this part shall apply to land contained within the Structure Plan as follows:~~
- ~~a) the objectives, standards and requirements applicable to zones and residential design codings under the Scheme shall apply to the same extent to the areas having corresponding designations under the Structure Plan, unless specific provision is made to the contrary in this part;~~
 - ~~b) any other provision, standard or requirement of this part that is not otherwise contained in the Scheme, shall apply to the land as though it is incorporated into the Scheme, and shall be binding and enforceable to the same extent as if part of the Scheme; and~~
 - ~~c) Part 2 and 3 of this Structure Plan are for explanatory purposes only, to provide a descriptive analysis of the Structure Plan.~~
- ~~1.5 In accordance with clause 9.8.1 of the Scheme, this Structure Plan shall come into operation on the later date when it is either certified by the Western Australian Planning Commission (WAPC) pursuant to subclause 9.6.3 of the Scheme or adopted, signed and sealed by the Council.~~

1.4 In accordance with Clause 27 of the deemed provisions for local planning schemes, contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (deemed provisions), a decision-maker for an application for development approval or subdivision approval within the structure plan area is to have due regard to, but is not bound by, this structure plan when deciding the application. A decision-maker is, however, bound to adhere to all provisions contained in the Scheme relevant to the land in this structure plan area.

1.5 This structure plan was initially approved by the Western Australian Planning Commission (WAPC) on 29 January 2014. However, in accordance with Clause 28 of the deemed provisions, the approval of this structure plan is taken to have commenced on 19 October 2015.

2.0 OBJECTIVES

2.1 The objectives of the Local Structure Plan are to:

- a) Provide an overall planning framework for the ongoing subdivision and development of Lots 9 and 6002 and a portion of Lot 9055;
- ~~b) To establish a comprehensive and site responsive set of statutory land use controls;~~
- ~~e)b)~~ To reflect through design, policy and text, the key opportunities and constraints to development on site;
- ~~d)c)~~ Establish the preferred location for key land uses and movement networks, and provide for the development of key community and infrastructure;
- ~~e)d)~~ Encourage a diversity of lot and housing forms to cater for a wide demographic;
- ~~f)e)~~ Ensure protection of existing important landscape and heritage elements; and
- ~~g)f)~~ Provide the planning framework to facilitate the creation of a higher density coastal village.

3.0 SUBDIVISIONS AND DEVELOPMENT

3.1 Plans 1-3 and the provisions in Tables A-F provide standards, requirements and prerequisites for subdivision and development in the structure plan area.

~~Plans 1-3 and Tables A-F form part of the statutory provisions of this Structure Plan and prescribe the standards, requirements and prerequisites for subdivision and development in the corresponding precincts designated on the Structure Plan Map. Where any variation arises between any provision of these plans and/or tables and a provision of the Scheme, then the provision of the plan and/or table shall prevail to the extent of that variation and shall apply as an intended variation to the Scheme for the purposes of Clause 9.8.3 (f).~~

3.13.2 The density target for the gross Urban zoned area of the structure plan is 15 dwellings per hectare.

3.3 The density target for the site area per dwelling is 26 dwellings per site hectare.

3.23.4 Prior to any subdivision or development being supported, the City will require:

- a) The preparation and approval of the reports, surveys, strategies and plans listed in Table E at the stage specified in that table were relevant to the subdivision or development being considered; and
- b) A report accompanying any application for subdivision or development that outlines the manner in which the findings and recommendations of the plans and strategies listed in Tables E and F as relevant to the subdivision or development being considered will be incorporated into or addressed by the proposed subdivision or development.

3.5 Variations to the deemed-to-comply provisions of the Residential Design Codes Volume 1 are outlined in Table B1 and B2. However, from 19 October 2025, Table B1 and B2 will cease to have effect over all residential development that requires assessment under Part C of the Residential Design Codes Volume 1.



TABLE A – GENERAL PLANNING REQUIREMENTS FOR STRUCTURE PLAN AREA

| | | |
|--|-------|--|
| 1. Structure Plan Map | 1.1 | Subdivision and development of land shall generally be in accordance with the Structure Plan Map. |
| 2. Use Class Permissibility | 2.1 | Land Use permissibility within the Structure Plan area shall be in accordance with the corresponding zone or reserve under the Scheme. |
| 3. Residential Density Requirements | 3.1 | Residential density codes that apply within the structure plan area shall be <u>are</u> as shown either on Plan 3, (Residential Density Map) or the Scheme Map . |
| | 3.2 | Residential densities are allocated in accordance with a Residential Density Codes Plan, which is to be submitted to the Western Australian Planning Commission at the time of subdivision. Approval of the Residential Density Code Plan shall be undertaken at the time of determination of the subdivision application by the Western Australian Planning Commission. The approved Residential Density Code Plan shall then form part of the Local Structure Plan and shall be used for the determination of future development applications. Variations to the Residential Density Code Plan will require further approval from the Western Australian Planning Commission. |
| | 3.3 | Locational Criteria The allocation of residential densities on the Residential Design Code Plan shall be in accordance with the following criteria: |
| | 3.3.1 | R30 / R60 The allocation of residential densities within the R30 / R60 density area shown on Plan 3 shall be generally in accordance with the following principles/criteria: |
| | | a) A base density code R30 shall be provided for all residential lots within the Structure Plan. |
| | | b) A density code of R60 may be provided: |
| | | • Within the Coastal Precinct; |
| | | • On street blocks adjacent to public open space |
| | | • On street blocks adjacent to neighbourhood connector routes and Marmion Avenue. |
| | 3.3.2 | R100 – As shown on Plan 3. |
| | 3.4 | No residential lot shall directly abut onto the foreshore reserve |



| | |
|--|--|
| 4. Public Open Space | <p>4.1 Public Open Space (POS) shall be distributed generally in accordance with Plan 1; Table D; A minimum of ten per cent of the gross subdivisible area shall be provided as POS in accordance with Liveable Neighbourhoods Policy.</p> <p>4.2 Progressive subdivision of the LSP is to ensure an appropriate provision and distribution of active and passive open space areas at subdivision stage in accordance with Liveable Neighbourhoods.</p> <p>4.3 A Public Open Space Schedule is to be submitted at subdivision stage in accordance with Table 11 of Liveable Neighbourhoods.</p> <p>4.4 The drainage of storm water is not permitted within the foreshore reserve.</p> |
| 5. General Subdivision and Development Requirements | <p>5.1 Subdivision and development within the Structure Plan area should:</p> <p>5.1.1 Have due regard to the requirements of the City of Wanneroo's District Planning Scheme No. 2, this Local Structure Plan, Liveable Neighbourhoods Policy and relevant City of Wanneroo Policies;</p> <p>5.1.2 Recognise those landform, environmental and cultural features identified in the LSP by inclusion in the identified areas of strategic open space;</p> <p>5.1.3 Respond as relevant, at the time subdivision, to the major road network and key land uses as identified in the Structure Plan map; and</p> <p>5.1.4 Recognise the requirements of those strategies and initiatives described in the accompanying technical reports, included in Table F.</p> <p>5.2 Within the Coastal Mixed Use Activity Node and subject to compliance with the requirements of State Planning Policy 2.6 Coastal Planning Policy development may be permitted to a maximum of 8 storeys and not exceeding 32m.</p> <p>5.3 All laneways to be 6m wide except where the length of the laneway is less than 150m in which case a 5m wide is permitted subject to the provisions of Tables B1 and B2 with respect to garage setbacks.</p> |

PART 1 - STATUTORY SECTION

JINDALEE NORTH
LOCAL STRUCTURE PLAN 88

TABLE B1: VARIATIONS TO THE DEEMED TO COMPLY CRITERIA OF THE RESIDENTIAL DESIGN CODES

The standards and requirements of this Table apply to all lots coded R30.

(The provisions of this Table will cease to have effect for R30 Grouped Dwelling and Multiple Dwelling development from 19 October 2025)

| R30 | RELEVANT PART B R-CODE SECTION (SINGLE HOUSE DEVELOPMENT) | PROVISIONS |
|------------|---|--|
| Setbacks | 5.1.2 & 5.2.1 | <p>Dwellings:</p> <ul style="list-style-type: none"> Minimum setback to primary street is 2.0 metres Minimum setback to secondary street (not including laneways) is 1.0 metres Minimum setback to laneways as specified below <p>Garages and carports:</p> <ul style="list-style-type: none"> Minimum setback to the primary street for any garage or carport for a single storey dwelling is 4.5metres or not less than 1.0 metre behind the front of the dwelling Minimum setback to secondary street (not including laneways) is 1.0 metres For any single storey dwelling on a lot with a frontage less than 10 metres in width and where vehicle access is gained solely from the primary street, only a single garage/carport (including tandem) is permitted. <ul style="list-style-type: none"> Minimum rear setback for all garages and dwellings abutting a laneway is; <ul style="list-style-type: none"> 0.5 metres where abutting a laneway of 6.0 metres or greater in width; 1.0 metres where abutting a laneway of 5.0 metres in width For dwellings of two storey and greater the setback standards of the R Codes apply to any garages and carports. |
| Open Space | 5.1.4 & 5.3.1 C1.1 | <p>The following standards apply to any lot with a frontage of 13 metres or less.</p> <p>The minimum open space requirement is reduced to 30% subject to:</p> <ol style="list-style-type: none"> A minimum 2.0m side boundary setback to habitable rooms with major openings on northernmost or easternmost side boundary. The provision of an outdoor living area which is directly accessible from an internal living area and: <ul style="list-style-type: none"> Has a minimum useable space of 24m² Has a minimum dimension of 4.0m (which may include land within the nominated secondary street setback) Adjoins a northernmost or easternmost side boundary (with the exception of corner or irregular shaped lots providing it can be demonstrated that (a) can still be achieved) <p>Where the outdoor living is not directly accessible from an internal living area provision of an additional outdoor living area which has:</p> <ul style="list-style-type: none"> Minimum area of 20m² Minimum dimension of 4.0 metres <p>This additional outdoor living area may be included under the roof of the main dwelling and must be located on the northernmost or easternmost side boundary of the dwelling.</p> <p>Permanent cover up to a maximum of two thirds of the outdoor living area is permitted.</p> <p>For all other lots with a frontage of more than 13 metres, the minimum open space requirement is reduced to 40% subject to compliance with those same requirements as specified above.</p> |



| R30 | RELEVANT PART B R-CODE SECTION (SINGLE HOUSE DEVELOPMENT) | PROVISIONS | | | | | | | | | |
|-----------------------------|---|---|----------------------|---|-------------------------------|-------------------------|--|-------------------------|-----------------------------|--|--|
| Boundary Walls | 5.1.3 C3.2 | <p>For lots less than 13 metres wide boundary walls are permitted to both side boundaries of a lot (excluding secondary street boundaries other than laneways), behind the minimum front setback, within the following limits:</p> <table border="0"> <tr> <td><u>Single Storey</u></td><td>-</td><td><u>Two Storey & Above</u></td></tr> <tr> <td>• Maximum height – 3.5m</td><td></td><td>• Maximum height – 6.5m</td></tr> <tr> <td>• Maximum length – no limit</td><td></td><td>• Maximum length – Up to 12m in length</td></tr> </table> <p>For dwellings with a pitched roof, the height of walls on side boundaries may be increased to the top of the ridgeline where this runs parallel to the front boundary and abuts a similar configured wall or secondary street.</p> | <u>Single Storey</u> | - | <u>Two Storey & Above</u> | • Maximum height – 3.5m | | • Maximum height – 6.5m | • Maximum length – no limit | | • Maximum length – Up to 12m in length |
| <u>Single Storey</u> | - | <u>Two Storey & Above</u> | | | | | | | | | |
| • Maximum height – 3.5m | | • Maximum height – 6.5m | | | | | | | | | |
| • Maximum length – no limit | | • Maximum length – Up to 12m in length | | | | | | | | | |
| Ancillary Accommodation | 5.5.1 | Ancillary accommodation is permitted on lots less than 450m². Such a Ancillary accommodation with a plot ratio area not exceeding 40m ² does not require an additional car parking bay on site. | | | | | | | | | |
| Privacy | 5.4.1 | Major openings to active habitable spaces with a floor level more than 0.5m above natural ground level shall be at least 4.5 metres away from a boundary to another lot. | | | | | | | | | |
| Design for Climate | 5.4.2 | Overshadowing provisions do not apply. | | | | | | | | | |
| Public Open Space Interface | Additional Requirements | <p>Lots immediately adjacent Public Open Space must have a minimum of one habitable room with a major opening facing toward the Public Open Space area - where, for the purposes of this Clause, a "habitable room" means a room that is used for normal domestic activities and includes a living room, lounge room, sitting room, television room, kitchen, dining room, however, does not include a bedroom.</p> <p>All lots shall have visually permeable fencing to any public open space boundary, to the specifications and satisfaction of the City.</p> <p>Boundary walls are not permitted abutting a public open space boundary.</p> <p>Buildings on lots adjoining public open space shall be setback a minimum of 1m from the public open space boundary.</p> | | | | | | | | | |

Note: In accordance with clause 3.2, residential density codes are allocated at the time of subdivision, via the Residential Density Code Plan.



| TABLE B2: VARIATIONS TO THE DEEMED TO COMPLY CRITERIA OF THE RESIDENTIAL DESIGN CODES | | | | | | | | |
|---|--|---|---------------|--------------------|---|---|---|--|
| The standards and requirements of this Table apply to all lots coded R60. | | | | | | | | |
| (The provisions of this Table will cease to have effect from 19 October 2025) | | | | | | | | |
| R60 | RELEVANT R-CODE SECTION | PROVISIONS | | | | | | |
| Setbacks | 5.1.2 & 5.2.1 | Dwellings (& Verandahs) <ul style="list-style-type: none">Minimum dwelling setback to primary street is 2.0 metres and 1.5 metres for a verandah;Minimum setback to laneways as specified below | | | | | | |
| | | Garages and Carports: <ul style="list-style-type: none">Minimum setback to the primary street for any garage or carport for a single storey dwelling is 4.5metres or not less than 1.0 metre behind the front of the dwellingFor any single storey dwelling on a lot with a frontage less than 10 metres in width and where vehicle access is gained solely from the primary street, only a single garage/carport (including tandem) is permitted.Minimum rear setback for all garages and dwellings abutting a laneway is;<ul style="list-style-type: none">0.5 metres where abutting a laneway of 6.0 metres or greater in width;1.0 metres where abutting a laneway of 5.0 metres in widthFor dwellings of two storey and greater the setback standards of the R Codes apply to any garages and carports | | | | | | |
| Open Space | 5.1.4 & 5.3.1 C1.1 | <p>The minimum open space requirement is reduced to 25% subject to the provision of an outdoor living area which is directly accessible from an internal living area and:</p> <ul style="list-style-type: none">Has a minimum useable space of 24m²Has a minimum dimension of 4.0m (which may include land within the nominated secondary street setback)Adjoins a northernmost or easternmost side boundary (with the exception of corner or irregular shaped lots providing it can be demonstrated that (a) can still be achieved) <p>Permanent cover up to a maximum of two thirds of the outdoor living area is permitted.</p> | | | | | | |
| Boundary Walls | 5.1.3 C3.2 | <p>Boundary walls are permitted to both side boundaries of a lot (excluding secondary street boundaries other than laneways), behind the minimum front setback, within the following limits:</p> <table><thead><tr><th>Single Storey</th><th>Two Storey & Above</th></tr></thead><tbody><tr><td><ul style="list-style-type: none">Maximum height – 3.5m</td><td><ul style="list-style-type: none">Maximum height – 6.5m</td></tr><tr><td><ul style="list-style-type: none">Maximum length – no limit</td><td><ul style="list-style-type: none">Maximum length – Up to 12m in length</td></tr></tbody></table> <p>For dwellings with a pitched roof, the height of walls on side boundaries may be increased to the top of the ridgeline where this runs parallel to the front boundary and abuts a similar configured wall or secondary street.</p> | Single Storey | Two Storey & Above | <ul style="list-style-type: none">Maximum height – 3.5m | <ul style="list-style-type: none">Maximum height – 6.5m | <ul style="list-style-type: none">Maximum length – no limit | <ul style="list-style-type: none">Maximum length – Up to 12m in length |
| Single Storey | Two Storey & Above | | | | | | | |
| <ul style="list-style-type: none">Maximum height – 3.5m | <ul style="list-style-type: none">Maximum height – 6.5m | | | | | | | |
| <ul style="list-style-type: none">Maximum length – no limit | <ul style="list-style-type: none">Maximum length – Up to 12m in length | | | | | | | |



| R60 | RELEVANT R-CODE SECTION | PROVISIONS |
|------------------------------------|-------------------------------|--|
| Ancillary Accommodation | 5.5.1 | Ancillary accommodation is permitted on lots less than 450m ² . Such ancillary accommodation with a plot ratio area not exceeding 40m ² does not require an additional car parking bay on site. |
| Privacy | 5.4.1 | Major openings to active habitable spaces with a floor level more than 0.5m above natural ground level shall be at least 4.5 metres away from a boundary to another lot. |
| Design for Climate | 5.4.2 | Overshadowing provisions do not apply. |
| Public Open Space Interface | Additional Requirement | Lots immediately adjacent Public Open Space must have a minimum of one habitable room with a major opening facing toward the Public Open Space area - where, for the purposes of this Clause, a "habitable room" means a room that is used for normal domestic activities and includes a living room, lounge room, sitting room, television room, kitchen, dining room, however, does not include a bedroom. |
| | | All lots shall have visually permeable fencing to any public open space boundary, to the specifications and satisfaction of the City. |
| | | Boundary walls are not permitted abutting a public open space boundary. |
| | | Buildings on lots adjoining public open space shall be setback a minimum of 1m from the public open space boundary. |



Table C – Local Centre Floorspace Allocation

| | Maximum Net Lettable Area (square metres) |
|----------------------|--|
| Central Local Centre | 500m ² <u>Refer to Schedule 7 of the Scheme</u> |
| Coastal Local Centre | 300m ² |

Table D - Strategic Public Open Space Schedule

| Strategic POS Site | Size in hectares |
|--------------------|------------------|
| 3 | 3.87ha |
| 4 | 3.22ha |
| 7 | 0.44ha |
| 9 | 0.67ha |

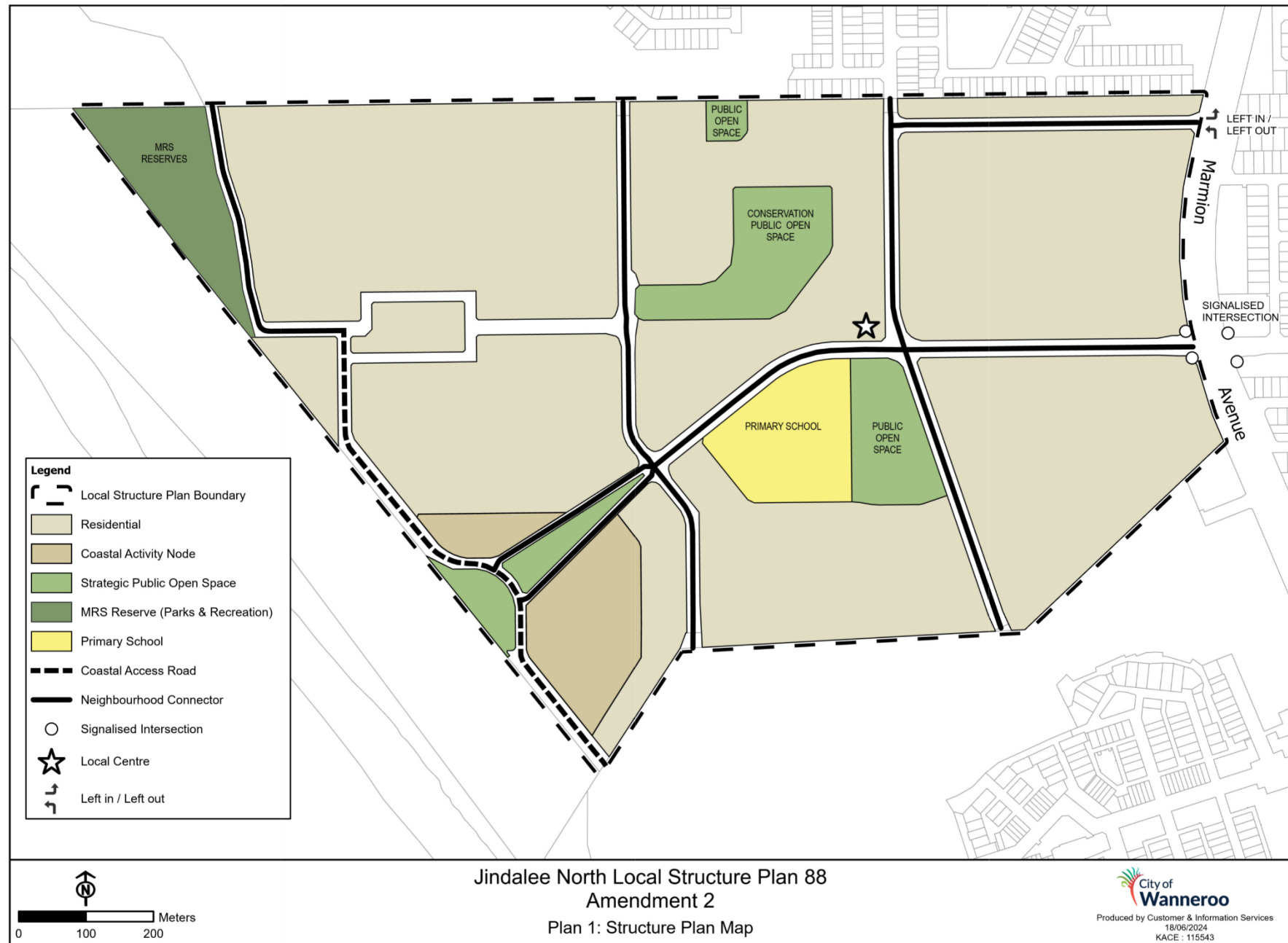
Table E – Reports, Surveys, Strategies and Plans

| Documentation | Approval Stage | Approving Authority |
|---|---------------------------------|---|
| Urban Water Management Plan | Subdivision Condition Clearance | City of Wanneroo/ Department of Water <u>and</u> <u>Environmental Regulation</u> |
| Earthworks and Contour Plan. | Subdivision Condition Clearance | City of Wanneroo |
| Public Open Space Schedule | Subdivision Application | City of Wanneroo/WAPC |
| Conservation Management Plan | Subdivision Condition Clearance | City of Wanneroo |
| Preparation of a Geotechnical Report including karst investigation and management measures | Subdivision Condition Clearance | City of Wanneroo |
| Preparation of a Noise Management Plan detailing noise mitigation measures | Subdivision Application | Department of <u>Environment and</u> <u>Conservation</u> <u>Water and</u> <u>Environmental Regulation</u> |
| Preparation and implementation of a Foreshore Management Plan in accordance with WAPC's State Planning Policies 2.6 State Coastal Planning Policy and 2.8 Bushland Policy for the Perth Metropolitan Region | Subdivision Condition Clearance | City of Wanneroo |

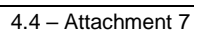


Table F – Structure Plan Reports, Surveys, Strategies and Plans

| Documentation |
|--|
| Landscaping Management Plan/Public Open Space Strategy |
| Housing Strategy |
| Local Water Management Strategy |
| Environmental Assessment Report |
| Foreshore Management Strategy |
| Coastal Setback Assessment Report |
| Traffic and Transport Report |
| Local Centres Planning |
| Engineering Servicing Report |
| Site Investigations Survey |







Amendment No. 222 to District Planning Scheme No. 2
Statement Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*

Pursuant to Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the amendment to the above Local Planning Scheme affects the following structure plans:

- Butler-Jindalee Agreed District Structure Plan No. 39; and
- Jindalee North Agreed Local Structure Plan No. 88.

Upon the Local Planning Scheme amendment taking effect:

1. The approval of the Butler-Jindalee Agreed District Structure Plan No. 39 will not be affected.
2. The Jindalee North Agreed Local Structure Plan No. 88 is to be amended to the extent as follows:
 - a) Plan 1: Structure Plan Map, Plan 2: Zoning Map and Plan 3: Residential Density Map being modified as provided for as Structure Plan (Amendment) Maps.
 - b) The title of Part 1 of the structure plan text being modified to replace the term 'Statutory Section' with 'Implementation Section'.
 - c) References to 'Statutory Section' in the Table of Contents being replaced with 'Implementation Section'.
 - d) Section 1.2(a) being modified to the following:

Part 1 – Implementation Section
This section contains the structure plan map, planning provisions and requirements.
 - e) Reference to 'Non-statutory (explanation) section' in Section 1.2(b) being replaced with 'Explanatory Section'.
 - f) Section 1.4 and Section 1.5 being deleted and replaced with the following:
 - 1.4 *In accordance with Clause 27 of the deemed provisions for local planning schemes, contained in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (deemed provisions), a decision-maker for an application for development approval or subdivision approval within the structure plan area is to have due regard to, but is not bound by, this structure plan when deciding the application. A decision-maker is, however, bound to adhere to all provisions contained in the Scheme relevant to the land in this structure plan area.*
 - 1.5 *This structure plan was initially approved by the Western Australian Planning Commission (WAPC) on 29 January 2014. However, in accordance with Clause 28 of the deemed provisions, the approval of this structure plan is taken to have commenced on 19 October 2015.*
 - g) Objective 2.1(b) being deleted, and the subsequent objectives being renumbered accordingly.

- h) Section 3.1 being modified to the following:

Plans 1-3 and the provisions in Tables A-F provide standards, requirements and prerequisites for subdivision and development in the structure plan area.

- i) Adding a new Section 3.5 which prescribes as follows:

Variations to the deemed-to-comply provisions of the Residential Design Codes Volume 1 are outlined in Table B1 and B2. However, from 19 October 2025, Table B1 and B2 will cease to have effect over all residential development that requires assessment under Part C of the Residential Design Codes Volume 1.

- j) Section 3.1 of Table A being modified to the following:

Residential density codes that apply within the structure plan area are as shown either on Plan 3 (Residential Density Map) or the Scheme Map.

- k) Section 3.2, Section 3.3 and Section 3.4 of Table A being deleted.

- l) Section 5.1.1 of Table A being modified to the following:

5.1.1 Have due regard to this Local Structure Plan, Liveable Neighbourhoods Policy and relevant City of Wanneroo Policies;

- m) Modifying the heading of Table B1 to add the following:

(The provisions of this Table will cease to have effect for R30 Grouped Dwelling and Multiple Dwelling development from 19 October 2025)

- n) Modifying the column heading 'Relevant R-Code Section' in Table B1 to 'Relevant Part B R-Code Section (Single House Development)'.

- o) Deleting the note at the end of Table B1.

- p) Modifying the heading of Table B2 to add the following:

(The provisions of this Table will cease to have effect from 19 October 2025)

- q) Deleting the entire 'Relevant R-Code Section' column from Table B2.

- r) In Table C, modifying the prescribed maximum net lettable area for the Central Local Centre from '500m²' to 'Refer to Schedule 7 of the Scheme'.

- s) In Table E, modifying reference to 'Department of Water' to 'Department of Water and Environmental Regulation'.

- t) In Table E, modifying reference to 'Department of Environment and Conservation' to 'Department of Water and Environmental Regulation'.

The Jindalee North Agreed Local Structure Plan No. 88 is to be amended in response to the zoning, local scheme reserves and residential density codings being placed in the Local Planning Scheme, as proposed through the Local Planning Scheme amendment.

As the Jindalee North Agreed Local Structure Plan No. 88 is due to expire in October 2025, the City of Wanneroo will also separately be seeking the Western Australian Planning Commission extend the approval duration of that structure plan until 19 October 2028.

**TABLE B1: VARIATIONS TO THE DEEMED TO COMPLY CRITERIA OF THE RESIDENTIAL DESIGN CODES**

The standards and requirements of this Table apply to all lots coded R30.

| R30 | RELEVANT R-CODE SECTION | PROVISIONS |
|-------------------|--------------------------|---|
| Setbacks | 5.1.2 & 5.2.1 | <p>Dwellings:</p> <ul style="list-style-type: none"> • Minimum setback to primary street is 2.0 metres • Minimum setback to secondary street (not including laneways) is 1.0 metres • Minimum setback to laneways as specified below <hr/> <p>Garages and carports:</p> <ul style="list-style-type: none"> • Minimum setback to the primary street for any garage or carport for a single storey dwelling is 4.5 metres or not less than 1.0 metre behind the front of the dwelling • Minimum setback to secondary street (not including laneways) is 1.0 metres • For any single storey dwelling on a lot with a frontage less than 10 metres in width and where vehicle access is gained solely from the primary street, only a single garage/carport (including tandem) is permitted. • Minimum rear setback for all garages and dwellings abutting a laneway is; <ul style="list-style-type: none"> – 0.5 metres where abutting a laneway of 6.0 metres or greater in width; – 1.0 metres where abutting a laneway of 5.0 metres in width • For dwellings of two storey and greater the setback standards of the R Codes apply to any garages and carports. |
| Open Space | 5.1.4 & 5.3.1 C1.1 | <p>The following standards apply to any lot with a frontage of 13 metres or less. The minimum open space requirement is reduced to 30% subject to:</p> <ol style="list-style-type: none"> A minimum 2.0m side boundary setback to habitable rooms with major openings on northernmost or easternmost side boundary. The provision of an outdoor living area which is directly accessible from an internal living area and: <ul style="list-style-type: none"> • Has a minimum useable space of 24m² • Has a minimum dimension of 4.0m (which may include land within the nominated secondary street setback) • Adjoins a northernmost or easternmost side boundary (with the exception of corner or irregular shaped lots providing it can be demonstrated that (a) can still be achieved) <p>Where the outdoor living is not directly accessible from an internal living area provision of an additional outdoor living area which has:</p> <ul style="list-style-type: none"> • Minimum area of 20m² • Minimum dimension of 4.0 metres <p>This additional outdoor living area may be included under the roof of the main dwelling and must be located on the northernmost or easternmost side boundary of the dwelling.</p> <p>Permanent cover up to a maximum of two thirds of the outdoor living area is permitted.</p> <p>For all other lots with a frontage of more than 13 metres, the minimum open space requirement is reduced to 40% subject to compliance with those same requirements as specified above.</p> |



| R30 | RELEVANT R-CODE SECTION | PROVISIONS | | | | | | | | | |
|------------------------------------|-------------------------|---|----------------------|---|-------------------------------|-------------------------|--|-------------------------|-----------------------------|--|--|
| Boundary Walls | 5.1.3 C3.2 | <p>For lots less than 13 metres wide boundary walls are permitted to both side boundaries of a lot (excluding secondary street boundaries other than laneways), behind the minimum front setback, within the following limits:</p> <table border="0"> <tr> <td><u>Single Storey</u></td><td>-</td><td><u>Two Storey & Above</u></td></tr> <tr> <td>• Maximum height – 3.5m</td><td></td><td>• Maximum height – 6.5m</td></tr> <tr> <td>• Maximum length – no limit</td><td></td><td>• Maximum length – Up to 12m in length</td></tr> </table> <p>For dwellings with a pitched roof, the height of walls on side boundaries may be increased to the top of the ridgeline where this runs parallel to the front boundary and abuts a similar configured wall or secondary street.</p> | <u>Single Storey</u> | - | <u>Two Storey & Above</u> | • Maximum height – 3.5m | | • Maximum height – 6.5m | • Maximum length – no limit | | • Maximum length – Up to 12m in length |
| <u>Single Storey</u> | - | <u>Two Storey & Above</u> | | | | | | | | | |
| • Maximum height – 3.5m | | • Maximum height – 6.5m | | | | | | | | | |
| • Maximum length – no limit | | • Maximum length – Up to 12m in length | | | | | | | | | |
| Ancillary Accommodation | 5.5.1 | Ancillary accommodation is permitted on lots less than 450m ² . Such ancillary accommodation with a plot ratio area not exceeding 40m ² does not require an additional car parking bay on site. | | | | | | | | | |
| Privacy | 5.4.1 | Major openings to active habitable spaces with a floor level more than 0.5m above natural ground level shall be at least 4.5 metres away from a boundary to another lot. | | | | | | | | | |
| Design for Climate | 5.4.2 | Overshadowing provisions do not apply. | | | | | | | | | |
| Public Open Space Interface | Additional Requirements | <p>Lots immediately adjacent Public Open Space must have a minimum of one habitable room with a major opening facing toward the Public Open Space area - where, for the purposes of this Clause, a "habitable room" means a room that is used for normal domestic activities and includes a living room, lounge room, sitting room, television room, kitchen, dining room, however, does not include a bedroom.</p> <p>All lots shall have visually permeable fencing to any public open space boundary, to the specifications and satisfaction of the City.</p> <p>Boundary walls are not permitted abutting a public open space boundary.</p> <p>Buildings on lots adjoining public open space shall be setback a minimum of 1m from the public open space boundary.</p> | | | | | | | | | |

Note: In accordance with clause 3.2, residential density codes are allocated at the time of subdivision, via the Residential Density Code Plan.



TABLE B2: VARIATIONS TO THE DEEMED TO COMPLY CRITERIA OF THE RESIDENTIAL DESIGN CODES
The standards and requirements of this Table apply to all lots coded R60.

| R60 | RELEVANT R-CODE SECTION | PROVISIONS | | | | |
|---|--|---|----------------------|-------------------------------|---|--|
| Setbacks | 5.1.2 & 5.2.1 | Dwellings (& Verandahs) <ul style="list-style-type: none">Minimum dwelling setback to primary street is 2.0 metres and 1.5 metres for a verandah;Minimum setback to laneways as specified below | | | | |
| | | Garages and Carports: <ul style="list-style-type: none">Minimum setback to the primary street for any garage or carport for a single storey dwelling is 4.5metres or not less than 1.0 metre behind the front of the dwellingFor any single storey dwelling on a lot with a frontage less than 10 metres in width and where vehicle access is gained solely from the primary street, only a single garage/carport (including tandem) is permitted.Minimum rear setback for all garages and dwellings abutting a laneway is;<ul style="list-style-type: none">0.5 metres where abutting a laneway of 6.0 metres or greater in width;1.0 metres where abutting a laneway of 5.0 metres in widthFor dwellings of two storey and greater the setback standards of the R Codes apply to any garages and carports | | | | |
| Open Space | 5.1.4 & 5.3.1 C1.1 | <p>The minimum open space requirement is reduced to 25% subject to the provision of an outdoor living area which is directly accessible from an internal living area and:</p> <ul style="list-style-type: none">Has a minimum useable space of 24m²Has a minimum dimension of 4.0m (which may include land within the nominated secondary street setback)Adjoins a northernmost or easternmost side boundary (with the exception of corner or irregular shaped lots providing it can be demonstrated that (a) can still be achieved) <p>Permanent cover up to a maximum of two thirds of the outdoor living area is permitted.</p> | | | | |
| Boundary Walls | 5.1.3 C3.2 | <p>Boundary walls are permitted to both side boundaries of a lot (excluding secondary street boundaries other than laneways), behind the minimum front setback, within the following limits:</p> <table><tr><td><u>Single Storey</u></td><td><u>Two Storey & Above</u></td></tr><tr><td><ul style="list-style-type: none">Maximum height – 3.5mMaximum length – no limit</td><td><ul style="list-style-type: none">Maximum height – 6.5mMaximum length – Up to 12m in length</td></tr></table> <p>For dwellings with a pitched roof, the height of walls on side boundaries may be increased to the top of the ridgeline where this runs parallel to the front boundary and abuts a similar configured wall or secondary street.</p> | <u>Single Storey</u> | <u>Two Storey & Above</u> | <ul style="list-style-type: none">Maximum height – 3.5mMaximum length – no limit | <ul style="list-style-type: none">Maximum height – 6.5mMaximum length – Up to 12m in length |
| <u>Single Storey</u> | <u>Two Storey & Above</u> | | | | | |
| <ul style="list-style-type: none">Maximum height – 3.5mMaximum length – no limit | <ul style="list-style-type: none">Maximum height – 6.5mMaximum length – Up to 12m in length | | | | | |



| R60 | RELEVANT R-CODE SECTION | PROVISIONS |
|------------------------------------|-------------------------|--|
| Ancillary Accommodation | 5.5.1 | Ancillary accommodation is permitted on lots less than 450m ² . Such ancillary accommodation with a plot ratio area not exceeding 40m ² does not require an additional car parking bay on site. |
| Privacy | 5.4.1 | Major openings to active habitable spaces with a floor level more than 0.5m above natural ground level shall be at least 4.5 metres away from a boundary to another lot. |
| Design for Climate | 5.4.2 | Overshadowing provisions do not apply. |
| Public Open Space Interface | Additional Requirement | Lots immediately adjacent Public Open Space must have a minimum of one habitable room with a major opening facing toward the Public Open Space area - where, for the purposes of this Clause, a "habitable room" means a room that is used for normal domestic activities and includes a living room, lounge room, sitting room, television room, kitchen, dining room, however, does not include a bedroom. |
| | | All lots shall have visually permeable fencing to any public open space boundary, to the specifications and satisfaction of the City. |
| | | Boundary walls are not permitted abutting a public open space boundary. |
| | | Buildings on lots adjoining public open space shall be setback a minimum of 1m from the public open space boundary. |

Assets

Strategic Asset Management

4.5 Petition PT01-06/24 - Request for Parking Prohibition, Chasselas Drive, Hocking

File Ref: 5597V005 – 24/215303
Responsible Officer: Director Assets
Attachments: 3

Issue

To consider petition PT01-06/24 received at the Council meeting held on 18 June 2024, requesting the installation of parking prohibitions within Chasselas Road, Hocking.

Background

In March 2024, the City received an enquiry from the petitioner reporting that vehicles were parking at the eastern termination of Chasselas Road contrary to the City's Parking Local Law, blocking driveway accesses for the properties of 15 and 20 Chasselas Road. Administration advised the resident that parking such as this was adequately controlled by the City's Parking Local Law and that parking prohibitions would not be supported in this instance to address residential parking matters.

Following the above, a further enquiry was submitted to the City from the Office of the Member for Landsdale, Ms Margaret Quirk MLA on 23 April 2024, requesting a reconsideration of the installation of parking prohibitions within Chasselas Road. A similar response was provided, indicating parking prohibitions would not be supported to address residential parking matters.

A location map of the subject site is shown as **Attachment 1**.

Detail

Chasselas Road is planned as a local access road within East Wanneroo Cell 4, as shown in **Attachment 2**. It is currently constructed as a cul-de-sac with a 6.0m wide pavement, with development of the adjacent property required to complete the road network in the area. It is not known when development of the remaining property to complete the road network will occur.

The petition organiser, residing at 20 Chasselas Road, has raised concerns regarding the parking of neighbouring residents at the eastern termination of Chasselas Road. The petition notes that vehicles park inconsiderately, restricting access to property driveways. Issues regarding noisy vehicle exhausts and public urination are also raised in the petition, which are not issues controlled by the City's Local Laws.

Consultation

The petition contains 44 signatures from residents in Chasselas Road, Vignerons Loop and Tempranillo Rise in the immediate vicinity of the requested parking restrictions. No other external community consultations have been undertaken in relation to this petition.

Comment

Members of the public are permitted to park on the road adjacent to the verge as long as they are not in breach of the State's Road Traffic Code 2000 and the City's Parking and Parking Facilities Local Law. In the case of Chasselas Road, the following clauses apply:

- The driver of a vehicle shall position the vehicle to face in the direction of travel of vehicles in the marked lane or line of traffic on, or next to, the part of the carriageway where the driver parks.
- If a carriageway is a two-way carriageway, the driver of a vehicle shall position the vehicle so that it is as near as practicable to, and parallel with, the left boundary of the carriageway.
- If the carriageway does not have a continuous dividing line or a median strip, the driver of a vehicle shall position the vehicle so there is at least 3 m of the carriageway alongside the vehicle that is clear for other vehicles to pass, unless otherwise indicated by information on or with a parking control sign.
- The driver of a vehicle shall position the vehicle so the vehicle does not cause undue obstruction on the carriageway.
- A driver shall not stop a vehicle on or across a driveway or other way of access for a vehicle travelling to or from adjacent land.

In consideration of the above, vehicles parking in the middle of the road or directly across and obstructing access driveways are contrary to the Local Law, however a vehicle parked parallel to the kerb alignment at the end of Chasselas Road and facing in the correct direction is not considered to be obstructing driveway access for the properties at 15 or 20 Chasselas Road, as shown in **Attachment 3**. While this parking is inconvenient for the impacted residents, it is in accordance with the Local Law.

Chasselas Road is currently less than 100m long and used by local traffic only. In its current configuration it would not be considered for assessment under the Local Area Traffic Management Policy.

Parking prohibitions are generally only provided as a means of controlling parking in frequent high congestion areas including immediately adjacent to schools and commercial shopping areas. Given the number of requests that the City receives for Parking Prohibitions, their use to address residential parking matters such as this is not supported.

Statutory Compliance

Nil

Strategic Implications

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

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

5.4 - People can move around easily

Risk 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 | Medium |
| Accountability | Action Planning Option |
| Director Community & Place | Manage |

Policy Implications

Nil

Financial Implications

The installation of signs for parking prohibitions and the ongoing cost of maintenance due to vandalism and graffiti is funded through the annual operating budget.

It is further noted the enforcement of parking prohibitions over an increasing number of sites across the City will also impact the resource availability for the City's Parking Compliance Officers to enforce all such prohibitions throughout the City.

Voting Requirements

Simple Majority

Recommendation

That Council:-

- DOES NOT SUPPORT** the installation of parking prohibition signs at the eastern termination of Chasselas Road, adjacent to the properties of 15 & 20 Chasselas Road, Hocking; and
- ADVISES** the petitioners of the above decision.

Attachments:

- | | | |
|-------------------|--|-----------|
| 1 | Attachment 1 - Chasselas Road Parking Report | 24/217793 |
| 2 | Attachment 2 - East Wannon Cell 4 Structure Plan | 24/217798 |
| 3 | Attachment 3 - Chasselas Parking | 24/218746 |

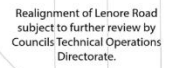


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Location Map – Chasselas Road, Hocking

Date: 25/06/2024



Produced by Customer & Information Services
22/08/2023

INDICATIVE REPRESENTATION OF PARKING SCENARIOS WITHIN CHASSELAS ROAD, HOCKING



PARKED CONTRARY TO
CoW PARKING LOCAL
LAW. OBSTRUCTING
DRIVEWAY ACCESS FOR
#15 CHASSELAS ROAD.

LEGALLY PARKED.

NOTE:

Reference is made to **City of Wanneroo's Parking Local Law Section 4.7: General Prohibitions on Parking:**

- 3) Unless a sign indicates otherwise, a person must not park a vehicle so that any portion of the vehicle is –
 - c) Obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway.

Infrastructure Capital Works

4.6 Tender 23201 - Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts

File Ref: 44499 – 24/201180
Responsible Officer: Director Assets
Attachments: 2

Issue

To consider Tender No. 23201 - Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts.

Background

The Kingsway Regional Sporting Complex is situated in the South-West ward of Wanneroo, on a 64 hectare Crown Land reserve managed by the City of Wanneroo.

The complex includes two netball court areas identified as the West Courts and the East Courts. The netball courts are primarily leased to Wanneroo Districts Netball Association. Several issues were identified with the West Courts, including:

- Wear in existing acrylic surface;
- Inadequate stormwater drainage and water ponding;
- Floodlighting lighting not compliant with the current Australian Standards; and
- Court layout not meeting the current Netball Australia standards.

The works awarded under this tender will rectify the above-mentioned issues.

Detail

Tender No. 23201 - Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts was advertised on 23 March 2024 and closed on 30 April 2024.

Two tender addenda were issued dealing with tender clarifications and extension to the tender closing date.

Essential details of the proposed contract are as follows:

| Item | Detail |
|---------------------------|-----------------------------|
| Contract Form | Major Works |
| Contract Type | Lump Sum |
| Contract Duration | 6 months plus 12 months DLP |
| Commencement Date | July 2024 |
| Possession of site | September 2024 |
| Practical Completion Date | March 2025 |

Tender submissions were received from the following companies:

| Legal Name | Trading Name | Abbreviation |
|---|---|--------------|
| Tracc Civil Pty Ltd | Tracc Civil Pty Ltd | Tracc Civil |
| RMS Groundworks Pty Ltd | RMS Groundworks Pty Ltd | RMS |
| Menchetti Consolidated Pty Ltd | MG Group WA | MG Group |
| Civcon Civil and Project Management Pty Ltd | Civcon Civil and Project Management Pty Ltd | Civcon |
| BE Projects (WA) Pty Ltd | BE Projects (WA) Pty Ltd | BE Projects |
| D.B. Cunningham Pty Ltd | Advanteering Civil Engineers | Advanteering |

Probity Oversight

Oversight to the tender assessment process was undertaken by the City's Contracts Officer.

Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (PEP). The PEP included the following selection criteria:

| Item No | Description | Weighting |
|---------|--|-----------|
| 1. | Sustainable Procurement: a) Environmental Considerations 5% b) Buy Local 10% c) Reconciliation Action Plan 5% d) Disability Access & Inclusion 5% | 25% |
| 2. | *Other Qualitative Criteria: a) Staffing Resources 15% b) Previous Relevant Experience in the last five years (incl referees) 20% c) Methodology/ Program 20% | 55% |
| 3 | Tenderer's Safety Management Systems | 20% |

All tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) in order 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 six tender submissions progressed for further evaluation.

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.

The City is committed to procuring goods and services that provide positive environmental, social and economic impacts over the entire life cycle of a product or service.

Respondents are encouraged to provide credentials of any environmental claims of the goods and/or services submitted in this Tender.

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

| Tenderer | Ranking |
|-----------------|----------------|
| Advanteering | 1 |
| MG Group | 1 |
| Civcon | 3 |
| BE Projects | 4 |
| Tracc Civil | 4 |
| RMS | 6 |

Sub Criteria b) – Buy Local (10%)

An assessment was based on the response provided, detailing the following information:

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

Tenderers provided details of their "Buy Local" considerations within Schedule 3B, with the assessment resulting in the following ranking:

| Tenderer | Ranking |
|-----------------|----------------|
| Advanteering | 1 |
| BE Projects | 1 |
| MG Group | 1 |
| Civcon | 4 |
| Tracc Civil | 5 |
| RMS | 6 |

Sub Criteria c) – Reconciliation Action Plan (RAP) (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 in Schedule 3C specifying differing levels of actions in relation to indigenous reconciliation action with assessment resulting in the following ranking:

| Tenderer | Ranking |
|-----------------|----------------|
| MG Group | 1 |
| BE Projects | 1 |
| Civcon | 3 |
| Advanteering | 4 |
| Tracc Civil | 5 |
| RMS | 6 |

Sub Criteria d) –

Access & Inclusion (AIP) (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.

Tenderers provided information in Schedule 3D specifying considerations for access and inclusion provisions with assessment resulting in the following ranking:

| Tenderer | Ranking |
|--------------|---------|
| Civcon | 1 |
| BE Projects | 1 |
| MG Group | 3 |
| Tracc Civil | 4 |
| Advanteering | 5 |
| RMS | 6 |

Overall Sustainable Procurement Ranking Summary

The overall assessment of the Sustainable Procurement criteria has resulted in the following overall ranking:

| Tenderer | Ranking |
|--------------|---------|
| MG Group | 1 |
| BE Projects | 2 |
| Civcon | 3 |
| Advanteering | 4 |
| Tracc Civil | 5 |
| RMS | 6 |

Evaluation Criteria 2 – Other Qualitative Criteria (55%)

An assessment was made to determine tenderer's ability to complete the works. The assessment was based on the tenderers' responses provided within Schedule 3E in the tender documentation.

Sub Criteria a) – Staffing Resources (15%)

The tenderer's resources as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's staff resources to manage the contract, current capacity and proposed subcontractors.

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

| Tenderer | Ranking |
|--------------|---------|
| Advanteering | 1 |
| Civcon | 2 |
| MG Group | 2 |
| BE Projects | 4 |
| Tracc Civil | 5 |
| RMS* | 6 |

*RMS did not meet the City's minimum requirements for this criterion.

Sub Criteria b) – Tenderer's Previous Relevant Experience in The Last Five Years (incl referees) (20%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed in order to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract. The assessment of this criterion has resulted in the following ranking

| Tenderer | Ranking |
|--------------|---------|
| MG Group | 1 |
| Advanteering | 2 |
| Civcon | 3 |
| BE Projects | 4 |
| Tracc Civil | 5 |
| RMS* | 6 |

*RMS did not meet the City's minimum requirements for this criterion.

Sub Criteria c) - Methodology/ Program (20%)

The tenderer's methodology as presented in their tender submission were assessed in order to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's methodology statement and program. The assessment of this criterion has resulted in the following ranking:

| Tenderer | Ranking |
|--------------|---------|
| MG Group | 1 |
| Advanteering | 2 |
| Civcon | 3 |
| Tracc Civil | 4 |
| BE Projects* | 5 |
| RMS* | 6 |

*RMS & BE Projects did not meet the City's minimum requirements for this criterion.

Evaluation Criteria 3 - Tenderer's Safety Management Systems (20%)

Evidence of WHS management policies and practices was 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 |
|--------------|---------|
| Civcon | 1 |
| Advanteering | 2 |
| MG Group | 2 |
| Tracc Civil | 4 |
| RMS | 5 |
| BE Projects | 6 |

Overall Qualitative Weighted Assessment and Ranking

The tenderers' submissions were evaluated in accordance with the Procurement and Evaluation Plan. The overall assessment of qualitative weighted criteria resulted in the following ranking:

| Tenderer | Ranking |
|--------------|---------|
| MG Group** | 1 |
| Advanteering | 2 |
| Civcon | 3 |
| BE Projects* | 4 |
| Tracc Civil | 5 |
| RMS* | 6 |

*RMS and BE Projects did not meet the City's requirements for at least one of the mandatory qualitative criteria and did not proceed to the Overall Value for Money assessment.

**MG Group's submission listed several departures. The departures were considered to provide unacceptable risks to the City. Subsequently, MG did not proceed to the Overall Value for Money assessment.

Pricing for the Works Offered

The tenderers' lump sum pricing resulted in the following ranking:

| Tenderer | Ranking |
|--------------|---------|
| Tracc Civil | 1 |
| Civcon | 2 |
| Advanteering | 3 |

Assessment summary

Further due diligence and assessment has been undertaken which resulted in Civcon being the preferred Tenderer.

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

Overall Assessment and Comment

The tender submission from Civcon satisfied the overall value for money assessment in accordance with the assessment criteria and weightings as detailed in the Procurement and Evaluation Plan and is therefore recommended as the successful tenderer.

Consultation

The community consultation process for the netball court and lighting design was undertaken as per the City's Community Engagement Policy.

The City has worked collaboratively with key internal and external stakeholders throughout this project. Post tender award and during the construction phase, the City will provide regular progress updates on key project milestones or events; posting information on City's webpage and media channels.

Administration has also worked with the main users, Wanneroo Districts Netball Association (WDNA) on this project. The WDNA along with other user groups have also been informed that the west courts will not be available during construction and the expected construction period.

Statutory Compliance

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

Strategic Implications

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

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

5.3 - Responsibly managed and maintained assets

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.

Enterprise Risk Management Considerations

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

| Risk Title | Risk Rating |
|---|------------------------|
| CO-O07 Purchasing | Low |
| Accountability | Action Planning Option |
| Director Corporate Strategy & Performance | Manage |

Financial and Performance Risk

Financial Risk

A financial risk assessment was recently undertaken by Equifax Australasia Credit Ratings Pty Ltd and the outcome of this independent assessment advised that Civcon has been assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Performance and operational risk are addressed through the risk assessment process of the project management framework. Prior to the commencement of works, the appointed contractor will be inducted to the project site. Ongoing auditing of the contractor's work practices during the works will be undertaken to ensure compliance with the WHS requirements. Civcon has successfully completed previous construction projects for the City.

It is critical that the works for this project are performed between September 2024 and March 2025. All tenderers have confirmed their ability to meet these required commencement and completion dates.

Policy Implications

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

Financial (Budget) Implications

PR-4389 – Kingsway Regional Sporting Complex, Madeley, Renew Netball Court Surface and Floodlighting – West Courts

| Description | Expenditure | Budget |
|---|--------------------|--------------------|
| Budget: | | |
| Allocated Capital Works Budget for 2023/24 | | \$32,547 |
| Proposed Capital Works Program for 2024/25 (Listed) | | \$50,000 |
| Draft Capital Works Program for 2025/26 (Listed) | | \$4,550,000 |
| | | |
| Expenditure: | | |
| Expenditure incurred to date, Project Management, Consultancy Fees | \$100,824 | |
| Construction Costs: Including Tenderer's work price, Contingency, Headworks, Fees | \$4,531,723 | |
| | | |
| Total Expenditure | \$4,632,547 | |
| Total Funding | | \$4,632,547 |

Subject to Council's decision to award Tender 23201 as recommended in this report, funds totalling \$4,600,000 (funded from Asset Renewal Reserve) would need to be allocated in 2024/25 Budget. At this stage, the draft 2024/25 Budget due to be considered by Council at its Ordinary Council Meeting on 16 July 2024 lists \$50,000 for these works, and a further \$4,550,000 has been listed in the draft Long Term Capital Works Program for 2025/26. Due to the timing of the 2024/25 Budget schedule and the need to consider awarding this tender at an earliest opportunity, subject to Council's decision on the 2024/25 Budget, it is proposed to amend the 2024/25 Budget in the coming months to bring \$4,550,000 (funded from Asset Renewal Reserve) from 2025/26 to 2024/25 financial year for allocation to PR-4389.

Voting Requirements

Absolute Majority

Recommendation

That Council :-

1. **ACCEPTS** the tender submitted by Civcon Civil and Project Management Pty Ltd for Tender No. 23201, for the Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts, for the Fixed Lump Sum Price as identified within Confidential Memo 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 tenderer (as per item 1 above);
3. **NOTES** that \$50,000 has been listed (in PR-4389) in the proposed 2024/25 Capital Works Budget scheduled to be considered by Council as part of the adoption of 2024/25 Budget at its Ordinary Council Meeting on 16 July 2024; and
4. **NOTES** that an adjustment to the 2024/25 Budget for additional funds for this project in a future Financial Activity Statement report to Council.

Attachments:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Attachment 1 - Tender 23201 Confidential Attachment 1 2. Attachment 2 - Tender 23201 - Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts - Confidential Memorandum | <p>Confidential</p> <p>Confidential</p> |
|---|---|

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

| | |
|--|-----------|
| Attachment 1 - Tender 23201 Confidential Attachment 1 | 24/219034 |
| Attachment 2 - Tender 23201 - Kingsway Regional Sporting Complex Renew Netball Court Surface and Floodlighting - West Courts - Confidential Memorandum | 24/229166 |

Parks & Conservation Management

4.7 Response to Petition (PT01-05/24) - Requesting that Council Rescinds its Decision Made at the Ordinary Council Meeting on 23 April 2024 to Remove an Angophora Costata Tree in the Street Verge of 8 Cordelia Place, Alexander Heights.

File Ref: 32990V005 – 24/213540
Responsible Officer: Director Assets
Attachments: 1

Issue

To consider PT01-05/24, requesting that Council rescinds its decision made at the Ordinary Council Meeting on 21 May 2024 to remove an Angophora costata tree in the street verge of 8 Cordelia Place, Alexander Heights.

Background

At the Ordinary Council Meeting on 21 May 2024, Council received Petition PT01-05/24 which was signed by 77 people requesting that Council rescinds its decision made at the Ordinary Council Meeting on 23 April 2024 to remove an Angophora costata tree in the street verge of 8 Cordelia Place, Alexander Heights.

The Petition read:

“That Council rescinds its decision made at the Ordinary Council Meeting on 23 April 2024 to remove a gum tree (smooth-barked apple tree, Angophora costata) located in the street verge of Cordelia Place, Alexander Heights.

This decision contradicts both the City of Wanneroo Urban Forest Strategy (2022) and the City of Wanneroo Street Tree Policy (2018), which state clearly that street trees should only be removed under certain conditions.

As none of these conditions apply to this particular tree, we ask that Council supports Administration’s recommendation that the tree NOT be removed and immediately STOP ALL WORK TO REMOVE THE TREE until this petition is heard and actioned’.

This petition referred to Council’s decision on Item AS05- 04/24 Response to Petition (PT01-02/24) – Requesting the Removal of Street Trees in Cordelia Place, Alexander Heights, which was:

That Council:-

- 1. NOTES the Petition PT01-02/24 received at its 20 February 2024 Ordinary Council Meeting;*
- 2. SUPPORTS the removal and replacement of tree 1, as identified in the location map (attachment 1);*
- 3. DOES NOT SUPPORT the removal of trees 2 and 3, as identified in the location map;*
- 4. NOTES that Administration will continue to manage trees 2 and 3 within the verge of 8 Cordelia Place, Alexander Heights in accordance with the Street Tree policy; and*
- 5. ADVISES the petitioners of its decision.”*

This report provides a response to the request made in Petition PT01-05/24.

Detail

Petition 01-05/24 was received by Council at its Ordinary Council Meeting on 21 May 2024 and was scheduled to be presented to Council at its Ordinary Council Meeting on 18 June 2024. Prior to that occurring, on Thursday, 30 May 2024, the Chief Executive Officer received a Motion to Revoke the decision made on 'Item AS05- 04/24 Response to Petition (PT01-02/24) – Requesting the Removal of Street Trees in Cordelia Place, Alexander Heights'.

The Motion to Revoke decision made on AS05-04/24 was considered at the Ordinary Council Meeting on 18 June 2024 (Item MN01-06/24 refers) and was not supported by Council.

In accordance with Council's decision on AS05-04/24, Tree 1 (refer to **Attachment 1** for location map) was removed on 20 June 2024.

Consultation

No community engagement was undertaken on the request made in Petition PT01-05/24.

Comment

Council decision on Item 'MN01-06/24 Motion to Revoke decision made on AS05-04/24' made at the Ordinary Council Meeting on 18 June 2024 addressed the request made in Petition PT01-05/24, and no further action is required on this petition.

A replacement tree (in lieu of the removed Tree 1) will be planted as part of the 2024 Tree Planting Program, and Trees 2 and 3 (**Attachment 1**) will continue to be managed in accordance with the Street Tree Policy.

Statutory Compliance

Nil

Strategic Implications

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

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

4.3 - Manage natural assets and resources

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.

Risk Management Considerations

| Risk Title | Risk Rating |
|------------------------------------|------------------------|
| CO-O22 Environmental Management | Medium |
| Accountability | Action Planning Option |
| Director Planning & Sustainability | Manage |

Policy Implications

The Street Tree Policy provisions have been applied to assess the requests made in the Petitions.

Financial Implications

All costs associated with management of City trees are met from existing annual operating budgets.

Voting Requirements

Simple Majority

Recommendation



That Council:-

- 1. NOTES Petition PT01-05/24 received at its 21 May 2024 Ordinary Council Meeting;**
- 2. NOTES that the request made in Petition PT01-05/24 was considered by Council as part of *Item MN01-06/24 Motion to Revoke decision made on Item AS05-04/24* considered at the Ordinary Council Meeting on 18 June 2024, and was not supported;**
- 3. NOTES that Tree 1 has been removed in accordance with the decision made on Item AS05-04/24 at Ordinary Council Meeting on 23 April 2024; and**
- 4. Advises the petitioners of the decision.**

Attachments:

[1](#). Attachment 1 - Location Map - Street Trees situated within Verge 8 Cordelia Place, Alexander Heights 24/87759



| | | | |
|---|---|---------------------------|---|
|  | Street Trees situated within Verge 8 Cordelia Place, Alexander Heights | Date: 13/03/2024 |  |
| | | Printed by Walker, Jeremy | |
| | © Landgate WA, Nearmaps, OpenStreetMaps contributors. While every care is taken to ensure the accuracy of this product, City of Wanneroo and the Local/State/Federal Government departments and Non-Government organisations whom supply datasets, make no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damage (including indirect or consequential damage) and costs which you might incur as a result of the product being inaccurate or incomplete in any way and for any reason. www.openstreetmap.org/copyright | Scale = 1:350 | |

Community & Place

Community Facilities

4.8 Wanneroo Recreation Centre Upgrade Project Working Group - Terms of Reference

| | |
|----------------------|---|
| File Ref: | 40586 – 24/216282 |
| Responsible Officer: | Director Community & Place |
| Attachments: | 1 |
| Previous Items: | CP01-07/23 - Wanneroo Recreation Centre (Sports Hub) - Concept Design for Community Engagement - Ordinary Council - 18 Jul 2023 CP04-06/24 - Wanneroo Recreation Centre Sports Hub - Consultation Outcomes - Ordinary Council - 18 Jun 2024 |

Issue

To consider the draft Terms of Reference for the Wanneroo Recreation Centre Project Working Group.

Background

At the Ordinary Council Meeting held on 18 June 2024, Council considered report CP04-06/24 (Wanneroo Recreation Centre Sports Hub Consultation Outcomes) and endorsed the following:

- “1. *NOTES the outcome of the Wanneroo Recreation Centre Sports Hub community engagement process;*
2. *ENDORSES the Wanneroo Recreation Centre Sports Hub Concept Design included at Attachment 1;*
3. *AUTHORISES the Chief Executive Officer to progress the Wanneroo Recreation Centre Sports Hub project to the next phase of design and SUPPORTS the progression of the project on the basis of undertaking it in a single construction stage;*
4. *REQUESTS Administration progress planning for the redevelopment of the existing Wanneroo Recreation Centre as a Community Hub; and*
5. *NOTES the City’s advocacy approach to seek State and Federal Government funding of approximately \$35M funding for the development of both the Sports Hub and Community Hub.*
6. *APPROVES the formation of a project working group for the Wanneroo Recreation Centre Upgrade (Sports Hub and Community Hub) project; and*
7. *REQUESTS a report to be presented to the next Council meeting to adopt the project working group Terms of Reference.”*

As per item 6 and 7 of the Council’s resolution, Administration has prepared draft Terms of Reference to inform the formation of the Wanneroo Recreation Centre Upgrade Project Working Group.

Detail

The draft Terms of Reference are included at **Attachment 1** and have been prepared in accordance with the City’s Management Procedure for Committees and Working Groups.

The purpose of the proposed Working Group is to provide guidance and advice so that the Wanneroo Recreation Centre Upgrade Project develops in line with the Council's strategic direction.

The Aims and Functions of the Working Group are proposed as follows:

- 1.1. *Provide a platform to inform, engage and collaborate with Council Members;*
- 1.2. *Update the Working Group on the Project's progress;*
- 1.3. *Raise matters, issues, risks and opportunities that require discussion, advice, ideas, input, and support so that the Project continues on track;*
- 1.4. *Provide strategic advice in regards to facility components, financial considerations, strategic objectives and desired outcomes so that the City achieves the goal and vision for the Project and the wider Wanneroo community; and*
- 1.5. *Consider long term budget implications and funding opportunities and to provide advice according to the City's priorities and resources.*

Membership of the Working Group has been proposed as follows:

- *The Mayor (or nominee); and*
- *Up to four Councillors.*

Consultation

Nil

Comment

The key focus of the Working Group will be to support the detailed design of the Sports Hub component and to inform the further concept planning and detailed design of the Community Hub component to ensure that the project meets the current and future needs of the community, in alignment with the City's resourcing capability.

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 & 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 Corporate risk register. Action plans have been developed to manage this risk to support existing management systems.

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **ENDORSES** the Wanneroo Recreation Centre Upgrade Project Working Group Terms of Reference as included at Attachment 1; and
2. **APPOINTS** the Mayor and up to four Councillors to the Wanneroo Recreation Centre Upgrade Project Working Group:-
 - a) Cr ;
 - b) Cr ;
 - c) Cr ; and
 - d) Cr .

Attachments:

1. Attachment 1 - Terms of Reference - Wanneroo Recreation Centre Project Working Group 24/216445

TERMS OF REFERENCE

| | |
|--|---|
| Title: | Wanneroo Recreation Centre Upgrade Project Working Group |
| Purpose and Role | |
| <p>The purpose of this Group is:</p> <ul style="list-style-type: none"> • To provide guidance and advice so that the Wanneroo Recreation Centre Upgrade Project (the Project) develops in line with the Council's strategic position. • Working Group: A Working Group is a group of experts working together to achieve specified goals, generally of a temporary nature. It would be devoted to finite tasks with a specific timeline. Similarly, the group cannot direct employees, expend monies, direct volunteers or do anything, which is the responsibility of the City. | |
| 1. Aims & Functions | |
| <ul style="list-style-type: none"> a) Provide a platform to inform, engage and collaborate with Council Members; b) Update the Working Group on the Project progress; c) Raise matters, issues, risks and opportunities that require discussion, advice, ideas, input and support so that the Project continues on track; d) Provide strategic advice in regards to financial and economic preferences, strategic objectives and desired outcomes so that the City achieves the goal and vision for the Project and the wider Wanneroo community; and e) Consider long-term budget implications and opportunities and to provide advice according to the City's priorities and resources. | |
| 2. Membership: | |
| <ul style="list-style-type: none"> a) The Working Group shall consist of the following representation: <ul style="list-style-type: none"> • The Mayor (or nominee); • a maximum of 4 other Councillor delegates b) Membership shall be for a period of up to two years terminating on the day of the Ordinary Council Elections, with retiring members eligible to apply. c) Members must comply with the City's Code of Conduct. d) The Working Group has authority to second individuals from outside of the Working Group, on a voluntary basis, for their expert advice. e) Consideration will not be given to any nomination received from a person who is currently serving as a Council Member of a neighbouring Council. f) Administration Representation: <ul style="list-style-type: none"> • Chief Executive Officer; • Director Community and Place; • Director Assets; | |

- Manager Community Facilities;
- Manager Infrastructure Capital Works.

3. Chair and Deputy Chair:

Chairperson:

- The members of a Working Group are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. (For transparency and accountability, it is recommended that City Officer's not be appointed to the position of Chairperson and Deputy Chairperson.)
- The Chairperson will preside at all meetings.
- In the absence of the Chairperson, the Deputy Chairperson will assume the Chair, and in their absence, a person is to be elected by the Working Group present to assume the Chair.
- The Chairperson is responsible for the proper conduct of the Working Group.

4. Meeting Procedures:

Meetings:

- The Working Group shall meet on a quarterly basis, with dates of these meetings determined by the Working Group;
- All meeting dates are to be provided in the Council Members Diary and in the 'Wanneroo Wrap' and in the City's Corporate Calendar.
- A Notice of Meetings including an Agenda to be circulated to the Group members (including Deputy Delegates) at least 72 hours prior to each meeting where possible.
- The Chairperson shall ensure that Minutes of all meetings are kept and that copies are made available to all Group members (including Deputy Delegates) as soon as is practicable after the meeting.
- Copies of all Minutes will be registered electronically, through HPE Content Manager (the City's electronic record keeping system), and a copy placed on the Elected Members Hub Portal.
- All Agenda and Minute documentation is to be generated through Council's InfoCouncil software reporting system.
- A Group Recommendation does not have effect, unless it has been made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting.
- All endorsed members (or the proxy or Deputy Delegate attending in lieu of the Council Member) of the Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail.

Quorum:

A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum (50% of voting Delegates) or at least to ensure a reasonable spread of representation in the Group. Particularly in circumstances where recommendations will be made for Councils consideration.

Administration

A Working Group Administrator support for the Group will be provided by the City of Wanneroo through the Director Community and Place.

5. Authority of Establishment

The Wanneroo Recreation Centre Project Working Group is established as a Group of the City of Wanneroo by resolution of the Council in accordance with these Terms of Reference.

6. Delegated Authority:

- a) The Working Group has no delegated power and has no authority to implement its recommendations without approval of Council.
- b) The Working Group has no delegated authority to commit Council to the expenditure of monies.
- c) Matters requiring Council consideration will be subject to separate specific reports to Council.

| Administration Use Only | | | |
|---|--|-------------------|--|
| Date of Council Establishment of Group: | | | |
| Council Minute – Ref: | | | |
| Terms of Reference - HPE Ref: | | 24/216445 | |
| HPE Container – Ref: | | 40586 | |
| Operational Procedures - HPE Ref: | | | |
| Last Review Date: | | Next Review Date: | |

4.9 State and Federal Funding Commitments: Wanneroo Showgrounds Clubroom Extension

File Ref: 2675V02 – 24/220011
Responsible Officer: Director Community & Place
Attachments: 1

Issue

To consider acceptance of the State Government funding commitment of \$500,000 and Federal Government funding commitment of \$300,000 made to the City of Wanneroo to deliver a clubroom extension at the Wanneroo Showgrounds.

Background

As part of the 2021 State Election and 2022 Federal Elections, financial commitments were made by both Governments to the Wanneroo Amateur Football Club (**WAFC**) for the design and construction of additional changeroom facilities at the Wanneroo Showgrounds to support female participation (**Attachment 1**).

The State Government committed \$500,000, with an additional funding contribution of \$300,000 then committed by the Federal Government. This combined funding of \$800,000 is to support female participation in sports by enhancing the existing infrastructure at Wanneroo Showgrounds with the provision of additional changeroom facilities.

The funding commitment for the clubroom extension is in addition to other funding provided by the State Government for an extension to the external canopy cover and for the installation of solar panels/batteries to the Clubroom building.

Since the announcement of the funding commitments, the City has been supporting the WAFC in its endeavours to prepare concept designs for the proposed clubroom extension, and to formally apply for the grant funding through the Federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts (**DITRDCA**).

Due to delays in progressing the project, following recent discussions between the WAFC, State and Federal Government, the Club formally requested that that Federal funding be transferred to the City to facilitate the City managing project delivery and more effective management of both State and Federal grants for the project.

The City has now received confirmation of grant funding from both the DITRDCA and the State Department of Local Government, Sport and Cultural Industries (**DLGSCI**) and draft funding agreements for review and consideration by the City.

Detail

Federal election commitments up to \$5 million are delivered through a one-off funding round of the Investing in Our Communities (**liOC**) Program. The liOC program is funded from 2022/23 to 2026/27 and is administered by the DITRDCA on behalf of the Federal Government.

The City has received advice from both the DITRDCA and the DLGSCI confirming the approval of funding for the upgrade, expansion, and modernisation of the WAFC facilities, with the following outcome:

| Grant Type | Project | Funding Approved |
|-------------------------------------|--|------------------|
| liOC | PR-SP998 Wanneroo Showgrounds, Clubrooms Extension | \$300,000 |
| State Election Commitment DLGSCI | PR-SP998 Wanneroo Showgrounds, Clubrooms Extension | \$500,000 |

Administration has worked with the DITRDCA and the DLGSCI to align the project funding milestones of the two grants, to ensure effective reporting and compliance with the conditions of funding. Subject to Council's endorsement, Administration anticipates progressing the project through the following activity milestones set in the table below:

| Main Activities / Milestones | Milestone date |
|------------------------------------|-------------------------|
| Execution of the agreement | 31 July 2024 |
| 50 per cent construction complete | 1 December 2025 |
| Practical completion and acquittal | 2 November 2026 |
| Project completion date | 14 December 2026 |

As per the grant conditions, funds cannot be used on internal costs (e.g. design, survey, project management etc.), which are typically costed at 10-15% of the project budget.

It is also stated that any budget shortfall for the project needs to be considered by the grant recipient. If Council accepts the funding and manages the project on behalf of the WAFC, additional municipal funds will be required to cover internal project costs, as well as any potential budget shortfall arising from design requirements or construction costs.

Consultation

Since the announcement of the funding commitments, direct consultation has been, and continues to be undertaken with the WAFC and both the Local and Federal Member of Parliament regarding the scope of the project. Preliminary site investigations have been undertaken and the WAFC has provided feedback on compliance guidelines for infrastructure and facility provision levels.

Consultation will continue with key stakeholders throughout the project in accordance with the City's Community Engagement Framework. This will include other sporting clubs and user groups at the Wanneroo Showgrounds.

Comment

The WAFC has prepared a preliminary concept plan for the clubroom extension. Should Council resolve to accept the funding and deliver the project on behalf of the WAFC, further work will be required to update the concept plan to meet accessibility requirements and ensure compliance with AFL guidelines and standards. Administration will work with the WAFC (and other affected clubs based at the Wanneroo Showgrounds) to update the concept plan prior to progressing to detailed design and construction.

To this end, the project milestones set out in the draft funding agreements are considered appropriate and achievable by Administration.

Although the \$800,000 grant funding is considered sufficient at this stage to deliver the project, there are risks that additional issues may be identified through the design process that could impact the total estimated project cost. Any additional costs that are identified as necessary to

deliver the project would be required to be met by the City. This provides an opportunity for the City to reduce potential risks by appropriately managing construction of an asset with consideration to asset maintenance and renewal and other whole of life 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

1.3 - 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 |

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

Policy Implications

Nil

Financial Implications

Subject to Council accepting the funding, the City's funding requirements will be developed as part of the development phase of the project. As this project is not currently listed in the Capital Works Program, the scope of the projects will be required to reflect the grant funding (\$800,000). The City's contribution would then be prepared, and a budget amended will be presented to Council for consideration.

Voting Requirements

Simple Majority

Recommendation

That Council:-

1. **NOTES** that the Wanneroo Amateur Football Club has requested the City deliver the clubroom extension project at the Wanneroo Showgrounds;
2. **ACCEPTS** the \$300,000 grant from the Federal Government for the construction of the clubroom extension at the Wanneroo Showgrounds and **AUTHORISES** the Chief Executive Officer to execute an appropriate funding agreement with the Department of Infrastructure, Transport, Regional Development Communications and the Arts for this project; and
3. **ACCEPTS** the \$500,000 grant from the State Government for the construction of the clubroom extension at the Wanneroo Showgrounds and **AUTHORISES** the Chief Executive Officer to execute an appropriate funding agreement with the Department of Local Government, Sport and Cultural Industries for this project.

Attachments:

1. [!\[\]\(c694a3ff3b077d76910920a6a1593ab4_img.jpg\)](#) Attachment 1 - Wanneroo Showgrounds Aerial Image 24/220357

The Wanneroo Showgrounds – Clubroom Extension



Place Activation

4.10 Review of the Community Engagement Policy

File Ref: 37130V007 – 24/192177
Responsible Officer: Director Community & Place
Attachments: 3

Issue

To consider the scheduled review of the Community Engagement Policy.

Background

Council Policies are a statement of the principles or position that is intended to guide or direct decision-making within the City. All Council Policies (as well as other like documents) should be reviewed regularly to ensure compliance with legislation, continued alignment with the adopted Strategic Community Plan and the City's requirements to provide sound and effective internal controls to minimise risk and deliver desired outcomes.

The Community Engagement Policy (Policy) was originally approved in April 2006. The purpose of the Policy is to provide guiding principles for delivering consistent, meaningful, and best practice community engagement within the City.

The current Policy (**Attachment 1**) was last reviewed and adopted at the Ordinary Council Meeting in May 2021. A review was initially scheduled for October 2023, however was deferred due to the Council Elections.

Detail

The Policy has now been reviewed, with the proposed changes presented in **Attachment 2**. Minor changes are highlighted in yellow and reflect administrative updates to the City's current templates and branding in line with the City's Policy and Procedures Framework.

Since the last review in May 2021 a number of influencing factors have come into play which have been incorporated into the review:

- The Federal Government's future policy on Child Safety principles relating to engagement with children and young people;
- The City's adoption of the Aboriginal & Torres Strait Islander Engagement Approach; and
- Updates to the City's Personal Information Privacy Policy.

Currently, Local Governments are required to engage with the community when creating their 10-year strategic community plan part of Integrated Planning and Reporting (IPR). The community must also be consulted on matters such as local laws, differential rates, planning and other matters and aspirations that are relevant to the diverse needs of the individuals within the community. As part of the Local Government IPR reforms there will soon be a requirement for Councils to develop a Community Engagement Charter and conduct a community survey to capture feedback on the City's performance on services and facilities.

The above factors will not greatly affect the Community Engagement Policy document itself, however, will come into effect throughout its implementation. The revised draft Policy, inclusive of all proposed changes is included in **Attachment 3**.

The review of the Policy is supported by an internal management process, which provides guidance to City staff undertaking community engagement, to ensure consistent and effective community engagement across the City. A high-level outline of the process is provided below:

1. Determine the engagement needs: scope of the project, level of engagement required, timeframes and scheduling.
2. Develop Community Engagement Plan: outline the context, timing, purpose and objectives, scope, stakeholders, engagement methods/tools, budget and risk assessment.
3. Engage with specific groups: relevant to the project e.g. sporting, Aboriginal and Torres Strait Islander, youth, seniors, CALD, people with disability etc.
4. Participation: differing levels of community participation are valid depending on the project goals, timeframe and resources. The City works within the International Association of Public Participation (IAP2) spectrum - Inform, Consult, Involve, Collaborate, Empower.
5. Implementation and communication: monitor the effectiveness throughout the engagement and make any adjustments if required. Keep stakeholders and participants informed of any outcomes and final decisions.
6. Evaluation: review overall process, identify what went well, what didn't and opportunities for improvements.

Consultation

Consultation has been undertaken on the Policy and External Framework with internal stakeholders who undertake community engagement. Feedback was received and incorporated from Community Development, Communications and Brand, Infrastructure Capital Works, Property Services and Strategic Business Planning.

Comment

Administration considers that the minor amendments proposed to the Community Engagement Policy will provide clarity and demonstrate the transparency and consistency required of City policies.

Statutory Compliance

There are instances of legislative requirements under the Local Government Act 2023 for the City to engage with stakeholders. The Local Government Integrated Planning and Reporting Reforms now require Councils to develop a Community Engagement Charter and conduct a community survey to capture feedback on the City's performance on services and facilities.

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 Relationships | Medium |
| Accountability | Action Planning Option |
| Director Corporate Strategy and Performance | Manage |

| Risk Title | Risk Rating |
|---|------------------------|
| CO-C06 Data and Information Management | Medium |
| 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 risk register. Action plans have been developed to manage these risks to support existing management systems.

Policy Implications

This Policy has been recommended for amendment as a result of the evaluation and review process undertaken in accordance with the City's Policy and Procedure Development and Review Framework.

Financial Implications

There are no significant financial implications associated with this review and any costs will be covered by in-house resources and funding.

Voting Requirements

Simple Majority

Recommendation

That Council ADOPTS the revised Community Engagement Policy included as Attachment 3.

Attachments:

- | | | |
|-------------------|--|----------------|
| 1 | Attachment 1: Community Engagement Policy - Approved October 2021 | 17/196922[v10] |
| 2 | Attachment 2: Community Engagement Policy - May 2024 (Tracked Changes) | 23/277381[v3] |
| 3 | Attachment 3: Community Engagement Policy - May 2024 (Clean copy) | 17/196922[v11] |



Policy Manual

Community Engagement Policy

| | |
|--------------------------|---------------------------------------|
| Policy Owner: | Place Management, Community and Place |
| Contact Person: | Manager Place Management |
| Date of Approval: | 12 October 2021 (CP06-10/21) |

POLICY OBJECTIVE

The purpose of this Policy is to provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the City of Wanneroo (the City).

POLICY STATEMENT

The City is committed to ensuring engagement provides stakeholders with the opportunity to participate at the appropriate level in the development and review of policies, plans and services and that feedback is provided on the results of the engagement. The Policy ensures stakeholder's comments and concerns are acknowledged and considered, and available for decision-making.

SCOPE

This policy applies to all City employees who deliver services, or undertake projects that impact the community. The City will engage with a variety of community members and stakeholders using a number of different methods appropriate to the level of engagement and in accordance with the City's Community Engagement Framework.

This Policy also applies to engagement carried out under the City's Place Approach, but it does not apply to advocacy campaigns or negate the need to adhere to statutory and legal obligations.

COMMUNITY ENGAGEMENT

Actively engaging with local communities is a requirement for Councils under the Local Government Act.

This Policy has been developed in consultation with internal service units and the wider community, and is based on the principles for community engagement in the Local Government Act and International Association for Public Participation (IAP2) 'Quality Assurance Standard for Community and Stakeholder Engagement'.

The Policy was the subject of two internal Audits in 2016 and 2020 with recommendations integrated as appropriate.



Policy Manual

IMPLICATIONS (Financial, Human Resources)

Each Service Unit that initiates new, or revises existing projects or services, is required to appropriately budget funds and capacity to undertake community engagement where applicable. Engagement requirements and appropriate resourcing can be determined by accessing the Community Engagement Management Procedure and contacting the City's Engagement Advisor.

IMPLEMENTATION

Key Principles

The City is committed to the following engagement principles:

- Encouraging participation of people who live, work, visit or support the City of Wanneroo;
- Encouraging broad representation from stakeholders within the City of Wanneroo to ensure that a diverse range of views are expressed and considered;
- Minimising barriers to participation;
- Clearly stating the purpose and aims of the engagement, and any associated limitations or constraints;
- Ensuring relevant information is readily available and that it is accurate, comprehensive and easy to understand;
- Clearly defining the engagement period and allowing sufficient time and opportunity for stakeholders to participate;
- Listening, responding and providing feedback to stakeholders about how the information gathered through the engagement process was used to inform the decision or outcome;
- Being efficient, responsible and accountable for each engagement undertaken and the decisions made as a result;
- Accurate and comprehensive records; and
- Appropriate resourcing is allocated for effective engagement processes and to address the above listed key principles.

When Not To Engage

Where appropriate and possible, a decision should be delayed to allow time for community engagement; however, engagement is not effective or appropriate, when:

- A final decision has already been made by Council or another agency (however, every attempt should be made to engage prior to the decision being made);
- Council cannot influence a decision being made by another agency or party; and/or
- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will document the reasons why engagement could not occur and why the decision has been made and provide this information to interested parties.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.



Policy Manual

Council

In accordance with the City's Risk Management Methodology, projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', are to be considered by Council prior to engagement.

Timeframes for Engagement

In accordance with the City's Risk Management Methodology, for projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', a minimum of 28 days is recommended for engagement.

Statutory Engagement

Where the statutory requirements regarding community engagement are not clear, however the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

ROLES AND RESPONSIBILITIES

Employees undertaking engagement and the relevant Manager/Director have a role and responsibility in planning and implementing community engagement. The Engagement Advisor is available to assist and participate where required.

More detailed information regarding specific roles and responsibilities can be found in the Community Engagement Management Procedure.

DISPUTE RESOLUTION

All internal disputes in regard to the level of engagement required will be referred to the relevant Director in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the CEO for a ruling. This does not impact Council's ability to elevate levels of engagement where they see necessary.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

The Mayor and all City of Wanneroo Council Members and Administration need to be aware of this policy and be able to interpret and implement its requirements.

EVALUATION AND REVIEW PROVISIONS

The Community Engagement Policy will be reviewed every two (2) years.

DEFINITIONS

| DEFINITIONS: Any definitions listed in the following table apply to this document only. | |
|---|--|
| Advocacy | <p>Advocacy is action intended to influence those who hold government, political or economic authority and to influence public policies, resources and projects to the benefit of any specific affected or interest populations within:</p> <ul style="list-style-type: none"> • The City of Wanneroo and/or • The Regions, including: <ul style="list-style-type: none"> ○ Adjacent Councils; ○ Greater Perth region; and ○ Interface Municipalities. |
| Community Engagement | <p>The term 'Community Engagement' covers the range of activities that the City utilises to encourage the participation of stakeholders in decision-making processes.</p> <p>These processes include the following five levels of community participation:</p> <ul style="list-style-type: none"> • Inform; • Consult; • Involve; • Collaborate; and • Empower. |
| Place Management | <p>Within the City of Wanneroo, Place Management is responding to local community priorities through the coordination of services provided in place, through integrated governance, facilitation, collaboration and leadership approaches.</p> |



Policy Manual

| | |
|--------------------|---|
| Stakeholder | <p>A Stakeholder is defined as an individual, group, organisation business and/or government entity that has an interest or concern, or who may be affected by the project or service in question within the City of Wanneroo geographical area (or surrounding locations).</p> <p>A stakeholder can either be internally within the organisation, i.e. a particular Service Unit or Directorate, or externally, i.e. an individual, group, organisation, business or government entity operating outside of the organisation, but still has an interest or an association with the City of Wanneroo and/or the City's geographical area.</p> |
| Statutory | <p>Prescribed or required by statute.</p> <p>This is a legal requirement the City must adhere to.</p> |



Policy Manual

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

The following documents relate to the planning and delivery of community engagement within the City of Wanneroo:

- Community Engagement Planning Guide (17/359436*);
- Community Engagement Management Procedure (14/93368*);
- Community Engagement Level Matrix (16/361983*)
- Community Engagement Plan template 17/143943*;
- Community Engagement Register (16/18564*);
- Community Engagement Toolkit
Part A: Engagement Planning (18/170721*)
Part B: Engagement Methods (18/170725*); and
- Statutory Requirements for Community Engagement (16/303523*)
- Community Led Initiatives and Collaborations Management Procedure (19/368613)
- Community Funding Policy (19/211787)
- Cycle of Council Meetings Guidance Note (19/489469)

REFERENCES

IAP2 Public Participation Spectrum

The Public Participation Spectrum aims to provide the City with a guide as to when, and how, to engage with the community in different situations.

IAP2 Quality Assurance Standard

The IAP2 Quality Assurance Standard is recognised as the international standard for public participation practice. IAP2 also provide a process by which the quality of an engagement practice can be measured and benchmarked across the industry.

RESPONSIBILITY FOR IMPLEMENTATION

MANAGER PLACE MANAGEMENT, COMMUNITY AND PLACE

| Version | Next Review | Record No: |
|------------------------------|-----------------|----------------|
| 26 April 2006 (GS07-04/06) | April 2008 | 501131 |
| 05 April 2011 (CD04-04/11) | February 2014 | 10/64025 |
| 14 October 2014 (CD02-10/14) | October 2016 | 12/148824[v2] |
| 25 July 2017 (CP02-07/17) | May 2019 | 12/148824[v3] |
| 9 April 2019 (CP08-04/19) | May 2021 | 17/196922[V4] |
| April 2021 | May 2023 | 17/196922[V9] |
| 12 October 2021 (CP06-10/21) | 12 October 2023 | 17/196922[V10] |

COMMUNITY ENGAGEMENT POLICY

| | |
|---------------------------|---|
| Responsible Directorate: | Community and Place |
| Responsible Service Unit: | Place Management |
| Contact Person: | Manager Place Management |
| Date of Approval: | Date the document was approved by Council |
| Council Resolution No: | Council Resolution No. |

1. POLICY STATEMENT

The City of Wanneroo (City) is committed to engaging with our diverse community to ensure all people have the opportunity to participate in decision-making and help shape the future of the City.~~ensuring engagement provides stakeholders with the opportunity to participate at the appropriate level in the development and review of policies, plans and services and that feedback is provided on the results of the engagement. The Policy ensures stakeholder's comments and concerns are acknowledged and considered, and available for decision-making.~~

2. OBJECTIVE AND PURPOSE

Objective

The objective of this policy is to:

- Understand and respond to community needs, to inform the City's decision-making
- Develop meaningful relationships that benefit local communities.

Purpose

The purpose of this Policy is to provide the guiding principles for delivering community engagement to ensure consistent, meaningful, and best-practice community engagement ~~carried out within the City of Wanneroo (the City).~~

3. KEY DEFINITIONS

| | |
|---|---|
| DEFINITIONS: Any definitions listed in the following table apply to this document only. | |
| Advocacy | <u>Advocacy is</u> A action intended to influence those who hold government, political or economic authority and to influence public policies, resources, and projects to the benefit of <u>any specific affected or interest populations within:</u> The City of Wanneroo and/or <u>surrounding regions.</u> |

| | |
|-----------------------------|--|
| | <p>The Regions, including:</p> <p>Adjacent Councils;</p> <p>Greater Perth region; and</p> <p>Interface Municipalities.</p> |
| Community Engagement | <p>In the context of this policy, Community Engagement refers to the term 'Community Engagement' covers the range of activities <u>and methods</u> that the City utilises to encourage the participation of stakeholders in decision-making processes.</p> <p>These processes include the following five levels of community participation:</p> <p>Inform;</p> <p>Consult;</p> <p>Involve;</p> <p>Collaborate; and</p> <p>Empower.</p> |
| Place Management | <p>Within the City of Wanneroo, Place Management is responding to local community priorities through the coordination of services provided in place, through integrated governance, facilitation, collaboration and leadership approaches.</p> |
| Stakeholder | <p>Stakeholders are people who affect, or can be affected, by the City's business, including employees and community members. Community stakeholders include neighbourhoods, community development groups, citizen associations, environmental groups and both government and non-governmental organisations (NGO's). A Stakeholder is defined as an individual, group, organisation business and/or government entity that has an interest or concern, or who may be affected by the project or service in question within the City of Wanneroo geographical area (or surrounding locations).</p> <p>A stakeholder can either be internally within the organisation, i.e. a particular Service Unit or Directorate, or externally, i.e. an individual, group, organisation, business or government entity operating outside of the organisation, but still has an interest or an association with the City of Wanneroo and/or the City's geogra</p> |

Statutory~~Prescribed or required by statute.~~~~This is a legal requirement the City must adhere to.~~**4. SCOPE**

~~This policy applies to all community engagement activities City employees who deliver services, or undertaken by the City or by consultants engaged to manage these on the City's behalf, projects that impact the community. The City will engage with a variety of community members and stakeholders using a number of different methods appropriate to the level of engagement and in accordance with the City's Community Engagement Framework.~~

~~This Policy also applies to engagement carried out under the City's Place Approach, but it does not apply to advocacy campaigns or negate the need to adhere to statutory and legal obligations.~~

Community Engagement

~~Actively engaging with local communities is a requirement for Councils under the Local Government Act.~~

~~This Policy has been developed in consultation with internal service units and the wider community, and is based on the principles for community engagement in the Local Government Act and International Association for Public Participation (IAP2) 'Quality Assurance Standard for Community and Stakeholder Engagement'.~~

~~The Policy was the subject of two internal Audits in 2016 and 2020 with recommendations integrated as appropriate.~~

5. IMPLICATIONS

~~Each Service Unit that initiates new, or revises existing projects or services, is required to appropriately budget funds and capacity to undertake community engagement where applicable. Engagement requirements and appropriate resourcing can be determined by accessing the Community Engagement Management Procedure and contacting the City's Engagement Advisor. This policy aligns with the following objectives within the Strategic Community Plan 2021 – 2031:~~

~~6 ~ A future focused city that advocates, engages and partners to progress the priorities of the community.~~

~~6.2 - Actively seek to engage~~

~~6.4 - Understand our stakeholders and their needs~~

~~Actively engaging with local communities on certain matters is a requirement ~~for Councils~~ under the Local Government Act 2023 (LGA). There may also be instances of legislative requirements for the City to engage with the community outside of the LGA.~~

Where a legislative requirement regarding community engagement exists but is not clear, and the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

The scale of engagement can have resourcing and cost implications.

6. IMPLEMENTATION

The City's community engagement is guided by best practice principles, informed by the International Association for Public Participation (IAP2).

Key principles

Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision. The City is committed to the following engagement principles:

- We encourage and facilitate involvement from a broad representation of stakeholders within the City of Wanneroo to ensure that a diverse range of views are expressed and considered.
- We actively seek the participation of those affected by or interested in a matter being considered.
- We engage in a respectful and inclusive manner, allowing for the inclusion of diverse voices and perspectives within the community, using accessible formats such as Easy Read, translated material, and face-to-face consultation.
- We provide information that is accurate, easy to understand and accessible to a range of stakeholders, allowing sufficient time and opportunity to participate in a meaningful way.
- We value people's privacy and will ensure reasonable steps are taken when collecting, using, disclosing and handling personal information.
- We are committed to open and transparent decision-making, communicating the results to participants and the public, along with the reasons for the decisions.
- ~~Encouraging participation of people who live, work, visit or support the City of Wanneroo;~~
- ~~Minimising barriers to participation;~~
- ~~Clearly stating the purpose and aims of the engagement, and any associated limitations or constraints;~~
- ~~Ensuring relevant information is readily available and that it is accurate, comprehensive and easy to understand;~~
- ~~Clearly defining the engagement period and allowing sufficient time and opportunity for stakeholders to participate;~~
- ~~Listening, responding and providing feedback to stakeholders about how the information gathered through the engagement process was used to inform the decision or outcome;~~
- ~~Being efficient, responsible and accountable for each engagement undertaken and the decisions made as a result;~~
- ~~Accurate and comprehensive records; and~~
- ~~Appropriate resourcing is allocated for effective engagement processes and to address the above listed key principles.~~



Council Policy

How the City engages

The City's approach to community engagement is planned and purposeful. The activities, tools and methods used are appropriate to the purpose, level of engagement, resources available and stakeholders impacted.

The level of engagement is considered across five levels of community participation: from *inform and consult*, to *involve, collaborate, and empower*.

When the City engages

Community engagement may occur:

- When required by legislative requirements;
- On developments or changes with potential to impact residents and ratepayers;
- For input into long-term and strategic plans of the City;
- On key projects and strategic issues; and/or
- When requested by the community or Council.

When the City may ~~Not To Engage~~

~~Where appropriate and possible, a decision should be delayed to allow time for community engagement; however,~~ There are some situations where community engagement is not effective or appropriate, *for example* when:

- ~~A final decision has already been made by Council or another agency (however, every attempt should be made to engage prior to the decision being made);~~
- Council cannot influence a decision being made by another agency or party; and/or
- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will document the reasons why engagement could not occur, ~~and~~ why the decision has been made and provide this information to interested parties.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.

~~In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.~~ **Council**

~~In accordance with the City's Risk Management Methodology, projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', are to be considered by Council prior to engagement.~~

Timeframes for Engagement



Council Policy

~~In accordance with the City's Risk Management Methodology, for projects that set a direction or define a position for the City, have a high level of media interest, operational and/or financial implications with a high 'Risk Acceptance/Reporting Criteria', a minimum of 28 days is recommended for engagement.~~

Statutory Engagement

~~Where the statutory requirements regarding community engagement are not clear, however the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.~~

7. ROLES AND RESPONSIBILITIES

~~Projects that set a direction or define a position for the City, or have significant operational or financial implications will be considered by Council prior to commencing community engagement.~~

~~Community engagement activities are an organisation-wide responsibility and are undertaken across all City service areas.~~

~~Place Management is responsible for ensuring compliance with this policy. Employees undertaking engagement and the relevant Manager/Director have a role and responsibility in planning and implementing community engagement. The Engagement Advisor is available to assist and participate where required.~~

~~More detailed information regarding specific roles and responsibilities can be found in the Community Engagement Management Procedure.~~

8. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Director Community and 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

The Community Engagement Policy will be reviewed every two (2) years, or in accordance with any legislative changes prior to this date. Ongoing evaluation will be carried out at the project level, with the City's approach and key strategic projects audited to measure overall performance.

10. RELATED DOCUMENTS

Local Government Amendment Act 2023 (Including Community Engagement Charter and Community Survey (Under development)1995

Community Engagement Framework (Public version under development)

Project Management Framework



Council Policy

[Aboriginal Heritage Act 1972](#)

[Aboriginal and Torres Strait Islander Engagement Approach](#)

[National Principles for Child Safe Organisations \(Under development\)](#)

[Privacy Policy](#)

[Our Customer Service Commitment](#)

[ICT Security Policy](#)

[Community Engagement Planning Guide \(17/359436*\)](#)

[Community Engagement Management Procedure \(14/93368*\)](#)

[Community Engagement Level Matrix \(16/361983*\)](#)

[Community Engagement Plan template 17/143943*](#)

[Community Engagement Register \(16/18564*\)](#)

[Community Engagement Toolkit](#)

[Part A: Engagement Planning \(18/170721*\)](#)

[Part B: Engagement Methods \(18/170725*\)](#)

[Statutory Requirements for Community Engagement \(16/303523*\)](#)

[Community Led Initiatives and Collaborations Management Procedure \(19/368613\)](#)

[Community Funding Policy \(19/211787\)](#)

[Cycle of Council Meetings Guidance Note \(19/489469\)](#)

11. REFERENCES

- [Place Strategy 2023 – 2027](#)
- [Social Strategy 2019](#)
- [Reconciliation Action Plan 2023-2025](#)
- [Community Development Plan 2021/22 – 2025/26](#)
- [Communications Strategy & Brand Strategy](#)
- [IAP2 Quality Assurance Standard](#)
- [IAP2 Public Participation Spectrum](#)

The Public Participation Spectrum aims to provide the City with a guide as to when, and how, to engage with the community in different situations.

The IAP2 Quality Assurance Standard is recognised as the international standard for public participation practice. IAP2 also provide a process by which the quality of an engagement practice can be measured and benchmarked across the industry.

12. RESPONSIBILITY FOR IMPLEMENTATION

Manager Place Management

REVISION HISTORY

| Version | Next Review | Record No. |
|---------|-------------|------------|
|---------|-------------|------------|



Council Policy

| | | |
|-------------------------------|-----------------|----------------|
| 26 April 2006 (GS07-04/06) | April 2008 | 501131 |
| 05 April 2011 (CD04-04/11) | February 2014 | 10/64025 |
| 14 October 2014 (CD02-10/14) | October 2016 | 12/148824[v2] |
| 25 July 2017 (CP02-07/17) | May 2019 | 12/148824[v3] |
| 9 April 2019 (CP08-04/19) | May 2021 | 17/196922[V4] |
| 12 October 2021 (CP06- 10/21) | 12 October 2023 | 17/196922[V10] |
| May 2024 | | |



Council Policy

COMMUNITY ENGAGEMENT POLICY

| | |
|---------------------------|---|
| Responsible Directorate: | Community and Place |
| Responsible Service Unit: | Place Management |
| Contact Person: | Manager Place Management |
| Date of Approval: | Date the document was approved by Council |
| Council Resolution No: | Council Resolution No. |

1. POLICY STATEMENT

The City of Wanneroo (City) is committed to engaging with our diverse community to ensure all people have the opportunity to participate in decision-making and help shape the future of the City.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this policy is to:

- Understand and respond to community needs, to inform the City’s decision-making
- Develop meaningful relationships that benefit local communities.

Purpose

The purpose of this Policy is to provide the guiding principles for delivering consistent, meaningful, and best-practice community engagement within the City.

3. KEY DEFINITIONS

| | |
|---|--|
| DEFINITIONS: Any definitions listed in the following table apply to this document only. | |
| Advocacy | Action intended to influence those who hold government, political or economic authority and to influence public policies, resources, and projects to the benefit of The City of Wanneroo and/or surrounding regions. |
| Community Engagement | In the context of this policy, Community Engagement refers to the range of activities and methods that the City utilises to encourage the participation of stakeholders in decision-making processes. |



Council Policy

| | |
|--------------------|--|
| Stakeholder | Stakeholders are people who affect, or can be affected, by the City's business, including employees and community members. Community stakeholders include neighbourhoods, community development groups, citizen associations, environmental groups and both government and non-governmental organisations (NGO's). |
|--------------------|--|

4. SCOPE

This policy applies to all community engagement activities undertaken by the City or by consultants engaged to manage these on the City's behalf.

This policy does not apply to advocacy campaigns or negate the need to adhere to statutory and legal obligations.

5. IMPLICATIONS

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

- 6 ~ *A future focused city that advocates, engages and partners to progress the priorities of the community.*
- 6.2 - *Actively seek to engage*
- 6.4 - *Understand our stakeholders and their needs*

Actively engaging with local communities on certain matters is a requirement under the *Local Government Act 2023 (LGA)*. There may also be instances of legislative requirements for the City to engage with the community outside of the LGA.

Where a legislative requirement regarding community engagement exists but is not clear, and the decision being made impacts on the community or other stakeholders, community engagement should be carried out in accordance with this Policy.

The scale of engagement can have major resourcing and cost implications.

6. IMPLEMENTATION

The City's community engagement is guided by best practice principles, informed by the International Association for Public Participation (IAP2).

Key principles

Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision. The City is committed to the following engagement principles:

- We encourage and facilitate involvement from a broad range of stakeholders within the City to ensure that a diverse range of views are expressed and considered.
- We actively seek the participation of those affected by or interested in a matter being considered.



Council Policy

- We engage in a respectful and inclusive manner, allowing for the inclusion of diverse voices and perspectives within the community, using accessible formats such as Easy Read, translated material, and face-to-face consultation.
- We provide information that is accurate, easy to understand and accessible to a range of stakeholders, allowing sufficient time and opportunity to participate in a meaningful way.
- We value people's privacy and will ensure reasonable steps are taken when collecting, using, disclosing and handling personal information.
- We are committed to open and transparent decision-making, communicating the results to participants and the public, along with the reasons for decisions.

How the City engages

The City's approach to community engagement is planned and purposeful. The activities, tools and methods used are appropriate to the purpose, level of engagement, resources available and stakeholders impacted.

The level of engagement is considered across five levels of community participation: from *inform* and *consult*, to *involve*, *collaborate*, and *empower*.

When the City engages

Community engagement may occur:

- When required by legislative requirements;
- On developments or changes with potential to impact residents and ratepayers;
- For input into long-term and strategic plans of the City;
- On key projects and strategic issues; and/or
- When requested by the community or Council.

When the City may not engage

There are some situations where community engagement is not effective or appropriate, for example when:

- A decision has already been made by Council;
- Council cannot influence a decision being made by another agency or party; and/or
- There is insufficient time available to engage due to legislative or legal constraints, or urgent safety issues.

In these events the City will document the reasons why engagement could not occur, why the decision has been made and provide this information to interested parties.

In addition, where practicable, no engagement is to take place between the last Council Meeting of the calendar year and the first Council Meeting of the New Year, unless specified by Council, a legislated requirement, or 'business as usual', as with libraries and other community services within the City.



Council Policy

7. ROLES AND RESPONSIBILITIES

Projects that set a direction or define a position for the City, or have significant operational or financial implications will be considered by Council prior to commencing community engagement.

Community engagement activities are an organisation-wide responsibility and are undertaken across all City service areas.

Place Management is responsible for ensuring compliance with this policy.

8. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Director Community and 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

The Community Engagement Policy will be reviewed every two (2) years, or in accordance with any legislative changes prior to this date. Ongoing evaluation will be carried out at the project level, with the City's approach and key strategic projects audited to measure overall performance.

10. RELATED DOCUMENTS

Local Government Amendment Act 2023 (*Including Community Engagement Charter and Community Survey (Under development)*)

Community Engagement Framework (*Public version under development*)

Project Management Framework

Aboriginal Heritage Act 1972

Aboriginal and Torres Strait Islander Engagement Approach

National Principles for Child Safe Organisations (*Under development*)

Privacy Policy

Our Customer Service Commitment

ICT Security Policy

11. REFERENCES

- Place Strategy 2023 – 2027
- Social Strategy 2019
- Reconciliation Action Plan 2023-2025
- Community Development Plan 2021/22 – 2025/26
- Communications Strategy & Brand Strategy
- [IAP2 Quality Assurance Standard](#)



Council Policy

- [IAP2 Public Participation Spectrum](#)

12. RESPONSIBILITY FOR IMPLEMENTATION

Manager Place Management

REVISION HISTORY

| Version | Next Review | Record No. |
|-------------------------------|-----------------|----------------|
| 26 April 2006 (GS07-04/06) | April 2008 | 501131 |
| 05 April 2011 (CD04-04/11) | February 2014 | 10/64025 |
| 14 October 2014 (CD02-10/14) | October 2016 | 12/148824[v2] |
| 25 July 2017 (CP02-07/17) | May 2019 | 12/148824[v3] |
| 9 April 2019 (CP08-04/19) | May 2021 | 17/196922[V4] |
| 12 October 2021 (CP06- 10/21) | 12 October 2023 | 17/196922[V10] |
| May 2024 | | 17/196922[V11] |

Corporate Strategy & Performance

Business & Finance

4.11 Financial Activity Statement for the Period ended 31 May 2024

File Ref: 45975V002 – 24/191570
 Responsible Officer: Director Corporate Strategy & Performance
 Attachments: 4

Issue

To consider the Financial Activity Statement for the period ended 31 May 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 May 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 amount attributable from Operating Activities for the period ended 31 May 2024 is higher than budget by \$22.9m, including non-cash adjustment of \$55.5m. The cash inflows variance before non-cash adjustments from Operating Activities is \$6.4m, whereas cash outflows variance is \$8.0m.

The overall variance is mainly due to higher inflows from Rates (\$415k), Fees and Charges (\$1.7m), Other Revenue (\$933k), Interest Earnings (\$767k), and Operating Grants Subsidies & Contributions (\$761k), underspent from Materials and Contracts (\$4.4m), Depreciation (\$4.5m), Insurance (\$116k) and Loss on Asset Disposals (\$566k) offset by higher outflows from Employee Costs (\$1.6m).

Results from Investing Activities

The net amount attributable from Investing Activities are higher than budget by \$4.1m mainly due to lower outflows from the Purchase of Property, Plant and Equipment (\$3.5m) and lower outflows from the Purchase and Construction of Infrastructure Assets (\$3.7m) offset by the lower inflows from the Proceeds from Disposal of Assets (\$3.2m).

Results from Financing Activities

Financing Activities mainly consist of Reserve transfers and Development Contribution Plans transfers. The funding reclassification of Clarkson Butler Planning District (TPS 20) Reserve from Municipal Reserves to Development Contribution Plans resulted in favourable inflow (\$18.8m) and unfavourable outflow (\$9.4m) and non cash adjustment of \$9.4m, resulting in with no overall variance.

Capital Program

Year to date 31 May 2024, \$54.4m (excluding leased assets and contributed physical assets) was spent on various capital projects, of which \$15.3m was spent on Sports Facilities, \$7.4m was spent on Foreshore Management, \$5.8m was spent on Roads and \$5.3m 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 | 54.4 | 62.3 | 87.3% | 77.2 | 70.5% |

Investment Portfolio Performance

| Portfolio Value \$m | Monthly Weighted Return | Comments |
|------------------------|----------------------------|---|
| 542.7 | 5.07% | Portfolio balance has decreased by \$13.5m from April 2024. The monthly weighted return is 5.07% which is above the set benchmark (12 months UBS Australia Bank Bill Index) by 0.75%. (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 MAY 2024

| Description | Notes | Year To Date | | | | | | Annual | | | |
|---|----------------|----------------------|----------------------|--------------------|-------------|---|----------------------|----------------------|--------------------|--------------|---|
| | | Actual | Revised Budget | Variance | | | Key | Adopted Budget | Revised Budget | Variance | |
| | | | | \$ | % | | | | | \$ | % |
| OPERATING ACTIVITIES | | | | | | | | | | | |
| Inflows | | | | | | | | | | | |
| Rates | 1 | 155,649,894 | 155,235,362 | 414,532 | 0 | ↑ | 154,889,762 | 155,235,362 | 345,600 | 0 | |
| Operating Grants, Subsidies & Contributions | 2 | 6,417,158 | 4,109,567 | 2,307,591 | 56 | ↑ | 3,811,153 | 5,108,532 | 1,297,379 | 25 | |
| Fees & Charges | 3 | 49,289,692 | 47,631,112 | 1,658,580 | 4 | ↑ | 50,692,002 | 49,151,590 | (1,540,412) | (3) | |
| Interest Earnings | 4 | 20,029,901 | 18,999,832 | 1,030,069 | 5 | ↑ | 14,809,600 | 20,694,469 | 5,884,869 | 28 | |
| Other Revenue | 5 | 2,672,736 | 1,739,811 | 932,925 | 54 | ↑ | 2,293,993 | 1,896,274 | (397,719) | (21) | |
| Profit on Asset Disposals | | 3,221,512 | 3,196,939 | 24,573 | 1 | → | 3,412,293 | 5,912,293 | 2,500,000 | 42 | |
| | | 237,280,893 | 230,912,623 | 6,368,270 | | | 229,908,803 | 237,998,520 | 8,089,717 | 3 | |
| Outflows | | | | | | | | | | | |
| Employee Costs | 6 | (78,560,135) | (77,009,822) | (1,550,313) | 2 | ↓ | (88,725,669) | (84,088,864) | 4,636,805 | (6) | |
| Materials & Contracts | 7 | (66,156,108) | (70,478,002) | 4,321,894 | (6) | ↑ | (83,800,735) | (81,028,702) | 2,772,033 | (3) | |
| Utility Charges | | (9,944,320) | (10,004,082) | 59,762 | (1) | ↑ | (10,753,793) | (10,969,415) | (215,622) | 2 | |
| Depreciation | 8 | (44,609,644) | (49,146,438) | 4,536,794 | (9) | ↑ | (39,447,203) | (53,614,232) | (14,167,029) | 26 | |
| Finance Costs | | (3,863,088) | (3,781,286) | (81,802) | 2 | → | (4,130,890) | (4,128,215) | 2,675 | (0) | |
| Insurance | 9 | (1,486,987) | (1,602,675) | 115,688 | (7) | ↑ | (1,728,909) | (1,765,213) | (36,304) | 2 | |
| Loss on Asset Disposals | 10 | (450,197) | (1,015,900) | 565,703 | (56) | ↑ | (1,219,165) | (1,300,655) | (81,490) | 6 | |
| | | (205,070,478) | (213,038,205) | 7,967,727 | (4) | | (229,806,364) | (236,895,296) | (7,088,932) | 3 | |
| Non-Cash Amounts Excluded | NCA*(b) | 55,537,421 | 46,965,399 | 8,572,022 | 18 | | 37,254,075 | 49,002,594 | 11,748,519 | 24 | |
| Amount Attributable to Operating Activities | | 87,747,836 | 64,839,817 | 22,908,019 | | | 37,356,514 | 50,105,818 | 12,749,304 | 25 | |
| INVESTING ACTIVITIES | | | | | | | | | | | |
| Inflows | | | | | | | | | | | |
| Grants, Subsidies & Contributions (Non Operating) | | 45,189,559 | 45,189,559 | 0 | 0 | → | 45,756,875 | 47,748,371 | 1,991,496 | 4 | |
| Proceeds From Disposal Of Assets | 11 | 3,953,255 | 7,150,194 | (3,196,939) | (45) | ↓ | 4,766,850 | 7,505,360 | 2,738,510 | 36 | |
| Development Contribution Plans - Revenues | | 17,679,058 | 17,679,058 | 0 | 0 | → | 24,129,010 | 14,479,898 | (9,649,112) | (67) | |
| | | 66,821,872 | 70,018,811 | (3,196,939) | | | 74,652,735 | 69,733,629 | (4,919,106) | (7) | |
| Outflows | | | | | | | | | | | |
| Purchase of Property, Plant and Equipment | 12 | (26,332,675) | (29,834,105) | 3,501,430 | (12) | ↑ | (35,541,059) | (37,120,098) | (1,579,039) | 4 | |
| Purchase & Construction of Infrastructure Assets | 13 | (28,167,245) | (31,926,992) | 3,759,747 | (12) | ↑ | (44,922,379) | (39,180,454) | 5,741,925 | (15) | |
| Development Contribution Plans - Expenses | | (4,099,407) | (4,099,407) | 0 | 0 | → | (19,700,210) | (11,466,316) | 8,233,894 | (72) | |
| | | (58,599,327) | (65,860,504) | 7,261,177 | (11) | | (100,163,648) | (87,766,868) | 12,396,780 | (14) | |
| Non-Cash Amounts Excluded | NCA*(c) | (42,746,730) | (42,746,730) | 0 | 0 | | (25,407,218) | (19,264,035) | 6,143,183 | | |
| Amount Attributable to Investing Activities | | (34,524,185) | (38,588,423) | 4,064,238 | | | (50,918,131) | (37,297,274) | 13,620,857 | 37 | |
| FINANCING ACTIVITIES | | | | | | | | | | | |
| Inflows | | | | | | | | | | | |
| Proceeds from Borrowings | | 0 | 0 | 0 | 0 | | 51,844 | 103,284 | 51,440 | 99 | |
| Transfers from Reserves | | 31,024,312 | 31,024,312 | 0 | 0 | ↑ | 41,828,621 | 35,970,802 | (5,857,819) | (14) | |
| Transfers from Development Contribution Plans | | 7,240,022 | 7,240,022 | 0 | 0 | ↑ | 20,989,100 | 8,612,858 | (12,376,242) | (59) | |
| | | 38,264,334 | 38,264,334 | 0 | 0 | | 62,869,565 | 44,686,944 | 18,182,621 | 0 | |
| Outflows | | | | | | | | | | | |
| Transfers to Reserves | | (51,363,498) | (51,363,498) | 0 | 0 | | (53,116,179) | (69,343,515) | (16,227,336) | (31) | |
| Transfers to Development Contribution Plans | | (7,240,022) | (7,240,022) | 0 | 0 | ↓ | (20,989,100) | (8,612,858) | 12,376,242 | 59 | |
| | | (58,603,520) | (58,603,520) | 0 | 0 | | (74,105,279) | (77,956,373) | 3,851,094 | 5 | |
| Non-Cash Amounts Excluded | | 0 | 0 | 0 | 0 | | 0 | 0 | 0 | | |
| Amount Attributable to Financing Activities | | (20,339,186) | (20,339,186) | 0 | 0 | | (11,235,714) | (33,269,429) | 22,033,715 | 66 | |
| 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 | | 87,747,836 | 64,839,817 | 22,908,019 | 0 | | 37,356,514 | 50,105,818 | 12,749,304 | 25 | |
| Amount Attributable to Investing Activities | | (34,524,185) | (38,588,423) | 4,064,238 | 0 | | (50,918,131) | (37,297,274) | 13,620,857 | 37 | |
| Amount Attributable to Financing Activities | | (20,339,186) | (20,339,186) | 0 | 0 | | (11,235,714) | (33,269,429) | 22,033,715 | 66 | |
| SURPLUS/(DEFICIT) AFTER IMPOSITION OF GENERAL RATES | | 60,244,498 | 30,741,736 | 29,500,762 | 96 | | 32,198 | 6,897,148 | 6,864,950 | (100) | |

* 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

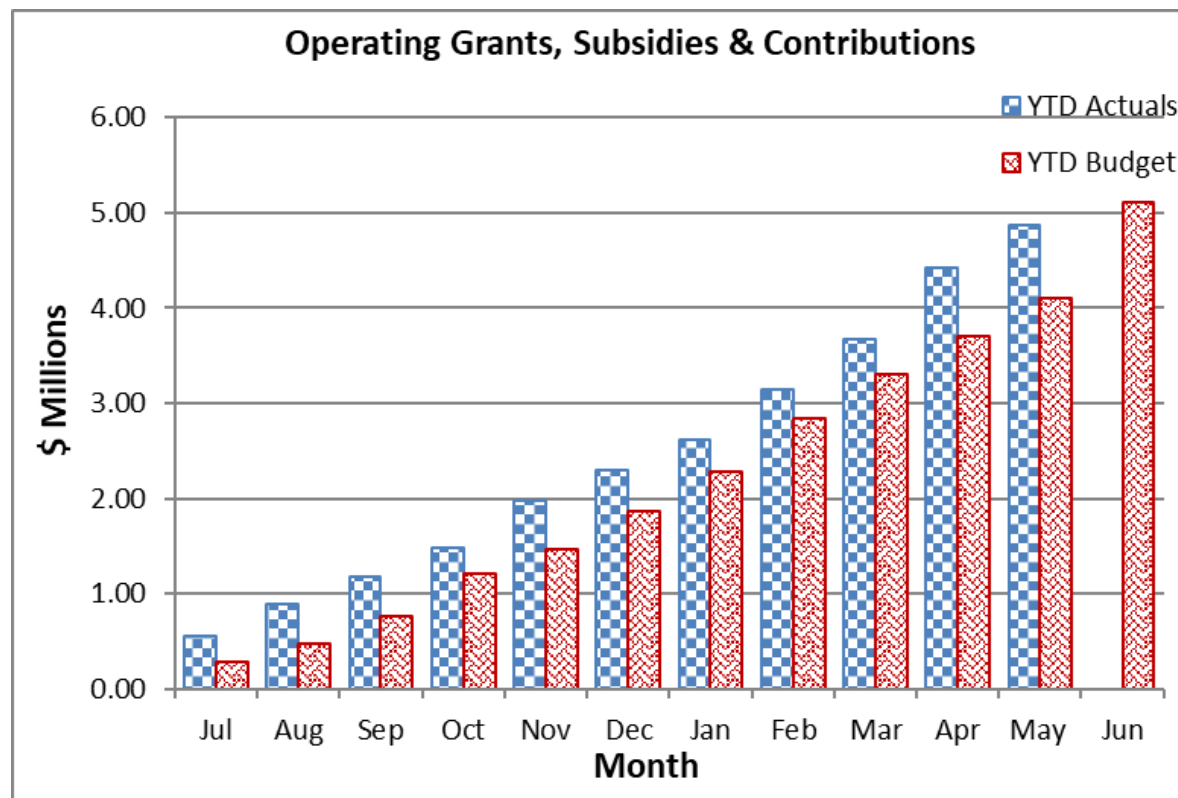
Note 1 Rates

Year to Date - (Actual \$155.6m, Revised Budget \$155.2m)

The variance is favourable by \$415k mainly due to higher inflow of interim rates from residential properties.

Note 2 Operating Grants, Subsidies & Contributions**Year to Date - (Actual \$4.9m, Revised Budget \$4.1m)**

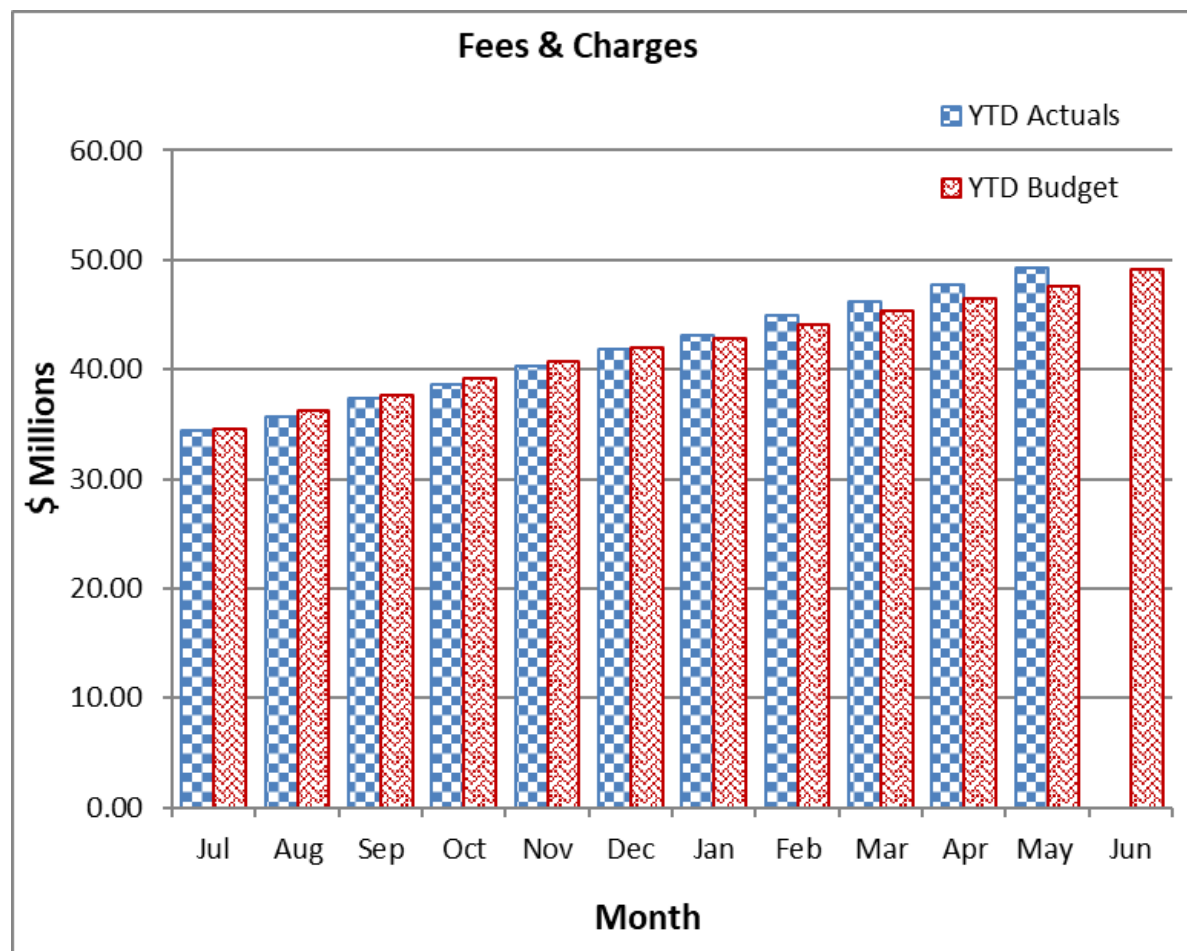
The variance is favourable compared to the budget by \$761k. This is mainly due to higher than budget Debt and Legal Cost reimbursements from Rates and Legal Services. The corresponding expenses are captured under Materials and Contracts expenditure.



Note 3 Fees and Charges**Year to Date - (Actual \$49.3m, Revised Budget \$47.6m)**

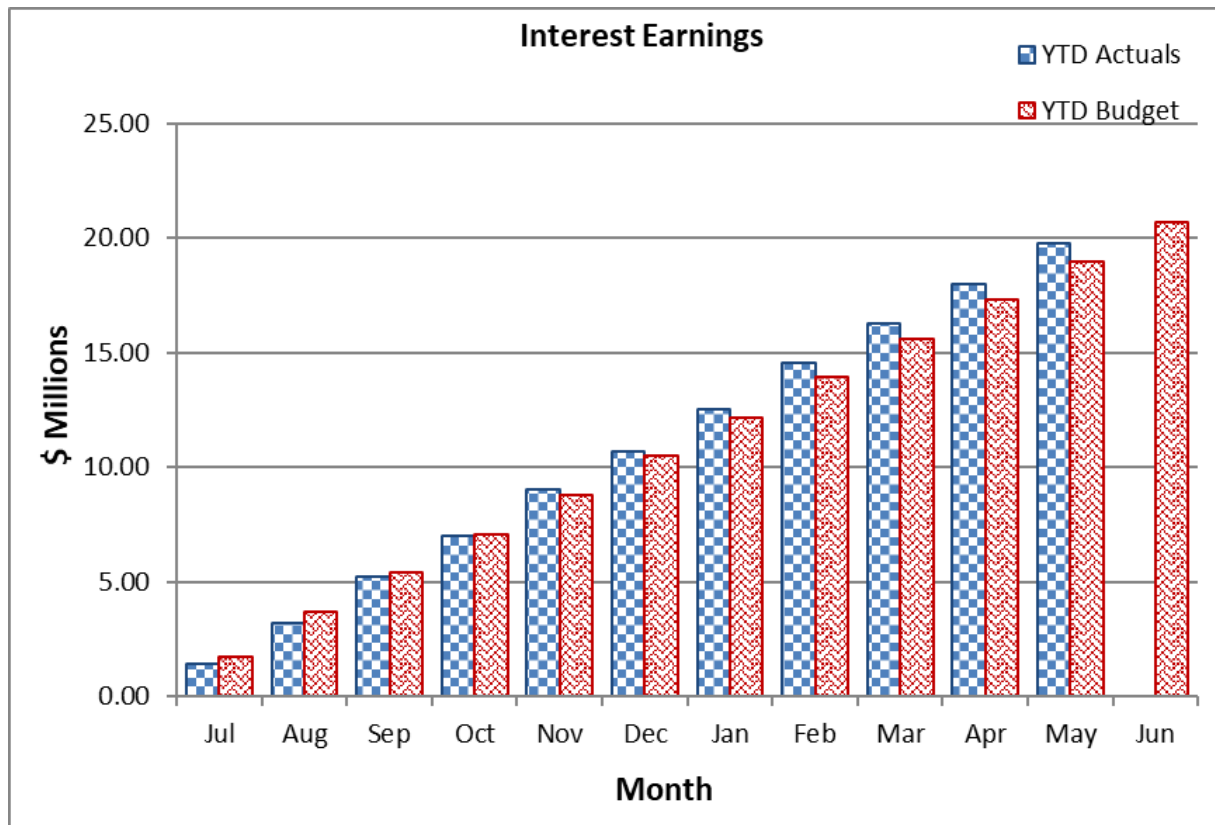
The favourable variance of \$1.7m mainly due to:

- Higher Application and License fees of \$834k from Approval services;
- Higher Rubbish Collection fee income of \$258k from Waste services;
- Higher Green Fees income from Golf Courses of \$196k;
- Higher Search fee income from Building approvals and Rates services of \$162k;
- Higher Driving Range income from Golf Courses of \$130k; and
- Higher User Entry fee income from various Community Facilities of \$69k.



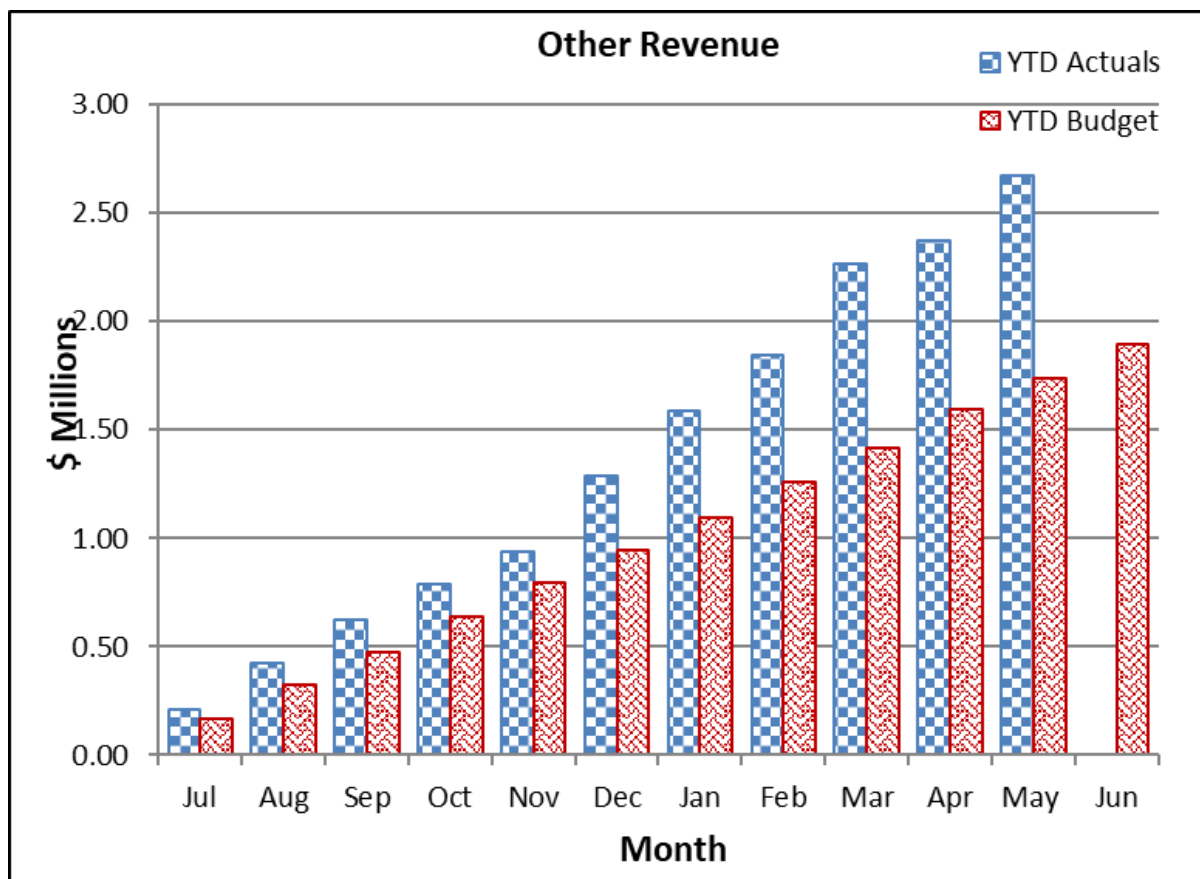
Note 4 Interest Earnings***Year to Date - (Actual \$19.8m, Revised Budget \$19.0m)***

The favourable variance of \$767k is mainly due to higher than the budgeted rate of interest received for the City's investment portfolios of \$751k and higher than budgeted interest received on unpaid rates of \$16k.



Note 5 Other Revenue***Year to Date - (Actual \$2.7m, Revised Budget \$1.7m)***

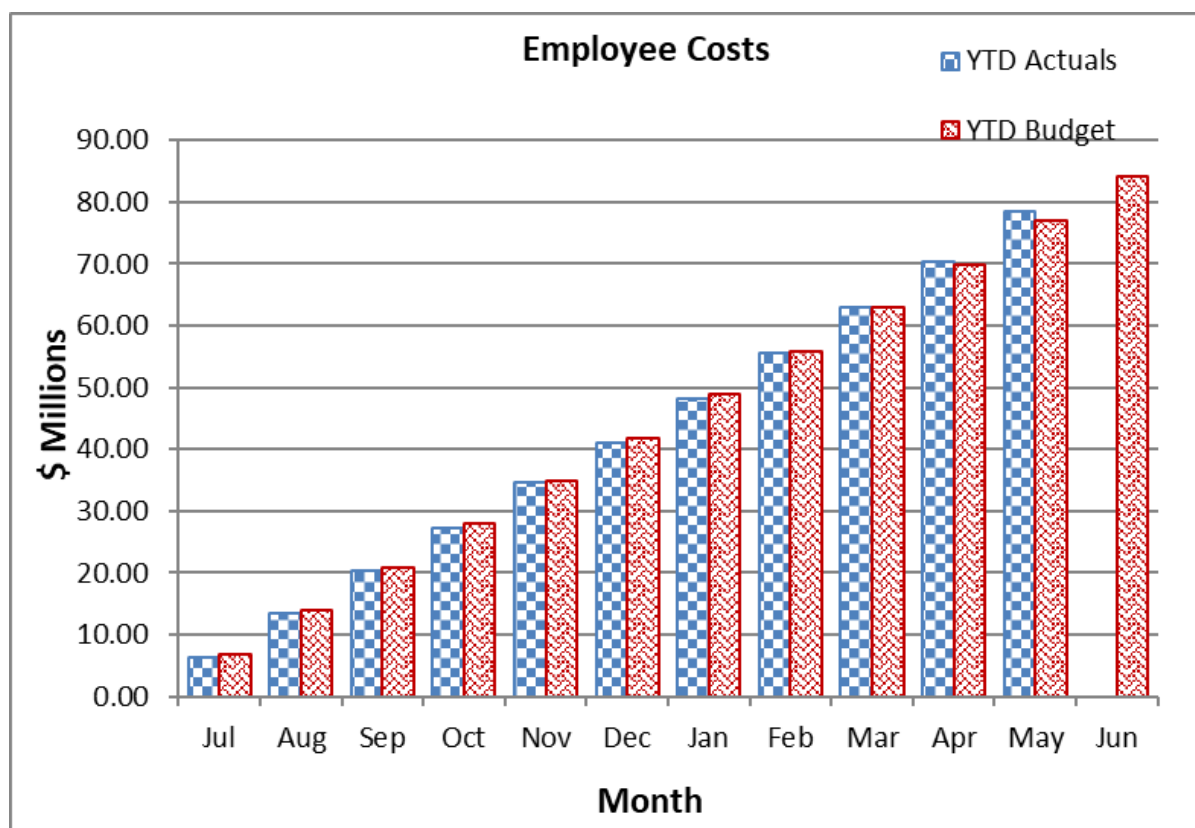
The Positive variance of \$933k is mainly due to higher recouped bond monies related to land developments of \$838k, Miscellaneous products sales from Waste services, Kingsway Indoor Stadium and Community Safety services of \$35k, and unbudgeted fees charged for the use of Kingsway Reserve for the FIFA Women's World Cup (including overlay and damages cost) of \$58k.



Note 6 Employee Costs***Year to Date - (Actual \$78.6m, Revised Budget \$77.0m)***

The employee costs are over budget by \$1.6m, mainly due to:

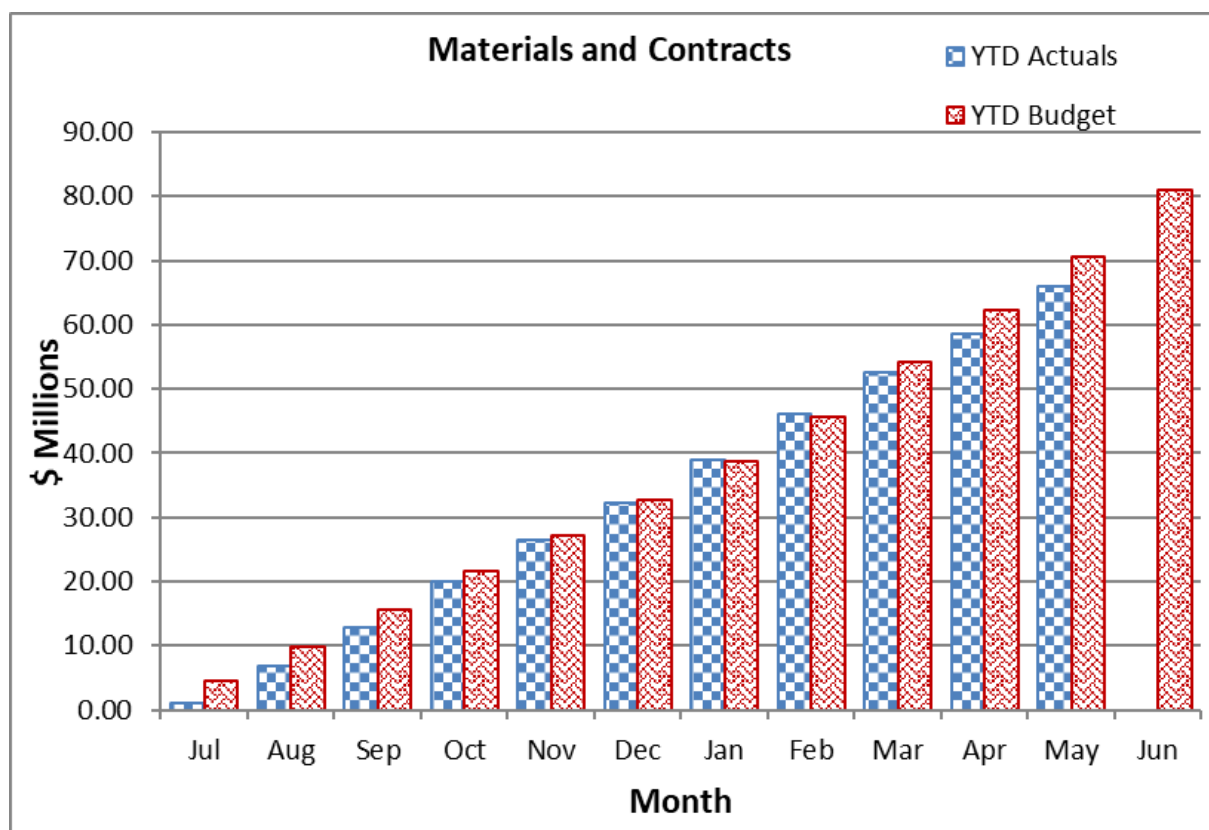
- Higher normal pay and superannuation expenses of \$1.0m, due to lower than budgeted number of vacancies;
- Higher provision of worker's compensation premiums of \$320k, which is in line with higher payroll expenses and lower vacancies;
- Higher annual leave expenses of \$675k due to lower vacancy rate;
- Higher expenses due to timing differences of Development Contribution Plans (DCP) salary recoveries of \$252k;
- Higher overtime expenses of \$140k;
Offset by
- Lower temporary personnel expenses of \$331k; and
- Lower training course fees expenditure from various business units of \$508k.



Note 7 Materials & Contracts***Year to Date - (Actual \$66.1m, Revised Budget \$70.5m)***

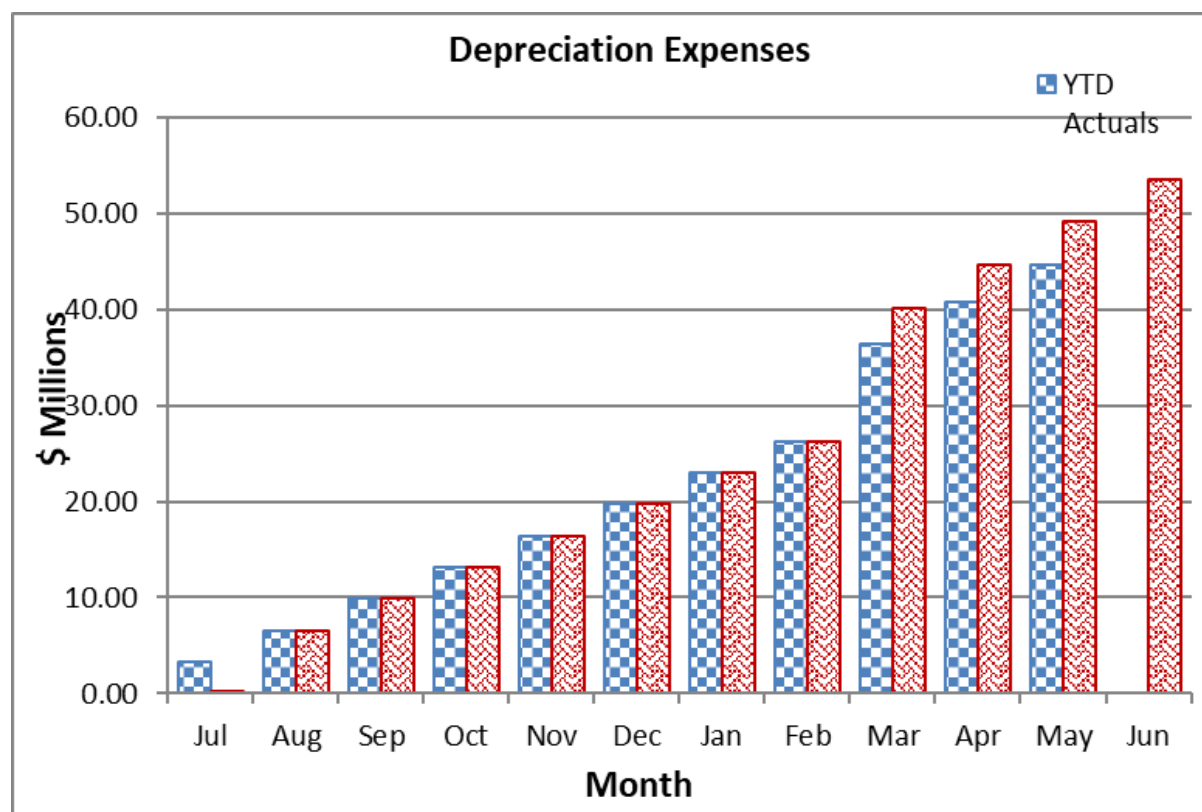
The Materials & Contracts expenditure is lower than the budget by \$4.4m, mainly due to:

- Timing differences and resource constraints of Maintenance Services expenses of \$1.3m;
- Timing differences of various Asset Management contract expenses of \$936k;
- Timing differences of Contract Expenses of \$288k in Emergency Preparedness Services;
- General Material Expenses underspend by \$856k mainly due to delays caused by tender issues related to Park Maintenance supplies;
- Delays of Consulting work related to Information Technology and Business systems of \$493k; and
- Delay in consulting work related to Waste Services, Parks, Conservation Management, Coastal Maintenance and Asset Planning Services of \$569k.



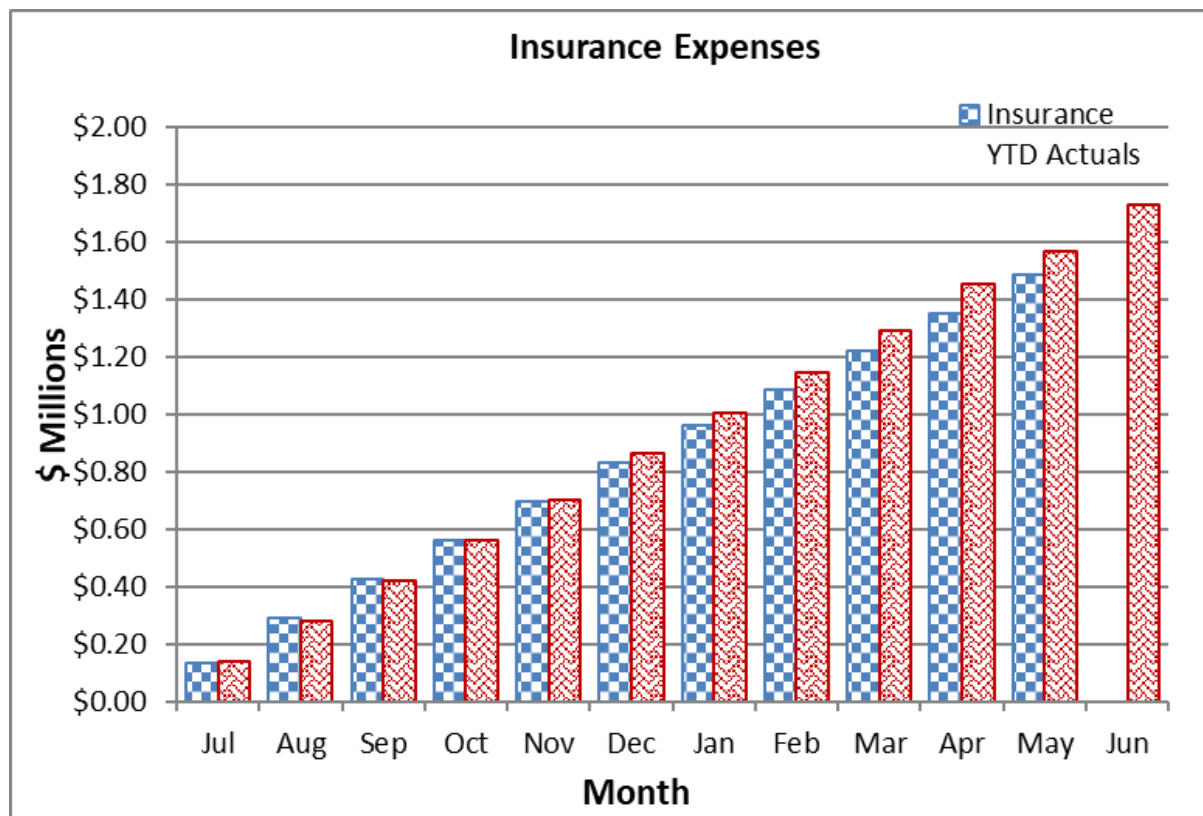
Note 8 Depreciation***Year to Date - (Actual \$44.6m, Revised Budget \$49.1m)***

The lower than budget Depreciation of \$4.5m 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 \$3.0m, which is a non cash expense and no impact to the net funding position.



Note 9 Insurance**Year to Date - (Actual \$1.5m, Revised Budget \$1.6m)**

The lower than budget Insurance of \$116k is mainly due to lower than budget insurance premium expenses related to Property and Management Liability Insurances.

**Note 10 Loss on Asset Disposals****Year to Date - (Actual \$450k, Revised Budget \$1.0m)**

The positive variance of \$566k is mainly due to the delay in Plant and Equipment disposals.

Investing Activities**Note 11 Proceeds from Disposal of Assets****Year to Date – (Actual \$4.0m, Revised Budget \$7.2m)**

The negative variance of \$3.2m is attributable to the delay in the Disposal of Assets.

Note 12 Purchase of Property, Plant and Equipment**Year to Date – (Actual \$26.3m, Revised Budget \$29.9m)**

The lower outflow of \$3.5m 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 \$28.2m, Revised Budget \$32.4m)**

The lower outflow of \$3.7m 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 MAY 2024

| Description | 30 June 2023 Actual \$ | 31 May 2024 Actual \$ | Movement | | Notes |
|---------------------------|------------------------------|-----------------------------|-------------------|-------------|----------|
| | | | \$ | % | |
| Current Assets | 507,148,821 | 563,569,317 | 56,420,496 | 11.1 | |
| Current Liabilities | (103,242,922) | (98,313,976) | 4,928,946 | 4.8 | |
| NET CURRENT ASSETS | 403,905,899 | 465,255,341 | 61,349,442 | 15.2 | 1 |
| Non Current Assets | 2,849,566,209 | 2,889,632,090 | 40,065,881 | 1.4 | 2 |
| Non Current Liabilities | (179,051,309) | (210,165,132) | (31,113,823) | (17.4) | 3 |
| NET ASSETS | 3,074,420,799 | 3,144,722,299 | 70,301,500 | 2.3 | |
| TOTAL EQUITY | 3,074,420,799 | 3,144,722,299 | 70,301,500 | 2.3 | |

Note 1 - Net Current Assets

Compared to the closing position on 30 June 2023, Net Current Assets have increased by \$61.3m, 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 \$19.3m are mainly comprised of Rates and Waste Service Fees debtors of \$7.5m and Emergency Services Levy of \$985k. The remaining balance is attributed to General Debtors of \$ 10.5m.

Note 2 - Non-Current Assets

Non-Current Assets as at 31 May 2024 have increased by \$40.1m from 30 June 2023 closing balance, mainly due to an increase in Non current receivables from Development Contribution Plans, Property, Plant and Equipment and Infrastructure Assets partially offset by the decrease in investments in Associates and increase in Accumulated Depreciation.

Note 3 - Non-Current Liabilities

Non-Current Liabilities as at 31 May 2024 have increased by \$31.1m from 30 June 2023 closing balance, mainly due to change in unspent Grant Liabilities and change in non current deferred income from Development Contribution plans.

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 May 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).

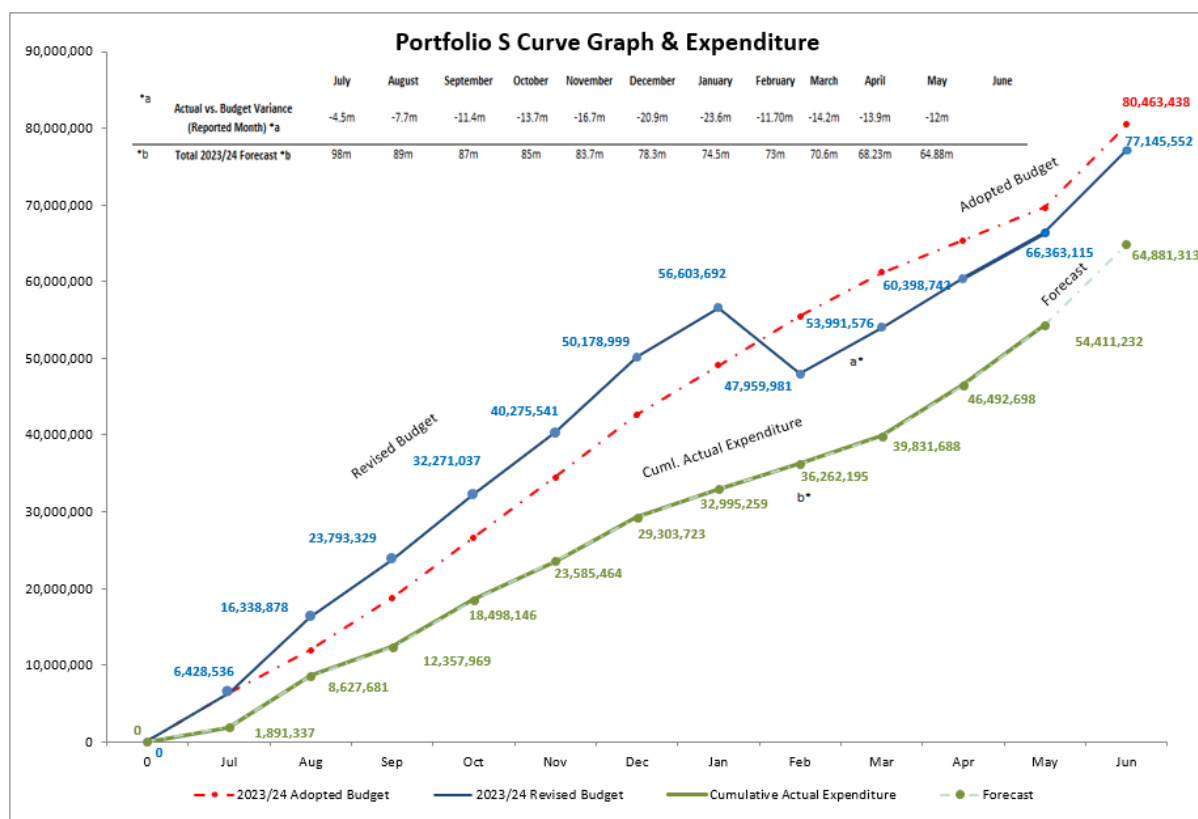
| Details | DLGSCI Minimum Standard | As at 31/05/2024 | As at 31/05/2023 | Current Year to Date -Minimum Standard Met |
|---|-------------------------------|---------------------|---------------------|--|
| Current Ratio | | | | |
| The ability to meet short term financial obligations from unrestricted current assets. | | | | |
| Current Assets - Restricted Current Assets (RCA) | =>1.00:1 | 1.8:1 | 1.0:1 | 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 | 26.3:1 | 22.6:1 | 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 | 1.1:1 | 1.2:1 | 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 | 0.1:1 | 0.1:1 | 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 | 18 | 303,522 | 1,602,645 | 2,551,234 | 63% |
| Community Safety | 13 | 202,260 | 809,502 | 1,378,796 | 59% |
| Conservation Reserves | 6 | 99,847 | 524,036 | 973,730 | 54% |
| Corporate Buildings | 5 | 115,724 | 320,708 | 643,000 | 50% |
| Environmental Offset | 4 | 32,682 | 221,832 | 401,250 | 55% |
| Fleet Management - Corporate | 9 | 706,013 | 2,572,792 | 3,143,396 | 82% |
| Foreshore Management | 9 | 146,866 | 7,432,040 | 8,063,471 | 92% |
| Golf Courses | 5 | 40,450 | 245,561 | 780,668 | 31% |
| Investment Projects | 16 | 368,268 | 5,322,950 | 6,410,445 | 83% |
| IT Equipment and Software | 17 | 247,978 | 1,780,741 | 4,960,102 | 36% |
| Parks Furniture | 15 | 142,771 | 2,514,624 | 2,965,550 | 85% |
| Parks Rehabilitation | 2 | 106,184 | 834,849 | 1,646,200 | 51% |
| Passive Park Development | 5 | 527,829 | 1,797,740 | 3,507,140 | 51% |
| Pathways and Trails | 7 | - | 3,738,074 | 4,108,024 | 91% |
| Roads | 17 | 1,427,622 | 5,843,388 | 9,999,283 | 58% |
| Sports Facilities | 39 | 1,510,108 | 15,348,310 | 20,981,585 | 73% |
| Stormwater Drainage | 4 | 10,476 | 34,564 | 82,000 | 42% |
| Street Landscaping | 2 | 7,994 | 57,726 | 100,000 | 58% |
| Traffic Treatments | 21 | 1,775,798 | 2,958,049 | 4,082,178 | 72% |
| Waste Management | 1 | 154,374 | 451,101 | 367,500 | 123% |
| Grand Total | 215 | 7,926,766 | 54,411,232 | 77,145,552 | 70.5% |

As at 31 May 2024, the City incurred \$54.4m of capital expenditure, which represents 70.5% of the \$77.1m 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-4372 Wanneroo Showground Clubrooms, Wanneroo, Upgrade Canopy – An amount of \$4,000 is required to cover project manager costs, which are not included under the grant conditions. It is proposed to fund this from savings identified in PR-2749 Recurring Program, New Major Pathways.

PR-4373 Splendid Park, Yanchep, Upgrade Floodlighting – A further \$3,408 is required to cover additional design costs for the LRCIP (Local Roads and Community Infrastructure Program) funded project. It is proposed to fund this from savings identified in PR-4297 Wangara Industrial Area, New CCTV Network, which is also an LRCIP funded project. This will help ensure full expenditure of the grant funds.

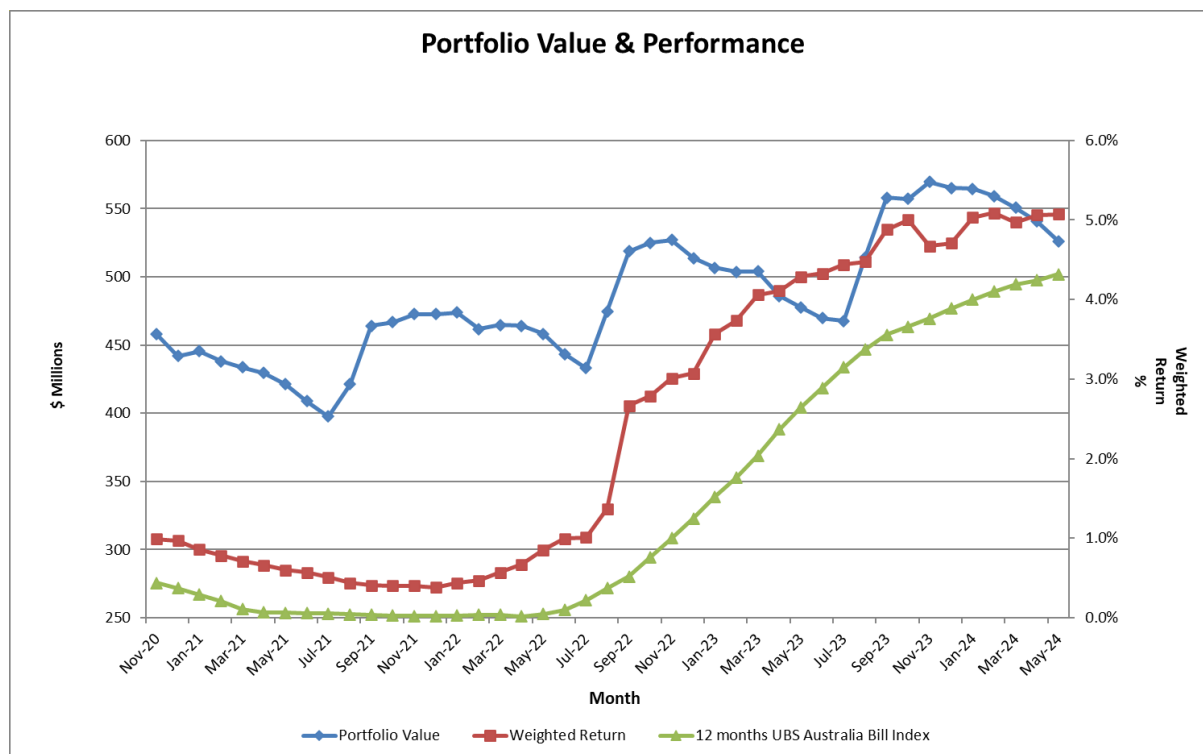
PR-4401 Jindalee Boulevard, Jindalee, Construct Roundabout at Investigator Pde – An additional \$6,000 is required to undertake a road safety audit upon completion of works. It is proposed to fund this from savings identified in PR-2749 Recurring Program, New Major Pathways.

PR-4439 Marmion Ave, Quinns Rocks, Upgrade Intersection of Pitcairn Entrance – Due to higher than anticipated utilities costs, as well as costs associated with tree protection, a further \$69,000 is required. The City is due to receive additional Federal Government grant funding to cover this.

PR-4506 Recurring Program, Upgrade Streetscape Infrastructure – An additional \$9,000 is required to cover additional design and project manager costs associated with the work packages. It is proposed to fund this from savings identified in PR-2749 Recurring Program, New Major Pathways.

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 May 2024, the City held an investment portfolio (cash & cash equivalents) of \$526.1m (Face Value), equating to \$542.7 inclusive of accrued interest. The City's year to date investment portfolio return has exceeded the UBS Australia Bank Bill rate index benchmark by 0.75% pa (5.07% pa vs. 4.32% 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

Recommendation

That Council:-

1. **RECEIVES** the Financial Activity Statement and commentaries on variances to Budget for the period ended 31 May 2024 consisting of:
 - a) May 2024 Financial Activity Statement;
 - b) May 2024 Net Current Assets Position; and
 - c) May 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-4372 | PR-2749 Recurring Program, New Major Pathways | PR-4372 Wanneroo Showground Clubrooms, Wanneroo, Upgrade Canopy | \$4,000 | Funds required for project manager costs not covered by the grant funding. |
| PR-4373 | PR-4297 Wangara Industrial Area, New CCTV Network | PR-4373 Splendid Park, Yanchep, Upgrade Floodlighting | \$3,408 | Funds to cover additional design costs. LRCIP funded project. |
| PR-4401 | PR-2749 Recurring Program, New Major Pathways | PR-4401 Jindalee Boulevard, Jindalee, Construct Roundabout at Investigator Pde | \$6,000 | Funds required to undertake road safety audit at completion of works. |
| PR-4439 | Federal Gov't Grants | PR-4439 Marmion Ave, Quinns Rocks, Upgrade Intersection of Pitcairn Entrance | \$69,000 | Funds required for additional utilities and tree protection costs. |
| PR-4506 | PR-2749 Recurring Program, New Major Pathways | PR-4506 Recurring Program, Upgrade Streetscape Infrastructure | \$9,000 | Funds required for additional design and project manager costs. |

Attachments:

- | | |
|--|-----------|
| 1. Attachment 1 - Net Current Assets - May 2024 | 24/210785 |
| 2. Attachment 2 - Statement of Financial Position May 2024 | 24/210786 |
| 3. Attachment 3 - Investment Report May 2024 | 24/210788 |
| 4. Attachment 4 - Top Projects 2023-24 - May 2024 | 24/210789 |

NET CURRENT ASSETS

Attachment 1

(a) Composition of Net Current Asset Position as at 31 May 2024

| Description | 30-June-2023 Actual \$ | 31-May-2024 Actual \$ | 30 June 2024 |
|--|------------------------------|-----------------------------|-------------------------|
| | | | Adopted Budget \$ |
| Current Assets | | | |
| Cash - Unrestricted | 42,023,075 | 45,809,657 | 17,630,000 |
| Cash - Restricted | 5,200 | 5,200 | 17,557,652 |
| Term Deposits | 440,000,000 | 498,000,000 | 377,037,148 |
| Receivables | 24,722,452 | 19,317,417 | 11,188,746 |
| Inventories | 398,094 | 437,043 | 390,588 |
| | 507,148,821 | 563,569,317 | 423,804,133 |
| Less: Current Liabilities | | | |
| Trade and Other Payables | (48,967,725) | (42,523,471) | (22,706,600) |
| Contract Liabilities | (30,117,159) | (30,030,877) | (733,903) |
| Lease Liabilities | (110,144) | (179,678) | (50,607) |
| Provisions | (24,047,894) | (25,579,950) | (22,733,004) |
| | (103,242,922) | (98,313,976) | (46,224,114) |
| Net Current Asset Position | 403,905,899 | 465,255,341 | 377,580,019 |
| Less - Total Adjustments to net current assets | (376,547,866) | (405,012,843) | (377,547,821) |
| Net current assets used in the Financial Activity Statement | 27,358,033 | 60,242,498 | 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-May-2024 Actual \$ | 30 June 2024 |
|---|------------------------------|-----------------------------|-------------------------|
| | | | Adopted Budget \$ |
| Less: | | | |
| - Profit on asset disposals | (4,325,770) | (77,373) | (3,412,293) |
| - Share of net profit of associates accounted for using the equity method | (1,243,273) | (3,144,139) | 0 |
| Add: | | | |
| - Loss on asset disposals | 1,878,188 | 450,197 | 1,219,165 |
| - Depreciation | 40,560,533 | 44,609,644 | 39,447,203 |
| - Movement in Non Current Lease Liability | 405,909 | (104,696) | 0 |
| - Pensioner deferred rates | (215,099) | 243,435 | 0 |
| - Employee provisions | 369,791 | (68,806) | 0 |
| - Movement in Contract Assets and Liabilities | 3,106,887 | 13,667,821 | 0 |
| - Inventory | 467,534 | (38,662) | 0 |
| | 41,004,700 | 55,537,421 | 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-May-2024 Actual \$ | 30 June 2024 |
|---|------------------------------|-----------------------------|-------------------------|
| | | | Adopted Budget \$ |
| Non-Cash Contributions of Assets | (20,761,287) | (25,212,981) | (26,191,189) |
| Property, plant & equipment received for substantially less than fair value | | | |
| Movement in unspent capital grants associated with restricted cash | 724,054 | (17,533,749) | 783,971 |
| | (20,037,233) | (42,746,730) | (25,407,218) |

(d) Current Assets & Liabilities Excluded From Budgeted Deficiency

Adjustments:

| Adjustments: | 30-June-2023 Actual \$ | 31-May-2024 Actual \$ | 30 June 2024 |
|--|------------------------------|-----------------------------|-------------------------|
| | | | Adopted Budget \$ |
| Cash - Reserve accounts | (305,949,998) | (327,020,163) | (300,551,134) |
| Less: | | | |
| - Current assets restricted to trading undertaking | (114,177,891) | (118,520,859) | (94,043,666) |
| Accrued Development Contribution Plans Income | (648,800) | (3,799,490) | 0 |
| Add: | | | |
| - Current portion of borrowings | 110,144 | 179,679 | 18,170 |
| - Current portion of contract liability held in reserve | 22,209,809 | 21,914,728 | 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 | 14,325,911 | 16,294,906 |
| | (376,547,866) | (405,012,843) | (377,547,821) |

Attachment 2

CITY OF WANNEROO
STATEMENT OF FINANCIAL POSITION
AS AT 31 MAY 2024

| Description | 30/06/2023 Actual \$ | 31/05/2024 Actual \$ |
|--------------------------------|----------------------------|----------------------------|
| Current Assets | | |
| Cash and Cash Equivalents | 42,028,275 | 45,814,857 |
| Trade and Other Receivables | 24,722,452 | 19,317,417 |
| Other Financial Assets | 440,000,000 | 498,000,000 |
| Inventories | 398,094 | 437,043 |
| | 507,148,821 | 563,569,317 |
| Non Current Assets | | |
| Trade and Other Receivables | 4,486,717 | 13,907,361 |
| Inventories | 16,769,298 | 16,769,298 |
| Investments in Associates | 30,027,648 | 26,883,512 |
| Property, Plant and Equipment | 397,398,735 | 410,456,428 |
| Infrastructure Assets | 2,400,375,316 | 2,421,078,643 |
| Right to Use Assets | 508,495 | 536,848 |
| | 2,849,566,209 | 2,889,632,090 |
| TOTAL ASSETS | 3,356,715,031 | 3,453,201,407 |
| Current Liabilities | | |
| Trade and Other Payables | 48,967,725 | 42,523,471 |
| Other Liabilities | 30,117,159 | 30,030,877 |
| Lease Liabilities | 110,144 | 179,678 |
| Employee Related Provisions | 20,473,394 | 22,005,450 |
| Other Provisions | 3,574,500 | 3,574,500 |
| | 103,242,922 | 98,313,976 |
| Non Current Liabilities | | |
| Other Liabilities | 95,699,993 | 126,987,846 |
| Lease Liabilities | 405,909 | 301,214 |
| Borrowings | 74,334,488 | 74,333,959 |
| Employee Related Provisions | 2,026,660 | 1,957,854 |
| Other Provisions | 6,584,259 | 6,584,259 |
| | 179,051,309 | 210,165,132 |
| TOTAL LIABILITIES | 282,294,232 | 308,479,108 |
| NET ASSETS | 3,074,420,799 | 3,144,722,299 |
| Equity | | |
| Reserve Accounts | 305,944,798 | 327,002,708 |
| Retained Surplus | 1,247,364,895 | 1,296,608,486 |
| Revaluation Surplus | 1,521,111,106 | 1,521,111,105 |
| TOTAL EQUITY | 3,074,420,799 | 3,144,722,299 |

INVESTMENT SUMMARY - As At 31 May 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 Group | | | | | | | | | | |
| 28,180,300.00 | 0.25 | Commonwealth Bank of Australia Perth | A1 | N/A | | N/A | Cash | 28,180,300.00 | | |
| 28,180,300.00 | 0.25% | | | | | | | 28,180,300.00 | | |
| Term Investment Group | | | | | | | | | | |
| 15,000,000.00 | 5.46 | Bendigo Bank | A2 | 13-June-2024 | 15,000,000.00 | 13-June-2023 | Term Deposit | 15,792,073.97 | 753,928.77 | 792,073.97 |
| 10,000,000.00 | 5.58 | Bendigo Bank | A2 | 19-June-2024 | 10,000,000.00 | 20-June-2023 | Term Deposit | 10,528,953.42 | 513,665.75 | 528,953.42 |
| 30,000,000.00 | 5.59 | Bendigo Bank | A2 | 17-July-2024 | 30,000,000.00 | 18-July-2023 | Term Deposit | 31,461,057.53 | 1,461,057.53 | 1,461,057.53 |
| 3,000,000.00 | 5.46 | Westpac Banking Corporation-AARC | A1 | 02-August-2024 | 3,000,000.00 | 02-August-2023 | Term Deposit | 3,135,976.44 | 135,976.44 | 135,976.44 |
| 20,000,000.00 | 5.52 | Commonwealth Bank of Australia Perth | A1 | 08-August-2024 | 20,000,000.00 | 09-August-2023 | Term Deposit | 20,895,298.63 | 895,298.63 | 895,298.63 |
| 30,000,000.00 | 5.44 | Commonwealth Bank of Australia Perth | A1 | 23-August-2024 | 30,000,000.00 | 24-August-2023 | Term Deposit | 31,256,416.44 | 1,256,416.44 | 1,256,416.44 |
| 80,000,000.00 | 5.38 | Westpac Banking Corporation | A1 | 06-September-2024 | 80,000,000.00 | 06-September-2023 | Term Deposit | 83,160,197.26 | 3,160,197.26 | 3,160,197.26 |
| 20,000,000.00 | 5.38 | Westpac Banking Corporation | A1 | 08-September-2024 | 20,000,000.00 | 08-September-2023 | Term Deposit | 20,784,153.42 | 784,153.42 | 784,153.42 |
| 25,000,000.00 | 5.38 | Westpac Banking Corporation | A1 | 08-September-2024 | 25,000,000.00 | 08-September-2023 | Term Deposit | 25,980,191.78 | 980,191.78 | 980,191.78 |
| 25,000,000.00 | 5.38 | Westpac Banking Corporation | A1 | 08-September-2024 | 25,000,000.00 | 08-September-2023 | Term Deposit | 25,980,191.78 | 980,191.78 | 980,191.78 |
| 50,000,000.00 | 5.36 | Commonwealth Bank of Australia Perth | A1 | 20-September-2024 | 50,000,000.00 | 20-September-2023 | Term Deposit | 51,864,986.30 | 1,864,986.30 | 1,864,986.30 |
| 10,000,000.00 | 5.38 | Commonwealth Bank of Australia Perth | A1 | 25-September-2024 | 10,000,000.00 | 26-September-2023 | Term Deposit | 10,365,545.21 | 365,545.21 | 365,545.21 |
| 10,000,000.00 | 5.33 | Westpac Banking Corporation | A1 | 10-October-2024 | 10,000,000.00 | 10-October-2023 | Term Deposit | 10,341,704.11 | 341,704.11 | 341,704.11 |
| 10,000,000.00 | 5.33 | Westpac Banking Corporation | A1 | 10-October-2024 | 10,000,000.00 | 10-October-2023 | Term Deposit | 10,341,704.11 | 341,704.11 | 341,704.11 |
| 10,000,000.00 | 5.30 | Suncorp | A1 | 24-October-2024 | 10,000,000.00 | 25-October-2023 | Term Deposit | 10,318,000.00 | 318,000.00 | 318,000.00 |
| 25,000,000.00 | 5.22 | Suncorp | A1 | 17-January-2025 | 25,000,000.00 | 19-January-2024 | Term Deposit | 25,475,520.55 | 475,520.55 | 475,520.55 |
| 25,000,000.00 | 5.22 | Suncorp | A1 | 20-January-2025 | 25,000,000.00 | 19-January-2024 | Term Deposit | 25,475,520.55 | 475,520.55 | 475,520.55 |
| 25,000,000.00 | 5.22 | National Australia Bank | A1 | 17-January-2025 | 25,000,000.00 | 19-January-2024 | Term Deposit | 25,475,520.55 | 475,520.55 | 475,520.55 |
| 15,000,000.00 | 5.18 | Suncorp | A1 | 29-January-2025 | 15,000,000.00 | 31-January-2024 | Term Deposit | 15,257,580.82 | 257,580.82 | 257,580.82 |
| 20,000,000.00 | 5.16 | Westpac Banking Corporation | A1 | 23-February-2025 | 20,000,000.00 | 23-February-2024 | Term Deposit | 20,277,084.93 | 277,084.93 | 277,084.93 |
| 25,000,000.00 | 5.08 | Suncorp | A1 | 07-March-2025 | 25,000,000.00 | 08-March-2024 | Term Deposit | 25,292,273.97 | 292,273.97 | 292,273.97 |
| 15,000,000.00 | 5.25 | National Australia Bank | A1 | 09-May-2025 | 15,000,000.00 | 10-May-2024 | Term Deposit | 15,045,308.22 | 45,308.22 | 45,308.22 |
| | | | | | | | | | | |
| 498,000,000.00 | 5.35% | | | | | | | 514,505,260.00 | 16,451,827.12 | 16,505,260.00 |
| | Weighted Return | | | | | | | | | |
| 526,180,300.00 | 5.07% | Totals | | | | | | 542,685,560.00 | 16,451,827.12 | 16,505,260.00 |
| | 4.32% | 12 month UBS Australia Bank Bill Index for 31 May 2024 | | | | | | | | |
| | 0.75% | 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 - May 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 | 1,930,000 | 802,242 | 1,127,750 | 8 | 8,457,051 | 8,532,823 | (75,772) | G | G | G | A | 47 | S5. Delivery | Construction commenced. Risk amber due to increased risk of a night works being implemented as local businesses are not supportive of temporary road closures. |
| PMO16061 | 002955 | 23756 | Halesworth Park, Butler, New Sports Facilities | 9,484,653 | 7,960,860 | 989,543 | 534,250 | 22,324,937 | 22,324,938 | (1) | G | G | G | G | 90 | 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 | 298,115 | 24,619 | 155,406 | 10,451,250 | 17,990,000 | (7,538,750) | G | R | R | A | 31 | S5. Delivery | Tender RFT23175 Construction awarded 21 May 2024 OCM to Wangara based Swan Group. Schedule and scope amended. Smoking ceremony planned for 21 June 2024 with site clearing to follow. Construction mobilisation anticipated July 2024 and facility opening anticipated late 2025. Carry forward current year funds for multi year project. Total budget of \$7.5m shortfall comprising of additional \$3m DLGSCI grant funding (included into FAA2) and \$4.539m from City Strategic Reserve Fund. Amber risk to highlight additional funding to be confirmed. |
| PMO18124 | 004169 | 34063 | Mindarie Breakwater, Mindarie, Renew Maintenance Management Plan | 6,751,715 | 6,625,266 | 60,000 | 66,449 | 9,528,844 | 9,464,532 | 64,312 | G | G | G | G | 99 | S6. Close-Out | Practical completion achieved 09 February 2024. Project savings anticipated. |
| PMO20056 | 004276 | 40598 | Lenore Road, Hocking, Upgrade to Dual Carriageway from Kemp St to Elliot Rd | 2,040,000 | 385,899 | 107,500 | 1,546,601 | 7,725,952 | 7,725,952 | 0 | G | R | G | G | 69 | S5. Delivery | Construction scheduled to start 24 June 2024; some materials already preordered by contractor. Anticipated completion May 2025. |
| PMO20057 | 004277 | 40645 | Alkimos, New Alkimos Aquatic and Recreation Centre | 2,645,299 | 2,029,429 | 228,087 | 387,783 | 82,975,804 | 82,926,337 | 49,467 | G | A | G | G | 24 | S4. Design | Detailed design progressed to 60% in line with the current programme. This documentation set has been costed and is in line with the \$82.9 approved budget. |
| PMO20062 | 004283 | 40782 | Heath Park, Eglinton, New Sports Amenities Building | 1,769,698 | 809,887 | 949,811 | 10,000 | 6,313,523 | 6,313,523 | 0 | G | G | G | G | 37 | S5. Delivery | The building slab is poured in and completed. Formwork for precast concrete panels has begun. Hard digging was encountered which may delay the installation of sewer line. On-site portable facilities are provided to the clubs during the construction phase. |

| Top Capital Projects 2023/24 - May 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 |
| PMO21060 | 004347 | 42656 | Flynn Drive, Neerabup, Upgrade from Wanneroo Road to Old Yanchep Road | 942,073 | 186,281 | 12,154 | 743,638 | 37,787,350 | 37,787,350 | 0 | A | R | G | A | 64 | S5. Delivery | Schedule delays associated with a requirement to redesign the ATCO Gas portion of works. Carry forward current year funds due to delay in the construction commencement now anticipated in 2024/25. Amber risk associated with the budget and schedule uncertainty with ATCO gas portion of works, as well as the current market fluctuations. |
| PMO22023 | 004400 | 44424 | Two Rocks Road, Yanchep, Upgrade Street Lighting | 1,128,850 | 1,118,361 | 489 | 10,000 | 1,197,500 | 1,197,500 | 0 | G | G | G | G | 74 | S5. Delivery | Western Power (WP) construction ongoing. UXO investigation completed and reports and clearance certificates recorded. MRWA schedule variation is approved, project grant completion date is extended to December 2024 Carry forward current year funds for construction delay. |
| PMO22049 | 004437 | 45560 | Hester Ave, Merriwa, Upgrade Intersection of Connolly Drive | 1,220,000 | 707,339 | 512,661 | 0 | 1,500,000 | 1,607,600 | (107,600) | G | G | G | G | 57 | S5. Delivery | Works commenced April 2024. WP portion of works completed May 2024. MRRG cost variation submitted to source budget shortfall in FY24-25 due to additional scope to add an on ramp, line marking reinstatement and internal costs. |
| PMO23003 | 004422 | 46036 | Mirraboooka Ave Kingsway, Landsdale, Upgrade Roundabout | 22,000 | 9,300 | 500 | 12,200 | 880,000 | 878,571 | 1,429 | A | R | G | A | 8 | S4. Design | Western Power (WP) construction quote and designs received. Tender for construction is being completed. Schedule delays due to Western Power (WP) availability impacting the overall construction timelines. Carry forward current year funds for construction delay. Amber risk to reflect WP delays. Road construction can only commence following WP construction anticipated in 24/25. |
| PMO23010 | 004425 | 46167 | Gnangara Rd, Madeley, Renew Road Surface | 1,648,000 | 1,618,750 | 3,110 | 26,140 | 1,648,000 | 1,621,860 | 26,140 | G | G | G | G | 99 | S6. Close-Out | Project in defects liability period with anticipated savings. |
| | | | | 30,060,428 | 22,551,727 | 4,016,225 | 3,492,476 | 190,790,211 | 198,370,986 | (7,580,775) | | | | | | | |

| 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 |

Transactional Finance

4.12 Warrant of Payments for the Period to 31 May 2024

File Ref: 1859V02 – 24/194776
 Responsible Officer: Director Corporate Strategy & Performance
 Attachments: Nil

Issue

Presentation to the Council of a list of accounts paid for the month of May 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 May 2024:

| Funds | Vouchers | Amount |
|---|-----------------|-------------------------------|
| Director Corporate Services Advance A/C Accounts Paid – May 2024 | | |
| Cheque Numbers | 124649 – 124688 | \$118,525.01 |
| Credit Cards | 57 - 58 | \$55,079.20 |
| EFT Document Numbers | 29226 - 30598 | <u>\$19,084,243.44</u> |
| TOTAL ACCOUNTS PAID | | <u>\$19,257,847.65</u> |
| Less Cancelled Cheques | | (\$1,539.11) |
| Manual Journals | | (\$4,964.95) |
| Town Planning Scheme | | <u>(\$14,480.00)</u> |
| RECOUP FROM MUNICIPAL FUND | | <u>\$19,236,863.59</u> |
| Municipal Fund – Bank A/C Accounts Paid – May 2024 | | |
| Recoup to Director Corporate Services Advance A/C | | \$19,236,863.59 |
| Bank Fees | | \$23,475.55 |
| Payroll – Direct Debits | | <u>\$4,350,774.09</u> |
| TOTAL ACCOUNTS PAID | | <u>\$23,611,113.23</u> |
| Town Planning Scheme Accounts Paid – May 2024 | | |
| Cell 1 | | \$1,250.00 |
| Cell 2 | | \$1,250.00 |
| Cell 3 | | \$1,250.00 |
| Cell 4 | | \$4,480.00 |
| Cell 5 | | \$1,250.00 |
| Cell 6 | | \$1,250.00 |
| Cell 7 | | \$1,250.00 |
| Cell 8 | | \$1,250.00 |
| Cell 9 | | <u>\$1,250.00</u> |
| TOTAL ACCOUNTS PAID | | <u>\$14,480.00</u> |

(Please note in some instances descriptions/details of one transaction are presented across two pages in following table.)

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 124649 | 6/05/2024 | Rates Refund | \$6,049.28 |
| 124650 | 6/05/2024 | Rates Refund | \$925.95 |
| 124651 | 6/05/2024 | Rates Refund | \$66,119.79 |
| 124652 | 6/05/2024 | So Media Group | \$4,950.00 |
| | | Discover Wanneroo - Destination Perth Day Trips | |
| 124653 | 13/05/2024 | Rates Refund | \$398.50 |
| 124654 | 13/05/2024 | Rates Refund | \$662.07 |
| 124655 | 13/05/2024 | Daud Ghorl | \$70.60 |
| | | Refund - Copies Of Plans - Not Available | |
| 124656 | 13/05/2024 | Troy Walsh | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 124657 | 20/05/2024 | Danielle Bull | \$100.57 |
| | | Refund - Animal Registration - Charged Twice | |
| 124658 | 20/05/2024 | Rates Refund | \$1,371.12 |
| 124659 | 20/05/2024 | David Hodgson | \$104.50 |
| | | Refund - Copies Of Plans | |
| 124660 | 20/05/2024 | Rates Refund | \$237.41 |
| 124661 | 20/05/2024 | Dexus Royal Randwick Pty Ltd | \$171.65 |
| | | Refund - Building Application - Returned Prior To Lodgement | |
| 124662 | 20/05/2024 | Ritebuild Group | \$110.00 |
| | | Refund - Occupancy Permit - Overdue | |
| 124663 | 20/05/2024 | City of Bayswater | \$14,335.56 |
| | | Long Service Leave Recoup - Former Employee | |
| 124664 | 20/05/2024 | ML Construction Builders | \$345.00 |
| | | Refund - Building Application - Rejected - No Response From Requests For More Information | |
| 124665 | 27/05/2024 | Dario Juric | \$61.65 |
| | | Refund - Building Application - Rejected | |
| 124666 | 27/05/2024 | Jai Tam | \$50.00 |
| | | Dog Registration Refund - Already Lifetime Registered - Re-Issue Stale Cheque 00120164 | |
| 124667 | 27/05/2024 | Shaymaa Neamah | \$69.80 |
| | | Refund - Copies Of Plans - Not Available | |
| 124668 | 27/05/2024 | Malcolm Sewell | \$23.50 |
| | | Refund - Copies Of Plans - Not Available | |
| 124669 | 27/05/2024 | Susan Burton | \$23.50 |
| | | Refund - Copies Of Plans - Not Available | |
| 124670 | 27/05/2024 | Wayne Kiely | \$81.00 |
| | | Refund - Copies Of Plans - Not Available | |
| 124671 | 27/05/2024 | Barbara Szybowska | \$69.80 |
| | | Refund - Copies Of Plans - Not Available | |
| 124672 | 27/05/2024 | Jake Roberts | \$57.50 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|---------------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Copies Of Plans - Not Available | |
| 124673 | 27/05/2024 | Nema Bunyadi | \$23.50 |
| | | Refund - Copies Of Plans - Not Available | |
| 124674 | 27/05/2024 | Lia Williams | \$23.50 |
| | | Refund - Copies Of Plans - Not Required | |
| 124675 | 27/05/2024 | Rates Refund | \$585.50 |
| 124676 | 27/05/2024 | Rates Refund | \$321.76 |
| 124677 | 27/05/2024 | Valid | \$2,280.00 |
| | | Training -Tree Risk Assessment Validator - 2 Attendees | |
| 124678 | 31/05/2024 | Michelle Gauntlett | \$500.00 |
| | | Art Awards Winner 2024 - Highly Commended - Sculpture | |
| 124679 | 31/05/2024 | Janice Oliver | \$1,400.00 |
| | | Art Awards Winner 2024 - Overall - Works On Paper | |
| 124680 | 31/05/2024 | Sam Bruce | \$1,400.00 |
| | | Art Awards Winner 2024 - Overall - Sculpture | |
| 124681 | 31/05/2024 | David Hall | \$1,000.00 |
| | | Art Awards Winner 2024 - Highly Commended - Printing | |
| 124682 | 31/05/2024 | Mei Swan Lim | \$1,400.00 |
| | | Art Awards Winner 2024 - Overall - Photo, Film & Digital Media | |
| 124683 | 31/05/2024 | Luke Lewis | \$500.00 |
| | | Art Awards Winner 2024 - Highly Commended - Works On Paper | |
| 124684 | 31/05/2024 | Chen He | \$7,500.00 |
| | | Art Awards Winner 2024 - Winner - Open Award | |
| 124685 | 31/05/2024 | Sarah Grange | \$500.00 |
| | | Art Awards Winner 2024 - Winner - Painting | |
| 124686 | 31/05/2024 | Audra de Pina | \$500.00 |
| | | Art Awards Winner 2024 - Winner - Photo, Film & Digital Media | |
| 124687 | 31/05/2024 | Umberto Pardini | \$1,400.00 |
| | | Art Awards Winner 2024 - Winner Overall - Painting | |
| 124688 | 31/05/2024 | Judy Rogers | \$2,000.00 |
| | | 2024 Art Awards Winner - Best City Of Wanneroo Resident | |
| | | | |
| | | Total Cheque Payments | \$118,525.01 |
| | | | |
| Electronic Funds Transfer | | | |
| 29226 | 1/05/2024 | 101 Residential Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29227 | 1/05/2024 | A2Z Sports Pty Ltd | \$360.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | 12 Badminton Racquets - Kingsway Stadium | |
| 29228 | 1/05/2024 | AARCO Environmental Solutions Pty Ltd | \$3,223.22 |
| | | ACM Removal - Capricorn Esplanade Stage 1 | |
| 29229 | 1/05/2024 | Aaron Anderson | \$500.00 |
| | | CCTV Rebate | |
| 29230 | 1/05/2024 | ABM Landscaping | \$1,207.80 |
| | | Repair Paving - Royston Link - Parks | |
| 29231 | 1/05/2024 | ABN Residential WA Pty Ltd | \$1,250.27 |
| | | Refund - Building Application - Duplicate | |
| 29232 | 1/05/2024 | ABN Residential WA Pty Ltd | \$10,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29233 | 1/05/2024 | Accenture Australia Pty Ltd | \$31,900.00 |
| | | Managed Cloud Services - ICT | |
| 29234 | 1/05/2024 | Access Unlimited International Pty Ltd | \$126.50 |
| | | Service And Calibration Of Gas Detector - Workshop | |
| 29235 | 1/05/2024 | Adam Campagne | \$500.00 |
| | | CCTV Rebate | |
| 29236 | 1/05/2024 | Adam Hill | \$500.00 |
| | | CCTV Rebate | |
| 29237 | 1/05/2024 | Alexander House of Flowers | \$325.00 |
| | | Flowers - Wedding Anniversary - Office Of The Mayor | |
| | | Small Wreath - East Butler Primary School & St James Anglican School - Office Of The Mayor | |
| 29238 | 1/05/2024 | Alinta Gas | \$22.15 |
| | | Gas Supply Charges | |
| 29239 | 1/05/2024 | Rates Refund | \$1,496.16 |
| 29240 | 1/05/2024 | Alkimos Surf Life Saving Club Inc. | \$15,000.00 |
| | | Beach Safety Services - 2023 / 2024 Summer Season - 2nd Instalment | |
| 29241 | 1/05/2024 | Allworks (WA) Pty Ltd | \$1,361.91 |
| | | Dry Hire Of Kubota - 12.01.2024 -16.01.2024 | |
| 29242 | 1/05/2024 | Rates Refund | \$250.78 |
| 29243 | 1/05/2024 | Archival Survival Pty Ltd | \$851.84 |
| | | Stationery - Cultural Services | |
| 29244 | 1/05/2024 | Arunkumar Sivaraman | \$500.00 |
| | | CCTV Rebate | |
| 29245 | 1/05/2024 | Ascon Survey and Drafting | \$16,327.53 |
| | | Site Survey - Various Locations | |
| 29246 | 1/05/2024 | Aussie Natural Spring Water | \$125.20 |
| | | Water Supplies - Print Room | |
| 29247 | 1/05/2024 | Australian Airconditioning Services Pty Ltd | \$23,316.51 |
| | | Air Conditioning Maintenance - Various Locations | |
| 29248 | 1/05/2024 | Australian Institute of Management Western Australia Human Resource Development Centre Limited | \$1,161.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Training - Psychological Safety And Psychosocial Risk - 1 Attendee - 16 - 17.05.2024 | |
| 29249 | 1/05/2024 | Australian Training Management Pty Ltd | \$1,150.00 |
| | | Training - Dogging Course - 1 Attendee | |
| 29250 | 1/05/2024 | AV Truck Service Pty Ltd | \$0.00 |
| | | Vehicle Spare Parts | |
| 29251 | 1/05/2024 | Bee Advice | \$250.00 |
| | | Remove Bee Hive - Capricornia Esplanade | |
| 29252 | 1/05/2024 | Benara Nurseries, Quito Pty Ltd | \$1,372.14 |
| | | Plant Supplies - Parks | |
| 29253 | 1/05/2024 | Better Pets and Gardens Wangara | \$100.57 |
| | | Animal Care Centre Supplies | |
| 29254 | 1/05/2024 | BGC Concrete | \$1,395.46 |
| | | Concrete Mix - Various Locations | |
| 29255 | 1/05/2024 | BGC Residential Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29256 | 1/05/2024 | Biostat Engineering | \$5,134.80 |
| | | Test Water Samples - Jimbub Swamp Park | |
| | | Treat Bore Hole With Disinfectant - Jimbub Swamp Park | |
| | | Pipeline Scourers - Clean Out Iron From Irrigation Mainlines - Parks | |
| 29257 | 1/05/2024 | Blackwell & Associates Pty Ltd | \$660.00 |
| | | Meeting Attendance - Design Review Panel | |
| 29258 | 1/05/2024 | Bladon WA Pty Ltd | \$481.25 |
| | | 250 Halo Phone Grips & Stands - WLCC | |
| 29259 | 1/05/2024 | Boral Construction Materials Group Ltd | \$308.22 |
| | | Kerb Mix - Landsdale Road - Engineering | |
| 29260 | 1/05/2024 | Bridgestone Australia Limited | \$23,227.94 |
| | | Tyre Fitting Services | |
| 29261 | 1/05/2024 | Brierly Gibson | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29262 | 1/05/2024 | Brightly Software Australia Pty Ltd | \$2,021.25 |
| | | Assetic Cloud - Hosted Environment - ICT | |
| 29263 | 1/05/2024 | Broadway Homes Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29264 | 1/05/2024 | Brownes Foods Operations Pty Limited | \$626.82 |
| | | Milk Supplies For The City | |
| 29265 | 1/05/2024 | Bucher Municipal Pty Ltd | \$1,817.09 |
| | | Vehicle Spare Parts | |
| 29266 | 1/05/2024 | Cabcharge | \$78.80 |
| | | Cabcharge Tickets | |
| 29267 | 1/05/2024 | Caidyn Smith | \$80.00 |
| | | Dog Registration Refund - Deceased | |
| 29268 | 1/05/2024 | Car Care (WA) Mindarie | \$440.00 |
| | | Monthly Cleaning - Community Buses | |
| 29269 | 1/05/2024 | Car Care Motor Company Pty Ltd | \$5,795.70 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Vehicle Repairs / Services | |
| 29270 | 1/05/2024 | CGU Insurance | \$15.00 |
| | | Refund - Paid To The City In Error - Aquamotion | |
| 29271 | 1/05/2024 | Rates Refund | \$1,351.91 |
| 29272 | 1/05/2024 | Churches of Christ Sport & Recreation Association (CCSRA) | \$200.00 |
| | | Participation Funding - 1 Member - U14 Champion Girls Basketball Australian Club Championships | |
| 29273 | 1/05/2024 | Civil Sciences and Engineering | \$14,702.60 |
| | | Rehabilitation Grant Applications - MRRG Road Rehabilitation | |
| 29274 | 1/05/2024 | Coates Hire Operations Pty Limited | \$1,445.36 |
| | | Equipment Hire - Various Locations - Engineering | |
| 29275 | 1/05/2024 | Cole Baxter | \$2,860.00 |
| | | Artist Exhibiting Fee - NAIDOC Exhibition | |
| 29276 | 1/05/2024 | Complete Office Supplies Pty Ltd | \$1,810.69 |
| | | Office Supplies - Various Service Units | |
| 29277 | 1/05/2024 | Contra-Flow Pty Ltd | \$23,055.31 |
| | | Traffic Management Services - Various Locations | |
| 29278 | 1/05/2024 | Corsign (WA) Pty Ltd | \$7,843.00 |
| | | Memorial Plaque - Parks | |
| | | Stickers - Chemical Labelling | |
| | | 300 Metres Construction Banner - Heath Park | |
| 29279 | 1/05/2024 | Corsign (WA) Pty Ltd | \$2,996.95 |
| | | Attach 4 A-Strut Lengths To Existing Signs - Parks | |
| | | Replace Beach Sign - South Yanchep Beach - Engineering | |
| | | Sign - Clean Up After Your Dog - Waste Services | |
| | | Street Name Plates - Engineering | |
| | | Supply And Install New Park Sign - Rosegreen Park, Butler | |
| 29280 | 1/05/2024 | Cortez Nominees Trust & Piovesan Family Trust No. 2 & Woodland Family Trust 2 | \$7,205.00 |
| | | Investigation Of Washdown Facilities - Carramar And Marangaroo Golf Courses | |
| 29281 | 1/05/2024 | Craneswest (WA) Pty Ltd | \$150,349.41 |
| | | Work Completed By Western Go Organics - Waste | |
| 29282 | 1/05/2024 | Craneswest (WA) Pty Ltd | \$12,462.34 |
| | | Removal Of Green Waste - Motivation Drive Site | |
| 29283 | 1/05/2024 | Critical Fire Protection & Training Pty Ltd | \$247.50 |
| | | Repair Fire Hose - Depot | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 29284 | 1/05/2024 | Cromag Pty Ltd (Sigma Chemicals) | \$1,119.25 |
| | | Chemical Supplies For Aquamotion | |
| 29285 | 1/05/2024 | CS Legal | \$17,300.41 |
| | | Court Fees - Rating Services | |
| 29286 | 1/05/2024 | Daimler Trucks Perth | \$70.50 |
| | | Vehicle Spare Parts | |
| 29287 | 1/05/2024 | Daniel van der Craght | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29288 | 1/05/2024 | Data #3 Limited | \$391.53 |
| | | Azure Plan - 1.03.2024 - 31.03.2024 - ICT | |
| 29289 | 1/05/2024 | Datavoice Communications Pty Ltd | \$36,850.00 |
| | | Maintenance And Support Services - 01.05.2024 - 31.04.2025 | |
| 29290 | 1/05/2024 | David Allan-Petale | \$360.00 |
| | | Hosting - In Conversation With Michael Trant | |
| 29291 | 1/05/2024 | David Roy Cull | \$605.00 |
| | | Pest Control Services - Various Locations | |
| 29292 | 1/05/2024 | Department of the Premier and Cabinet | \$374.40 |
| | | Advertising - Change Of Valuation Land Method - Rating Services | |
| 29293 | 1/05/2024 | Devrim Erkan | \$419.70 |
| | | CCTV Rebate | |
| 29294 | 1/05/2024 | Dion Corfield | \$495.00 |
| | | CCTV Rebate | |
| 29295 | 1/05/2024 | Divyeshkumar Patel | \$500.00 |
| | | CCTV Rebate | |
| 29296 | 1/05/2024 | DMC Cleaning | \$5,310.52 |
| | | Cleaning Services - Various Locations | |
| 29297 | 1/05/2024 | Dowsing Group Pty Ltd | \$30,032.27 |
| | | Concrete Works - Various Locations - Engineering | |
| 29298 | 1/05/2024 | Drainflow Services Pty Ltd | \$67,992.85 |
| | | Road Sweeping / Drain Cleaning Works - Various Locations | |
| 29299 | 1/05/2024 | Eamon Shutt | \$500.00 |
| | | CCTV Rebate | |
| 29300 | 1/05/2024 | Eastern Metropolitan Regional Council | \$2,495.00 |
| | | Clothes Swap - 12 April 2024 | |
| 29301 | 1/05/2024 | Eclipse Commerce Pty Ltd trading as REDeLEARN | \$3,748.90 |
| | | Redelearn Library Subscription | |
| 29302 | 1/05/2024 | Cancelled | |
| 29303 | 1/05/2024 | Ecoblue International | \$3,253.80 |
| | | Adblue Supplies - Parks | |
| 29304 | 1/05/2024 | Elan Energy Matrix Pty Ltd | \$17,606.86 |
| | | Removal Of Scrap Tyres - Community Waste Drop Off Weekend 2024 | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29305 | 1/05/2024 | Elite Pool Covers Holdings Pty Ltd | \$12,061.50 |
| | | Outdoor Pool Blanket - Aquamotion | |
| 29306 | 1/05/2024 | Elite Tours | \$4,165.00 |
| | | Gold Program - Avon Valley Experience | |
| 29307 | 1/05/2024 | Elliotts Irrigation Pty Ltd | \$2,973.85 |
| | | Iron Filter Servicing - Various Locations | |
| 29308 | 1/05/2024 | Environmental Industries Pty Ltd | \$27,226.51 |
| | | Landscape Maintenance Services - Various Locations | |
| 29309 | 1/05/2024 | Epic Catering & Events Services Pty Ltd | \$3,355.00 |
| | | Catering - Council Meeting | |
| | | Catering - WAGA Meeting | |
| 29310 | 1/05/2024 | Ergolink | \$2,574.00 |
| | | 5 Office Chairs - Various Employees | |
| 29311 | 1/05/2024 | FE Technologies Pty Ltd | \$1,107.70 |
| | | Circulation Assistant High Power Shield RFID Pad - WLCC | |
| 29312 | 1/05/2024 | Feral Invasive Species Eradication | \$1,925.00 |
| | | Feral Animal Control - Yellagonga - April 2024 | |
| 29313 | 1/05/2024 | First Homebuilders Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29314 | 1/05/2024 | Flick Anticimex Pty Ltd | \$844.80 |
| | | Sanitary Waste Services For The City | |
| 29315 | 1/05/2024 | Focus Consulting WA Pty Ltd | \$1,155.00 |
| | | Electrical Consulting Services - Broadview Park | |
| 29316 | 1/05/2024 | Foxfish Pty Ltd t/as Binley Fencing | \$2,334.77 |
| | | Temporary Fencing - Kingsway Sporting Club - Assets | |
| 29317 | 1/05/2024 | Frances McMorro | \$149.50 |
| | | Hire Fee Refund | |
| 29318 | 1/05/2024 | Freestyle Now | \$2,970.00 |
| | | Skate Jam - April School Holidays - Youth Services | |
| 29319 | 1/05/2024 | Fusion Applications Pty Ltd | \$6,600.00 |
| | | OICS Architecture Integration - Week Ending 21.04.2024 - ICT | |
| 29320 | 1/05/2024 | GDR Mobile Auto Electrical Services Pty Ltd | \$660.00 |
| | | Vehicle Repairs / Works - Fleet | |
| 29321 | 1/05/2024 | Geoff's Tree Service Pty Ltd | \$142,819.69 |
| | | Pruning Works - Various Locations | |
| 29322 | 1/05/2024 | GPC Asia Pacific Pty Ltd | \$273.63 |
| | | Vehicle Spare Parts | |
| 29323 | 1/05/2024 | Grasstrees Australia | \$6,380.00 |
| | | Extraction Of 10 Grasstrees - Assets | |
| 29324 | 1/05/2024 | Gray-Nicolls Sports Pty Ltd | \$379.50 |
| | | 15 NB-Regen Recycled Netballs - Kingsway | |
| 29325 | 1/05/2024 | Greenwood Party Hire | \$839.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Hire Of Tables, Tablecloths, Serviettes And Overlays - Community Services | |
| 29326 | 1/05/2024 | Halpd Pty Ltd Trading As Affordable Living Homes | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29327 | 1/05/2024 | Heatley Sales Pty Ltd | \$4,442.90 |
| | | Gloves - Stores Stock | |
| 29328 | 1/05/2024 | Heavy Automatics Pty Ltd | \$1,403.51 |
| | | Vehicle Spare Parts | |
| 29329 | 1/05/2024 | Cancelled | |
| 29330 | 1/05/2024 | Hickey Constructions Pty Ltd | \$357,038.73 |
| | | Bus Shelter Removal - Gibbs Road, Wanneroo Road | |
| | | Boardwalk Repairs - Gangway Park | |
| | | BBQ Brick Work Repairs - Butterworth Park | |
| | | Progress Claim 6 - Yanchep Lagoon Kiosk Upgrades | |
| | | Replace Timber Planks, Staircase Stringers & Limestone Capping - Jindalee Foreshore | |
| | | Replace Damaged Coping Stones On Steps - Ripplevale Park | |
| | | Supply & Install 6 Windows With Tinting - Aquamation | |
| 29331 | 1/05/2024 | Hitachi Construction Machinery Pty Ltd | \$516.92 |
| | | Vehicle Filters - Stores | |
| 29332 | 1/05/2024 | Home Group WA Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29333 | 1/05/2024 | HopgoodGanim Lawyers | \$3,411.05 |
| | | Legal Fees For The City | |
| 29334 | 1/05/2024 | Humes Concrete Products | \$6,104.98 |
| | | Drainage Liners & Bases - Kingsway Sporting Complex - Assets | |
| 29335 | 1/05/2024 | Hydra Storm | \$6,710.18 |
| | | Drainage Lids For Kingsway Regional Sporting Complex Carpark | |
| | | Stormwater Cover Insert - Engineering | |
| 29336 | 1/05/2024 | Hydroquip Pumps & Irrigation Pty Ltd | \$987.14 |
| | | Repair Dosing Unit - Various Locations - Parks | |
| 29337 | 1/05/2024 | Hyunwoo Kim | \$500.00 |
| | | CCTV Rebate | |
| 29338 | 1/05/2024 | Rates Refund | \$3,387.42 |
| 29339 | 1/05/2024 | Ibrahm Angelo Abouelsheikh | \$500.00 |
| | | CCTV Rebate | |
| 29340 | 1/05/2024 | Imagesource Digital Solutions | \$654.50 |
| | | Printing - Business Starter Guide Booklets | |
| 29341 | 1/05/2024 | Imogen Sach | \$463.50 |
| | | CCTV Rebate | |
| 29342 | 1/05/2024 | Insight Urbanism | \$1,980.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Consultancy - Design Review Panel | |
| | | Presentation And Facilitation - Design Review Training - Internal | |
| 29343 | 1/05/2024 | Instant Toilets & Showers Pty Ltd | \$424.60 |
| | | Toilet Hire - Yellagonga Pathway | |
| 29344 | 1/05/2024 | Integrity Industrial Pty Ltd | \$34,672.47 |
| | | Casual Labour Charges | |
| 29345 | 1/05/2024 | Integrity Industrial Pty Ltd | \$21,067.99 |
| | | Casual Labour Charges | |
| 29346 | 1/05/2024 | Integrity Staffing | \$434.38 |
| | | Casual Labour Charges | |
| 29347 | 1/05/2024 | Intelife Group | \$18,325.81 |
| | | Cleaning Services For The City | |
| 29348 | 1/05/2024 | J Blackwood & Son Ltd | \$1,701.99 |
| | | Filter Cartridges, Wipes, Measuring Jugs & Fuel Cans - Stores | |
| 29349 | 1/05/2024 | Jadu Software Pty Ltd | \$7,920.00 |
| | | Retrieving Securepay Payment Reference Numbers - ICT | |
| 29350 | 1/05/2024 | Jaguar Construction | \$1,324.35 |
| | | Refund - Building Application - Withdrawn | |
| 29351 | 1/05/2024 | Jako Industries Pty Ltd | \$52,296.20 |
| | | Mechanical Equipment Replacement - Aquamotion Wanneroo | |
| 29352 | 1/05/2024 | Japanese Truck & Bus Spares Pty Ltd | \$757.25 |
| | | Vehicle Spare Parts | |
| 29353 | 1/05/2024 | Jason Signmakers | \$1,585.91 |
| | | Replace Missing Panel – Bus Stop 12484 - Girrawheen - Assets | |
| 29354 | 1/05/2024 | JCorp Pty Ltd | \$6,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29355 | 1/05/2024 | JCorp Pty Ltd | \$20,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29356 | 1/05/2024 | Jill Huish | \$405.00 |
| | | CCTV Rebate | |
| 29357 | 1/05/2024 | Jobfit Health Group Pty Ltd | \$693.00 |
| | | Provision Of Pre-Employment Medical Assessments | |
| 29358 | 1/05/2024 | John Coffey | \$500.00 |
| | | CCTV Rebate | |
| 29359 | 1/05/2024 | John Short | \$156.50 |
| | | Refund - To Keep 3 Dogs Application - Cancelled | |
| 29360 | 1/05/2024 | Jost Services | \$638.00 |
| | | Service To Dividing Curtains - Kingsway Stadium | |
| 29361 | 1/05/2024 | Karen Stoute | \$500.00 |
| | | CCTV Rebate | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 29362 | 1/05/2024 | Kathleen Davis | \$350.00 |
| | | Bond Refund | |
| 29363 | 1/05/2024 | Keith Nisbett | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29364 | 1/05/2024 | Kelvin Lee | \$500.00 |
| | | CCTV Rebate | |
| 29365 | 1/05/2024 | Kinetic IT Pty Ltd | \$14,993.77 |
| | | Threat Intelligence Services - February 2024 - ICT | |
| 29366 | 1/05/2024 | Kleenit | \$1,120.99 |
| | | Graffiti Removal - Various Locations | |
| 29367 | 1/05/2024 | Landcare Weed Control | \$11,047.59 |
| | | Landscape Maintenance Services - Various Locations | |
| 29368 | 1/05/2024 | Landi Charlotte Jordaan | \$73.00 |
| | | Refund - Development Application - Overpaid | |
| 29369 | 1/05/2024 | Landscape Elements | \$72,064.78 |
| | | Landscape Maintenance Services - Various Locations | |
| 29370 | 1/05/2024 | Landscape Elements | \$25,870.00 |
| | | Landscape Maintenance Services - Various Locations | |
| 29371 | 1/05/2024 | Leigh Walton | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29372 | 1/05/2024 | LKS Constructions (WA) Pty Ltd | \$5,697.38 |
| | | Payment Claim 4 - Yanchep Sports And Social Club Building Upgrade - Assets | |
| 29373 | 1/05/2024 | Rates Refund | \$2,599.22 |
| 29374 | 1/05/2024 | Mackay Urban Design | \$880.00 |
| | | Attendance - Design Review Panel | |
| 29375 | 1/05/2024 | Materon Investments WA Pty Ltd | \$12,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29376 | 1/05/2024 | Matthew Radford | \$500.00 |
| | | CCTV Rebate | |
| 29377 | 1/05/2024 | Maureen Scaf | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29378 | 1/05/2024 | McGees Property | \$4,125.00 |
| | | Valuation - Strategic Land | |
| 29379 | 1/05/2024 | McLeods | \$7,700.00 |
| | | Legal Fees For The City | |
| 29380 | 1/05/2024 | MDM Entertainment Pty Ltd | \$434.55 |
| | | Book Stock - Library Services | |
| 29381 | 1/05/2024 | Meryl Nolan | \$500.00 |
| | | CCTV Rebate | |
| 29382 | 1/05/2024 | Micktric Events | \$1,072.50 |
| | | Festoon Lighting - Yanchep Concert - Events | |
| 29383 | 1/05/2024 | Millennium Kids Inc | \$1,364.00 |
| | | Youth Voice Workshops - Youth Week Program | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 29384 | 1/05/2024 | Millie Van Der Bruggen | \$500.00 |
| | | CCTV Rebate | |
| 29385 | 1/05/2024 | Mindarie Regional Council | \$9,270.82 |
| | | Refuse Disposal Charges For The City | |
| 29386 | 1/05/2024 | Mr Thi Tran | \$330.00 |
| | | CCTV Rebate | |
| 29387 | 1/05/2024 | Ms Thi Nguyen | \$500.00 |
| | | CCTV Rebate | |
| 29388 | 1/05/2024 | Mulugeta Tefera | \$500.00 |
| | | CCTV Rebate | |
| 29389 | 1/05/2024 | My Homes WA | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29390 | 1/05/2024 | Mysite Design Pty Ltd | \$9,955.00 |
| | | Enterprise Subscription - 29.06.2024 - 28.06.2025 | |
| 29391 | 1/05/2024 | Nancy Dagmar Hampton | \$405.00 |
| | | CCTV Rebate | |
| 29392 | 1/05/2024 | Natasha Rosky | \$149.50 |
| | | Hire Fee Refund | |
| 29393 | 1/05/2024 | National Lifestyle Villages (SCOMII - LIAII) | \$4,950.00 |
| | | Bond Release - Lake Joondalup Lifestyle Village - WAPC 120139 - Works Completed | |
| 29394 | 1/05/2024 | Nicholas Felgate | \$453.90 |
| | | CCTV Rebate | |
| 29395 | 1/05/2024 | Noma Pty Ltd | \$660.00 |
| | | Design Review Panel Meeting Attendance | |
| 29396 | 1/05/2024 | Nu-Trac Rural Contracting | \$12,253.48 |
| | | Beach Cleaning Services - Various Sites | |
| 29397 | 1/05/2024 | Nuturf | \$1,474.00 |
| | | Biostim Pellets - Parks | |
| 29398 | 1/05/2024 | Office Cleaning Experts | \$48.95 |
| | | Cleaning Services - South Zone Parks And Toilets | |
| 29399 | 1/05/2024 | Omnicom Media Group Australia Pty Ltd trading as Marketforce | \$6,052.95 |
| | | Advertising Services - Various | |
| 29400 | 1/05/2024 | On Tap Services | \$13,456.21 |
| | | Plumbing Maintenance Works - Various Locations | |
| 29401 | 1/05/2024 | On Track Fabrication | \$165.00 |
| | | Vehicle Repairs - Fleet | |
| 29402 | 1/05/2024 | Onsidesports | \$450.00 |
| | | Futsal Mimas White/Blue With Bag And Valve - Kingsway | |
| 29403 | 1/05/2024 | Optus | \$3,190.55 |
| | | Airtime Account - ICT | |
| 29404 | 1/05/2024 | Paperbark Technologies Pty Ltd | \$13,753.12 |
| | | Arborist Reports - Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 29405 | 1/05/2024 | Parker Black & Forrest | \$2,519.16 |
| | | Keying To City Matrix Standards - Assets | |
| 29406 | 1/05/2024 | Patio and Shed Approvals | \$110.00 |
| | | Refund - Building Application - Approved Over Statutory Time Frame | |
| 29407 | 1/05/2024 | Pei Chun Chao | \$77.00 |
| | | Refund - Re Issue Stale Cheque 122803 | |
| 29408 | 1/05/2024 | Perth Materials Blowing Pty Ltd | \$17,160.00 |
| | | Apply Mulch - Wanneroo Skate Park - Parks | |
| 29409 | 1/05/2024 | Perth Playground And Rubber | \$73,153.85 |
| | | Install Softfall - Homestead Park | |
| | | Repair Softfall - Frangipani Park | |
| 29410 | 1/05/2024 | PerthFacePainter | \$450.00 |
| | | April School Holiday Program / Initiative - Air Brush Tattoo | |
| 29411 | 1/05/2024 | Peter Wickham | \$494.78 |
| | | CCTV Rebate | |
| 29412 | 1/05/2024 | Platinum Locating Services | \$1,630.20 |
| | | Radar Investigation - Beachside Parade | |
| 29413 | 1/05/2024 | PLE Computers | \$129.00 |
| | | Wireless Mouse - ICT | |
| 29414 | 1/05/2024 | Rates Refund | \$1,008.54 |
| 29415 | 1/05/2024 | Prepak Victoria Pty Ltd | \$335.50 |
| | | Business Card Boxes - Print Room | |
| 29416 | 1/05/2024 | Prestige Alarms | \$8,564.96 |
| | | Alarm / CCTV Services - Various Locations | |
| 29417 | 1/05/2024 | Prestige Communications | \$16,093.35 |
| | | Celfi Foam - ICT | |
| 29418 | 1/05/2024 | Print Integrity | \$1,085.70 |
| | | 300 Sun Glass Pouches - 2024 Business Expo & Business Awards | |
| 29419 | 1/05/2024 | Priority 1 Fire & Safety Pty Ltd | \$825.00 |
| | | Breathing Apparatus Training – Aquamotion | |
| 29420 | 1/05/2024 | Progen Building Group Pty Ltd | \$2,000.00 |
| | | Refund - Street And Verge Bond | |
| 29421 | 1/05/2024 | Provet Pty Ltd | \$987.71 |
| | | Backhome Mini Microchips - Community Safety | |
| 29422 | 1/05/2024 | Pure Homes Pty Ltd Trading As B1 Homes | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29423 | 1/05/2024 | Quoc Nguyen | \$462.00 |
| | | CCTV Rebate | |
| 29424 | 1/05/2024 | RAC BusinessWise | \$210.00 |
| | | Call Out - Flat Battery - WN 34512 | |
| | | Call Out - Tyre Inflation - WN 34703 | |
| 29425 | 1/05/2024 | Rachadakorn Butr In | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29426 | 1/05/2024 | Randstad Pty Limited | \$2,520.69 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Casual Labour Charges | |
| 29427 | 1/05/2024 | Ratish Permala | \$217.91 |
| | | CCTV Rebate | |
| 29428 | 1/05/2024 | Raymond Morris | \$500.00 |
| | | CCTV Rebate | |
| 29429 | 1/05/2024 | Rebecca McCaul | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29430 | 1/05/2024 | Reinol WA | \$562.32 |
| | | Reinol "K" Hand Cleaner Dispenser Cartridge | |
| 29431 | 1/05/2024 | Relationships Australia (Western Australia) Inc | \$2,985.00 |
| | | Community Education - Accidental Counsellor - Education And Skills Training | |
| 29432 | 1/05/2024 | Reliable Fencing WA Pty Ltd | \$10,705.20 |
| | | Barrier Works - Various Locations | |
| 29433 | 1/05/2024 | Renae Shaw | \$150.00 |
| | | Dog Registration Refund - Sterilised | |
| 29434 | 1/05/2024 | Residential Building WA Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29435 | 1/05/2024 | Robert Corkish | \$500.00 |
| | | CCTV Rebate | |
| 29436 | 1/05/2024 | Robert Walters Pty Ltd | \$5,268.12 |
| | | Casual Labour Charges | |
| 29437 | 1/05/2024 | Rochelle Cotte | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29438 | 1/05/2024 | Rogers Axle & Spring Works Pty Ltd | \$1,214.40 |
| | | Vehicle Spare Parts | |
| 29439 | 1/05/2024 | Ronie Rago Patino | \$500.00 |
| | | CCTV Rebate | |
| 29440 | 1/05/2024 | Ross Loughton | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29441 | 1/05/2024 | Roy Gripske & Sons Pty Ltd | \$994.22 |
| | | Small Plant Spare Parts | |
| 29442 | 1/05/2024 | Royal Wolf Australia | \$1,446.33 |
| | | Equipment Hire - Event Kiosk & 3M Wide Cube Pallet - Halesworth Park | |
| 29443 | 1/05/2024 | Royden Mclvor | \$500.00 |
| | | CCTV Rebate | |
| 29444 | 1/05/2024 | RPS AAP Consulting Pty Ltd | \$19,567.35 |
| | | Consulting Services - Benmuni Park Desktop Assessment - Assets | |
| 29445 | 1/05/2024 | Rubek Automatic Doors | \$297.00 |
| | | Investigate Double Doors Not Fully Closing - Civic Centre | |
| 29446 | 1/05/2024 | RW Quantity Surveyors | \$9,157.50 |
| | | Quantity Surveying - Abbeville Sports Amenities Building | |
| | | Quantity Surveying - Gumblossom Community Centre | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 29447 | 1/05/2024 | Ryan Slater | \$61.65 |
| | | Refund – Re-Issue Stale Cheque 00119890 | |
| 29448 | 1/05/2024 | Sanpoint Pty Ltd ATF the Fiore Family Trust | \$103,939.44 |
| | | Landscape Maintenance Services - Various Locations | |
| 29449 | 1/05/2024 | Savannah Casey Turner-Wood T/a Second Spark Studios | \$420.00 |
| | | Patches Workshop - 3 Hour Session - Youth Services | |
| 29450 | 1/05/2024 | Scott Print | \$7,066.40 |
| | | Bulk Letter Mailout - Waste Services | |
| | | Councillor Letterheads - Corporate Support | |
| 29451 | 1/05/2024 | Seabreeze Landscape Supplies | \$19.00 |
| | | Scoop - Brickie Sand - Parks | |
| 29452 | 1/05/2024 | Shenae Curtain | \$498.00 |
| | | CCTV Rebate | |
| 29453 | 1/05/2024 | Silke Goette | \$500.00 |
| | | CCTV Rebate | |
| 29454 | 1/05/2024 | SJ McKee Maintenance Pty Ltd | \$1,752.00 |
| | | Repair Fencing - Lindsey Beach Boulevard - Waste | |
| | | Replace Basketball Hoop - Wadhurst Road - Waste | |
| | | Replace Downpipe - Reflection Boulevard - Waste | |
| 29455 | 1/05/2024 | Slater-Gartrell Sports | \$2,063.60 |
| | | Replace Basketball Nets - Parks South & Kingsway - Parks | |
| | | Replace Tennis Nets & Winders - Koondoola Park - Parks | |
| 29456 | 1/05/2024 | Smartech Systems Oceania Pty Ltd | \$1,776.50 |
| | | 1 Year Service - Duplo Cutter - Print Room | |
| 29457 | 1/05/2024 | Smarter Oracle Consulting | \$5,860.80 |
| | | Consulting Services - Develop Power Bi Reports And Facilitate User Training | |
| 29458 | 1/05/2024 | Sovereign Building Company | \$220.00 |
| | | Refund - Building Applications - Lodged In Error | |
| 29459 | 1/05/2024 | Sphere Architects | \$4,015.00 |
| | | Design Amendment - Civic Centre Wheelchair Canopy - Assets | |
| 29460 | 1/05/2024 | SPORTENG | \$2,821.50 |
| | | Irrigation Design & Consultancy Services - Anthony Waring Park | |
| 29461 | 1/05/2024 | St John Ambulance Western Australia Ltd | \$1,128.60 |
| | | Event Health Services - Skate Jam Yanchep | |
| | | First Aid Training Services | |
| 29462 | 1/05/2024 | Stantec Australia Pty Ltd | \$7,700.00 |
| | | New Traffic Signals - Intersection Marangaroo Drive / Girrawheen Ave | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 29463 | 1/05/2024 | Statewide Bearings | \$750.20 |
| | | Vehicle Spare Parts - Fleet | |
| 29464 | 1/05/2024 | Statewide Pump Services | \$330.00 |
| | | Investigate Pump Controller - Kingsway Olympic Soccer Changerooms | |
| 29465 | 1/05/2024 | Steven Holdham | \$409.09 |
| | | CCTV Rebate | |
| 29466 | 1/05/2024 | Rates Refund | \$1,680.00 |
| 29467 | 1/05/2024 | Stewart & Heaton Clothing Company Pty Ltd | \$2,204.14 |
| | | Uniform Issues - Community Safety | |
| 29468 | 1/05/2024 | Stiles Electrical & Communication Services Pty Ltd | \$2,448.27 |
| | | Sports Floodlighting - Dalvik Park - Assets | |
| 29469 | 1/05/2024 | Stiles Electrical & Communication Services Pty Ltd | \$14,130.83 |
| | | Retention Release Claim - Dalvik Park | |
| 29470 | 1/05/2024 | Superior Nominees Pty Ltd | \$15,272.73 |
| | | Playground Equipment Repairs - Various Locations | |
| 29471 | 1/05/2024 | Suzanne Groth | \$500.00 |
| | | CCTV Rebate | |
| 29472 | 1/05/2024 | Synergy | \$124,240.24 |
| | | Power Supply Charges - Various Locations | |
| 29473 | 1/05/2024 | Talbot Walsh | \$1,320.00 |
| | | Cast Bronze Plaque - Parks | |
| 29474 | 1/05/2024 | Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust) | \$1,177.71 |
| | | Refund - Building Application - Withdrawn | |
| 29475 | 1/05/2024 | Tania Bourke | \$500.00 |
| | | CCTV Rebate | |
| 29476 | 1/05/2024 | Taylor Burrell Barnett | \$756.80 |
| | | Management Plan & Subdivision, Provision Of Consultancy - Neerabup Services | |
| 29477 | 1/05/2024 | Team Global Express Pty Ltd | \$163.81 |
| | | Courier Services | |
| 29478 | 1/05/2024 | Tegan Rattew | \$375.00 |
| | | CCTV Rebate | |
| 29479 | 1/05/2024 | Telstra Limited | \$8,570.46 |
| | | ADSL, Girrawheen Hub Ethernet Services, Phone Charges - M2M Services - ICT | |
| 29480 | 1/05/2024 | Terravac Vacuum Excavation | \$897.53 |
| | | Location Of Services - Ashby Operations Centre - Parks | |
| 29481 | 1/05/2024 | The Distributors Perth | \$820.35 |
| | | Beverages & Confectionery - Kingsway Indoor Stadium | |
| 29482 | 1/05/2024 | The Richard Walley Family Trust | \$1,540.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Consultants Fee - Wanneroo Bardip Focus Group | |
| | | School Holiday Story Time Sessions - Museum | |
| 29483 | 1/05/2024 | The Royal Life Saving Society Australia | \$9,540.61 |
| | | Completed Home Pool Barrier Assessments - March 2024 | |
| 29484 | 1/05/2024 | The Trustee for BARRA CIVIL AND FENCING Trust | \$16,742.00 |
| | | Replace Old Fence With New Garrison Fence - Landsdale Rd | |
| 29485 | 1/05/2024 | The Trustee for New Dealership Trust | \$1,620.00 |
| | | Vehicle Repairs | |
| 29486 | 1/05/2024 | The Trustee for the Forever Project Trust | \$1,914.00 |
| | | Catio Workshop - Remaining Balance | |
| 29487 | 1/05/2024 | Tiago Klausberger | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29488 | 1/05/2024 | Todd Molloy | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29489 | 1/05/2024 | Toro Australia Group Sales Pty Ltd | \$1,467.33 |
| | | Vehicle Spare Parts | |
| 29490 | 1/05/2024 | Totally Workwear Joondalup & Butler | \$2,547.60 |
| | | Uniform Issue - Depot Staff | |
| 29491 | 1/05/2024 | Training Services Australia | \$363.00 |
| | | Training - Health And Safety Representative - Refresher Course 16.04.2024 - 1 Attendee | |
| 29492 | 1/05/2024 | Trio Home Builders WA Pty Ltd | \$129.00 |
| | | Refund - Building Application - Fee Paid In Error | |
| 29493 | 1/05/2024 | Triton Electrical Contractors Pty Ltd | \$21,425.80 |
| | | Irrigation Electrical Works - Various Locations | |
| 29494 | 1/05/2024 | Trophy Shop Australia | \$41.70 |
| | | Name Badges - Various Employees | |
| 29495 | 1/05/2024 | Truck Centre WA Pty Ltd | \$4,045.78 |
| | | Vehicle Spare Parts | |
| 29496 | 1/05/2024 | True North Church | \$850.00 |
| | | Bond Refund | |
| 29497 | 1/05/2024 | Turf Care WA Pty Ltd | \$1,056.00 |
| | | Apply Fertiliser - Memorial Park | |
| 29498 | 1/05/2024 | V Lambda Lighting Design | \$5,500.00 |
| | | Audit & Lighting Design Services - Clarkson Library | |
| 29499 | 1/05/2024 | Ventura Home Group Pty Ltd | \$4,072.80 |
| | | Refund - Street & Verge Bonds | |
| 29500 | 1/05/2024 | Cancelled | |
| 29501 | 1/05/2024 | Vivien Wickens | \$500.00 |
| | | CCTV Rebate | |
| 29502 | 1/05/2024 | WA Hino Sales & Service | \$1,818.39 |
| | | Vehicle Repairs - Fleet | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|----------------|
| Number | Date | Supplier / Description | Amount |
| 29503 | 1/05/2024 | Wanneroo Central Bushfire Brigade | \$7,000.00 |
| | | Reimbursement - 3 Controlled Burns - Fire Services | |
| 29504 | 1/05/2024 | Wanneroo Electric | \$22,517.55 |
| | | Electrical Maintenance Works - Various Locations | |
| 29505 | 1/05/2024 | Water Corporation | \$17,811.21 |
| | | Water Supply Charges - Various Locations | |
| 29506 | 1/05/2024 | Wei Zhang and Mary Jane Guiam Zhang | \$500.00 |
| | | CCTV Rebate | |
| 29507 | 1/05/2024 | Wesbar Vanquip Pty Ltd | \$2,310.00 |
| | | Modify & Install New Front Handrail And Grab Handle - Commuter Bus | |
| 29508 | 1/05/2024 | West Australian Young Readers Book Award | \$135.00 |
| | | West Australia Young Readers Book Award 2024 Merchandise For City Of Wanneroo Libraries | |
| 29509 | 1/05/2024 | West Coast Turf | \$17,032.07 |
| | | Turfing Works - Various Locations | |
| 29510 | 1/05/2024 | Western Australian Local Government Association | \$638.00 |
| | | Training - Report Writing For Informed Decision Making - 1 Attendee | |
| 29511 | 1/05/2024 | Western Irrigation Pty Ltd | \$36,939.21 |
| | | Irrigation Parts - Parks | |
| 29512 | 1/05/2024 | Western Power | \$2,279,292.79 |
| | | Emergency Vegetation Clearing - Capstone Way & Shortland Way | |
| | | Large Scale Powerline Construction Relocations - Hartman Drive - Assets | |
| | | Relocation Of Assets - Alexander Drive - Assets | |
| 29513 | 1/05/2024 | Westsun Energy Pty Ltd | \$9,977.00 |
| | | Deposit - Supply And Install 67.3kw Solar System - Aquamotion | |
| 29514 | 1/05/2024 | William Buck Consulting (WA) Pty Ltd | \$4,400.00 |
| | | Probity Services - CEO Performance Review | |
| | | Probity Services - Systems Strategy Review | |
| 29515 | 1/05/2024 | Wilson Security | \$934.20 |
| | | Security Services - Council Meetings | |
| 29516 | 1/05/2024 | Work Clobber | \$2,563.03 |
| | | Uniform Issues - Various Employees | |
| 29517 | 1/05/2024 | Workpower Incorporated | \$24,263.33 |
| | | Landscape Maintenance Services - Various Locations | |
| 29518 | 1/05/2024 | Workshed Children's Mosaics | \$990.00 |
| | | Clean / Repair - Banksia Sculpture Ridgeway Park - Cultural Development | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Repair Tiles - Mindarie Obelisk - Cultural Development | |
| 29519 | 1/05/2024 | Your Home Builder WA | \$8,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29520 | 1/05/2024 | Zenda Lingman | \$434.32 |
| | | CCTV Rebate | |
| 29521 | 1/05/2024 | Zetta Pty Ltd | \$38,884.38 |
| | | Draas Managed Services - ICT | |
| 29526 | 6/05/2024 | Chris John Langsford | \$56.43 |
| | | Reimbursement - Bags & Tape For Seed Trial | |
| 29527 | 6/05/2024 | Halima Mohamud | \$9.00 |
| | | Reimbursement - Parking Fees | |
| 29528 | 6/05/2024 | 3Logix Pty Ltd | \$18,700.00 |
| | | Waste Track Deployment, API Set Up, Self Service Set Up, And Training | |
| 29529 | 6/05/2024 | A.S.B. MARKETING PTY LTD | \$190.74 |
| | | 24/7 T-shirts - Aquamotion | |
| 29530 | 6/05/2024 | AAAC Towing | \$506.00 |
| | | Towing Services - Abandoned Vehicles - Rangers | |
| 29531 | 6/05/2024 | AARCO Environmental Solutions Pty Ltd | \$22,222.37 |
| | | Removal Of Asbestos - Various Locations | |
| 29532 | 6/05/2024 | ABN Residential WA Pty Ltd | \$16,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29533 | 6/05/2024 | ABN Residential WA Pty Ltd | \$14,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29534 | 6/05/2024 | Access Unlimited International Pty Ltd | \$126.50 |
| | | Service And Calibration Of Gas Detector - Fleet | |
| 29535 | 6/05/2024 | Adelphi Apparel | \$440.00 |
| | | Uniform Issue - Rangers | |
| 29536 | 6/05/2024 | Alexander Figg | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29537 | 6/05/2024 | Alexander House of Flowers | \$154.00 |
| | | Wreaths - Black April Ceremony - Office Of The Mayor | |
| 29538 | 6/05/2024 | Alinta Gas | \$7,549.10 |
| | | Gas Supply Charges - Various Locations | |
| 29539 | 6/05/2024 | Altronic Distributors | \$55.46 |
| | | Long Range Shield - Smart Cities' Initiative | |
| 29540 | 6/05/2024 | Animal Health Solutions Pty Ltd | \$643.84 |
| | | Supplies - Animal Care Centre | |
| 29541 | 6/05/2024 | Aussie Natural Spring Water | \$47.80 |
| | | Water Supplies - Yanchep Community Centre | |
| 29542 | 6/05/2024 | Australian Laboratory Services Pty Ltd | \$745.77 |
| | | Wangara Sump Sampling - Conservation | |
| 29543 | 6/05/2024 | BCA Consultants (WA) Pty Ltd | \$1,743.50 |
| | | Mechanical Services Condition Report - Aquamotion | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 29544 | 6/05/2024 | Beilby Executive Search Selection & Assessment | \$9,350.00 |
| | | Recruitment - Director Community And Place | |
| 29545 | 6/05/2024 | BGC Residential Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29546 | 6/05/2024 | Blackwell & Associates Pty Ltd | \$440.00 |
| | | Attendance - Design Review Panel | |
| 29547 | 6/05/2024 | Bladon WA Pty Ltd | \$1,483.55 |
| | | 250 Lanyards For New Employees | |
| | | Corporate Uniform Issue | |
| 29548 | 6/05/2024 | Blue Force Pty Ltd | \$6,388.80 |
| | | Progress Claim 1 - Heath Park Pavilion | |
| 29549 | 6/05/2024 | BP Australia Ltd | \$72,268.36 |
| | | Fuel Issues For The City | |
| 29550 | 6/05/2024 | Bridgestone Australia Limited | \$2,057.51 |
| | | Tyre Fitting Services | |
| 29551 | 6/05/2024 | Bronson Stallard | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29552 | 6/05/2024 | Brownes Foods Operations Pty Limited | \$101.10 |
| | | Milk Deliveries For The City | |
| 29553 | 6/05/2024 | Budo Group Pty Ltd | \$19,879.76 |
| | | Construction Of Wheelchair Canopy - The Wanneroo Civic Centre | |
| 29554 | 6/05/2024 | Bunnings Pty Ltd | \$579.00 |
| | | Karcher K4 Premium Power Control High Pressure Washer | |
| 29555 | 6/05/2024 | Cameron Chisholm & Nicol (WA) Pty Ltd | \$1,375.00 |
| | | Attendance - Design Review Panel | |
| 29556 | 6/05/2024 | Car Care Motor Company Pty Ltd | \$1,680.25 |
| | | Vehicle Repairs / Services | |
| 29557 | 6/05/2024 | Carvalho Design Solutions Pty Ltd | \$10,340.00 |
| | | Project Initiation/Site Investigation - Kingsway Regional Sporting Complex | |
| 29558 | 6/05/2024 | Cat Welfare Society Incorporated | \$3,055.25 |
| | | Daily Impound Fees - Rangers | |
| 29559 | 6/05/2024 | Rates Refund | \$149.96 |
| 29560 | 6/05/2024 | Certex Lifting Pty Ltd | \$3,185.60 |
| | | Service & Testing - Construction Lifting Chairs - Assets | |
| 29561 | 6/05/2024 | Chris Chappell | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29562 | 6/05/2024 | Rates Refund | \$819.17 |
| 29563 | 6/05/2024 | Civica Pty Ltd | \$0.00 |
| | | Invoice And Credit Zero Payment | |
| 29564 | 6/05/2024 | CK Maloney Surveying | \$8,778.00 |
| | | Digital Ground Survey - Quinns Road - Assets | |
| 29565 | 6/05/2024 | CL & BD Cranston | \$42.50 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|------------|
| Number | Date | Supplier / Description | Amount |
| | | Dog Registration Refund - Lifetime Registration Already Paid | |
| 29566 | 6/05/2024 | Clean Sweep and Specialized Sweeping Services | \$456.48 |
| | | Road Sweeping – Hawkins Road, Jandabup | |
| 29567 | 6/05/2024 | Community Greenwaste Recycling Pty Ltd | \$418.00 |
| | | Waste Recycling - Yellagonga Pathway | |
| 29568 | 6/05/2024 | Complete Office Supplies Pty Ltd | \$62.94 |
| | | Office Supplies - Community Safety | |
| 29569 | 6/05/2024 | Contra-Flow Pty Ltd | \$4,497.61 |
| | | Traffic Management Services - Various Locations | |
| 29570 | 6/05/2024 | Corsign (WA) Pty Ltd | \$140.80 |
| | | Corflute Signage - Rotary Park Closure | |
| 29571 | 6/05/2024 | Cr Bronwyn Smith | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29572 | 6/05/2024 | Cr Glynis Parker | \$3,049.62 |
| | | Monthly Meeting Attendance Allowance | |
| | | Travel Expense Claim - February & March 2024 | |
| 29573 | 6/05/2024 | Cr Helen Berry | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29574 | 6/05/2024 | Cr Jacqueline Huntley | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29575 | 6/05/2024 | Cr James Rowe | \$4,615.16 |
| | | Monthly Meeting Attendance Allowance | |
| 29576 | 6/05/2024 | Cr Jordan Wright | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29577 | 6/05/2024 | Cr Jordan Wright | \$976.01 |
| | | Travel Expense Claim - Virgin Flight 29.04.2024 | |
| 29578 | 6/05/2024 | Cr Natalie Herridge | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29579 | 6/05/2024 | Cr Paul Miles | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29580 | 6/05/2024 | Cr Sonet Coetzee | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29581 | 6/05/2024 | Craneswest (WA) Pty Ltd | \$1,777.60 |
| | | Debris Collection - Ferrara Park - Parks | |
| 29582 | 6/05/2024 | CS Legal | \$2,955.50 |
| | | Court Fees - Rating Services | |
| 29583 | 6/05/2024 | CS Legal | \$1,125.00 |
| | | Court Fees - Rating Services | |
| 29584 | 6/05/2024 | Daniel & Laura Newell | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29585 | 6/05/2024 | Danielle Wilson-Moore | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29586 | 6/05/2024 | David Roy Cull | \$1,370.60 |
| | | Pest Control Services -Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29587 | 6/05/2024 | Department of Fire & Emergency Services | \$1,337.00 |
| | | False Fire Alarm Attendance - Aquamotion | |
| 29588 | 6/05/2024 | Department of Planning, Lands and Heritage | \$6,168.00 |
| | | Application Fee - Applicant: Peter Simpson, PTS Town Planning Pty Ltd - Reference: DAP24/02686 - Property Address: Lot 395 Peony Boulevard Yanchep - Proposal: Service Station With Drive Through Dog & Car Wash | |
| 29589 | 6/05/2024 | DMC Cleaning | \$116,828.89 |
| | | Cleaning Services - Various Locations | |
| 29590 | 6/05/2024 | Dowsing Group Pty Ltd | \$10,487.63 |
| | | Footpath Repairs - Fontana Loop | |
| | | Steel Rail Resurfacing - Paloma Skate Park | |
| 29591 | 6/05/2024 | Drainflow Services Pty Ltd | \$22,571.62 |
| | | Road Sweeping / Drain Cleaning Services | |
| 29592 | 6/05/2024 | Eman Seif | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29593 | 6/05/2024 | Emerge Environmental Services Pty Ltd | \$13,127.40 |
| | | Local Biodiversity Plan Review - Assets | |
| 29594 | 6/05/2024 | Emma Solly | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29595 | 6/05/2024 | Environmental Industries Pty Ltd | \$127,845.10 |
| | | Landscape Maintenance Services - Various Locations | |
| 29596 | 6/05/2024 | Epic Catering & Events Services Pty Ltd | \$1,936.00 |
| | | Catering - Council Meeting 23 April 2024 | |
| 29597 | 6/05/2024 | EVH Emergency Vet Hospital | \$992.80 |
| | | Vet Charges - Rangers | |
| 29598 | 6/05/2024 | Evoke Interior Design Pty Ltd | \$6,691.66 |
| | | Refurbishment Works - Yanchep Sports & Social Club | |
| 29599 | 6/05/2024 | Fitzrite Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29600 | 6/05/2024 | Focus Building Company Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29601 | 6/05/2024 | Fulton Hogan Industries Pty Ltd | \$3,676.20 |
| | | Ezstreet Bioblend - Engineering | |
| 29602 | 6/05/2024 | Fusion Applications Pty Ltd | \$5,280.00 |
| | | OICS Architecture Integration - Week Ending 28.04.2024 - ICT | |
| 29603 | 6/05/2024 | Gary Dito | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29604 | 6/05/2024 | Gemmill Homes Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29605 | 6/05/2024 | Geoff's Tree Service Pty Ltd | \$1,747.42 |
| | | Pruning Services For The City | |
| 29606 | 6/05/2024 | GJ Woodard | \$243.55 |
| | | Keyholder Payments | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 29607 | 6/05/2024 | Grant Moyle | \$25.15 |
| | | Refund - Entry Fee For Arts Award | |
| 29608 | 6/05/2024 | Harry Lea | \$25.15 |
| | | Refund - Entry Fee For Art Award | |
| 29609 | 6/05/2024 | Hays Personnel Services | \$8,465.27 |
| | | Casual Labour Services | |
| 29610 | 6/05/2024 | Headset ERA | \$5,104.00 |
| | | Jabra Equipment - ICT | |
| 29611 | 6/05/2024 | Heatley Sales Pty Ltd | \$334.75 |
| | | Ratchet Tie Down - Stores Stock | |
| 29612 | 6/05/2024 | Heidi Campbell | \$500.00 |
| | | CCTV Rebate | |
| 29613 | 6/05/2024 | Hickey Constructions Pty Ltd | \$229,768.83 |
| | | Progress Claim 2 & Variations - Construction Of Heath Park Pavilion | |
| 29614 | 6/05/2024 | Homestart | \$2,483.76 |
| | | Refund - Street & Verge Bonds | |
| 29615 | 6/05/2024 | Ian Holding | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29616 | 6/05/2024 | Image Extra | \$1,870.00 |
| | | Dugite Rubber Wheel Stop - Engineering | |
| 29617 | 6/05/2024 | Integrity Industrial Pty Ltd | \$1,337.74 |
| | | Casual Labour Services | |
| 29618 | 6/05/2024 | Integrity Industrial Pty Ltd | \$1,607.69 |
| | | Casual Labour Services | |
| 29619 | 6/05/2024 | Interfire Agencies Pty Ltd | \$3,681.57 |
| | | Seaguard Class A Foam Concentrate - Fire Services | |
| 29620 | 6/05/2024 | J Blackwood & Son Ltd | \$181.82 |
| | | Set Files Warding Stahlwille - Stores | |
| 29621 | 6/05/2024 | James Skouros | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29622 | 6/05/2024 | Janice R.D. Lane | \$50.00 |
| | | Bond Refund - Temporary Signage - Cambrai Village Craft Group | |
| 29623 | 6/05/2024 | JCorp Pty Ltd | \$16,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29624 | 6/05/2024 | JCorp Pty Ltd | \$12,760.30 |
| | | Refund - Street & Verge Bonds | |
| 29625 | 6/05/2024 | Jobfit Health Group Pty Ltd | \$1,177.00 |
| | | Pre-Employment Medical Assessments | |
| 29626 | 6/05/2024 | Joshua Mitchell | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29627 | 6/05/2024 | Juan-Pierre van Deventer | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29628 | 6/05/2024 | Judith Birchall | \$200.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Wanneroo Bardip Focus Group Participation And Consultation | |
| 29629 | 6/05/2024 | Justin Bennett | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 29630 | 6/05/2024 | Kangaroop | \$345.07 |
| | | Rope - Carramar Golf Course Driving Range | |
| 29631 | 6/05/2024 | Kathryn Bell | \$50.00 |
| | | Dog Registration Refund - Animal Sterilised In 3rd Year | |
| 29632 | 6/05/2024 | Kevin Bolt | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29633 | 6/05/2024 | Kinetic IT Pty Ltd | \$14,993.77 |
| | | Threat Intelligence Service - ICT | |
| 29634 | 6/05/2024 | Rates Refund | \$641.71 |
| 29635 | 6/05/2024 | Rates Refund | \$3,324.82 |
| 29636 | 6/05/2024 | Lee Syminton | \$16,500.00 |
| | | Stage 1 & 2 Concept Design - Abbeville Sports Pavilion - Assets | |
| 29637 | 6/05/2024 | Les Mills Asia Pacific | \$838.50 |
| | | Les Mills License Subscription - Aquamotion | |
| 29638 | 6/05/2024 | Lisa Wilkins | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29639 | 6/05/2024 | Louis Cheetham and Drew Thompson | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29640 | 6/05/2024 | Mackay Urban Design | \$2,200.00 |
| | | Attendance - Design Review Panels | |
| 29641 | 6/05/2024 | Rates Refund | \$222.75 |
| 29642 | 6/05/2024 | Marizane Moore | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29643 | 6/05/2024 | Materon Investments WA Pty Ltd | \$4,397.85 |
| | | Refund - Street & Verge Bonds | |
| 29644 | 6/05/2024 | Matthew Ferreira | \$100.00 |
| | | Dog Registration Refund - Sterilisation | |
| 29645 | 6/05/2024 | Mayor Linda Aitken | \$14,626.79 |
| | | Monthly Meeting Attendance Allowance | |
| | | Reimbursement - Apparel, Travel Allowance - March And Parking Fees | |
| 29646 | 6/05/2024 | Rates Refund | \$182.15 |
| 29647 | 6/05/2024 | Mindarie Regional Council | \$323,500.53 |
| | | Refuse Disposal Charges | |
| 29648 | 6/05/2024 | Ms Peggy Brown | \$145.00 |
| | | Keyholder Payment | |
| 29649 | 6/05/2024 | Muchea Tree Farm | \$746.00 |
| | | Eucalyptus And Melaleuca Trees - Ashby | |
| 29650 | 6/05/2024 | Natural Area Consulting Management Services | \$4,497.02 |
| | | Landscape Maintenance Services - Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29651 | 6/05/2024 | Noma Pty Ltd | \$1,760.00 |
| | | Attendance - Design Review Panel | |
| 29652 | 6/05/2024 | Noma Pty Ltd | \$660.00 |
| | | Attendance - Design Review Panel | |
| 29653 | 6/05/2024 | Northern Perth Mobile Vet | \$341.00 |
| | | Euthanasia And Disposal Of Animal | |
| 29654 | 6/05/2024 | Office Cleaning Experts | \$123,523.60 |
| | | Cleaning Services - Various Locations | |
| 29655 | 6/05/2024 | Okaia Pty Ltd | \$2,618.00 |
| | | 2 Rovers & 2 Face Painters - Prepare Together - Events | |
| 29656 | 6/05/2024 | Omnicom Media Group Australia Pty Ltd trading as Marketforce | \$3,843.42 |
| | | Advertising Services -Various | |
| 29657 | 6/05/2024 | On Tap Services | \$1,301.04 |
| | | Plumbing Maintenance Charges - Various Locations | |
| 29658 | 6/05/2024 | Paridhi Apte | \$25.15 |
| | | Refund - Entry Fee Art Award | |
| 29659 | 6/05/2024 | Patrick Rooney | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29660 | 6/05/2024 | Rates Refund | \$372.82 |
| 29661 | 6/05/2024 | Perth Materials Blowing Pty Ltd | \$116,695.70 |
| | | Mulching Works - Gnangara / Mirrabooka | |
| | | Progress Claim 1 - Ground Preparation Works - Alexander Drive Mulching | |
| 29662 | 6/05/2024 | Perth Patio Magic Pty Ltd | \$3,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29663 | 6/05/2024 | Philip Bedworth | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29664 | 6/05/2024 | Powerhouse Batteries Pty Ltd | \$1,746.40 |
| | | Batteries - Ashby Depot | |
| 29665 | 6/05/2024 | Prensa Pty Ltd | \$1,056.00 |
| | | Whitfield Park - Asbestos Removal Visual Clearance Inspection | |
| 29666 | 6/05/2024 | Prestige Alarms | \$9,249.22 |
| | | Alarm / CCTV Services - Various Locations | |
| 29667 | 6/05/2024 | PTE Group Pty Ltd | \$9,944.82 |
| | | Additional Work - Mower Trucks - Fleet | |
| 29668 | 6/05/2024 | Qualcon Laboratories | \$2,816.00 |
| | | PSD Analysis Of Sand Samples - Two Rocks Beach | |
| 29669 | 6/05/2024 | Reliable Fencing WA Pty Ltd | \$7,836.21 |
| | | Replace Baseball Backnet Rubber - John Moloney Park - Parks | |
| | | Supply And Install Handrail - Civic Centre | |
| 29670 | 6/05/2024 | Renae Herron | \$2,400.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Unframed Acrylic On Canvas - Tranquil Turtle Friday - Beach To Bush Arts Festival | |
| 29671 | 6/05/2024 | Residential Building WA Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29672 | 6/05/2024 | Sanpoint Pty Ltd ATF the Fiore Family Trust | \$306,108.83 |
| | | Landscape Maintenance Services - Various Locations | |
| 29673 | 6/05/2024 | Sarah Baker | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29674 | 6/05/2024 | Sherwood Flooring WA Pty Ltd (NEW) | \$4,823.50 |
| | | Flooring Repairs - Kingsway Indoor Stadium - Assets | |
| 29675 | 6/05/2024 | Site Sentry Pty Ltd | \$286.00 |
| | | Safe Lowering Demonstration - Technician Labour | |
| 29676 | 6/05/2024 | Sphere Architects | \$12,160.50 |
| | | Contract Administration - Architectural Design And Detailing For Sound Insulation Of Meeting Rooms | |
| | | Consultancy - Design Of Upgrades To Elliot Park And Clubroom Building | |
| 29677 | 6/05/2024 | SSB Pty Ltd | \$8,342.03 |
| | | Refund - Street & Verge Bonds | |
| 29678 | 6/05/2024 | St John Ambulance Western Australia Ltd | \$610.50 |
| | | Event Health Services - Prepare Together | |
| 29679 | 6/05/2024 | Stantec Australia Pty Ltd | \$2,538.91 |
| | | New Traffic Signals - Intersection Marangaroo Drive / Girrawheen Ave | |
| 29680 | 6/05/2024 | Rates Refund | \$219.72 |
| 29681 | 6/05/2024 | Supreme Shades Pty Ltd | \$2,124.10 |
| | | Replace Shade Sail - Children's Playground Area - Wanneroo Library | |
| 29682 | 6/05/2024 | Sydney Tools Pty Ltd | \$835.86 |
| | | Tool Purchases - Assets | |
| 29683 | 6/05/2024 | Synergy | \$61,845.66 |
| | | Power Supply Charges - Various Locations | |
| 29684 | 6/05/2024 | Taleesa Griggs | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29685 | 6/05/2024 | Talitha Marco | \$50.00 |
| | | Dog Registration Refund - Euthanised | |
| 29686 | 6/05/2024 | Taylor Robinson Pty Ltd | \$440.00 |
| | | Attendance - Review Design Panel | |
| 29687 | 6/05/2024 | Team Global Express Pty Ltd | \$457.21 |
| | | Courier Services For The City | |
| 29688 | 6/05/2024 | Technology One Limited | \$9,768.00 |
| | | Application Managed Service - 01.05.2024 - 31.05.2024 - ICT | |
| 29689 | 6/05/2024 | Telstra Limited | \$1,154.56 |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Phone Charges For The City | |
| 29690 | 6/05/2024 | The Futures Group | \$8,567.35 |
| | | Legal Fees For The City | |
| 29691 | 6/05/2024 | The Royal Life Saving Society Australia | \$2,283.33 |
| | | Water Feature Reactive Maintenance - Kingsway Splashpad - Parks | |
| 29692 | 6/05/2024 | The Trustee for BARRA CIVIL AND FENCING Trust | \$25,091.00 |
| | | Install New Fencing - Daydream Way | |
| 29693 | 6/05/2024 | The Trustee for Prime Projects Construction Trust | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29694 | 6/05/2024 | The Vacuum Doctor | \$608.25 |
| | | Hepa Filtered Vacuum Cleaner - Kingsway | |
| 29695 | 6/05/2024 | Totally Workwear Joondalup & Butler | \$197.90 |
| | | Safety Boots - Asset Planning Services Employee | |
| 29696 | 6/05/2024 | Tracy McDonagh | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29697 | 6/05/2024 | Tree Planting & Watering | \$84,795.62 |
| | | Tree / Plant Watering - Various Locations | |
| 29698 | 6/05/2024 | Triton Electrical Contractors Pty Ltd | \$672.10 |
| | | Irrigation Electrical Works - Mintaro Park | |
| 29699 | 6/05/2024 | Truck Centre WA Pty Ltd | \$21,290.76 |
| | | Vehicle Spare Parts | |
| 29700 | 6/05/2024 | Ventura Home Group Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29701 | 6/05/2024 | Rates Refund | \$461.16 |
| 29702 | 6/05/2024 | Vexel Pty Ltd | \$6,216.21 |
| | | Dog Waste Bags | |
| 29703 | 6/05/2024 | Vinh Nguyen | \$2,701.64 |
| | | Monthly Meeting Attendance Allowance | |
| 29704 | 6/05/2024 | Viv Warren Consulting Pty Ltd | \$13,860.00 |
| | | January Citizenship Ceremony Community Survey | |
| 29705 | 6/05/2024 | Viva Energy Australia Pty Ltd | \$106,102.88 |
| | | Fuel Issues For The City | |
| 29706 | 6/05/2024 | Viviana Cavieres Mena | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29707 | 6/05/2024 | VTs – Vocational Training Services | \$2,527.20 |
| | | Provision Of Certificate IV In Business And Certificate IV In Leadership And Management - People & Culture | |
| 29708 | 6/05/2024 | WA Hino Sales & Service | \$5,123.65 |
| | | Vehicle Repairs - Fleet | |
| 29709 | 6/05/2024 | Wanneroo Electric | \$17,696.45 |
| | | Electrical Maintenance Works - Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 29710 | 6/05/2024 | West Coast Turf | \$16,458.03 |
| | | Turf Works - Various Locations | |
| 29711 | 6/05/2024 | West-Sure Group Pty Ltd | \$158.27 |
| | | Cash Collection Services | |
| 29712 | 6/05/2024 | Western Power | \$6,600.00 |
| | | Design Fee - Tuart Drive Alkimos | |
| 29713 | 6/05/2024 | WEX Australia Pty Ltd | \$2,164.02 |
| | | Fuel Issues - Fire Services | |
| 29714 | 6/05/2024 | Work Clobber | \$2,546.70 |
| | | PPE Clothing With Hi Vis And Reflector Tape | |
| 29715 | 6/05/2024 | Workpower Incorporated | \$17,625.12 |
| | | Landscape Maintenance Services - Various Locations | |
| 29716 | 6/05/2024 | Yanchep Surf Lifesaving Club | \$24,750.00 |
| | | Beach Patrol - Summer 2023 / 2024 | |
| 29721 | 13/05/2024 | Mr M Dickson | \$91.28 |
| | | Reimbursement - Hospitality And Parking Fees | |
| 29722 | 13/05/2024 | Mr R Ellyard | \$13.00 |
| | | Reimbursement - Parking Fees - Meeting At WALGA | |
| 29723 | 11/05/2024 | 101 Residential Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29724 | 11/05/2024 | 3Logix Pty Ltd | \$57,134.00 |
| | | Install 8 Cameras To Waste Trucks - Waste Services | |
| 29725 | 11/05/2024 | A Space | \$1,338.45 |
| | | Renew Playground - Ridgewood Park - Assets | |
| 29726 | 11/05/2024 | AAAC Towing | \$341.00 |
| | | Vehicle Pick Up & Storage 13.09.2023 - 02.10.2023 | |
| 29727 | 11/05/2024 | AARCO Environmental Solutions Pty Ltd | \$52,869.52 |
| | | Remove ACM - Poinciana Park | |
| 29728 | 11/05/2024 | ABN Residential WA Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29729 | 11/05/2024 | ABN Residential WA Pty Ltd | \$6,589.80 |
| | | Refund - Street & Verge Bonds | |
| 29730 | 11/05/2024 | Access Without Barriers Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29731 | 11/05/2024 | Active Discovery | \$13,310.00 |
| | | Playground Renewal - Rosslare Park | |
| 29732 | 11/05/2024 | Advanced Perth Removals Pty Ltd | \$836.00 |
| | | Removals Of Items - Clarkson Youth Centre Ready For Construction | |
| 29733 | 11/05/2024 | AE Hoskins Building Services | \$54,288.03 |
| | | Progress Claim 1 - Supply & Install UAT - Hinckley Park - Assets | |
| 29734 | 11/05/2024 | Airu Wang | \$6.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Everything Halloween Holiday Program - Re-Issue Stale Cheque 00120211 | |
| 29735 | 11/05/2024 | Akwaaba African Drumming | \$495.00 |
| | | Workshop - African Drumming - 15.03.2024 - Harmony Week | |
| 29736 | 11/05/2024 | Alexander House of Flowers | \$200.00 |
| | | Wreaths - Mayors Office | |
| 29737 | 11/05/2024 | Alinta Gas | \$7,545.16 |
| | | Gas Supply Charges - Various Locations | |
| 29738 | 11/05/2024 | Alldin Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29739 | 11/05/2024 | Andrea Ludvik | \$61.65 |
| | | Refund - Building Application - Rejected | |
| 29740 | 11/05/2024 | Ann Mulligan | \$500.00 |
| | | CCTV Rebate | |
| 29741 | 11/05/2024 | Anstat Pty Ltd | \$3,614.60 |
| | | Lawlex Legislative Alerts And Premium Research - 27/02/2024 To 26/02/2025 | |
| 29742 | 11/05/2024 | Rates Refund | \$2,073.16 |
| 29743 | 11/05/2024 | APV Valuers & Asset Management | \$2,323.20 |
| | | Provision Of Asset Valuation Services Final Valuation Report Issued | |
| 29744 | 11/05/2024 | Armada Construction Group | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29745 | 11/05/2024 | Armaguard | \$539.98 |
| | | Cash Collection Services - Various Locations | |
| 29746 | 11/05/2024 | Ashmy Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29747 | 11/05/2024 | Aslab Pty Ltd | \$880.00 |
| | | Asphalt Testing - Kingsway / Ashdale - Assets | |
| 29748 | 11/05/2024 | Australia Post | \$1,358.51 |
| | | Billpay Transaction Fees - Rates | |
| 29749 | 11/05/2024 | Australian Airconditioning Services Pty Ltd | \$40,570.04 |
| | | Airconditioning Maintenance - Various Locations | |
| | | HVAC Refurbishment - Materials & Labour For Quinns Rocks Sports Club | |
| 29750 | 11/05/2024 | Australian Institute of Management Western Australia Human Resource Development Centre Limited | \$1,940.00 |
| | | Training - Advanced Negotiation In Practice - 1 Attendee | |
| 29751 | 11/05/2024 | Australian Local Government Association Limited | \$3,780.00 |
| | | ALGA Registration - National General Assembly July 2024 - 4 Councillors | |
| 29752 | 11/05/2024 | Australian Services Union | \$238.50 |
| | | Payroll Deductions | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29753 | 11/05/2024 | Australian Taxation Office | \$723,450.00 |
| | | Payroll Deductions | |
| 29754 | 11/05/2024 | Auto Control Systems | \$837.85 |
| | | Repairs - Wanneroo Incident Control Vehicle | |
| 29755 | 11/05/2024 | Banhams WA Pty Ltd | \$3,032.70 |
| | | Water Meter / Backflow Cages - Wanneroo Tennis Courts | |
| 29756 | 11/05/2024 | Rates Refund | \$393.83 |
| 29757 | 11/05/2024 | BGC Concrete | \$3,277.12 |
| | | Concrete Works - Various Locations | |
| 29758 | 11/05/2024 | BGC Residential Pty Ltd | \$8,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29759 | 11/05/2024 | Bianca Clarke | \$61.65 |
| | | Refund - Building Application - Rejected | |
| 29760 | 11/05/2024 | Boral Construction Materials Group Ltd | \$373.78 |
| | | Concrete Mix - Edgeworth Circuit - Engineering | |
| 29761 | 11/05/2024 | BOS Civil Pty Ltd | \$163,582.74 |
| | | Construction - Hester Ave And Connolly Dr Roundabout Upgrade | |
| 29762 | 11/05/2024 | BPA Consultants Pty Ltd | \$3,564.00 |
| | | Linemarking - Koondoola Avenue | |
| 29763 | 11/05/2024 | Bridgestone Australia Limited | \$14,437.27 |
| | | Tyre Fitting Services | |
| 29764 | 11/05/2024 | Brightly Software Australia Pty Ltd | \$2,420.00 |
| | | Assetic Consulting Services - Project Management Services - April 2024 - ICT | |
| 29765 | 11/05/2024 | BrightMark Group Pty Ltd | \$25,749.16 |
| | | Cleaning Services For The City | |
| 29766 | 11/05/2024 | Brownes Foods Operations Pty Limited | \$384.18 |
| | | Milk Supplies For The City | |
| 29767 | 11/05/2024 | Cameron Chisholm & Nicol (WA) Pty Ltd | \$3,575.00 |
| | | Panel Member - Design Review Services | |
| 29768 | 11/05/2024 | Car Care Motor Company Pty Ltd | \$3,075.50 |
| | | Vehicle Services / Repairs | |
| 29769 | 11/05/2024 | Rates Refund | \$479.29 |
| 29770 | 11/05/2024 | Carl Lawson | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29771 | 11/05/2024 | Casey Kickett & Dylan Nott | \$288.40 |
| | | Video Interview Sitting Fee - Wanneroo Bardip - Museum | |
| 29772 | 11/05/2024 | Rates Refund | \$42.28 |
| 29773 | 11/05/2024 | CDM Australia Pty Ltd | \$83,248.33 |
| | | Computer Equipment - ICT | |
| | | Precision 3660 Tower CTO Base - Aquamotion | |
| | | Subscription - Ad Auditplus, Opmanager Professional - ICT | |
| 29774 | 11/05/2024 | CFMEU | \$140.00 |
| | | Payroll Deductions | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29775 | 11/05/2024 | Charis Stevens | \$500.00 |
| | | CCTV Rebate | |
| 29776 | 11/05/2024 | Chemical Essentials Pty Ltd | \$1,679.70 |
| | | Vet Disinfectant - Animal Care Centre | |
| 29777 | 11/05/2024 | Cherry's Catering | \$3,515.00 |
| | | Catering - Council Working Dinner - 06.05.2024 | |
| | | Catering - WALGA Sundowner - 01.05.2024 | |
| 29778 | 11/05/2024 | Child Support Agency | \$1,578.20 |
| | | Payroll Deductions | |
| 29779 | 11/05/2024 | Chivas Enterprises Pty Ltd t/as Mayday Earthmoving | \$6,611.00 |
| | | Excavator - Sporting Drive, Kingsway Regional Sporting Complex | |
| 29780 | 11/05/2024 | Chrysalis Quantity Surveying Pty Ltd | \$9,055.20 |
| | | Construction Specialist Services - Alkimos Aquatic & Recreation Centre | |
| 29781 | 11/05/2024 | Circle of Friends Women's Community Choir Inc | \$200.00 |
| | | Choir Performance - Clarkson Library 20.12.2023 - Cultural Services | |
| 29782 | 11/05/2024 | City of Joondalup | \$110,913.17 |
| | | Reimbursement - Long Service Leave - 17 Former Employees | |
| 29783 | 11/05/2024 | Rates Refund | \$858.50 |
| 29784 | 11/05/2024 | City of Wanneroo | \$496.00 |
| | | Payroll Deductions | |
| 29785 | 11/05/2024 | Civil Sciences and Engineering | \$25,960.00 |
| | | Traffic Treatment & Western Power Application For Lighting Installation - Azelia Street - Assets | |
| 29786 | 11/05/2024 | Claw Environmental | \$382.80 |
| | | Wangara Recycling Centre Polystyrene On Call Collection | |
| 29787 | 11/05/2024 | Clinipath Pathology | \$654.50 |
| | | Medical Fees For The City | |
| 29788 | 11/05/2024 | Club Fiesta | \$110.68 |
| | | Club Fiesta - April Fitness Classes | |
| 29789 | 11/05/2024 | Coates Hire Operations Pty Limited | \$1,746.23 |
| | | Site Hut And Toilet Hire - Sporting Drive | |
| 29790 | 11/05/2024 | Coca Cola Amatil Pty Ltd | \$1,031.06 |
| | | Beverages - Kingsway | |
| 29791 | 11/05/2024 | Commercial Aquatics Australia | \$242.00 |
| | | Aquamotion - Chlorine Booster Pump Leaking. | |
| 29792 | 11/05/2024 | Commissioner of Police | \$17.00 |
| | | 1 Volunteer Police Check - Community Development | |
| 29793 | 11/05/2024 | Complete Office Supplies Pty Ltd | \$1,195.52 |
| | | Stationery Purchases - Various Locations | |
| 29794 | 11/05/2024 | Complete Office Supplies Pty Ltd | \$346.00 |
| | | Stationery - Office of the CEO | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 29795 | 11/05/2024 | Conplant Pty Ltd | \$3,158.10 |
| | | Oscillating Roller Plus Transport - Sporting Drive | |
| 29796 | 11/05/2024 | Contra-Flow Pty Ltd | \$30,509.18 |
| | | Traffic Management Services - Various Locations | |
| 29797 | 11/05/2024 | Contra-Flow Pty Ltd | \$4,814.44 |
| | | Traffic Management - Wanneroo, Carramar & Mariginiup - Parks | |
| 29798 | 11/05/2024 | Cornelius Snyman | \$480.00 |
| | | CCTV Rebate | |
| 29799 | 11/05/2024 | Corsign (WA) Pty Ltd | \$1,661.00 |
| | | Removal & Installation - Park Signs - Celadon Park | |
| | | Signs - Caution - Fusillade And Glyphosate Being Applied | |
| | | Street Name Plates - Engineering | |
| 29800 | 11/05/2024 | Corsign (WA) Pty Ltd | \$82.50 |
| | | Memorial Plaque - Parks | |
| 29801 | 11/05/2024 | Craig Penman | \$500.00 |
| | | CCTV Rebate | |
| 29802 | 11/05/2024 | Craneswest (WA) Pty Ltd | \$14,171.74 |
| | | Removal Of Green Waste - Wanneroo Recycling Centre - Waste Services | |
| 29803 | 11/05/2024 | Critical Fire Protection & Training Pty Ltd | \$5,234.28 |
| | | Fire Protection Equipment Servicing - Various Locations | |
| 29804 | 11/05/2024 | CS Legal | \$29,112.69 |
| | | Court Fees - Rating Services | |
| 29805 | 11/05/2024 | CS Legal | \$47,489.29 |
| | | Court Fees - Rating Services | |
| 29806 | 11/05/2024 | CTI Couriers | \$1,503.99 |
| | | Courier Services - Health Services | |
| 29807 | 11/05/2024 | Dale Alcock Homes Pty Ltd | \$7,155.52 |
| | | Refund - Building Application - Cancelled | |
| | | Refund - Street & Verge Bonds | |
| 29808 | 11/05/2024 | Darren Lee | \$453.90 |
| | | CCTV Rebate | |
| 29809 | 11/05/2024 | Data #3 Limited | \$286.01 |
| | | Acrobat Standard Subscriptions - ICT | |
| 29810 | 11/05/2024 | David Roy Cull | \$1,656.60 |
| | | Pest Control Services - Various Locations | |
| 29811 | 11/05/2024 | Davley Building Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29812 | 11/05/2024 | Rates Refund | \$867.38 |
| 29813 | 11/05/2024 | Debbie May | \$500.00 |
| | | CCTV Rebate | |
| 29814 | 11/05/2024 | Department of Fire & Emergency Services | \$1,337.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | False Fire Alarm Attendance - Aquamotion | |
| 29815 | 11/05/2024 | Department of Mines, Industry Regulation & Safety | \$148,001.73 |
| | | Collection Agency Fee Payments - April 2024 | |
| 29816 | 11/05/2024 | Department of Planning, Lands and Heritage | \$22,848.00 |
| | | Application Fee - Applicant: Abbey Goodall - Planning Solution - Reference: DAP/24/02691 - Property Address: Part Lot 9703 (10) Enterprise Avenue, Two Rocks - Proposal: Fast Food Outlet | |
| | | Application Fee - Applicant: Candice Halleen, CDP Town Planning & Design - Reference: DAP/24/02690 - Property Address: 1040K Wanneroo Road Sinagra - Proposal: Independent Living Complex | |
| 29817 | 11/05/2024 | Department of Primary Industries and Regional Development | \$2,871.50 |
| | | DDLS Animal Pathology Testing - Kingsbridge Lake System - Parks | |
| 29818 | 11/05/2024 | Department of Transport | \$1,781.30 |
| | | Vehicle Ownership Search - Disclosure Of Information Fees | |
| 29819 | 11/05/2024 | Development WA | \$339,949.64 |
| | | Bond Refund - 2021.72.1 Jindowie Stage 17 Pos 8115 & 8116 Yanchep WAPC 157404 | |
| 29820 | 11/05/2024 | Dinh To | \$204.77 |
| | | CCTV Rebate | |
| 29821 | 11/05/2024 | DMC Cleaning | \$2,904.22 |
| | | Cleaning Consumables For The City | |
| 29822 | 11/05/2024 | Double G (WA) Pty Ltd | \$4,613.15 |
| | | Irrigation Works - Various Locations | |
| 29823 | 11/05/2024 | Dowsing Group Pty Ltd | \$25,350.15 |
| | | Concrete Works - Carramar Golf Course | |
| | | Footpath Works - Charing Crescent | |
| 29824 | 11/05/2024 | Drainflow Services Pty Ltd | \$23,011.29 |
| | | Drain Cleaning / Road Sweeping Services - Various Locations | |
| 29825 | 11/05/2024 | Dynamic Gift International Pty Ltd | \$6,534.00 |
| | | Waste Education - 1000 Sippy Telescopic Straws & Notebooks | |
| 29826 | 11/05/2024 | Eastern Metropolitan Regional Council | \$2,495.00 |
| | | Clothes Swap - 04.05.2024 - Waste Education | |
| 29827 | 11/05/2024 | Eclipse Soils | \$46,142.80 |
| | | Mulch Supplies - Various Locations | |
| 29828 | 11/05/2024 | Ecoform Consulting Pty Ltd | \$506.00 |
| | | Detailed Design Review - Building 3 Roof Upgrade - Ashby Operations Centre - Assets | |
| 29829 | 11/05/2024 | Edge People Management | \$3,103.48 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Case Management Return To Work Monitoring And Job Dictionaries | |
| | | Provision Of Ergonomic Assessments | |
| 29830 | 11/05/2024 | Elisa Helen Green | \$500.00 |
| | | CCTV Rebate | |
| 29831 | 11/05/2024 | Elizabeth & Martin Poole | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 29832 | 11/05/2024 | Elwyn Foo | \$500.00 |
| | | CCTV Rebate | |
| 29833 | 11/05/2024 | Emerge Environmental Services Pty Ltd | \$3,371.50 |
| | | Foreshore Management Plan Revisions - Two Rocks Beach - Assets | |
| 29834 | 11/05/2024 | Environmental Industries Pty Ltd | \$6,127.00 |
| | | Remove Aged Vegetation - Kingsbridge Park Skate Park | |
| | | Supply And Application Of Glyphosate - Luisini Park | |
| 29835 | 11/05/2024 | Equifax Australasia Credit Rating Pty Ltd | \$316.80 |
| | | Standard Financial & Performance Assessments | |
| 29836 | 11/05/2024 | Ergolink | \$1,104.84 |
| | | Office Chair - 2 Employees | |
| 29837 | 11/05/2024 | Escabags Ltd | \$198.00 |
| | | 3 Boxes Escape Bags - Community Development | |
| 29838 | 11/05/2024 | Euro Laminated Designs Pty Ltd | \$6,438.00 |
| | | Install Blinds - Clarkson Youth Centre | |
| 29839 | 11/05/2024 | Excalibur Printing Pty Ltd | \$2,608.65 |
| | | Navy T-Shirts - Fire Services | |
| 29840 | 11/05/2024 | First Homebuilders Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29841 | 11/05/2024 | Fleet Network | \$9,056.16 |
| | | Payroll Deductions | |
| 29842 | 11/05/2024 | Focus Consulting WA Pty Ltd | \$2,145.00 |
| | | Electrical Consulting Services - Riverlinks Park All Abilities Playground - Assets | |
| 29843 | 11/05/2024 | Forch Australia Pty Ltd | \$1,358.61 |
| | | Brake / Glass Cleaner - Stores | |
| 29844 | 11/05/2024 | Foxfish Pty Ltd t/as Binley Fencing | \$799.76 |
| | | Temporary Fencing - Paloma Skate Park | |
| 29845 | 11/05/2024 | FSC ION GROUP PTY LTD | \$13,629.81 |
| | | Release Of Retention - Splendid Park 50% | |
| 29846 | 11/05/2024 | Fusion Applications Pty Ltd | \$6,600.00 |
| | | OICS Architecture Integration - Week Ending 05.05.2024 - ICT | |
| 29847 | 11/05/2024 | Geoff's Tree Service Pty Ltd | \$66,158.39 |
| | | Pruning Services For The City | |
| 29848 | 11/05/2024 | Rates Refund | \$150.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 29849 | 11/05/2024 | Go Image | \$114.50 |
| | | Refund - Sign Application - Rejected | |
| 29850 | 11/05/2024 | GPC Asia Pacific Pty Ltd | \$452.93 |
| | | Vehicle Spare Parts - Fleet | |
| 29851 | 11/05/2024 | Grand Toyota | \$946.82 |
| | | Vehicle Spare Parts | |
| 29852 | 11/05/2024 | Rates Refund | \$949.94 |
| 29853 | 11/05/2024 | Great Southern Fuel Supplies | \$2,870.56 |
| | | Unleaded Petrol 91 200L - Stores | |
| 29854 | 11/05/2024 | Green Options Pty Ltd | \$15,913.04 |
| | | Rotary Mowing Active Parks | |
| 29855 | 11/05/2024 | Halpd Pty Ltd Trading As Affordable Living Homes | \$6,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29856 | 11/05/2024 | Hays Personnel Services | \$3,278.80 |
| | | Casual Labour Services | |
| 29857 | 11/05/2024 | Helene Pty Ltd trading as Lo-Go Appointments WA | \$10,718.77 |
| | | Casual Labour Services | |
| 29858 | 11/05/2024 | Hemsley Paterson | \$2,750.00 |
| | | Market Rental Valuations - Property | |
| 29859 | 11/05/2024 | Hickey Constructions Pty Ltd | \$1,399.20 |
| | | Remedial Works - Edgar Griffiths Dog Park | |
| 29860 | 11/05/2024 | Hire Express Pty Limited | \$3,685.00 |
| | | Excavator Hire - Kingsway Carpark - Sporting Drive | |
| 29861 | 11/05/2024 | Hitachi Construction Machinery Pty Ltd | \$117.67 |
| | | Vehicle Spare Parts | |
| 29862 | 11/05/2024 | Hodge Collard Preston Unit Trust | \$12,642.30 |
| | | Contract Administration - Heath Park Sports Amenities Building | |
| 29863 | 11/05/2024 | Homestart | \$42,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29864 | 11/05/2024 | Hoop Hoop Hooray | \$848.00 |
| | | 2 Visible Mending Workshops - 23.04.2024 & 30.04.2024 - Place Management | |
| 29865 | 11/05/2024 | HopgoodGanim Lawyers | \$1,730.85 |
| | | Legal Fees For The City | |
| 29866 | 11/05/2024 | Horizon West Landscape Constructions | \$145,463.84 |
| | | Landscape Construction Claim March 2024 - Riverlinks Park All Abilities | |
| 29867 | 11/05/2024 | Hose Right | \$650.23 |
| | | Vehicle Spare Parts | |
| 29868 | 11/05/2024 | Hydroquip Pumps & Irrigation Pty Ltd | \$9,629.18 |
| | | Removal Of Recirculation Pump Two & Repair Irrigation Lake Recirculation Pump - Brampton Park, Butler | |
| 29869 | 11/05/2024 | Ideal Homes Pty Ltd | \$2,000.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Street & Verge Bond | |
| 29870 | 11/05/2024 | Imagesource Digital Solutions | \$2,470.60 |
| | | Signs - Pool Lap - Aquamotion | |
| | | Signs - Wanneroo Compost - Waste Services | |
| 29871 | 11/05/2024 | Indoor Gardens Pty Ltd | \$311.85 |
| | | Monthly Plant Hire - Customer Relations | |
| 29872 | 11/05/2024 | INKA Developments Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29873 | 11/05/2024 | Integrity Industrial Pty Ltd | \$26,757.03 |
| | | Casual Labour Services | |
| 29874 | 11/05/2024 | Integrity Industrial Pty Ltd | \$9,151.98 |
| | | Casual Labour Services | |
| 29875 | 11/05/2024 | Integrity Staffing | \$1,600.37 |
| | | Casual Labour Services | |
| 29876 | 11/05/2024 | Intelife Group | \$52,075.93 |
| | | BBQ Maintenance, Sand Sifting, Cleaning Services - Various | |
| 29877 | 11/05/2024 | Iron Mountain Australia Group Pty Ltd | \$5,085.25 |
| | | Document Management Services - IM | |
| 29878 | 11/05/2024 | Isaac Greenaway | \$458.22 |
| | | CCTV Rebate | |
| 29879 | 11/05/2024 | Isentia Pty Ltd | \$1,787.50 |
| | | Media Services Fee - 01 - 31.05.2024 | |
| 29880 | 11/05/2024 | Issabella De Beer | \$495.00 |
| | | CCTV Rebate | |
| 29881 | 11/05/2024 | Ixom Operations Pty Ltd | \$245.52 |
| | | Pool Chemicals - Aquamotion | |
| 29882 | 11/05/2024 | J Blackwood & Son Ltd | \$1,973.96 |
| | | Rakes, Gloves, Spray N Wipe, Lubricant Spray & Earmuffs - Stores | |
| 29883 | 11/05/2024 | Jackie Barron Piano Tuning & Restoration | \$210.00 |
| | | Piano Tuning - Alexander Heights Community Centre | |
| 29884 | 11/05/2024 | Jackson McDonald | \$11,919.60 |
| | | Legal Fees For The City | |
| 29885 | 11/05/2024 | Jadu Software Pty Ltd | \$660.00 |
| | | 150gb Increase In Disk Space - ICT | |
| 29886 | 11/05/2024 | Jaedam Pty Ltd | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29887 | 11/05/2024 | Jako Industries Pty Ltd | \$6,297.50 |
| | | Pre & Post Dilapidation Reports & Flexible Coupling - Aquamotion - Assets | |
| 29888 | 11/05/2024 | James Bennett Pty Ltd | \$5,248.16 |
| | | Book Purchases - Library Services | |
| 29889 | 11/05/2024 | JANA LENGYEL & MARCEL MACINGA | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 29890 | 11/05/2024 | JB Hi Fi Commercial | \$0.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Samsung Galaxy Watches (Credit & Re-issue) - ICT | |
| 29891 | 11/05/2024 | JCCE Pty Ltd | \$495.00 |
| | | Review And Sign-Off Of Structural Steel Shop Drawings - Showgrounds New Canopy Project. | |
| 29892 | 11/05/2024 | JCorp Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29893 | 11/05/2024 | JCorp Pty Ltd | \$24,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29894 | 11/05/2024 | JNS Landscapes | \$171.65 |
| | | Refund - Building Application - Rejected | |
| 29895 | 11/05/2024 | Jobfit Health Group Pty Ltd | \$1,446.50 |
| | | Pre-Employment Medical Assessments | |
| 29896 | 11/05/2024 | Rates Refund | \$523.72 |
| 29897 | 11/05/2024 | Juan Pablo Gonzalez Rodriguez | \$5.25 |
| | | Refund - Verge Licence Application - Cancelled | |
| 29898 | 11/05/2024 | June Gatt | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29899 | 11/05/2024 | K2 Audiovisual Pty Ltd | \$1,918.40 |
| | | Replace Foyer TV - Civic Centre - ICT | |
| 29900 | 11/05/2024 | Cancelled | |
| 29901 | 11/05/2024 | Ken Raine Consulting | \$75,528.75 |
| | | Professional Services - Mariginiup Bushfire Co-Ordinated Clean Up Program - Community Safety & Emergency Management | |
| 29902 | 11/05/2024 | Kevin Graham Siggery | \$495.00 |
| | | CCTV Rebate | |
| 29903 | 11/05/2024 | Kevin Pugh and Pamela Pugh | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 29904 | 11/05/2024 | Kleenit | \$13,829.79 |
| | | Cleaning Of Wash Bay In Ashby Yard | |
| | | Graffiti Removal - Various Locations | |
| | | Monthly Pressure Washing - 7 Locations | |
| 29905 | 11/05/2024 | Komatsu Australia Pty Ltd | \$659.31 |
| | | Vehicle Spare Parts | |
| 29906 | 11/05/2024 | Kumar Parikh | \$449.70 |
| | | CCTV Rebate | |
| 29907 | 11/05/2024 | Kyocera Document Solutions | \$4,238.07 |
| | | Photocopier Meter Reading | |
| 29908 | 11/05/2024 | La Vida Australia Pty Ltd | \$8,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29909 | 11/05/2024 | Landcare Weed Control | \$2,061.58 |
| | | Pepper Tree Treatment - Mitchell Park, Mullins Park & Yanchep Beach Road - Parks | |
| | | Woody Weed Treatment - Galleon & Leisure Parks - Parks | |
| 29910 | 11/05/2024 | Landgate | \$4,957.92 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Consolidated Mining Tenement Roll, Land Enquiries & Unimproved Values Chargeable | |
| 29911 | 11/05/2024 | Landscape and Maintenance Solutions Pty Ltd | \$440.00 |
| | | Verge Maintenance - Chessam Rise - Parks | |
| 29912 | 11/05/2024 | Landscape Elements | \$3,353.71 |
| | | Irrigation Repairs - Banksia Grove And Catalina - March 2024 | |
| | | Pruning - Anchorage Drive, Mindarie | |
| 29913 | 11/05/2024 | Landscape Elements | \$2,777.13 |
| | | Irrigation Repairs - Butler East | |
| | | Regular Maintenance - Benenden Avenue | |
| 29914 | 11/05/2024 | Lawn Doctor Turf Solutions | \$33,053.02 |
| | | Overseeding - Various Parks | |
| | | Urgent Sweeping - Riverlinks Park | |
| | | Turf Sweeping - Ferrara Park | |
| 29915 | 11/05/2024 | Lee Buckingham | \$500.00 |
| | | CCTV Rebate | |
| 29916 | 11/05/2024 | Lee Syminton | \$14,858.80 |
| | | Architectural Design - Yanchep Lagoon Kiosk Upgrade - Assets | |
| 29917 | 11/05/2024 | Lendlease Management Services Ltd | \$11,035.87 |
| | | Return Overpayment - Invoice 200777 | |
| 29918 | 11/05/2024 | Linemarking WA Pty Ltd | \$619.30 |
| | | Linemarking To Activ Parking Bays - Depot | |
| 29919 | 11/05/2024 | Living Turf | \$36,921.50 |
| | | Supply Pro Turf NPK & Proseries NPK Max - Parks | |
| 29920 | 11/05/2024 | LK Advisory Pty Ltd | \$81.00 |
| | | Refund - Copies Of Plans - Not Required | |
| 29921 | 11/05/2024 | LKS Constructions (WA) Pty Ltd | \$17,770.14 |
| | | Progress Claim 5 - Anthony Waring Sports Amenities Building Upgrade - Assets | |
| 29922 | 11/05/2024 | Luxury Living WA Pty Ltd Trading As Status Residential | \$8,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29923 | 11/05/2024 | Lyndon Barker | \$80.00 |
| | | Dog Registration Refund - Returned To Adoption Home | |
| 29924 | 11/05/2024 | Main Roads WA | \$6,606.62 |
| | | Road Works - Quinns Rocks - Assets | |
| 29925 | 11/05/2024 | Mandalay Technologies Pty Ltd | \$4,243.80 |
| | | Replacement Touch Screen - Wangara Greens Recycling Facility | |
| 29926 | 11/05/2024 | Margaret Brooks | \$500.00 |
| | | CCTV Rebate | |
| 29927 | 11/05/2024 | Margaret James | \$100.57 |
| | | Refund - Infringement Notice - Administrative Error | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 29928 | 11/05/2024 | Marilyn Sebastian | \$449.70 |
| | | CCTV Rebate | |
| 29929 | 11/05/2024 | Mark Phillip | \$295.00 |
| | | Refund - Jadu 650417 - Lot Is Not Titled | |
| 29930 | 11/05/2024 | Materon Investments WA Pty Ltd | \$6,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29931 | 11/05/2024 | Maxxia Pty Ltd | \$6,179.70 |
| | | Payroll Deductions | |
| 29932 | 11/05/2024 | McKenzie Group Consulting (Compliance) Pty Ltd | \$4,312.00 |
| | | Wanneroo Sports And Social Club Fire Compliance – Building Surveyor Services FSER Review | |
| 29933 | 11/05/2024 | McLeods | \$5,751.35 |
| | | Legal Fees For The City | |
| 29934 | 11/05/2024 | Metrocount | \$550.00 |
| | | 6V Welded Battery Pack - Traffic Services | |
| 29935 | 11/05/2024 | Michael Broadbent | \$500.00 |
| | | CCTV Rebate | |
| 29936 | 11/05/2024 | Michael Mangan | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29937 | 11/05/2024 | Michael McQueen | \$500.00 |
| | | CCTV Rebate | |
| 29938 | 11/05/2024 | Mindarie Regional Council | \$101,064.83 |
| | | Refuse Disposal Charges | |
| 29939 | 11/05/2024 | Mini-Tankers Australia Pty Ltd | \$6,777.02 |
| | | Fuel Issues For The City | |
| 29940 | 11/05/2024 | MKA Electrical Design Consultants Pty Ltd | \$1,947.00 |
| | | Electrical Services Consultancy - Kingsway Indoor Stadium And Wanneroo Aquamotion Centre | |
| 29941 | 11/05/2024 | MNG Pty Ltd | \$3,185.00 |
| | | Refund - Subdivision Clearance WAPC 160579, 162066, 162917 & 161274 - Incorrect Number Of Lots On Jadu Application | |
| 29942 | 11/05/2024 | Modern Teaching Aids Pty Ltd | \$1,542.03 |
| | | Furniture - Ottomans - Library Services | |
| 29943 | 11/05/2024 | Morley Mower Centre | \$44.00 |
| | | Small Plant Spare Parts | |
| 29944 | 11/05/2024 | Rates Refund | \$759.15 |
| 29945 | 11/05/2024 | Mr Amandeep Singh | \$500.00 |
| | | CCTV Rebate | |
| 29946 | 11/05/2024 | Nicky Gardiner | \$81.50 |
| | | Refund - Additional Bin Collection - Service Not Undertaken | |
| 29947 | 11/05/2024 | Nikki Tanner | \$147.00 |
| | | Refund - Development Application - Withdrawn | |
| 29948 | 11/05/2024 | Noel Jamieson | \$264.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Vehicle Crossing Subsidy | |
| 29949 | 11/05/2024 | Noma Pty Ltd | \$440.00 |
| | | Attendance - Design Review Panel | |
| 29950 | 11/05/2024 | North Metropolitan Tafe | \$285.00 |
| | | Training - Certificate IV In Work Health & Safety - Semester 1 2024 - 5 Attendees | |
| 29951 | 11/05/2024 | Nu-Trac Rural Contracting | \$14,590.86 |
| | | Beach Cleaning Service - Various Locations | |
| | | Beach Sand Cleared Or Added To Beach Access Paths - Various Locations | |
| 29952 | 11/05/2024 | Nuturf | \$171,578.00 |
| | | Supply Various Turf Fertilisers & Seed Stricker | |
| 29953 | 11/05/2024 | NVMS Pty Ltd | \$851.40 |
| | | Microphone & Cable - Health Services | |
| 29954 | 11/05/2024 | Omnicom Media Group Australia Pty Ltd trading as Marketforce | \$406.12 |
| | | Advertising - Black Spot Construction - Pitcairn Entrance / Marmion Avenue - Assets | |
| 29955 | 11/05/2024 | On Tap Services | \$43,738.64 |
| | | Plumbing Maintenance - Various Locations | |
| | | Sewer realignment - Wanneroo Recreation Centre | |
| 29956 | 11/05/2024 | Onya Life | \$3,512.50 |
| | | Promotional Produce Bags - Waste Education - Waste Services | |
| 29957 | 11/05/2024 | Oracle Corporation Australia Pty Ltd | \$1,067.83 |
| | | Oracle Cloud Integration Cloud Services - April 2024 | |
| 29958 | 11/05/2024 | Orixon Pty Ltd | \$40,937.38 |
| | | Progress Claim 1 - Construction Of Kiosk & Storage - Kingsway Little Athletics Club - Assets | |
| 29959 | 11/05/2024 | Outdoor World | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 29960 | 11/05/2024 | Paperbark Technologies Pty Ltd | \$2,198.57 |
| | | Arboricultural Report For An Updated Total Of 10 Trees - Carramar Golf Course Green 12 And Tee 13 | |
| 29961 | 11/05/2024 | Parker Black & Forrest | \$117.19 |
| | | Supply Lock - Warradale Change Rooms - Building Maintenance | |
| 29962 | 11/05/2024 | Parks & Leisure Australia | \$3,300.00 |
| | | Corporate Membership | |
| 29963 | 11/05/2024 | Paywise Pty Ltd | \$4,426.83 |
| | | Payroll Deductions | |
| 29964 | 11/05/2024 | Peter Moyes Anglican Community School | \$6,632.55 |
| | | Auditorium Hire - 27.01.2024 - Events | |
| 29965 | 11/05/2024 | Platinum Locating Services | \$3,074.04 |
| | | Location Of Services - Rosslare Park - Assets | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 29966 | 11/05/2024 | Play Check | \$6,171.00 |
| | | Quarterly Playground Audits - April 2024 | |
| 29967 | 11/05/2024 | Porter Consulting Engineers | \$16,261.30 |
| | | Feasibility Study & Concept Design - Off-Street Car Parking - Drainage Sump - Quinns Road | |
| | | Design Consultancy Services - Mather Drive Duplication - Assets | |
| 29968 | 11/05/2024 | Prestige Alarms | \$181,406.17 |
| | | CCTV / Alarm Services - Various Locations | |
| | | VMS Upgrade - Civic Centre | |
| | | Upgrade CCTV - Butler High Road Communications Link | |
| 29969 | 11/05/2024 | PTE Group Pty Ltd | \$825.00 |
| | | Additional RHS Gate - Mower Truck Trailer | |
| 29970 | 11/05/2024 | Qualcon Laboratories | \$704.00 |
| | | PSD Analysis - Beach Nourishment | |
| 29971 | 11/05/2024 | Rebecca Bell | \$100.57 |
| | | Refund - Infringement Notice - Withdrawn | |
| 29972 | 11/05/2024 | Redfish Technologies Pty Ltd | \$10,884.50 |
| | | Service Level Agreement - Wanneroo Council Chambers - 01.05.2024 - 30.04.2025 | |
| 29973 | 11/05/2024 | Reliable Fencing WA Pty Ltd | \$21,841.81 |
| | | Fencing / Gate Works - Various Locations | |
| 29974 | 11/05/2024 | Reliansys Pty Ltd | \$18,115.00 |
| | | Annual Software Access Fees - 01.07.2024 - 30.06.2025 | |
| 29975 | 11/05/2024 | Renae Shaw | \$150.00 |
| | | Dog Registration Refund - Sterilisation | |
| 29976 | 11/05/2024 | Residential Building WA Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 29977 | 11/05/2024 | Roads 2000 | \$35,969.03 |
| | | Asphalt Supplies - Engineering | |
| | | Road Resurfacing - Koondoola Avenue - Assets | |
| 29978 | 11/05/2024 | Robert Walters Pty Ltd | \$24,036.78 |
| | | Casual Labour Services | |
| 29979 | 11/05/2024 | Robert Willis | \$9,460.00 |
| | | Consultancy - Audit Report For Clarkson-Butler Contribution Arrangement And The Berkley Road Local Structure Plan | |
| 29980 | 11/05/2024 | Ronakkumar Sharadkumar Shah | \$359.70 |
| | | CCTV Rebate | |
| 29981 | 11/05/2024 | Roy Gripske & Sons Pty Ltd | \$616.93 |
| | | Vehicle Spare Parts | |
| 29982 | 11/05/2024 | RW Quantity Surveyors | \$880.00 |
| | | Quantity Surveying - Yanchep Lagoon Cafe & Change Room Upgrade - Assets | |
| 29983 | 11/05/2024 | Ryan Stagoll | \$61.65 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Building Application - Rejected | |
| 29984 | 11/05/2024 | Safety World | \$1,383.91 |
| | | Uniform Issue - Waste Employees | |
| 29985 | 11/05/2024 | Sahba Global Pty Ltd | \$10,835.00 |
| | | CCTV & Automatic Gates Review - Assets | |
| 29986 | 11/05/2024 | SAI Global Pty Limited | \$1,625.00 |
| | | Training - Implementing AN ISO 45001:2018 OSH Management System - 1 Attendee | |
| 29987 | 11/05/2024 | SAI360 Pty Ltd | \$7,766.00 |
| | | Annual Subscription - Emissions Management & Metrics Management Modules | |
| 29988 | 11/05/2024 | Sanpoint Pty Ltd ATF the Fiore Family Trust | \$91,774.22 |
| | | Landscape Maintenance Services - Various Locations | |
| 29989 | 11/05/2024 | Sarah Elisabeth Melliush | \$100.57 |
| | | Refund - Infringement Notice - Withdrawn | |
| 29990 | 11/05/2024 | Scott Print | \$19,507.40 |
| | | Printing - What's Happening Newsletter - Communications & Brand | |
| 29991 | 11/05/2024 | Seabreeze Landscape Supplies | \$19.00 |
| | | 1 Scoop - Brickie Sand - Engineering | |
| 29992 | 11/05/2024 | Seek Limited | \$5,811.33 |
| | | Seek Branded ADs - April 2024 - People & Culture | |
| 29993 | 11/05/2024 | Rates Refund | \$591.67 |
| 29994 | 11/05/2024 | Sharon Brooke | \$233.30 |
| | | CCTV Rebate | |
| 29995 | 11/05/2024 | Shred-X | \$78.01 |
| | | Disposal Of Corporate Uniforms - Council & Corporate Support | |
| 29996 | 11/05/2024 | Sine Group Pty Ltd | \$2,303.40 |
| | | 1 iPad Device Management & Small Core Renewal - 25.05.2024 - 24.05.2025 - ICT | |
| 29997 | 11/05/2024 | Site Environmental & Remediation Services Pty Ltd | \$8,580.00 |
| | | ACM Removal - Capricorn Esplanade Yanchep | |
| 29998 | 11/05/2024 | Skyline Landscape Services (WA) | \$145,980.15 |
| | | Streetscape Maintenance - Various Locations | |
| 29999 | 11/05/2024 | SLR Consulting Australia Pty Ltd | \$13,541.55 |
| | | Basic Fauna Survey And Targeted Black Cockatoo Habitat Survey For Alkimos District Open Space | |
| 30000 | 11/05/2024 | Smarter Oracle Consulting | \$6,837.60 |
| | | Consulting Services - Power Bi Reports & Training - ICT | |
| 30001 | 11/05/2024 | Smartsalary | \$2,579.30 |
| | | Payroll Deductions | |
| 30002 | 11/05/2024 | SOLO Resource Recovery | \$162,132.26 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Kerbside Bin Collections 01 - 31.03.2024 - Waste | |
| 30003 | 11/05/2024 | SSB Pty Ltd | \$6,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30004 | 11/05/2024 | St John Ambulance Western Australia Ltd | \$1,123.62 |
| | | First Aid Kit And Defibs Servicing | |
| | | First Aid Training - Various | |
| 30005 | 11/05/2024 | Standards Australia | \$1,889.76 |
| | | Royalty Fee - As 4000-1997 - Annexure Only - 159 Royalties - 01.05.2023 To 30.04.2024 30% Discount Applied | |
| 30006 | 11/05/2024 | Statewide Cleaning Supplies Pty Ltd | \$283.05 |
| | | Cleaning Supplies For The City | |
| 30007 | 11/05/2024 | Statewide Pump Services | \$6,061.00 |
| | | Install New Pump Controller - Wanneroo Recreation Centre | |
| 30008 | 11/05/2024 | Stephen Kinnersley | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30009 | 11/05/2024 | Rates Refund | \$935.02 |
| 30010 | 11/05/2024 | Stihl Shop Osborne Park | \$4,529.35 |
| | | 2 Hedgetrimmers And 2 Blowers | |
| 30011 | 11/05/2024 | Superior Nominees Pty Ltd | \$16,383.84 |
| | | Playground Equipment Repairs - Various Locations | |
| 30012 | 11/05/2024 | Surf Life Saving WA Incorporated | \$83,535.03 |
| | | Lifeguard Services - April 2024 - Facilities | |
| 30013 | 11/05/2024 | Synergy | \$85,476.58 |
| | | Power Supply Charges - Various Locations | |
| 30014 | 11/05/2024 | Taman Tools | \$385.00 |
| | | Grinding Disc - Stores | |
| 30015 | 11/05/2024 | Team Global Express Pty Ltd | \$476.30 |
| | | Courier Services | |
| 30016 | 11/05/2024 | Terravac Vacuum Excavation | \$4,257.00 |
| | | Excavate To Expose Tree Root System For Arborist Inspection - Land Beach Boulevard - Conservation | |
| 30017 | 11/05/2024 | The Hire Guys Wangara | \$5,788.60 |
| | | VMS Board Hire - Waste Services | |
| 30018 | 11/05/2024 | The Khan Family Trust | \$295.00 |
| | | Refund - Development Application - Withdrawn | |
| 30019 | 11/05/2024 | The Local Government, Racing and Cemeteries Employees Union (WA) | \$1,166.00 |
| | | Payroll Deductions | |
| 30020 | 11/05/2024 | The Marketing Room | \$2,904.00 |
| | | Social Media Management - Discover Wanneroo - Economic Development | |
| 30021 | 11/05/2024 | The Royal Life Saving Society Australia | \$7,616.52 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Monthly Water Feature Service - Kingsway Splashpad & Revolution Park Splashpad - Parks | |
| 30022 | 11/05/2024 | Thirty4 Pty Ltd | \$233.20 |
| | | QNAV Large, 32 Devices - Monthly Subscription For May 2024 | |
| 30023 | 11/05/2024 | Thomas Alexander | \$500.00 |
| | | CCTV Rebate | |
| 30024 | 11/05/2024 | Tien Thingh Nguyen | \$500.00 |
| | | CCTV Rebate | |
| 30025 | 11/05/2024 | Toolmart | \$169.00 |
| | | Automotive Multimeter - Stores | |
| 30026 | 11/05/2024 | Toro Australia Group Sales Pty Ltd | \$593.12 |
| | | Small Plant Spare Parts | |
| 30027 | 11/05/2024 | Total Landscape Redevelopment Service Pty Ltd | \$153,216.25 |
| | | Playground Replacement - Mitchell Park Upgrade - Assets | |
| 30028 | 11/05/2024 | Totally Workwear Joondalup & Butler | \$430.90 |
| | | Uniform Issue - Assets | |
| 30029 | 11/05/2024 | TQuip | \$103.25 |
| | | Vehicle Spare Parts | |
| 30030 | 11/05/2024 | Tree Planting & Watering | \$12,168.12 |
| | | Tree Maintenance - Various Locations - Parks | |
| 30031 | 11/05/2024 | Triton Electrical Contractors Pty Ltd | \$2,066.90 |
| | | Irrigation Electrical Works - Various Locations | |
| 30032 | 11/05/2024 | Trophy Shop Australia | \$97.30 |
| | | Name Badges - Various Employees | |
| 30033 | 11/05/2024 | Truck Centre WA Pty Ltd | \$411.04 |
| | | Vehicle Spare Parts | |
| 30034 | 11/05/2024 | Turf Care WA Pty Ltd | \$3,549.68 |
| | | Apply Fertiliser - Various Locations - Parks | |
| 30035 | 11/05/2024 | Ventura Home Group Pty Ltd | \$14,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30036 | 11/05/2024 | Veolia Recycling & Recovery Pty Ltd | \$5,773.57 |
| | | General/Paper/Cardboard Collections - Waste | |
| 30037 | 11/05/2024 | Veronica Gregson | \$355.91 |
| | | CCTV Rebate | |
| 30038 | 11/05/2024 | Vinh Nguyen | \$409.09 |
| | | CCTV Rebate | |
| 30039 | 11/05/2024 | Vivekanand Koneru | \$462.27 |
| | | CCTV Rebate | |
| 30040 | 11/05/2024 | Vocus Communications | \$495.00 |
| | | Internet Access - 7 Lagoon Drive - ICT | |
| 30041 | 11/05/2024 | WA Bluemetal | \$1,538.09 |
| | | Blue Metal - Kingsway Mens Shed Carpark Drainage Works | |
| 30042 | 11/05/2024 | WA Library Supplies | \$1,373.32 |
| | | Label & Barcode Protectors - Cultural Services | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 30043 | 11/05/2024 | WA Limestone Company | \$80,774.76 |
| | | BSL - Hawkins Road Shoulder Upgrade | |
| | | Limestone - Kingsway Carpark | |
| | | Beach Sand - Quinns Beach | |
| 30044 | 11/05/2024 | Wanneroo Central Bushfire Brigade | \$200.00 |
| | | Reimbursement - Catering - Assist With Burning Course | |
| 30045 | 11/05/2024 | Wanneroo Electric | \$13,906.59 |
| | | Electrical Maintenance Services - Various Locations | |
| 30046 | 11/05/2024 | Water Corporation | \$5,745.27 |
| | | Water Supply Charges - Various Locations | |
| 30047 | 11/05/2024 | Wave International Pty Ltd | \$896.50 |
| | | Consultancy - Engineering Design Services 09.03.2024 - Property Services | |
| 30048 | 11/05/2024 | Wave International Pty Ltd | \$19,404.00 |
| | | Consultancy - Engineering Design Services - Neerabup Industrial Estate 12.04/2024 - Property | |
| 30049 | 11/05/2024 | West Coast Turf | \$89,943.13 |
| | | Turfing Works - Various Locations | |
| 30050 | 11/05/2024 | West-Sure Group Pty Ltd | \$158.27 |
| | | Cash Collection Services | |
| 30051 | 11/05/2024 | Westbooks | \$98.99 |
| | | Book Purchases - Library Services | |
| 30052 | 11/05/2024 | Western Australian Treasury Corporation | \$980,625.48 |
| | | Loan Interest Payment - Finance | |
| 30053 | 11/05/2024 | Western Irrigation Pty Ltd | \$10,743.70 |
| | | Irrigation Parts - Parks | |
| 30054 | 11/05/2024 | Western Power | \$3,300.00 |
| | | Design Fee - Girrawheen Avenue - Assets | |
| 30055 | 11/05/2024 | Westview Builders | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30056 | 11/05/2024 | William Buck Consulting (WA) Pty Ltd | \$3,300.00 |
| | | Probity Advisory Services - Tender - Contracts & Procurement | |
| 30057 | 11/05/2024 | Winc Australia Pty Limited | \$239.36 |
| | | Card Holders - Depot | |
| 30058 | 11/05/2024 | Windcave Pty Limited | \$253.00 |
| | | Envisionware Car Payment Fee - Library Services | |
| 30059 | 11/05/2024 | Work Clobber | \$68.70 |
| | | High Vis Jacket - Rangers | |
| 30060 | 11/05/2024 | Workpower Incorporated | \$10,032.20 |
| | | Tubestock Watering - 10 Locations - Assets | |
| 30061 | 11/05/2024 | Wow Group (WA) Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30062 | 11/05/2024 | Wrenoil | \$33.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Oil Waste Disposal - Wangara - Waste Services | |
| 30063 | 11/05/2024 | WyldLynx Pty Ltd | \$9,900.00 |
| | | Fusion Pre-Paid Scanning Credits - ICT | |
| 30064 | 11/05/2024 | Xin Zhou | \$500.00 |
| | | CCTV Rebate | |
| 30065 | 11/05/2024 | Youth Leadership Academy Australia | \$5,500.00 |
| | | Wanneroo School Leadership Program - Youth Services | |
| 30066 | 11/05/2024 | Zetta Pty Ltd | \$38,884.38 |
| | | DRAAS Managed Services - March 2024 - ICT | |
| 30067 | 17/05/2024 | Association of Corporate Counsel (ACC) Australia | \$500.00 |
| | | Registration - 2024 WA In-House Counsel Day - 1 Attendee | |
| 30068 | 17/05/2024 | Australia Post | \$11,965.20 |
| | | Postage Charges For The City - April 2024 | |
| 30069 | 17/05/2024 | Australia Post | \$1,239.02 |
| | | Postage Charges For The City - April 2024 | |
| 30070 | 17/05/2024 | Kirby Swim Equip Pty Ltd | \$300.30 |
| | | Repair Swim School Platforms - Aquamotion | |
| 30071 | 17/05/2024 | Planning Institute of Australia Limited | \$1,720.00 |
| | | Registration - Planning Congress 2024 - 1 Attendee | |
| 30072 | 17/05/2024 | Swan Group WA | \$715,369.63 |
| | | Halesworth Park Pavilion Upgrade - Assets | |
| 30073 | 20/05/2024 | Borrell Rafferty Associates Pty Ltd | \$2,612.50 |
| | | Cost Management Quantity Surveying Consultancy Services - Proposed Butler North District Open Space - Assets | |
| 30082 | 20/05/2024 | Mr D Webb | \$21.20 |
| | | Reimbursement - Parking Fees - Water Corporation Conference / Awards | |
| 30083 | 20/05/2024 | Ms J Reyneke | \$22.00 |
| | | Reimbursement - Renewal - Swim Teacher License | |
| 30084 | 20/05/2024 | Ms M Lavan | \$87.00 |
| | | Reimbursement - Working With Children | |
| 30085 | 22/05/2024 | (A) Pod Pty Ltd | \$196,254.62 |
| | | Progress Payment 13 - Alkimos Aquatic & Recreation Centre | |
| 30086 | 22/05/2024 | 101 Residential Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30087 | 22/05/2024 | 3Logix Pty Ltd | \$217.80 |
| | | Waste Track Access Fee - June 2024 - Waste Services | |
| 30088 | 22/05/2024 | AARCO Environmental Solutions Pty Ltd | \$354.75 |
| | | Disposal Of Asbestos - Versailles Park | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 30089 | 22/05/2024 | ABM Landscaping | \$5,658.40 |
| | | Brick Paving Repairs - Various Locations | |
| 30090 | 22/05/2024 | ABN Residential WA Pty Ltd | \$40,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30091 | 22/05/2024 | ABN Residential WA Pty Ltd | \$25,622.20 |
| | | Refund - Street & Verge Bonds | |
| 30092 | 22/05/2024 | Access Technologies | \$1,089.00 |
| | | Cable Gate Repair - Frederick Stubbs Park | |
| 30093 | 22/05/2024 | Aileen Udell | \$233.85 |
| | | CCTV Rebate | |
| 30094 | 22/05/2024 | Alaina Samardali | \$25.00 |
| | | Refund - Development Application - Overpayment | |
| 30095 | 22/05/2024 | Alan Duggan | \$500.00 |
| | | CCTV Rebate | |
| 30096 | 22/05/2024 | Alinta Gas | \$93.75 |
| | | Gas Supply Charges - Various Locations | |
| 30097 | 22/05/2024 | Allworks (WA) Pty Ltd | \$52,742.47 |
| | | Heavy Equipment Hire - Coastal Maintenance | |
| 30098 | 22/05/2024 | Alyce Scott | \$673.42 |
| | | Vehicle Crossing Subsidy | |
| 30099 | 22/05/2024 | Aqua Attack Drilling | \$2,722.50 |
| | | Decommission Bore - Quinns Rocks Sports Club | |
| 30100 | 22/05/2024 | Ascon Survey and Drafting | \$626.18 |
| | | Footpath Work R-Spec & D-Spec Survey - Gngangara Road - Assets | |
| 30101 | 22/05/2024 | Ashmy Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30102 | 22/05/2024 | Aussie Natural Spring Water | \$23.90 |
| | | Bottled Water - Place Management | |
| 30103 | 22/05/2024 | Australian Airconditioning Services Pty Ltd | \$15,917.53 |
| | | Check / Repair Airconditioner - Ashby Operations Centre Administration Building | |
| | | Routine Airconditioning Maintenance For City Buildings - April 2024 | |
| 30104 | 22/05/2024 | Australian Communications & Media Authority | \$870.00 |
| | | License - Fixed/Point To Point - ICT | |
| 30105 | 22/05/2024 | Australian Institute for Intergenerational Practice Limited | \$7,700.00 |
| | | Intergenerational Program Research Report Contract - Community Development | |
| 30106 | 22/05/2024 | Aveling Homes Pty Ltd | \$12,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30107 | 22/05/2024 | Ball & Doggett Pty Ltd | \$326.30 |
| | | Paper Supplies - Reprographics | |
| 30108 | 22/05/2024 | Barna Construction (WA) Pty Ltd | \$103,211.27 |
| | | Roof Repairs - Marangaroo Golf Clubrooms | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Removal And Reinstatement Of Suspended Ceilings To Facilitate New Acoustic Treatment - Wanneroo Civic Centre | |
| 30109 | 22/05/2024 | Beacon Equipment | \$276.00 |
| | | Vehicle Spare Parts - Fleet | |
| 30110 | 22/05/2024 | BGC Construction | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30111 | 22/05/2024 | BGC Residential Pty Ltd | \$14,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30112 | 22/05/2024 | Bladon WA Pty Ltd | \$1,699.50 |
| | | 150 Grocery Tote Bags - Library Services | |
| 30113 | 22/05/2024 | Bollig Design Group Ltd | \$3,467.75 |
| | | Architectural Consultancy Services - Sports Amenities Buildings - Halesworth Park | |
| 30114 | 22/05/2024 | Boral Construction Materials Group Ltd | \$358.38 |
| | | Kerbing Works - Agonis Place Wanneroo | |
| 30115 | 22/05/2024 | Boya Equipment | \$148.97 |
| | | Hydraulic Oil 46 20L - Fleet | |
| 30116 | 22/05/2024 | Brendan Moore | \$1,120.00 |
| | | Presentation & Workshop - Aboriginal Cultural Heritage - 08.05.2024 - Cultural Services | |
| 30117 | 22/05/2024 | Bridgestone Australia Limited | \$9,373.76 |
| | | Tyre Fitting Services | |
| 30118 | 22/05/2024 | Brok Gouges | \$915.60 |
| | | Refund - Building Application - Withdrawn | |
| 30119 | 22/05/2024 | Brownes Foods Operations Pty Limited | \$363.96 |
| | | Milk Deliveries For The City | |
| 30120 | 22/05/2024 | Bucher Municipal Pty Ltd | \$375.10 |
| | | Vehicle Spare Parts - Fleet | |
| 30121 | 22/05/2024 | Building & Construction Industry Training Board | \$22,991.68 |
| | | Collection Agency Fee Payments 01 - 30.04.2024 | |
| 30122 | 22/05/2024 | Buildmark Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30123 | 22/05/2024 | BWY Engineering Consultants Pty Ltd | \$10,937.85 |
| | | Roof Condition Assessments - 7 Buildings | |
| 30124 | 22/05/2024 | Call Associates Pty Ltd trading as Connect Call Centre Services | \$7,203.90 |
| | | Overcalls Fees, Council, Group Message Charges - April 2024 | |
| 30125 | 22/05/2024 | Car Care Motor Company Pty Ltd | \$6,278.20 |
| | | Vehicle Services / Repairs - Fleet | |
| 30126 | 22/05/2024 | Carvalho Design Solutions Pty Ltd | \$2,552.00 |
| | | Consultancy Services - WACC Technical Criteria & Scope Of Services | |
| 30127 | 22/05/2024 | Castledex | \$168.96 |
| | | Office Furniture - Mobile Pedestal - Procurement | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 30128 | 22/05/2024 | Castledine Gregory | \$3,553.00 |
| | | Legal Fees For The City | |
| 30129 | 22/05/2024 | Catalina Regional Council | \$10,406.58 |
| | | Refund - Supervision Fees - Paid Twice | |
| 30130 | 22/05/2024 | Chelsea Nguyen | \$455.58 |
| | | CCTV Rebate | |
| 30131 | 22/05/2024 | City of Joondalup | \$21,585.00 |
| | | Bond Release - Currambine Stage 1 - Currambine 740-76467 - Works Completed | |
| 30132 | 22/05/2024 | Clark Equipment Sales Pty Ltd | \$225.97 |
| | | Vehicle Spare Parts | |
| 30133 | 22/05/2024 | Cleanaway Operations Pty Ltd | \$4,994.00 |
| | | Grease Trap Servicing - Belhaven Park | |
| | | Removal & Disposal - Waste Liquid - Fleet Workshop | |
| 30134 | 22/05/2024 | Commercial Aquatics Australia | \$643.50 |
| | | Plantroom Re-Active Works Blower In The Outdoor Pool - Aquamotion | |
| 30135 | 22/05/2024 | Commissioner of Police | \$51.00 |
| | | National Police Checks - Volunteer Services | |
| 30136 | 22/05/2024 | Complete Office Supplies Pty Ltd | \$3,423.47 |
| | | Stationery Supplies - Various Service Units | |
| 30137 | 22/05/2024 | Corsign (WA) Pty Ltd | \$1,894.86 |
| | | Signs - Claytons Beach - Engineering | |
| | | Street Name Plates | |
| 30138 | 22/05/2024 | Cr Helen Berry | \$3,505.47 |
| | | Reimbursement - Flights & Accommodation - ALGA National General Assembly 2024 | |
| 30139 | 22/05/2024 | Cr Natalie Herridge | \$509.95 |
| | | Reimbursement - Corporate Apparel Claim - November 2023 | |
| 30140 | 22/05/2024 | Critical Fire Protection & Training Pty Ltd | \$6,945.91 |
| | | Fire Detection System / Equipment Maintenance - Various Locations | |
| 30141 | 22/05/2024 | Crommelin Air & Power Pty Ltd | \$382.33 |
| | | Repair Compressor - Fleet | |
| 30142 | 22/05/2024 | CS Legal | \$22,576.66 |
| | | Court Fees - Rating Services | |
| 30143 | 22/05/2024 | Dale Alcock Homes Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30144 | 22/05/2024 | Data #3 Limited | \$1,635.23 |
| | | Software Licences - ICT | |
| 30145 | 22/05/2024 | David Gray & Co Pty Ltd | \$3,697.21 |
| | | Bin 360L Dark Green - Waste | |
| 30146 | 22/05/2024 | David Roy Cull | \$264.00 |
| | | Ant Treatment - Quinns Rocks Tennis Shelter | |
| 30147 | 22/05/2024 | Department Of Biodiversity, Conservation And Attractions | \$1,915.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Yanchep National Park Pass Program Sales - Quarter 3 - Economic Development | |
| 30148 | 22/05/2024 | Department of the Premier and Cabinet | \$249.60 |
| | | Advertising - Change Of Valuation Method | |
| | | Advertising - Basis Of Rates - Deposited Plans - Rating Services | |
| 30149 | 22/05/2024 | Donald Cant Watts Corke (WA) Pty Ltd | \$3,300.00 |
| | | Quantity Surveying Services - East Wimmeroo Cell 9 - Landsdale Local Community Facility | |
| 30150 | 22/05/2024 | Dowsing Group Pty Ltd | \$1,817.69 |
| | | Carry Out Footpath Repair / Replacement - Erba Lane | |
| 30151 | 22/05/2024 | Drainflow Services Pty Ltd | \$28,453.11 |
| | | Drain Cleaning / Sweeping Services - Various Locations | |
| 30152 | 22/05/2024 | Du Clene Pty Ltd | \$275.00 |
| | | Emergency Call Out - Ridgewood Break In Vandalism | |
| 30153 | 22/05/2024 | Eco Homes Group Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30154 | 22/05/2024 | Ecoburbia | \$3,850.00 |
| | | Workshops - Various - Library Services | |
| 30155 | 22/05/2024 | Ecoscape Australia Pty Ltd | \$17,358.00 |
| | | Review Completion Criteria Environmental Offset Revegetation - Burns/Mindarie, Badgerup Reserve & Hardcastle Park | |
| 30156 | 22/05/2024 | Emerge Associates | \$2,200.00 |
| | | Masterplan - Hainsworth Park | |
| | | Concept Design - Kingsway Indoor Stadium Outdoor Multi Use Court | |
| 30157 | 22/05/2024 | Emineo Engineering Services | \$9,573.25 |
| | | Disassembly Of Patrol Tower - Quinns Beach Including Transport Of Sea Container From Ashby To Quinns And Quinns To Ashby | |
| 30158 | 22/05/2024 | Engineering Technology Consultants | \$9,724.00 |
| | | Electrical Assessment - Kingsway Indoor Stadium | |
| 30159 | 22/05/2024 | Environmental Health Australia (Western Australia) Incorporated | \$6,517.50 |
| | | Registration - World Congress And Wastewater Management Workshop | |
| 30160 | 22/05/2024 | Environmental Industries Pty Ltd | \$21,450.00 |
| | | Park Upgrade Works - Brampton Park | |
| 30161 | 22/05/2024 | Epic Catering & Events Services Pty Ltd | \$2,238.50 |
| | | Catering - Council Meeting - 14.05.2024 | |
| 30162 | 22/05/2024 | EPM Partners Pty Ltd | \$1,980.00 |
| | | System Support - ICT | |
| 30163 | 22/05/2024 | First Homebuilders Pty Ltd | \$2,000.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Street & Verge Bond | |
| 30164 | 22/05/2024 | Flick Anticimex Pty Ltd | \$4,787.38 |
| | | Hygienic Services - Various Locations | |
| 30165 | 22/05/2024 | FSC ION GROUP PTY LTD | \$6,407.93 |
| | | Variation #2 - Splendid Park | |
| 30166 | 22/05/2024 | Fusion Applications Pty Ltd | \$6,600.00 |
| | | Consulting Fees For OICS Architecture Integration | |
| 30167 | 22/05/2024 | Galt Geotechnics | \$7,744.00 |
| | | Mindarie Breakwater - Geotechnical Investigation - Soakwell Cavity | |
| 30168 | 22/05/2024 | Gemmill Homes Pty Ltd | \$3,563.28 |
| | | Refund - Street & Verge Bonds | |
| 30169 | 22/05/2024 | Gen Connect Pty Ltd | \$1,045.44 |
| | | Replace Jacket Water Heater - Civic Centre - Building Maintenance | |
| 30170 | 22/05/2024 | Geoff's Tree Service Pty Ltd | \$62,722.27 |
| | | Pruning Services - Various Locations | |
| 30171 | 22/05/2024 | Glen Bourne | \$94.40 |
| | | Refund - Filled Car With Diesel - Did Not Have Fuel Card | |
| 30172 | 22/05/2024 | Global Marine Enclosures Pty Ltd | \$58,520.00 |
| | | Quinns Beach Swimming Enclosure Management | |
| 30173 | 22/05/2024 | Grant Thornton Audit | \$6,600.00 |
| | | Annual Financial Audit 2023 | |
| 30174 | 22/05/2024 | GX Outdoors | \$22,982.30 |
| | | Shelter, Table Setting With Wheelchair Access & Park Seats - Blackmore Park | |
| 30175 | 22/05/2024 | Halpd Pty Ltd Trading As Affordable Living Homes | \$5,389.76 |
| | | Refund - Building Application - Cancelled | |
| | | Refund - Development Application - Withdrawn | |
| | | Refund - Street & Verge Bonds | |
| 30176 | 22/05/2024 | Hamish Wallace | \$500.00 |
| | | CCTV Rebate | |
| 30177 | 22/05/2024 | Rates Refund | \$2,764.82 |
| 30178 | 22/05/2024 | Helena Christensen | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 30179 | 22/05/2024 | Herron Todd White (WANT) Pty Ltd | \$7,150.00 |
| | | Valuation Panel - East Wanneroo Cells 1 - 9 - Scheme Contributions | |
| 30180 | 22/05/2024 | Homestart | \$8,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30181 | 22/05/2024 | Hose Right | \$2,236.03 |
| | | Vehicle Hoses | |
| 30182 | 22/05/2024 | Hydroquip Pumps & Irrigation Pty Ltd | \$1,980.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | New Electricity Master Meters - Quinns Rocks Sports Club | |
| | | Test Irrigation Pumps - Brampton Park | |
| 30183 | 22/05/2024 | ICAM AUSTRALIA PTY LTD | \$1,760.00 |
| | | Training - ICAM For Lead Investigators 12.06.2024 - 1 Attendee | |
| 30184 | 22/05/2024 | Ideal Homes Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30185 | 22/05/2024 | Image Extra | \$907.50 |
| | | 3 Okal SPU Keys - Engineering | |
| 30186 | 22/05/2024 | Imagesource Digital Solutions | \$20,650.30 |
| | | Aluminium Signs - Wangara Kali Boomerang | |
| | | Display Items - Outdoor Bases And Secure Black Metal A-Frames - Girrawheen Hub | |
| | | Exhibition Panels - CWA Of WA Beyond The Scones | |
| | | Playing Discs - Education Resources - Waste Refurbishment - School Signs – Girrawheen Avenue | |
| 30187 | 22/05/2024 | Integrity Industrial Pty Ltd | \$9,103.94 |
| | | Casual Labour Services | |
| 30188 | 22/05/2024 | Integrity Industrial Pty Ltd | \$4,895.07 |
| | | Casual Labour Services | |
| 30189 | 22/05/2024 | Intelife Group | \$9,714.77 |
| | | Bocce / Sports Court Cleaning / Sand Sifting / Cleaning Consumables | |
| 30190 | 22/05/2024 | Interfire Agencies Pty Ltd | \$11,404.07 |
| | | Uniform Issue - Fire Services | |
| 30191 | 22/05/2024 | Ixom Operations Pty Ltd | \$2,578.40 |
| | | Pool Chemicals - Aquamation | |
| 30192 | 22/05/2024 | J Blackwood & Son Ltd | \$1,396.82 |
| | | Safety Glasses And Gloves - Stores | |
| 30193 | 22/05/2024 | Jade Sullivan | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 30194 | 22/05/2024 | James Bennett Pty Ltd | \$1,746.79 |
| | | Book Supplies - Library Services | |
| 30195 | 22/05/2024 | Jayden Black | \$30.00 |
| | | Dog Registration Refund - Sterilised | |
| 30196 | 22/05/2024 | JCorp Pty Ltd | \$3,376.07 |
| | | Refund - Street & Verge Bonds | |
| 30197 | 22/05/2024 | Jessica Oates | \$450.90 |
| | | CCTV Rebate | |
| 30198 | 22/05/2024 | Jonathan Evans | \$453.90 |
| | | CCTV Rebate | |
| 30199 | 22/05/2024 | Justin Bennett | \$500.00 |
| | | CCTV Rebate | |
| 30200 | 22/05/2024 | Karen Walker | \$457.50 |
| | | CCTV Rebate | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 30201 | 22/05/2024 | Rates Refund | \$3,545.28 |
| 30202 | 22/05/2024 | Rates Refund | \$260.14 |
| 30203 | 22/05/2024 | Kerb Direct Kerbing | \$10,828.46 |
| | | Kerbing Works - Various Locations | |
| 30204 | 22/05/2024 | Kleenit | \$2,234.03 |
| | | Graffiti Removal - Various Locations | |
| 30205 | 22/05/2024 | Komatsu Australia Pty Ltd | \$86.00 |
| | | Vehicle Spare Parts - Fleet | |
| 30206 | 22/05/2024 | Konica Minolta Business Solutions Australia Pty Ltd | \$1,134.22 |
| | | Printer Charges 09.04.2024 - 08.05.2024 | |
| 30207 | 22/05/2024 | Landcare Weed Control | \$8,373.54 |
| | | Landscape Maintenance - Various Locations | |
| 30208 | 22/05/2024 | Landgate | \$8,846.30 |
| | | Metropolitan Urban UV's General Revaluation 2023 / 2024 - Rating Services | |
| 30209 | 22/05/2024 | Laundry Express | \$724.26 |
| | | Cleaning Of Linen - Hospitality | |
| 30210 | 22/05/2024 | Lawn Doctor Turf Solutions | \$5,758.50 |
| | | Vertimow And Sweep - Various Parks | |
| 30211 | 22/05/2024 | LGISWA | \$1,000.00 |
| | | Insurance Excess - Fleet Protection – Motor Vehicle Claim | |
| 30212 | 22/05/2024 | Linemarking WA Pty Ltd | \$12,527.35 |
| | | Line Marking Services - Various Locations | |
| 30213 | 22/05/2024 | Linz Creationz | \$480.00 |
| | | Exhibition Catering - CWA - Centenary Cake | |
| 30214 | 22/05/2024 | Local Government Professionals Australia WA | \$550.00 |
| | | Registration - Excel Workshop - 1 Attendee | |
| 30215 | 22/05/2024 | Macknsons Pty Ltd | \$778.79 |
| | | Transport 1 Modular Wall Panel Frame - Cultural Services | |
| 30216 | 22/05/2024 | Cancelled | |
| 30217 | 22/05/2024 | Manjit Kohli | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 30218 | 22/05/2024 | Mastec Australia Pty Ltd | \$32,540.05 |
| | | 360 Litre Mastec Green Bin Yellow Lid - Waste | |
| 30219 | 22/05/2024 | McLeods | \$359.70 |
| | | Legal Fees For The City | |
| 30220 | 22/05/2024 | Mercer Consulting (Australia) Pty Ltd | \$4,070.00 |
| | | Training - Mercer CED Job Evaluation Blended Learning - 1 Attendee | |
| 30221 | 22/05/2024 | Metrix Consulting Pty Ltd | \$11,000.00 |
| | | Community Wellbeing Survey 2023 / 2024 | |
| 30222 | 22/05/2024 | Michael Prockter | \$300.00 |
| | | 100 Mini Vanilla Cupcakes - Library Services | |
| 30223 | 22/05/2024 | Milsearch Pty Ltd | \$6,754.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Investigation For Two Rocks Sea Wreck Management Works | |
| 30224 | 22/05/2024 | Mindarie Regional Council | \$308,193.94 |
| | | Refuse Disposal Charges | |
| 30225 | 22/05/2024 | Moore Australia (WA) Pty Ltd | \$3,520.00 |
| | | Registration - 2024 Financial Reporting Workshop - 2 Attendees | |
| 30226 | 22/05/2024 | MP Rogers & Associates Pty Ltd | \$10,306.72 |
| | | Engineering Services - Mindarie Tees - Assets | |
| 30227 | 22/05/2024 | Mr Michael Nisbet | \$327.00 |
| | | CCTV Rebate | |
| 30228 | 22/05/2024 | My Homes WA | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30229 | 22/05/2024 | Nadia Gardner | \$490.64 |
| | | CCTV Rebate | |
| 30230 | 22/05/2024 | Natural Area Consulting Management Services | \$23,629.67 |
| | | Landscape Maintenance Works - Various Locations | |
| 30231 | 22/05/2024 | Nespresso Professional | \$222.00 |
| | | Nespresso Pods - CEO's Office | |
| 30232 | 22/05/2024 | Nicholas Marshall | \$625.00 |
| | | Vehicle Crossing Subsidy | |
| 30233 | 22/05/2024 | North Metropolitan Tafe | \$65.00 |
| | | Training - Health & Safety | |
| 30234 | 22/05/2024 | Nu-Trac Rural Contracting | \$847.10 |
| | | Quinns Beach Clean 17.04.2024 | |
| 30235 | 22/05/2024 | On Tap Services | \$9,047.32 |
| | | Plumbing Maintenance Services - Various Locations | |
| 30236 | 22/05/2024 | OP Properties | \$4,510.00 |
| | | Development Feasibility Review - Neerabup Industrial Area - Economic Development | |
| 30237 | 22/05/2024 | Orixon Pty Ltd | \$61,923.40 |
| | | Progress Claim 2 - Kingsway Little Athletics Club | |
| 30238 | 22/05/2024 | Orla Duffy | \$488.51 |
| | | CCTV Rebate | |
| 30239 | 22/05/2024 | Outdoor World | \$3,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30240 | 22/05/2024 | Outdoor World | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 30241 | 22/05/2024 | Paperbark Technologies Pty Ltd | \$12,219.72 |
| | | Arboricultural Tree Surveys / Street Tree Data Collections / Assessment Reports - Various Locations | |
| 30242 | 22/05/2024 | Paywise Pty Ltd | \$4,426.82 |
| | | Payroll Deductions | |
| 30243 | 22/05/2024 | Perth Patio Magic Pty Ltd | \$4,000.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Street & Verge Bonds | |
| 30244 | 22/05/2024 | Peter Duggan | \$500.00 |
| | | CCTV Rebate | |
| 30245 | 22/05/2024 | Rates Refund | \$162.00 |
| 30246 | 22/05/2024 | PharmCo (WA) Pty Ltd | \$6,050.00 |
| | | Everlasting Seeds - Parks | |
| 30247 | 22/05/2024 | Phase 3 Landscape Construction Pty Ltd | \$197,852.44 |
| | | Progress Claim 2 - Rotary Park Fort | |
| 30248 | 22/05/2024 | Platinum Locating Services | \$11,443.32 |
| | | Location Of Services - Various Locations | |
| 30249 | 22/05/2024 | Porter Consulting Engineers | \$1,650.00 |
| | | Design & Documentation - Existing Roads & Services Neerabup Industrial Area Upgrade | |
| 30250 | 22/05/2024 | Powerhouse Batteries Pty Ltd | \$445.50 |
| | | Energizer Batteries - Fleet | |
| 30251 | 22/05/2024 | Premier Tarps | \$159.72 |
| | | Pull Out Tarp Disc Assembly - Fleet | |
| 30252 | 22/05/2024 | Prestige Alarms | \$15,653.56 |
| | | Alarm / CCTV Services - Various Locations | |
| 30253 | 22/05/2024 | Prime West Constructions Pty Ltd | \$1,011.00 |
| | | Refund - Building Application - Rejected | |
| 30254 | 22/05/2024 | Quik Corp Pty Ltd | \$240.10 |
| | | Various Stickers - Fleet | |
| 30255 | 22/05/2024 | Razanne Al-Abdeli | \$25.15 |
| | | Art Awards Refund - Artwork Deemed As Craft | |
| 30256 | 22/05/2024 | Red Empire Media | \$275.00 |
| | | Business Wanneroo Raw Footage Plus Hard Drive | |
| 30257 | 22/05/2024 | Reliable Fencing WA Pty Ltd | \$13,910.31 |
| | | Fencing Works - Various Locations | |
| 30258 | 22/05/2024 | Residential Building WA Pty Ltd | \$641.50 |
| | | Refund - Street & Verge Bond | |
| 30259 | 22/05/2024 | Robert Walters Pty Ltd | \$5,133.04 |
| | | Casual Labour Services | |
| 30260 | 22/05/2024 | Robert Willis | \$9,900.00 |
| | | Audit And Review - Clarkson Butler Contribution Arrangement | |
| 30261 | 22/05/2024 | Rubek Automatic Doors | \$539.00 |
| | | Repair Lock On Disabled Toilet - Aquamotion | |
| 30262 | 22/05/2024 | RW Quantity Surveyors | \$990.00 |
| | | Quantity Surveying - Ashby Operations Centre - Shed L - Assets | |
| 30263 | 22/05/2024 | Safety World | \$91.85 |
| | | Wet Weather Storm Jacket - Waste Services | |
| 30264 | 22/05/2024 | Sandra Callaghan | \$100.57 |
| | | Dog Registration Refund - Duplicate | |
| 30265 | 22/05/2024 | Sanpoint Pty Ltd ATF the Fiore Family Trust | \$117,537.56 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|------------|
| Number | Date | Supplier / Description | Amount |
| | | Landscape Maintenance Services - Various Locations | |
| 30266 | 22/05/2024 | Satalyst Pty Ltd | \$610.50 |
| | | Project Management Activities - SQL Server Database Storage Upgrade | |
| 30267 | 22/05/2024 | Seabreeze Landscape Supplies | \$57.00 |
| | | Brickie Sand - Parks | |
| 30268 | 22/05/2024 | Shane Longman | \$500.00 |
| | | CCTV Rebate | |
| 30269 | 22/05/2024 | Shaun O'Hare | \$450.90 |
| | | CCTV Rebate | |
| 30270 | 22/05/2024 | Shred-X | \$439.59 |
| | | Replacement And Destruction - Confidential Documents Bins | |
| 30271 | 22/05/2024 | Signal Data Systems | \$1,369.23 |
| | | Update Weatherhawk Program Firmware - Halesworth Park - Parks | |
| 30272 | 22/05/2024 | Siti Adibah Van | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 30273 | 22/05/2024 | SJ McKee Maintenance Pty Ltd | \$995.00 |
| | | Repair Works - Various Locations - Waste | |
| 30274 | 22/05/2024 | Slater-Gartrell Sports | \$1,676.40 |
| | | Net & Post Repairs - Kingsway Sporting Complex - WDNA | |
| 30275 | 22/05/2024 | Softball WA | \$500.00 |
| | | Participation Fund - Australian National Championships - 4 Attendees | |
| 30276 | 22/05/2024 | Solargain Pv Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30277 | 22/05/2024 | Sparkling Restoration | \$400.00 |
| | | Workshop - Upcycling Artistry - Clarkson Library - Library Services | |
| 30278 | 22/05/2024 | Sphere Architects | \$7,225.35 |
| | | Variation - Design Package - Montrose Park | |
| 30279 | 22/05/2024 | Sprayline Spraying Equipment | \$607.20 |
| | | 2 15L Knapsack Sprayers | |
| 30280 | 22/05/2024 | SSB Pty Ltd | \$4,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30281 | 22/05/2024 | St John Ambulance Western Australia Ltd | \$65.00 |
| | | Training - CPR Refresher - 1 Attendee | |
| 30282 | 22/05/2024 | Statewide Pump Services | \$1,309.00 |
| | | Callout - Rotary Park Sewerage Pumps Building | |
| 30283 | 22/05/2024 | Stewart & Heaton Clothing Company Pty Ltd | \$4,466.24 |
| | | Uniform Issue - Fire Services | |
| 30284 | 22/05/2024 | Stihl Shop Osborne Park | \$2,810.45 |
| | | Cordless Pole Pruner & Battery - Parks | |
| | | Petrol Kombi Engines - Engineering | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 30285 | 22/05/2024 | Stuart Mclean | \$802.00 |
| | | Vehicle Crossing Subsidy | |
| 30286 | 22/05/2024 | Superior Nominees Pty Ltd | \$2,376.00 |
| | | Playground Equipment Maintenance - Various Locations | |
| 30287 | 22/05/2024 | Synergy | \$7,065.81 |
| | | Power Supply Charges - Various Locations | |
| 30288 | 22/05/2024 | Rates Refund | \$960.15 |
| 30289 | 22/05/2024 | Tangent Nominees Pty Ltd (Atf The Summit Homes Group Trust) | \$3,282.80 |
| | | Refund - Building Application - Duplicate | |
| | | Refund - Street & Verge Bond | |
| 30290 | 22/05/2024 | Taylor Burrell Barnett | \$356.40 |
| | | Provision Of Consultancy Services - Neerabup Management Plan & Subdivision | |
| 30291 | 22/05/2024 | Team Global Express Pty Ltd | \$415.99 |
| | | Courier Services | |
| 30292 | 22/05/2024 | Telstra Limited | \$6,321.75 |
| | | Navman Services - Fleet Assets | |
| 30293 | 22/05/2024 | The Chamber of Arts and Culture WA Incorporated | \$660.00 |
| | | Local Government Renewal - 2024 / 2025 | |
| 30294 | 22/05/2024 | The Distributors Perth | \$315.40 |
| | | Confectionery - Kingsway | |
| 30295 | 22/05/2024 | The Factory (Australia) Pty Ltd | \$1,086.25 |
| | | Storage Of Christmas Decorations - April 2024 | |
| 30296 | 22/05/2024 | The Futures Group | \$5,901.51 |
| | | Culture Review - HR Team - Council & Corporate Support | |
| 30297 | 22/05/2024 | The Perth Mint | \$2,766.50 |
| | | 2024 Citizenship Base Metal Coins | |
| 30298 | 22/05/2024 | The Trustee for New Dealership Trust | \$1,003.68 |
| | | Vehicle Spare Parts | |
| 30299 | 22/05/2024 | The Trustee for Talis Unit Trust | \$31,641.50 |
| | | Consultancy Services - Develop A Masterplan - Neerabup Resource Precinct | |
| | | Road Visual Condition Assessment - Assets | |
| 30300 | 22/05/2024 | The Trustee for the Forever Project Trust | \$2,502.50 |
| | | Workshop - Trees In Small Spaces To Create A Cooler Home - Strategic Environmental Planning | |
| 30301 | 22/05/2024 | Three Chillies Design Pty Ltd | \$4,721.20 |
| | | Repairs And Maintenance - Gungurru Park BMX Track | |
| 30302 | 22/05/2024 | Toro Australia Group Sales Pty Ltd | \$145.09 |
| | | Vehicle Spare Parts | |
| 30303 | 22/05/2024 | Total Eden Pty Ltd | \$829.73 |
| | | Fire Pump Spare Parts - Community Safety | |
| 30304 | 22/05/2024 | Total Green Recycling Pty Ltd | \$4,149.03 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | E-Waste Disposal - Community Waste Drop Off Weekend 2024 - Waste Services | |
| 30305 | 22/05/2024 | Totally Workwear Joondalup & Butler | \$444.10 |
| | | Uniform Issue - Various Employees | |
| 30306 | 22/05/2024 | Rates Refund | \$2,992.73 |
| 30307 | 22/05/2024 | Truck Centre WA Pty Ltd | \$3,872.78 |
| | | Training - Techtool 07.05.2024 - 2 Attendees | |
| | | Vehicle Spare Parts - Fleet | |
| 30308 | 22/05/2024 | Two Rocks Volunteer Bush Fire Brigade | \$72.41 |
| | | Reimbursement For Foods & Drinks - WAERN Course 28.04.2024 | |
| 30309 | 22/05/2024 | University of Western Australia | \$17,578.00 |
| | | Wave Buoys - Year 1 Servicing, Data And Reporting | |
| 30310 | 22/05/2024 | Vanessa Teo Hui Ting | \$69.70 |
| | | Refund - Volunteer Reimbursement - Working With Children Check & National Police Certificate - Cultural Services | |
| 30311 | 22/05/2024 | Ventura Home Group Pty Ltd | \$12,007.90 |
| | | Refund - Street & Verge Bonds | |
| 30312 | 22/05/2024 | Cancelled | |
| 30313 | 22/05/2024 | Vincent Road Developments Pty Ltd | \$33,962.50 |
| | | Bond Release - Outstanding Road & Civil Works Completed - Parden Park Heights Stage 11B Sinagra WAPC 159932 & 161924 | |
| 30314 | 22/05/2024 | WA Hino Sales & Service | \$463.72 |
| | | Vehicle Spare Parts | |
| 30315 | 22/05/2024 | WA Insurance Builders | \$2,273.04 |
| | | Refund - Building Application - Needs To Be A Certified Application | |
| | | Refund - Street & Verge Bond | |
| 30316 | 22/05/2024 | Wanneroo Electric | \$2,746.70 |
| | | Electrical Maintenance - Various Locations | |
| 30317 | 22/05/2024 | Wanneroo Smash Repairs Pty Ltd | \$810.34 |
| | | Vehicle Repairs - WN 34606 | |
| 30318 | 22/05/2024 | Water Corporation | \$10,738.19 |
| | | Water Supply Charges - Various Locations | |
| 30319 | 22/05/2024 | Rates Refund | \$3,593.39 |
| 30320 | 22/05/2024 | West Coast Turf | \$21,042.77 |
| | | Turfing Works - Various Locations | |
| 30321 | 22/05/2024 | WestCycle Incorporated | \$5,500.00 |
| | | Women On Wheels Program - Learn To Ride Workshops | |
| 30322 | 22/05/2024 | Western Irrigation Pty Ltd | \$12,508.01 |
| | | Upgrade Irrigation Control System - Splendid Park | |
| 30323 | 22/05/2024 | Westsun Energy Pty Ltd | \$7,364.50 |
| | | Removal Of Voltage Optimiser - Aquamation | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|--------------|
| Number | Date | Supplier / Description | Amount |
| 30324 | 22/05/2024 | William Buck Consulting (WA) Pty Ltd | \$4,950.00 |
| | | Audit & Risk Committee Meeting - 27.02.2024 & 26.03.2024 | |
| | | Professional Fees - People Management Process Review - March 2024 | |
| | | Professional Fees - Internal Audit Plan And Review - March 2024 | |
| 30325 | 22/05/2024 | Work Clobber | \$179.10 |
| | | Safety Boots - Rangers | |
| 30326 | 22/05/2024 | Worldwide Joondalup Malaga | \$1,800.00 |
| | | Bin Stickers - Waste | |
| 30327 | 22/05/2024 | WSP Australia Pty Ltd | \$3,091.00 |
| | | Pre-Site Investigations - Opportunity Street - Property Services | |
| 30328 | 22/05/2024 | Xref (AU) Pty Ltd | \$16,610.00 |
| | | Enterprise Subscription 350 - 13.05.2024 - 12.05.2025 | |
| 30329 | 23/05/2024 | Grantleigh PL | \$441.00 |
| | | Refund - Planning Application - Submitted In Error | |
| 30330 | 23/05/2024 | Cancelled | |
| 30331 | 23/05/2024 | RSM Bird Cameron | \$8,800.00 |
| | | Input Tax Credits - Salary Packaging Paywise - March 2024 | |
| 30332 | 24/05/2024 | Australian Services Union | \$238.50 |
| | | Payroll Deductions | |
| 30333 | 24/05/2024 | Australian Taxation Office | \$729,696.00 |
| | | Payroll Deductions | |
| 30334 | 24/05/2024 | CFMEU | \$140.00 |
| | | Payroll Deductions | |
| 30335 | 24/05/2024 | Child Support Agency | \$1,578.20 |
| | | Payroll Deductions | |
| 30336 | 24/05/2024 | City of Wanneroo | \$508.00 |
| | | Payroll Deductions | |
| 30337 | 24/05/2024 | Fleet Network | \$9,056.16 |
| | | Payroll Deductions | |
| 30338 | 24/05/2024 | Holty's Hiab | \$11,847.00 |
| | | Lawn Mower Recovery - Ashby Depot To Kingsway / Grandis - Parks | |
| | | Transport And Installation Of Goals - Various Locations | |
| 30339 | 24/05/2024 | Smartsalary | \$5,158.60 |
| | | Payroll Deductions | |
| 30340 | 27/05/2024 | Ms D Hayward | \$24.23 |
| | | Reimbursement - Travel Expenses | |
| 30341 | 27/05/2024 | Mr J Jayatissa | \$9.50 |
| | | Reimbursement - Lodgement Of FBT Return With ATO | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|------------|
| Number | Date | Supplier / Description | Amount |
| 30342 | 27/05/2024 | Mr M Dickson | \$478.93 |
| | | Reimbursement - Accommodation - PIA Conference Sydney | |
| 30343 | 27/05/2024 | Mr P Greer | \$3,777.75 |
| | | Reimbursement - UWA fees (MBA unit - Managerial Finance) | |
| 30344 | 27/05/2024 | Ms S Baker | \$18.60 |
| | | Reimbursement - Ribbon For Mayor Aitken Unveiling Of Bike Shelters At St Francis Of Assisi Catholic Primary School | |
| 30358 | 25/05/2024 | AAAC Towing | \$2,145.00 |
| | | Abandoned Vehicle Management Services | |
| 30359 | 25/05/2024 | ABM Landscaping | \$402.60 |
| | | Reinstate Brick Paving After Irrigation Repairs - Camira Way - Parks | |
| 30360 | 25/05/2024 | ABN Residential WA Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30361 | 25/05/2024 | ABN Residential WA Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30362 | 25/05/2024 | Action Glass & Aluminium | \$2,393.49 |
| | | Glazing Services - Various Locations | |
| 30363 | 25/05/2024 | ADM Central Maintenance | \$674.00 |
| | | Refund - Building Application - Rejected | |
| 30364 | 25/05/2024 | Alexander House of Flowers | \$200.00 |
| | | Flower Delivery - 100th Birthday Celebration - Office Of The Mayor | |
| | | Flowers - Sympathy Arrangement - Mayors Office | |
| 30365 | 25/05/2024 | Allison Fairjones | \$404.82 |
| | | Vehicle Crossing Subsidy | |
| 30366 | 25/05/2024 | Andrew Borrett | \$500.00 |
| | | CCTV Rebate | |
| 30367 | 25/05/2024 | Aqua Kreartz | \$300.00 |
| | | Art & Mindful Session - The Beach To Bush Arts Festival 05.06.2024 | |
| 30368 | 25/05/2024 | Aquatic Leisure Technologies | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30369 | 25/05/2024 | Archival Survival Pty Ltd | \$1,617.11 |
| | | Preservation Supplies - Cultural Services | |
| 30370 | 25/05/2024 | Atlas Dry Cleaners | \$1,525.26 |
| | | Laundry Services - Fleet Workshops | |
| 30371 | 25/05/2024 | Audi Centre Perth | \$1,246.65 |
| | | Vehicle Service - Fleet | |
| 30372 | 25/05/2024 | Aussie Natural Spring Water | \$1,929.36 |
| | | Bottled Water - Quinns Rocks Fire Station | |
| 30373 | 25/05/2024 | Australian Airconditioning Services Pty Ltd | \$9,345.74 |
| | | Airconditioning Maintenance - Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 30374 | 25/05/2024 | Australian Institute of Management Western Australia Human Resource Development Centre Limited | \$1,161.00 |
| | | Training - Psychological Safety And Psychosocial Risk - 06 - 07.08.2024 - 1 Attendee | |
| 30375 | 25/05/2024 | Australian Local Government Association Limited | \$945.00 |
| | | Conference - 2024 National General Assembly - 02 - 05.07.2024 - Mayor Linda Aitken | |
| 30376 | 25/05/2024 | Azure Painting Pty Ltd | \$935.00 |
| | | Painting - Place Of Flowers - Ferrara Park | |
| 30377 | 25/05/2024 | Baileys Fertilisers | \$19,140.00 |
| | | Fertiliser Stock - Parks | |
| 30378 | 25/05/2024 | Benara Nurseries, Quito Pty Ltd | \$24,411.23 |
| | | Plant Supplies - Mitchell Park Two Rocks - Parks | |
| | | Tree Supply 2024 - Parks | |
| 30379 | 25/05/2024 | Benjamin and Vicki McFarlane | \$1,000.00 |
| | | Refund - Street & Verge Bond | |
| 30380 | 25/05/2024 | BGC Residential Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30381 | 25/05/2024 | Bidfood Perth | \$1,182.28 |
| | | Tea & Coffee Supplies - Store | |
| 30382 | 25/05/2024 | Blueprint Homes (WA) Pty Ltd | \$12,898.45 |
| | | Refund - Development Application - Cancelled | |
| | | Refund - Street & Verge Bonds | |
| 30383 | 25/05/2024 | Boral Construction Materials Group Ltd | \$858.44 |
| | | Concrete Mix - Various Locations | |
| 30384 | 25/05/2024 | Brian Rippingale | \$500.00 |
| | | CCTV Rebate | |
| 30385 | 25/05/2024 | Bridgestone Australia Limited | \$40,557.16 |
| | | Tyre Fitting Services | |
| 30386 | 25/05/2024 | Brownes Foods Operations Pty Limited | \$141.54 |
| | | Milk Deliveries For The City | |
| 30387 | 25/05/2024 | Bucher Municipal Pty Ltd | \$12,304.32 |
| | | Vehicle Spare Parts | |
| 30388 | 25/05/2024 | Bunzl Limited | \$4,389.91 |
| | | Dispensers, Soap, Tissues - Stores | |
| 30389 | 25/05/2024 | Cabcharge | \$234.23 |
| | | Cabcharge Services | |
| 30390 | 25/05/2024 | Cabernet & Canvas | \$2,700.00 |
| | | Paint & Sip - Turquoise Cafe - City Of Wanneroo Arts Festival - Events | |
| 30391 | 25/05/2024 | Car Care (WA) Mindarie | \$440.00 |
| | | Cleaning Of Community Busses - Community Services | |
| 30392 | 25/05/2024 | Car Care Motor Company Pty Ltd | \$3,547.45 |
| | | Vehicle Repairs / Services | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 30393 | 25/05/2024 | Rates Refund | \$424.77 |
| 30394 | 25/05/2024 | Carrissa Franchina | \$500.00 |
| | | CCTV Rebate | |
| 30395 | 25/05/2024 | Cat Welfare Society Incorporated | \$3,872.00 |
| | | Impound Fees - Community Safety | |
| 30396 | 25/05/2024 | Chillo Refrigeration & Air-Conditioning | \$220.00 |
| | | Repair Ice Machine - Ashby Operations Centre | |
| 30397 | 25/05/2024 | Chris Mc Intyre | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30398 | 25/05/2024 | Rates Refund | \$14,170.33 |
| 30399 | 25/05/2024 | Civcon Civil & Project Management Pty Ltd | \$54,502.23 |
| | | Progress Claim 1 - Road & Drainage Upgrade - Neerabup Industrial Park | |
| 30400 | 25/05/2024 | Cleanaway Operations Pty Ltd | \$841.50 |
| | | Grease Trap Service - Quinns Mindarie Community Centre & Dalvik Park Sports Pavilion | |
| 30401 | 25/05/2024 | Complete Office Supplies Pty Ltd | \$1,955.32 |
| | | Stationery Supplies - Various Service Units | |
| 30402 | 25/05/2024 | Conplant Pty Ltd | \$2,658.70 |
| | | Oscillating Roller Hire - Assets | |
| 30403 | 25/05/2024 | Contra-Flow Pty Ltd | \$4,017.30 |
| | | Traffic Management Services - Various Locations | |
| 30404 | 25/05/2024 | Cool Breeze Rentals Pty Ltd | \$132.00 |
| | | Water Level Float Valve | |
| 30405 | 25/05/2024 | Corsign (WA) Pty Ltd | \$4,987.40 |
| | | Sign - Petanque Pitch - Parks | |
| | | Signs - Various Safety - Parks | |
| 30406 | 25/05/2024 | Corsign (WA) Pty Ltd | \$935.00 |
| | | Signs - No Camping - Engineering | |
| | | Signs - Caution Waste On Board | |
| 30407 | 25/05/2024 | Cr Glynis Parker | \$161.13 |
| | | Travel Allowance - April 2024 | |
| 30408 | 25/05/2024 | Cr Paul Miles | \$1,572.82 |
| | | Travel Allowance - January - April 2024 | |
| 30409 | 25/05/2024 | Craneswest (WA) Pty Ltd | \$4,925.80 |
| | | Debris Collection - Various Locations | |
| 30410 | 25/05/2024 | Craneswest (WA) Pty Ltd | \$154,522.13 |
| | | Works Completed By Western Go Organics JV - April 2024 - Waste Services | |
| 30411 | 25/05/2024 | Critical Fire Protection & Training Pty Ltd | \$232.97 |
| | | Fire Equipment Maintenance - Ashby Operations Centre | |
| | | Rectify Defects In Fire Equipment - Animal Care Centre - Building Maintenance | |
| 30412 | 25/05/2024 | CS Legal | \$36,500.90 |
| | | Court Fees - Rating Services | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 30413 | 25/05/2024 | CS Legal | \$14,410.55 |
| | | Court Fees - Rating Services | |
| 30414 | 25/05/2024 | Daniel Tabain | \$100.00 |
| | | Dog Registration Refund - Sterilisation | |
| 30415 | 25/05/2024 | Data #3 Limited | \$2,181.43 |
| | | HP Toner - ICT | |
| 30416 | 25/05/2024 | Data #3 Limited | \$1,079.63 |
| | | Azure Monthly Fee - April 2024 - ICT | |
| | | Subscription - Creative Cloud All Apps | |
| 30417 | 25/05/2024 | David Roy Cull | \$704.00 |
| | | Pest Control Services - Various Locations | |
| 30418 | 25/05/2024 | Debbie Hamon | \$313.95 |
| | | Hire Fee Refund | |
| 30419 | 25/05/2024 | Department of Primary Industries and Regional Development | \$2,402.50 |
| | | Skeleton Weed Treatment 2022 / 2023 | |
| 30420 | 25/05/2024 | Department of the Premier and Cabinet | \$109.20 |
| | | Advertising - Change Of Valuation Land Method - Rating Services | |
| 30421 | 25/05/2024 | Ditty Thomas | \$500.00 |
| | | CCTV Rebate | |
| 30422 | 25/05/2024 | DMC Cleaning | \$653.02 |
| | | Cleaning Services - Heritage Buildings, Kingsway Indoor Stadium - Community Buildings South And Park Sporting Toilets & Changerooms South | |
| 30423 | 25/05/2024 | Double G (WA) Pty Ltd | \$43,180.59 |
| | | Induction Of Irrigation Contractor Staff - Kingsway Sporting Complex - Parks | |
| | | Irrigation Works / Repairs - Various Locations | |
| 30424 | 25/05/2024 | Dowsing Group Pty Ltd | \$21,660.32 |
| | | Concrete Works - Various Locations | |
| 30425 | 25/05/2024 | Drainflow Services Pty Ltd | \$18,851.96 |
| | | Road Sweeping / Drain Cleaning Services - Various Locations | |
| 30426 | 25/05/2024 | Drovers Vet Hospital Pty Ltd | \$35.00 |
| | | Veterinary Services - Rangers | |
| 30427 | 25/05/2024 | Ecoblue International | \$3,691.38 |
| | | Ecoblue Bulk Adblue - Parks | |
| 30428 | 25/05/2024 | Elliotts Irrigation Pty Ltd | \$652.63 |
| | | Irrigation Repairs - Catalina - Parks | |
| 30429 | 25/05/2024 | Emerge Environmental Services Pty Ltd | \$7,761.60 |
| | | Consultancy - Local Biodiversity Plan Review | |
| 30430 | 25/05/2024 | FE Technologies Pty Ltd | \$20,319.75 |
| | | RFID Project - Library Services | |
| 30431 | 25/05/2024 | Fire and Safety Australia | \$2,100.00 |
| | | Training - Fire Extinguisher - 2 Sessions - Parks & Conservation | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 30432 | 25/05/2024 | Fitzrite Pty Ltd | \$4,906.20 |
| | | Supply And Install - Pallet Racking - Depot | |
| 30433 | 25/05/2024 | Forch Australia Pty Ltd | \$330.00 |
| | | Pump Bottle Brake Cleaner - Stores | |
| 30434 | 25/05/2024 | Foxfish Pty Ltd t/as Binley Fencing | \$1,308.11 |
| | | Hire Of Fencing - Kingsway RSC, New Car Park And Access Road | |
| 30435 | 25/05/2024 | Frontline Fire & Rescue Equipment | \$2,080.35 |
| | | Drager Oxy 3000 Self Rescuer - Fire Services | |
| 30436 | 25/05/2024 | Fusion Applications Pty Ltd | \$6,600.00 |
| | | OICS Architecture Integration - ICT | |
| 30437 | 25/05/2024 | GDR Mobile Auto Electrical Services Pty Ltd | \$1,568.60 |
| | | Front And Rear Camera Installation - Ford Ranger - Fleet Services | |
| 30438 | 25/05/2024 | Geoff's Tree Service Pty Ltd | \$132,833.99 |
| | | Pruning Services - Various Locations | |
| 30439 | 25/05/2024 | Rates Refund | \$4,000.00 |
| 30440 | 25/05/2024 | Granite & Stone Gallery | \$441.00 |
| | | Refund - Development Application - Incomplete | |
| 30441 | 25/05/2024 | Greenway Turf Solutions Pty Ltd | \$797.50 |
| | | Supply Astro Plant Growth Regulator - Parks | |
| 30442 | 25/05/2024 | Gymcare | \$164.34 |
| | | Pin-Loaded Lat Pulldown Repairs - Aquamotion | |
| 30443 | 25/05/2024 | Hanspeter Fruh | \$394.91 |
| | | CCTV Rebate | |
| 30444 | 25/05/2024 | Hayley Taylor | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30445 | 25/05/2024 | Hays Personnel Services | \$7,153.74 |
| | | Casual Labour Services | |
| 30446 | 25/05/2024 | Heather Williams | \$81.50 |
| | | Refund - Extra Bin Collection Not Serviced | |
| 30447 | 25/05/2024 | Hickey Constructions Pty Ltd | \$1,997.60 |
| | | Concrete Capping - Somerly Park | |
| | | Repair Limestone Wall - Clarkson Library | |
| 30448 | 25/05/2024 | HireExpress Pty Limited | \$3,300.00 |
| | | Hire - Excavator - Kingsway Carpark | |
| 30449 | 25/05/2024 | Hitachi Construction Machinery Pty Ltd | \$364.47 |
| | | Vehicle Spare Parts | |
| 30450 | 25/05/2024 | Hose Right | \$1,028.39 |
| | | Vehicle Hoses | |
| 30451 | 25/05/2024 | Hydroquip Pumps & Irrigation Pty Ltd | \$11,368.50 |
| | | Renewal, Supply And Install - Octave Irrigation Flow Meter And Associated Equipment - Grandis & Forecastle Parks | |
| 30452 | 25/05/2024 | Image Extra | \$770.00 |
| | | Dugite Economy 140Mm X 1300Mm Surface Mount Acrod Blue | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 30453 | 25/05/2024 | Imagesource Digital Solutions | \$2,733.50 |
| | | Signs - Bookable Bulk Junk & Greens - Waste Services | |
| | | Door Decal - Wanneroo Gallery Opening Hours | |
| | | Sign - Customer Service | |
| 30454 | 25/05/2024 | Rates Refund | \$418.58 |
| 30455 | 25/05/2024 | Insight Urbanism | \$440.00 |
| | | Attendance - Design Review Panel | |
| 30456 | 25/05/2024 | Integrity Industrial Pty Ltd | \$19,475.82 |
| | | Casual Labour Services | |
| 30457 | 25/05/2024 | Integrity Industrial Pty Ltd | \$3,215.38 |
| | | Casual Labour Services | |
| 30458 | 25/05/2024 | Intelife Group | \$4,719.36 |
| | | Line Trimming - March 2024 | |
| | | Urgent Sand Clean - Pyrenees Park - Parks | |
| 30459 | 25/05/2024 | Interfire Agencies Pty Ltd | \$2,941.64 |
| | | Fire Protection Equipment - Fire Services | |
| 30460 | 25/05/2024 | International Valuation & Property Services | \$412.50 |
| | | Consultancy Services - Update On Rental Valuation - Telstra Facility Ashby - Property Services | |
| 30461 | 25/05/2024 | Rates Refund | \$698.04 |
| 30462 | 25/05/2024 | J Blackwood & Son Ltd | \$37.76 |
| | | Pliers - Stores | |
| 30463 | 25/05/2024 | J Blackwood & Son Ltd | \$266.99 |
| | | Spray Steel Seal Lanotec Corrosion Inhibitor & Lubricant - Stores | |
| 30464 | 25/05/2024 | James Bennett Pty Ltd | \$1,865.13 |
| | | Book Supplies - Library Services | |
| 30465 | 25/05/2024 | Rates Refund | \$503.50 |
| 30466 | 25/05/2024 | Jatin Keshave | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30467 | 25/05/2024 | JCorp Pty Ltd | \$10,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30468 | 25/05/2024 | JCorp Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30469 | 25/05/2024 | Jesse Lovell | \$150.00 |
| | | Dog Registration Refund - Sterilised | |
| 30470 | 25/05/2024 | Jobfit Health Group Pty Ltd | \$1,640.10 |
| | | Pre-Employment Medical Assessments | |
| 30471 | 25/05/2024 | Josephine Taylor | \$1,890.00 |
| | | 3 Workshops - Writing Heritage Stories - Australian Heritage Festival - Library Services | |
| 30472 | 25/05/2024 | Rates Refund | \$1,031.65 |
| 30473 | 25/05/2024 | Kaye Stallard | \$500.00 |
| | | CCTV Rebate | |
| 30474 | 25/05/2024 | Kerb Direct Kerbing | \$9,755.35 |
| | | Kerbing Works - Various Locations | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|---|-------------|
| Number | Date | Supplier / Description | Amount |
| 30475 | 25/05/2024 | Kerb Direct Kerbing | \$6,352.55 |
| | | Kerbing Works - Various Locations | |
| 30476 | 25/05/2024 | Rates Refund | \$390.32 |
| 30477 | 25/05/2024 | Kleenit | \$659.85 |
| | | Graffiti Removal - Various Locations | |
| 30478 | 25/05/2024 | Komatsu Australia Pty Ltd | \$266.11 |
| | | Vehicle Spare Parts | |
| 30479 | 25/05/2024 | Konecranes Pty Ltd | \$1,280.40 |
| | | Equipment Quarterly Inspection - Fleet | |
| 30480 | 25/05/2024 | Kylie Allison | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30481 | 25/05/2024 | Landcare Weed Control | \$18,196.75 |
| | | Landscape Maintenance Services - Various Locations | |
| 30482 | 25/05/2024 | Landgate | \$6,637.29 |
| | | Gross Rental Valuations Chargeable - Rates | |
| 30483 | 25/05/2024 | Lavinia Davis | \$20.11 |
| | | Refund - Cat Registration Refund - Duplicate | |
| 30484 | 25/05/2024 | Lawn Doctor Turf Solutions | \$16,130.18 |
| | | Overseeding & Solid Tyne Aeration - Various Locations - Parks | |
| 30485 | 25/05/2024 | Ligna Construction | \$1,402.50 |
| | | Replace Damaged Limestone Cappers - Kingsbridge Park | |
| 30486 | 25/05/2024 | Living Turf | \$12,821.05 |
| | | Fertiliser Audit To Ensure Correct Application Rate By Contractor | |
| | | Pro-Series NPK - Parks | |
| 30487 | 25/05/2024 | Luxury Living WA Pty Ltd Trading As Status Residential | \$819.88 |
| | | Refund - Application Fee - Duplicate | |
| 30488 | 25/05/2024 | Mankirat Singh | \$500.00 |
| | | CCTV Rebate | |
| 30489 | 25/05/2024 | Rates Refund | \$4,112.78 |
| 30490 | 25/05/2024 | Marindust Sales & Ace Flagpoles | \$22,965.80 |
| | | AFL Set Of Goal & Point Posts - Richard Aldersea Park | |
| | | Supply & Install Untapered AFL Goals - Bellhaven Park | |
| 30491 | 25/05/2024 | McGees Property | \$5,225.00 |
| | | Valuation Panel (East Wanneroo Cells 1 To 9) | |
| 30492 | 25/05/2024 | McLeod Installations | \$2,750.00 |
| | | Yearly Operable Wall Maintenance - Various Locations | |
| 30493 | 25/05/2024 | McLeods | \$1,018.60 |
| | | Legal Fees For The City | |
| 30494 | 25/05/2024 | Megan Thompson | \$1,000.00 |
| | | Refund - Street & Verge Bond | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| 30495 | 25/05/2024 | Mercer Consulting (Australia) Pty Ltd | \$4,070.00 |
| | | Training - Mercer Job Dictionary - 1 Attendee | |
| 30496 | 25/05/2024 | Michael Murphy | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30497 | 25/05/2024 | Milford Homes Pty Ltd | \$1,596.01 |
| | | Refund - Development Application - Withdrawn | |
| 30498 | 25/05/2024 | Mindarie Regional Council | \$236,999.77 |
| | | Disposal Of Refuse Charges | |
| 30499 | 25/05/2024 | Miniquip Hire | \$5,636.40 |
| | | Articulated Loader Hire - Parks | |
| 30500 | 25/05/2024 | Moore Australia (WA) Pty Ltd | \$3,168.00 |
| | | 3 Tickets - 2024 Management Reporting Workshop - 07.06.2024 | |
| 30501 | 25/05/2024 | Naomi Pearce | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30502 | 25/05/2024 | Natural Area Consulting Management Services | \$35,342.96 |
| | | Seed & Plant Propagation Services | |
| | | Wanneroo Lakes Debris Removal 2024 Event 2 | |
| 30503 | 25/05/2024 | Nature Play WA | \$4,840.00 |
| | | 2000 Nature Play Passports - Cultural Services | |
| 30504 | 25/05/2024 | Navman Wireless Australia Pty Ltd | \$18.15 |
| | | Solar Tracker 05.05.2024 - 06.06.2024 | |
| 30505 | 25/05/2024 | Neil Spence | \$61.65 |
| | | Refund – Building Application – Rejected – Re-Issue Of Stale Cheque 122894 | |
| 30506 | 25/05/2024 | Nutrien Ag Solutions Limited | \$19.14 |
| | | Gumblossom- Organic Fertilizer And Re-Turfing Active Field | |
| 30507 | 25/05/2024 | Nuturf | \$12,144.00 |
| | | Supply Spearhead - Parks | |
| 30508 | 25/05/2024 | Office Cleaning Experts | \$360.80 |
| | | Cleaning Services - Various Locations | |
| 30509 | 25/05/2024 | Olympic Kingsway Sports Club | \$5,500.00 |
| | | Sponsorship - Kingsway Community Markets 2024 | |
| 30510 | 25/05/2024 | Omnicom Media Group Australia Pty Ltd trading as Marketforce | \$1,863.90 |
| | | Advertising - Tenders - Contracts | |
| 30511 | 25/05/2024 | On Tap Services | \$5,942.80 |
| | | Plumbing Maintenance Services - Various Locations | |
| 30512 | 25/05/2024 | Optus | \$4,849.57 |
| | | Optus Machine To Machine Charges | |
| 30513 | 25/05/2024 | Paperbark Technologies Pty Ltd | \$2,361.08 |
| | | Arboricultural Inspection & Report - Pitcairn Entrance - Assets | |
| | | Arboricultural Tree Survey And Assessments - 16 Trees - Las Ramblas Park | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 30514 | 25/05/2024 | Parker Black & Forrest | \$584.69 |
| | | Rangers Key Stuck In Main Entrance Door - Wanneroo Showgrounds | |
| | | Supply 9 Locks - Kingsway Baseball, Buckingham House & Cockman House - Building Maintenance | |
| 30515 | 25/05/2024 | Perth Materials Blowing Pty Ltd | \$76,247.60 |
| | | Mulching - Alexander Drive | |
| 30516 | 25/05/2024 | Perth Playground And Rubber | \$2,310.55 |
| | | Repair Softfall - Various Locations | |
| 30517 | 25/05/2024 | Perth Stitchings | \$5,445.00 |
| | | 500 Tape Measures (Multi-Function) With Pen, Notepad And Clip 3 Metre Case - Waste Education | |
| 30518 | 25/05/2024 | Plantrite | \$1,639.55 |
| | | Supply Plants - Parks | |
| 30519 | 25/05/2024 | Platinum Locating Services | \$9,707.60 |
| | | Utility Service Locations – Lukin Drive | |
| 30520 | 25/05/2024 | PLE Computers | \$956.00 |
| | | Computer Hardware - ICT | |
| 30521 | 25/05/2024 | Powerhouse Batteries Pty Ltd | \$924.00 |
| | | Bosch Batteries - Fleet | |
| 30522 | 25/05/2024 | Prestige Alarms | \$33,433.38 |
| | | Alarm / CCTV Services - Various Locations | |
| | | Communications Link Repair Works - Civic Centre To High Road | |
| 30523 | 25/05/2024 | Quality Design Solutions Pty Ltd | \$176.00 |
| | | BA Drawings - Wanneroo Showgrounds Extension | |
| 30524 | 25/05/2024 | Quinns Mindarie Surf Lifesaving Club Inc | \$24,750.00 |
| | | Beach Safety Services - 2023 / 2024 - Facilities | |
| 30525 | 25/05/2024 | RAC BusinessWise | \$105.00 |
| | | Callout - WN 34690 - Wheel Change/Punctures | |
| 30526 | 25/05/2024 | Rachel Watson | \$500.00 |
| | | CCTV Rebate | |
| 30527 | 25/05/2024 | Ravneet Kaur | \$500.00 |
| | | CCTV Rebate | |
| 30528 | 25/05/2024 | Reliable Fencing WA Pty Ltd | \$30,388.31 |
| | | Fencing / Barrier Works - Various Locations | |
| 30529 | 25/05/2024 | Rent A Dingo | \$3,850.00 |
| | | Hire - Dingo With Bucket - Various Parks | |
| 30530 | 25/05/2024 | Resource Recovery Group | \$91,847.03 |
| | | Recycling Tip Off Fees - April 2024 | |
| 30531 | 25/05/2024 | RHG Construction Fitout and Maintenance Pty Ltd | \$2,000.00 |
| | | Refund - Street & Verge Bond - Re Issue Stale Cheque | |
| 30532 | 25/05/2024 | Richard Tilbrook | \$2,000.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| | | Refund - Street & Verge Bond | |
| 30533 | 25/05/2024 | Robert Walters Pty Ltd | \$5,133.04 |
| | | Casual Labour Services | |
| 30534 | 25/05/2024 | Rotary Club of Heirisson | \$5,000.00 |
| | | Community Funding - Unity In The Community Event 2024 | |
| 30535 | 25/05/2024 | Rotary Club of Wanneroo | \$657.82 |
| | | Community Funding - Community Recovery Centre On The Road BBQ | |
| 30536 | 25/05/2024 | Royal Pride Pty Ltd | \$27,318.62 |
| | | Supply & Install Les Mills Virtual Equipment - Aquamotion | |
| 30537 | 25/05/2024 | RPS AAP Consulting Pty Ltd | \$25,791.15 |
| | | Professional Consulting Services - Costs For Delivery Of DSIS - Lake Gngangara And Montrose Park | |
| 30538 | 25/05/2024 | Safety World | \$2,069.21 |
| | | Staff Uniforms - Waste Services | |
| 30539 | 25/05/2024 | SAI360 Pty Ltd | \$17,314.00 |
| | | Subscription - Emissions And Metrics Management | |
| 30540 | 25/05/2024 | Sanpoint Pty Ltd ATF the Fiore Family Trust | \$18,622.96 |
| | | Landscape Maintenance Services - Various Locations | |
| 30541 | 25/05/2024 | Sew-impressed | \$742.50 |
| | | 3 Sewing Workshops - Waste Education | |
| 30542 | 25/05/2024 | Shaneel Deepak Chand | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30543 | 25/05/2024 | Sissay Degeffa | \$450.00 |
| | | CCTV Rebate | |
| 30544 | 25/05/2024 | SJ McKee Maintenance Pty Ltd | \$1,222.00 |
| | | Repair Works - Various Locations - Waste | |
| 30545 | 25/05/2024 | Skills Force Australia (Wangara) | \$338.00 |
| | | Training - Fire Warden - 23.07.2024 - 2 Attendees | |
| 30546 | 25/05/2024 | Skyline Landscape Services (WA) | \$20,697.60 |
| | | Streetscape Maintenance - Hartman Drive - Rotation 7 - Parks | |
| 30547 | 25/05/2024 | Slater-Gartrell Sports | \$198.00 |
| | | Repair Tennis Post - Gumblossom Park | |
| 30548 | 25/05/2024 | Slater-Gartrell Sports | \$1,273.80 |
| | | Install Tennis Posts & Winder - Gumblossom Park | |
| | | Repair Netball Post - Kingsway Sporting Complex | |
| 30549 | 25/05/2024 | Smarter Oracle Consulting | \$3,907.20 |
| | | Consultancy Services - Develop Power Bi Reports - 09.05.2024 - 15.05.2024 | |
| 30550 | 25/05/2024 | Soco Studios | \$1,567.50 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|--------------|
| Number | Date | Supplier / Description | Amount |
| | | Videography Services - 06.09.2023 - Kingsway Sports Arena | |
| 30551 | 25/05/2024 | SOLO Resource Recovery | \$170,295.10 |
| | | Green Waste Bin Collection & Restricted Access Streets - Fortnightly Collection | |
| 30552 | 25/05/2024 | St John Ambulance Western Australia Ltd | \$3,056.51 |
| | | First Aid Kit Servicing & Training Services | |
| 30553 | 25/05/2024 | Statewide Bearings | \$770.44 |
| | | Vehicle Spare Parts | |
| 30554 | 25/05/2024 | Statewide Cleaning Supplies Pty Ltd | \$72.21 |
| | | 12 Hand Held General Scrub Brushes - Stores | |
| 30555 | 25/05/2024 | Stockland WA Development Pty Limited | \$184.80 |
| | | Registration - UDIA Event 14.06.2024 - 1 Attendee | |
| 30556 | 25/05/2024 | Superior Nominees Pty Ltd | \$3,933.60 |
| | | Playground Equipment Repairs - Various Locations | |
| 30557 | 25/05/2024 | Supreme Shades Pty Ltd | \$2,101.00 |
| | | Reinstall 2 Sails - Jack Barlow Park | |
| 30558 | 25/05/2024 | Surveytech Traffic Surveys Pty Ltd | \$1,100.00 |
| | | Video Survey And Pedestrian Count - Pinjar Road And Golf Links Drive Roundabout | |
| 30559 | 25/05/2024 | Sydney Tools Pty Ltd | \$2,484.13 |
| | | 2 Cut Off Saws & Water Tank | |
| 30560 | 25/05/2024 | Synergy | \$29,413.30 |
| | | Power Supply Charges - Various Locations | |
| 30561 | 25/05/2024 | Tallia Clark | \$500.00 |
| | | CCTV Rebate | |
| 30562 | 25/05/2024 | Taylor Burrell Barnett | \$5,066.60 |
| | | Planning Consultancy - Strategic Land | |
| 30563 | 25/05/2024 | Team Global Express Pty Ltd | \$1,362.39 |
| | | Courier Services For The City | |
| 30564 | 25/05/2024 | Telstra Limited | \$15,674.89 |
| | | Communication Charges - ICT | |
| 30565 | 25/05/2024 | The Artisan Co. WA Pty Ltd | \$2,200.00 |
| | | Repair Point Post - Parks | |
| 30566 | 25/05/2024 | The Experience Lab Pty Ltd | \$3,300.00 |
| | | Training - Community Planning & Development - Practical Presentation Skills 14.05.2024 | |
| 30567 | 25/05/2024 | The Local Government, Racing and Cemeteries Employees Union (WA) | \$2,376.00 |
| | | Payroll Deductions | |
| 30568 | 25/05/2024 | The Pool Table Man | \$2,610.00 |
| | | Pool Table & Accessories - Hainsworth Youth Centre | |
| 30569 | 25/05/2024 | The Trustee for Creative Catering Trust | \$648.00 |
| | | Catering - CEO Performance Review 20.05.2024 | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|-------------|
| Number | Date | Supplier / Description | Amount |
| 30570 | 25/05/2024 | Thi Vo | \$500.00 |
| | | CCTV Rebate | |
| 30571 | 25/05/2024 | Three Chillies Design Pty Ltd | \$1,650.00 |
| | | Inspection Of Gungurru & Houghton Park BMX Tracks - Parks | |
| 30572 | 25/05/2024 | Toni Cray | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30573 | 25/05/2024 | Tony Pankiw | \$726.00 |
| | | Installation Of 3 Art Signs And Protective Guards - Cultural Services | |
| 30574 | 25/05/2024 | Totally Workwear Joondalup & Butler | \$368.80 |
| | | Uniform Issue - 2 Employees | |
| 30575 | 25/05/2024 | Training Services Australia | \$363.00 |
| | | Training - Health & Safety Representative 1 Day Refresher Course - 1 Attendee | |
| 30576 | 25/05/2024 | Triton Electrical Contractors Pty Ltd | \$7,352.40 |
| | | Irrigation Electrical Works - Various Locations | |
| 30577 | 25/05/2024 | Truck Centre WA Pty Ltd | \$33,745.55 |
| | | Vehicle Spare Parts | |
| 30578 | 25/05/2024 | United Fasteners WA Pty Ltd | \$456.65 |
| | | Various Nuts, Bolts And Other Fasteners - Fleet | |
| 30579 | 25/05/2024 | Ventura Home Group Pty Ltd | \$6,000.00 |
| | | Refund - Street & Verge Bonds | |
| 30580 | 25/05/2024 | VTs – Vocational Training Services | \$1,263.60 |
| | | Certificate IV In Business & Leadership - 6 Employees - Organisational Development | |
| 30581 | 25/05/2024 | WA Garage Doors Pty Ltd | \$363.00 |
| | | Roller Door Repair / Service - Mindarie Community Centre - Building Maintenance | |
| 30582 | 25/05/2024 | WA Hino Sales & Service | \$1,457.50 |
| | | Vehicle Repairs - Fleet | |
| 30583 | 25/05/2024 | Wanneroo Electric | \$47,153.83 |
| | | Electrical Maintenance Works - Various Locations | |
| 30584 | 25/05/2024 | Water Corporation | \$26,127.96 |
| | | Water Supply Charges - Various Locations | |
| 30585 | 25/05/2024 | West Coast Turf | \$30,031.75 |
| | | Turfing Works - Various Locations | |
| 30586 | 25/05/2024 | Westbuild Products Pty Ltd | \$3,185.53 |
| | | 3 Pallets Rapidproof Structural Cement - Engineering | |
| 30587 | 25/05/2024 | Western Australian Football Commission Inc | \$372.28 |
| | | Hire Fee Refund | |
| 30588 | 25/05/2024 | Western Australian Local Government Association | \$3,388.00 |
| | | Training - Introduction To Local Government Delivered At City Of Wanneroo - 07.05.2024 | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------------|--|------------------------|
| Number | Date | Supplier / Description | Amount |
| | | Training - Introduction To Waste Management - 1 Attendee | |
| 30589 | 25/05/2024 | Western Australian Local Government Association | \$10,808.00 |
| | | Training - Dealing With Difficult Customers - 06.11.2024 - 1 Attendee | |
| | | Training - Diploma Of Local Government - Cr L Aitken - May 2024 Intake | |
| | | Training - Local Government Act 1995 - Advanced - 18.07.2024 - 1 Attendee | |
| 30590 | 25/05/2024 | Western Australian Local Government Association | \$10,170.00 |
| | | Training - Diploma Of Local Government- Cr H Berry - May 2024 Intake | |
| 30591 | 25/05/2024 | Western Irrigation Pty Ltd | \$77,773.08 |
| | | Irrigation Parts - Parks | |
| 30592 | 25/05/2024 | Western Power | \$3,850.00 |
| | | PV - Engineering Technology Consultants Trust - 800kva - Aquatic Centre Alkimos | |
| 30593 | 25/05/2024 | Rates Refund | \$110.00 |
| 30594 | 25/05/2024 | Wirtgen Australia | \$606.65 |
| | | Vehicle Repairs | |
| 30595 | 25/05/2024 | Work Clobber | \$614.70 |
| | | Uniform Issue - 3 Employees | |
| 30596 | 25/05/2024 | XX Engineering Pty Ltd trading as Atelier JV (Aust) | \$1,760.00 |
| | | Structural Engineering Services - Review Installation Of Support Structure - Civic Centre Canopy Installation - Assets | |
| 30597 | 25/05/2024 | Your Home Builder WA | \$2,000.00 |
| | | Refund - Street & Verge Bond | |
| 30598 | 30/05/2024 | Rates Refund | \$298.30 |
| | | | |
| | | Total EFT Payments | \$19,084,243.44 |
| CREDIT CARD RECONCILIATIONS | | | |
| 57 | 1/05/2024 | CBA Corporate Card | \$9,080.85 |
| | | Alison Coles | |
| 57-1 | | 08/03/2024 - Asic - 5 Company Searches | \$95.00 |
| | | | |
| | | Noelene Jennings | |
| 57-2 | | 22/03/2024 - World Business Forum - 1 Gold Ticket World Business Forum 2024 | \$2,299.00 |
| | | | |
| | | Rohan Klemm | |
| 57-3 | | 27/03/2024 - Webjet - Qantas Flights - Conference - June 2024 | \$938.62 |
| | | | |

| Warrant of Payments May 2024 | | | |
|------------------------------|-----------|---|-------------------|
| Number | Date | Supplier / Description | Amount |
| | | William Parker | |
| 57-4 | | 07/03/2024 - LSP*Sistas Mindarie - Business Hospitality - Meeting And Greet Meeting With General Manager Of Mindarie Marina 07.03.2024 | \$10.00 |
| | | | |
| | | Harminder Singh | |
| 57-5 | | 08/03/2024 - City Of Fremantle - Parking Ticket - IPWEA State Conference | \$13.50 |
| 57-6 | | 11/03/2024 - Water Corporation - Water Meter Installation - Tauranga Park | \$2,171.81 |
| 57-7 | | 04/03/2024 - Eb *Illuminate Training - Refund - Illuminate Training Session By Brightly Software | -\$199.00 |
| 57-8 | | 29/02/2024 - Institute Of Public Wo - IPWEA 2024 State Conference - Assets Directorate Attendees | \$2,791.25 |
| 57-9 | | 07/03/2024 - City Of Fremantle - Parking Ticket - IPWEA State Conference | \$13.50 |
| | | | |
| | | Natasha Smart | |
| 57-10 | | 01/03/2024 - Pullman Bunker Bay Opi - Council Member (Huntley) 3 Nights Accommodation - UDIA WA 2024 Annual Development Conference | \$927.00 |
| 57-11 | | 07/03/2024 - Intuit Mailchimp - Wanneroo Wrap March 2024 | \$20.17 |
| | | | |
| | | Total - CBA | \$9,080.85 |
| | | | |
| 58 | 1/05/2024 | NAB Corporate Card | |
| | | Advocacy & Economic Development | |
| 58-01 | | 06/03/2024 - Vistaprint Australia Pty - Discover Wanneroo Branded Printing | \$161.49 |
| 58-02 | | 15/03/2024 - Kmart - Discover Wanneroo Event Equipment | \$134.00 |
| 58-03 | | 15/03/2024 - Red Dot Stores - Discover Wanneroo Event Equipment | \$8.00 |
| 58-04 | | 25/03/2024 - EDA - 2 Tourism Event Tickets | \$66.00 |
| 58-05 | | 25/03/2024 - Facebk N5Eu32Utx2 - Discover Wanneroo - Event Promotion & Competition | \$208.84 |
| 58-06 | | 25/03/2024 - Localis.Co - Destination Perth Membership - March 2024 | \$163.90 |
| 58-07 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Building Maintenance | |
| 58-08 | | 08/03/2024 - Barnetts Archite H - Universal Primary Lock Backset | \$182.25 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-09 | | 01/03/2024 - Bunnings - Cam Lock Prestige, Offset Neck Bolt | \$201.41 |
| 58-10 | | 01/03/2024 - Bunnings - Screws & Nuts And Bolts | \$49.66 |
| 58-11 | | 05/03/2024 - Bunnings - Door Seal | \$36.37 |
| 58-12 | | 05/03/2024 - Bunnings - Reflect Tape, Flatwashers, Bolts & Nuts, Fastener Drive | \$35.63 |
| 58-13 | | 05/03/2024 - Rynat Industries Aus - 10 Hinge Kit Ambulant | \$953.70 |
| 58-14 | | 05/03/2024 - SAS Locksmithing - Duplicate Double Sided Key Cut | \$56.00 |
| 58-15 | | 06/03/2024 - Bunnings - Key Set, Drill Bits, Toilet Roll Holder | \$38.96 |
| 58-16 | | 06/03/2024 - Bunnings - MDF, Paint Tray, Roller Set, Paint Brush, Timber Screws | \$73.31 |
| 58-17 | | 06/03/2024 - Bunnings - Roller Cover, Walls Ceilings Door Trims, USB Cable, Exteria Paints | \$406.27 |
| 58-18 | | 06/03/2024 - Bunnings - Suntuf Std Polycarb Corrugated | \$41.40 |
| 58-19 | | 06/03/2024 - Totally Wrkwear Joon - Boot Argyle Ladies | \$229.90 |
| 58-20 | | 07/03/2024 - Bunnings - Liquid Nails | \$20.12 |
| 58-21 | | 07/03/2024 - Bunnings - Wipes On Roll, Disposable Gloves, Roller Cover, Turpentine, Paint Brush | \$115.81 |
| 58-22 | | 07/03/2024 - SAS Locksmithing - Code Cut Single Sided Keys, Duplicated Single Sided Keys Cut, Code Cut Double Sided Key, Duplicated Double Sided Key Cut | \$134.00 |
| 58-23 | | 07/03/2024 - Valspar Joondalup - Paint Supplies | \$356.53 |
| 58-24 | | 08/03/2024 - Bunnings - Bolt Panics | \$27.91 |
| 58-25 | | 08/03/2024 - Bunnings - Holesaw Cobalt, Holesaw Arbor | \$64.71 |
| 58-26 | | 08/03/2024 - Jaycar Clarkson - Desk Grommets | \$44.85 |
| 58-27 | | 11/03/2024 - Bunnings - Self Tap Screws | \$4.70 |
| 58-28 | | 11/03/2024 - Bunnings - Toilet Roll Inserts | \$14.68 |
| 58-29 | | 12/03/2024 - Bunnings - Indoor Blind | \$82.50 |
| 58-30 | | 12/03/2024 - Bunnings - Interior Dulux, Topping Compound, Brush | \$451.83 |
| 58-31 | | 12/03/2024 - Bunnings - Toilet Seat | \$23.87 |
| 58-32 | | 12/03/2024 - CSR Building Product - OWA Brillianto | \$273.70 |
| 58-33 | | 12/03/2024 - CSR Building Product - OWA Finetta & Level | \$193.60 |
| 58-34 | | 12/03/2024 - The Good Guys - Curl & Straight Confidence Hair Dryer - Aquamotion | \$69.00 |
| 58-35 | | 13/03/2024 - Bunnings - Mounting Tape | \$21.66 |
| 58-36 | | 13/03/2024 - Valspar Joondalup - Solver Duraguard | \$177.89 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-37 | | 14/03/2024 - Bunnings - Gap Filler, Powerpoint Screws, Super Glue, Wall Cover Plate | \$16.36 |
| 58-38 | | 14/03/2024 - Bunnings - Indicator Bolts, Screw Chipboard, Toilet Seat, Brackets, Drill Bit Masonry | \$179.54 |
| 58-39 | | 14/03/2024 - Bunnings - Indoor Blind Basic | \$10.00 |
| 58-40 | | 15/03/2024 - Bunnings - Paint Epoxy, Paint Brush Set | \$35.30 |
| 58-41 | | 15/03/2024 - Bunnings - Polyfilla, Masonry Screws, Screws Chipboard, Brackets | \$66.54 |
| 58-42 | | 18/03/2024 - Bunnings - Fasteners, Drill Bit, Coach Screws, Tape Measure, Vent Ali Eave Haron | \$48.54 |
| 58-43 | | 18/03/2024 - Bunnings - Paint Enamel, Masking Tape, Marker Sharpie, Paint Brush | \$53.85 |
| 58-44 | | 18/03/2024 - Bunnings - Super Glue, Meranti | \$41.37 |
| 58-45 | | 19/03/2024 - Bunnings - Gel Can Air Fresh X 1 | \$9.99 |
| 58-46 | | 19/03/2024 - Bunnings - SYPC Dura | \$511.22 |
| 58-47 | | 19/03/2024 - Bunnings - Treated Pine | \$72.39 |
| 58-48 | | 20/03/2024 - Bunnings - Builders Film Polypro | \$86.45 |
| 58-49 | | 20/03/2024 - Bunnings - Downpipes | \$12.22 |
| 58-50 | | 20/03/2024 - Bunnings - Letter Self Adhesive, Caster Furniture Hood | \$84.78 |
| 58-51 | | 20/03/2024 - Bunnings - Polycarb Corrugated | \$48.82 |
| 58-52 | | 20/03/2024 - Bunnings - Roller Blinds - Maintenance - Community Buildings | \$400.00 |
| 58-53 | | 21/03/2024 - Aluminium Specialties - Flyscreen - Maintenance - Community Buildings | \$350.36 |
| 58-54 | | 21/03/2024 - Bunnings - Refunded Letter Self Adhesive, Caster Furniture Hood | -\$58.72 |
| 58-55 | | 21/03/2024 - Bunnings - Screws, Dustpan Set | \$29.88 |
| 58-56 | | 21/03/2024 - Bunnings - Spout Sink / Spa Wall | \$46.55 |
| 58-57 | | 21/03/2024 - Super Cheap Auto - Polish Scratch Remover | \$29.99 |
| 58-58 | | 21/03/2024 - Valspar Mindarie - Duraguard Exteria | \$83.14 |
| 58-59 | | 22/03/2024 - Bunnings - Plywood | \$84.08 |
| 58-60 | | 25/03/2024 - Bunnings - Dressed Pine / Nails - Community Buildings | \$171.12 |
| 58-61 | | 25/03/2024 - Bunnings - Ratchet / Hex Keys - Tools - Maintenance | \$69.43 |
| 58-62 | | 26/03/2024 - Reece - Grip / Glide For Grab Rail | \$148.88 |
| 58-63 | | 26/03/2024 - Valspar Joondalup - Paint - Maintenance - Community Buildings | \$145.38 |
| 58-64 | | 27/03/2024 - Valspar Joondalup - Paint - Maintenance - Community Buildings | \$145.38 |
| 58-65 | | 27/03/2024 - Valspar Mindarie - Paint - Maintenance - Community Buildings | \$66.26 |
| 58-66 | | 27/03/2024 - Work Clobber - PPE - Carpenter | \$106.87 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-67 | | 28/02/2024 - Bunnings - Metal Paint Scrappers | \$1.94 |
| 58-68 | | 28/02/2024 - Bunnings - Nuts & Bolts | \$6.45 |
| 58-69 | | 28/02/2024 - Bunnings - Wall Plugs, Nuts & Bolts, Treated Pine | \$313.75 |
| 58-70 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-71 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-72 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-73 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-74 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-75 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-76 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-77 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-78 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-79 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-80 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-81 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-82 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-83 | | 29/02/2024 - Bunnings - Aluminium Angle, Durian Moulding | \$21.14 |
| 58-84 | | 29/02/2024 - Bunnings - Draw Lock Taskmaster, Square Combi Lufkin | \$102.25 |
| | | | |
| | | Chief Bush Fire Control Officer | |
| 58-85 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Childhood & Youth Planning | |
| 58-86 | | 13/03/2024 - Trybooking*WIRF/ACW Event - 2024 Perinatal & Infant Mental Health Symposium - Trybooking Fee | \$110.50 |
| 58-87 | | 15/03/2024 - Ajar Enterprises Pty - Soundproof Foam - Clarkson Youth Hub Office | \$89.95 |
| 58-88 | | 25/03/2024 - Town Of Cambridge - Parking Ticket - Lotterywest Grant Writing Workshop | \$6.40 |
| 58-89 | | 25/03/2024 - Town Of Cambridge - Parking Ticket - Lotterywest Grant Writing Workshop | \$1.90 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-90 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Community & Place - Events | |
| 58-91 | | 09/03/2024 - 7-Eleven - Event Materials - Yanchep Concert | \$10.28 |
| 58-92 | | 01/03/2024 - Cafe Elixir - Town Team Movement Summit | \$90.00 |
| 58-93 | | 01/03/2024 - Coles - Town Team Movement Summit | \$7.50 |
| 58-94 | | 01/03/2024 - Liquorland - Town Team Movement Summit | \$20.00 |
| 58-95 | | 09/03/2024 - 7-Eleven - Event Materials - Yanchep Concert | \$20.50 |
| 58-96 | | 09/03/2024 - 7-Eleven - Ice - Yanchep Concert | \$20.00 |
| 58-97 | | 09/03/2024 - Coles - Refreshments - Yanchep Concert | \$153.50 |
| 58-98 | | 09/03/2024 - Mrchipsfish&Chips - Catering - Contractors And Various Community Events | \$256.00 |
| 58-99 | | 09/03/2024 - Sq *Heavenly Grounded - Beverages - Contractors At PSO Concert | \$65.00 |
| 58-100 | | 09/03/2024 - Sq *Perth City Burger Co - Catering - Contractors At Yanchep Concert | \$103.00 |
| 58-101 | | 09/03/2024 - Sq *The Pitch Inn Food Tr - Catering - Contractors At Yanchep Concert | \$90.00 |
| 58-102 | | 20/03/2024 - Bunnings - Materials For Events | \$6.00 |
| 58-103 | | 22/03/2024 - WA Newspapers Ltd - Death Notice - Ruth Reid | \$117.20 |
| 58-104 | | 23/03/2024 - Caltex - Beverages And Ice - Multicultural Evening In The Park Event | \$19.60 |
| 58-105 | | 23/03/2024 - Coles - Beverages - Multicultural Evening In The Park Event | \$86.45 |
| 58-106 | | 23/03/2024 - Coles - Food And Beverages - Multicultural Evening In The Park Event | \$87.00 |
| 58-107 | | 23/03/2024 - Sq *Kyal's Coffee Kart - Catering For Contractors - Multicultural Evening In The Park Event | \$34.20 |
| 58-108 | | 27/03/2024 - Just Resin - Art Materials - Bush To Beats Arts Festival | \$108.00 |
| 58-109 | | 27/03/2024 - Temu.Com - Art Materials - Bush To Beats Arts Festival | \$494.72 |
| 58-110 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-111 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-112 | | 29/02/2024 - Red Dot Stores - Materials For Events Season | \$6.00 |
| | | | |
| | | Media & Communications Services | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|------------|
| Number | Date | Supplier / Description | Amount |
| 58-113 | | 12/03/2024 - Facebk 4Yub62Cbe2 - Advertising Charges | \$1,250.00 |
| 58-114 | | 21/03/2024 - JB Hi-Fi Online - IT Apple Equipment | \$179.00 |
| 58-115 | | 22/03/2024 - Facebk Vnpp5Z7Be2 - Advertising Charges | \$1,250.00 |
| 58-116 | | 25/03/2024 - Facebk 5Xjtw3Lbe2 - Advertising Charges | \$90.45 |
| 58-117 | | 25/03/2024 - Facebk 9Rqtf2Uae2 - Advertising Charges | \$180.70 |
| 58-118 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Community & Place - Place Management | |
| 58-119 | | 27/03/2024 - Coles - Catering Items - Afternoon Tea - Girrawheen Neighbourhood Network Afternoon Tea | \$19.45 |
| 58-120 | | 15/03/2024 - Appliances Online - Freestanding Electric Oven - Gumblossom Community Centre | \$1,133.00 |
| 58-121 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-122 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Community Development | |
| 58-123 | | 08/03/2024 - Coles - Beach Wheelchair - Photoshoot Thank You Gift | \$44.00 |
| 58-124 | | 08/03/2024 - Coles - Community Transport - Wipes For Bus | \$7.50 |
| 58-125 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Community History | |
| 58-126 | | 08/03/2024 - Kmart - Portable Hard Drive - Storage Of Scanned Images | \$109.00 |
| 58-127 | | 20/03/2024 - Ezi*The Country Womens - Country Women's Association Books - Community History Collection | \$124.20 |
| 58-128 | | 21/03/2024 - WA Museum - Indigenous Books - Community History Collection | \$117.95 |
| 58-129 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-130 | | 28/03/2024 - Org Sub Fee - Ticketing Subscription - Library / Museum | \$29.00 |
| | | | |
| | | Community Safety & Emergency Management | |
| 58-131 | | 13/03/2024 - Coles - Food - Wanneroo Youth Centre | \$101.80 |
| 58-132 | | 01/03/2024 - Bunnings - Materials - Wanneroo Youth Centre | \$95.04 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-133 | | 01/03/2024 - Officeworks - Art Equipment For Events Art Box - Youth Events | \$274.32 |
| 58-134 | | 06/03/2024 - Aldi Stores - Jandakot - Laundry Powder For Animal Care Centre | \$35.09 |
| 58-135 | | 07/03/2024 - Coles - Food - Wanneroo Youth Centre | \$154.33 |
| 58-136 | | 07/03/2024 - Supa Valu - Food - Wanneroo Youth Centre | \$12.98 |
| 58-137 | | 08/03/2024 - Kmart - Materials And Easter Decorations | \$227.00 |
| 58-138 | | 10/03/2024 - Woolworths - Deadly Science Resources | \$135.92 |
| 58-139 | | 14/03/2024 - Reconyx - Covert Camera Sim | \$1.65 |
| 58-140 | | 20/03/2024 - Casa Levy - Casa Drone Renewal | \$40.00 |
| 58-141 | | 20/03/2024 - Casa Levy - Casa Drone Renewal | \$40.00 |
| 58-142 | | 21/03/2024 - Woolworths - Food - Harmony Week Event Marangaroo | \$20.00 |
| 58-143 | | 21/03/2024 - Woolworths - Food - Wanneroo Youth Centre | \$130.60 |
| 58-144 | | 25/03/2024 - Kmart - Food - Wanneroo Youth Centre | \$73.99 |
| 58-145 | | 26/03/2024 - Coles - Food - Wanneroo Youth Centre | \$36.50 |
| 58-146 | | 26/03/2024 - Kmart - Food - Wanneroo Youth Centre | \$59.50 |
| 58-147 | | 26/03/2024 - Officeworks - Materials - Upcycling Day | \$163.31 |
| 58-148 | | 26/03/2024 - Reconyx - Covert Camera Sim | \$23.29 |
| 58-149 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-150 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-151 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-152 | | 29/02/2024 - Coles - Food - Wanneroo Youth Centre | \$115.55 |
| | | | |
| | | Construction Team | |
| 58-153 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Council & Corporate Support - Hospitality | |
| 58-154 | | 07/03/2024 - Smp*Wanneroo Bakery - In House Hospitality Requests - Yellagonga Community Advisory Committee Meeting | \$53.47 |
| 58-155 | | 05/03/2024 - Coles - In House Hospitality Requests - Various Functions And Events For And When Required | \$83.85 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-156 | | 05/03/2024 - Dan Murphy's - In House Hospitality Requests - Andy Warhol Icons Exhibition | \$657.90 |
| 58-157 | | 05/03/2024 - The Cheesecake Shop - In House Hospitality Requests - Forum | \$35.95 |
| 58-158 | | 06/03/2024 - Nivanu Pty Ltd - In House Hospitality Requests - Forum | \$546.50 |
| 58-159 | | 07/03/2024 - Coles - In House Hospitality Requests - Yellagonga Community Advisory Committee Meeting | \$4.70 |
| 58-160 | | 08/03/2024 - Coles - In House Catering Request - Technology One Training | \$64.95 |
| 58-161 | | 08/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Technology One Training | \$46.19 |
| 58-162 | | 11/03/2024 - Coles - In House Catering Request - Technology One Training | \$94.70 |
| 58-163 | | 11/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Technology One Training | \$8.52 |
| 58-164 | | 12/03/2024 - Coles - In House Catering Request - External Focus Group Meeting, Retirement And The Dining Room | \$115.01 |
| 58-165 | | 12/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Mag Meeting | \$17.04 |
| 58-166 | | 14/03/2024 - Coles - In House Catering Request - Mag Meeting | \$12.70 |
| 58-167 | | 14/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Mag Meeting | \$5.80 |
| 58-168 | | 20/03/2024 - Coles - In House Catering Request - Valid Tree Risk Assessment And Design Review | \$112.62 |
| 58-169 | | 20/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Valid Tree Risk Assessment And Design Review | \$37.41 |
| 58-170 | | 22/03/2024 - Coles - Dishwashing Tablets | \$88.00 |
| 58-171 | | 25/03/2024 - Basil's Fine Foods - In House Catering Request - Budget Workshop 2 | \$215.00 |
| 58-172 | | 25/03/2024 - Basil's Fine Foods - In House Catering Request - Budget Workshop 2 | \$64.93 |
| 58-173 | | 25/03/2024 - Coles - In House Catering Request - Budget Workshop 2, In Conversation With Michael Trant, A&R Committee, Gold Program Quiz Day And Design Review Panel | \$86.10 |
| 58-174 | | 25/03/2024 - Wanneroo Fresh - In House Catering Request - Budget Workshop 2, In Conversation With Michael Trant, A&R Committee, Gold Program Quiz Day And Design Review Panel | \$82.37 |
| 58-175 | | 26/03/2024 - Basil's Fine Foods - In House Catering Request - A&R Committee In Conversation With Michael Trant | \$334.12 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-176 | | 26/03/2024 - Coles - In House Catering Request - Various Functions & Events For And When Required And A&R Committee | \$193.15 |
| 58-177 | | 26/03/2024 - Liquorland - In House Catering Request - Various Functions And Events For And When Required | \$116.00 |
| 58-178 | | 26/03/2024 - Smp*Wanneroo Fresh - In House Catering Request - Conversation With Michael Trant, A&R Committee, Gold Program Quiz Day And Design Review Panel | \$16.19 |
| 58-179 | | 26/03/2024 - TCS Wanneroo - In House Catering Request - A&R Committee | \$75.90 |
| 58-180 | | 27/03/2024 - Coles - In House Catering Request - Gold Program Quiz Day, Design Review Panel And Regional State Council Meeting | \$149.65 |
| 58-181 | | 27/03/2024 - Coles - Milk | \$49.60 |
| 58-182 | | 27/03/2024 - Dan Murphy's - In House Catering Request - Beverages - Various Functions And Events For And When Required | \$379.75 |
| 58-183 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-184 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Cultural Exhibitions | |
| 58-185 | | 10/03/2024 - Amznprimeau Membership - Subscription For Free Freight | \$9.99 |
| 58-186 | | 01/03/2024 - Red Dot Stores - Exhibition Equipment - Paint | \$45.56 |
| 58-187 | | 05/03/2024 - Café Elixir - Catering - Exhibitions | \$135.60 |
| 58-188 | | 05/03/2024 - Gettyimages.com - Exhibition Materials | \$198.00 |
| 58-189 | | 21/03/2024 - Stories-AR.com - Exhibition Materials | \$93.97 |
| 58-190 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Curatorial Services | |
| 58-191 | | 12/03/2024 - Smp*Wanneroo Bakery - Catering - External Focus Group Meeting | \$25.41 |
| 58-192 | | 12/03/2024 - Coles - Beverages - External Focus Group Meeting | \$12.00 |
| 58-193 | | 19/03/2024 - Move Yourself Traile - Trailer Hire - Cancellation And Partial Refund | -\$45.91 |
| 58-194 | | 19/03/2024 - Move Yourself Traile - Trailer Hire - Object Pick-Up | \$48.33 |
| 58-195 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|------------|
| Number | Date | Supplier / Description | Amount |
| | | Customer & Information Services | |
| 58-196 | | 14/03/2024 - JB Hi-Fi - Apple iPhone 15 Silicone Case With Magsafe, Studio Case For iPad Air & Pro 11 | \$152.93 |
| 58-197 | | 02/03/2024 - Google Cloud Hhgxc - Google Cloud Search Fee - Monthly Fee | \$136.58 |
| 58-198 | | 02/03/2024 - Rezdy - Accelerate Plan - Rezdy Booking System Monthly Subscription Fee | \$205.35 |
| 58-199 | | 06/03/2024 - Bunnings Group Ltd - Gorilla Cart 170L, Tactix Storage Box 60L, Adjustable Telescopic Upright Pole (24/52847) | \$301.44 |
| 58-200 | | 06/03/2024 - Gethomesafe - Get Home Safe Subscription - March 2024 | \$461.74 |
| 58-201 | | 19/03/2024 - Paypal - Zoom One Promonthly - Quantity 2 - 19.03 - 19.04.2024 | \$49.26 |
| 58-202 | | 23/03/2024 - Goto Technologies - Gotomeeting Business Subscription Fee 2024 / 2025 | \$304.70 |
| 58-203 | | 24/03/2024 - Freshworks Inc - Freshdesk - Pro Monthly Subscription | \$1,245.00 |
| 58-204 | | 25/03/2024 - Paypal - Yumpu Subscription April 2024 | \$39.94 |
| 58-205 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-206 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-207 | | 29/02/2024 - Paypal - Charge Name: Zoom Onebusiness Monthly - Quantity: 10 - March 2024 | \$340.89 |
| | | Engineering Maintenance | |
| 58-208 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-209 | | 02/03/2024 - Tatts Online Pty Ltd - Fraudulent Transaction – Card Cancelled | \$1,000.00 |
| 58-210 | | 02/03/2024 - Uber *Trip - Fraudulent Transaction – Card Cancelled | \$19.23 |
| 58-211 | | 07/03/2024 - Bunnings - Cargo Nets | \$334.58 |
| 58-212 | | 07/03/2024 - Bunnings - Cargo Nets | \$331.96 |
| 58-213 | | 08/03/2024 - Bunnings - Recip Blades For M11 And M05 And Gloves For Bobcat | \$209.28 |
| 58-214 | | 14/03/2024 - Bunnings - New Tool Box And Hand Tools And New Concrete Tools | \$366.84 |
| 58-215 | | 19/03/2024 - Bunnings - Bolts | \$34.38 |
| 58-216 | | 19/03/2024 - Bunnings - Bolts | \$49.66 |
| 58-217 | | 19/03/2024 - Lindan Pty Ltd - 3 Safety Vests | \$323.40 |
| 58-218 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-219 | | 29/02/2024 - Bunnings - Flask, Paint For Bollard Repair, Tape - Maintenance 02 And Impact Driver - Maintenance 04 | \$105.20 |
| 58-220 | | 29/02/2024 - Bunnings - Hose Fittings - Maintenance 11 Grinder | \$94.68 |
| | | | |
| | | Fleet Maintenance | |
| 58-221 | | 14/03/2024 - Department Of Transport - Drivers Licence Application | \$59.90 |
| 58-222 | | 01/03/2024 - Martins Trlr Parts - Vehicle Spare Parts | \$211.21 |
| 58-223 | | 05/03/2024 - Autopro Wanneroo - Vehicle Belts | \$32.98 |
| 58-224 | | 06/03/2024 - Martins Trlr Parts - Vehicle Spare Parts | \$113.30 |
| 58-225 | | 12/03/2024 - Bunnings - Spray Paint Dulux Metal Shield | \$127.20 |
| 58-226 | | 12/03/2024 - Bunnings - Squeegee Floor Oats Wood | \$152.78 |
| 58-227 | | 14/03/2024 - Department Of Transport - Interim Drivers Licence Renewal | \$32.20 |
| 58-228 | | 15/03/2024 - Napa Wangara - Vehicle Spare Parts | \$182.56 |
| 58-229 | | 15/03/2024 - Nuford - Nuts Wheel | \$34.95 |
| 58-230 | | 18/03/2024 - Martins Trlr Parts - Vehicle Spare Parts | \$365.33 |
| 58-231 | | 20/03/2024 - Napa - Vehicle Spare Parts | \$87.46 |
| 58-232 | | 22/03/2024 - Filter Discounters - Air Filters | \$159.61 |
| 58-233 | | 22/03/2024 - Hose Right - Vehicle Hoses | \$509.46 |
| 58-234 | | 22/03/2024 - Pneumatic Systems - Airblower Attachment For Air Hose | \$8.27 |
| 58-235 | | 25/03/2024 - Napa Wangara - Vehicle Spare Parts | \$115.50 |
| 58-236 | | 26/03/2024 - JTB Spares - Drain Cock Air Tank | \$91.95 |
| 58-237 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-238 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-239 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-240 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-241 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-242 | | 29/02/2024 - Forch Australia Pty Lt - Copper Spray Cans & Magic Ice | \$135.20 |
| 58-243 | | 29/02/2024 - JB Hi Fi Lakeside - Garmin | \$899.00 |
| 58-244 | | 29/02/2024 - Toolmart Australia P - M12 Battery | \$141.00 |
| | | | |
| | | Health Services | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-245 | | 12/03/2024 - JB Hi-Fi Online - Earphones For Sound Meter | \$89.90 |
| 58-246 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-247 | | 29/02/2024 - Bunnings - Tape | \$38.70 |
| | | | |
| | | Heritage Education | |
| 58-248 | | 17/03/2024 - Twinkl - Monthly Membership - Heritage Education | \$17.99 |
| 58-249 | | 18/03/2024 - Spotlight Pty Ltd - Craft Supplies - School Holidays Wanneroo Museum | \$215.69 |
| 58-250 | | 25/03/2024 - Koori Curriculum - Puppets - Noongar Museum In A Box Replacement | \$94.55 |
| 58-251 | | 26/03/2024 - Factory Fast - Cornhole Game - Cockman House Education Program | \$202.31 |
| 58-252 | | 27/03/2024 - Coles - Morning Tea Supplies - Buckingham House Program | \$21.80 |
| 58-253 | | 27/03/2024 - www.goldenrams.com - Kangaroo Fur - Noongar Museum In A Box Replacement. | \$105.60 |
| 58-254 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Irrigation Maintenance | |
| 58-255 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-256 | | 01/03/2024 - Bunnings - Tool Replacement | \$620.62 |
| 58-257 | | 22/03/2024 - Woodvale Fish&Lily - Pump Spare Parts | \$130.00 |
| | | | |
| | | Kingsway Indoor Stadium | |
| 58-258 | | 21/03/2024 - Gymnastics Direct - Acrobatics Spotter | \$752.48 |
| 58-259 | | 01/03/2024 - Facebk Ayvsxwtn42 - Facebook Advertising | \$422.59 |
| 58-260 | | 18/03/2024 - Educational Art Supp - Art & Craft Holiday Program | \$95.32 |
| 58-261 | | 27/03/2024 - Facebk 5F3Srzn42 - Facebook Advertising | \$500.00 |
| 58-262 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Library Services | |
| 58-263 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-264 | | 01/03/2024 - My Post Business/Post - Interlibrary Loans Postage | \$42.63 |
| 58-265 | | 01/03/2024 - Two Rocks IGA - Milk | \$3.10 |
| 58-266 | | 05/03/2024 - Coles - Milk - Digital Skills With Tim Coghill Program | \$10.50 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-267 | | 05/03/2024 - Kmart - Arts And Crafts Program Supplies - Napkins | \$6.75 |
| 58-268 | | 05/03/2024 - Spotlight Butler - Arts And Crafts Program Supplies - Macrame Supplies, Ribbon, Fabric Glue | \$75.60 |
| 58-269 | | 05/03/2024 - Spotlight Butler - Program Supplies - Mahjong - Table Covering | \$25.20 |
| 58-270 | | 05/03/2024 - Supa Valu - Milk For Staff | \$3.09 |
| 58-271 | | 05/03/2024 - Wannewsdti - Newspaper Subscription | \$144.00 |
| 58-272 | | 05/03/2024 - Woolworths - Steam Supplies | \$44.00 |
| 58-273 | | 06/03/2024 - Bunnings Group Ltd - Program Supplies - Mahjong Tables | \$199.85 |
| 58-274 | | 06/03/2024 - Red Dot Stores - Cleaning Materials - Books On Wheels Room | \$6.99 |
| 58-275 | | 06/03/2024 - Red Dot Stores - Resources - Steam Club. | \$8.00 |
| 58-276 | | 06/03/2024 - Red Dot Stores - Steam Program Supplies - Ping Pong Balls | \$3.00 |
| 58-277 | | 07.03.2024 - Amazon - Book Purchases | \$108.71 |
| 58-278 | | 07.03.2024 - Amazon - Book Purchases | \$65.82 |
| 58-279 | | 07/03/2024 - Bunnings - Refund - Difference Between Charge And Receipt | -\$0.04 |
| 58-280 | | 07/03/2024 - Coles - Catering – Light Refreshments – Workshop | \$18.00 |
| 58-281 | | 07/03/2024 - Lams Oriental Superm - Milk For Staff | \$3.09 |
| 58-282 | | 07/03/2024 - Post Wanneroo Post Sho - Working With Childrens Check | \$87.00 |
| 58-283 | | 08/03/2024 - Coles - Catering – Light Refreshments – Workshop | \$20.75 |
| 58-284 | | 08/03/2024 - Coles - Catering - Tach Help Session | \$6.30 |
| 58-285 | | 11/03/2024 - Coles - Catering - Tech Skills & Tote Bag - Steam Supplies | \$12.50 |
| 58-286 | | 11/03/2024 - My Post Business/Post - Interlibrary Loans Postage | \$31.80 |
| 58-287 | | 11/03/2024 - Two Rocks IGA - Catering - Tech Skills | \$2.50 |
| 58-288 | | 11/03/2024 - Two Rocks IGA - Milk | \$4.35 |
| 58-289 | | 11/03/2024 - Two Rocks IGA - Milk | \$3.10 |
| 58-290 | | 12/03/2024 - Coles - IAAS Program Supplies - Paper Bags For Craft | \$16.00 |
| 58-291 | | 12/03/2024 - Coles - Program Supplies - STEAM | \$13.90 |
| 58-292 | | 13/03/2024 - Aldi Stores - Catering – Light Refreshments – Workshop | \$12.34 |
| 58-293 | | 13/03/2024 - Coles - Steam Program Supplies - Gloves, Paper Towel, Paper Bowls And Plates | \$13.40 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-294 | | 13/03/2024 - Ezi*The Country Womens - Library Book Stock | \$114.20 |
| 58-295 | | 13/03/2024 - Lams Oriental Superm - Milk For Staff | \$6.79 |
| 58-296 | | 13/03/2024 - My Post Business/Post - Interlibrary Loans Postage | \$39.45 |
| 58-297 | | 13/03/2024 - News Pty Limited - Newspaper Subscription | \$80.00 |
| 58-298 | | 13/03/2024 - Officeworks - Laminator | \$339.00 |
| 58-299 | | 13/03/2024 - Summerfield News&Lot - Newspaper | \$2.20 |
| 58-300 | | 14/03/2024 - Coles - Catering – Light Refreshments – Workshops | \$61.60 |
| 58-301 | | 14/03/2024 - Coles - Staff Milk Supply | \$4.50 |
| 58-302 | | 14/03/2024 - Kmart - Base Plates For Lego Club | \$26.00 |
| 58-303 | | 14/03/2024 - Wanewsditi - The West Newspaper Subscription - Yanchep Library | \$144.00 |
| 58-304 | | 15/03/2024 - Coles - Catering - Memory Cafe Program | \$34.75 |
| 58-305 | | 16/03/2024 - My Post Business/Post - Postage Fee | \$14.50 |
| 58-306 | | 19/03/2024 - My Post Business/Post - Postage Fee | \$25.10 |
| 58-307 | | 19/03/2024 - My Post Business/Post - Postage Fee | \$39.60 |
| 58-308 | | 19/03/2024 - Two Rocks IGA - Milk | \$3.10 |
| 58-309 | | 20/03/2024 - Coles - Catering - Memory Cafe Program | \$8.81 |
| 58-310 | | 21/03/2024 - Coles - Catering – Light Refreshments – Workshop | \$11.30 |
| 58-311 | | 21/03/2024 - Coles - Staff Milk Supply | \$4.50 |
| 58-312 | | 21/03/2024 - Kmart - Program Materials | \$32.75 |
| 58-313 | | 21/03/2024 - Lams Oriental Superm - Milk For Staff | \$3.29 |
| 58-314 | | 21/03/2024 - Westbooks - Materials - Programs | \$54.57 |
| 58-315 | | 22/03/2024 - Coles - Catering – Light Refreshments – Workshop | \$13.50 |
| 58-316 | | 22/03/2024 - Dymocks Joondalup - Program Materials | \$15.29 |
| 58-317 | | 22/03/2024 - JB Hi Fi Ocean Keys - General Materials - Ethernet Cable For Front Counter PC | \$34.00 |
| 58-318 | | 22/03/2024 - Sushihiro WA Pty Ltd - Catering – Light Refreshments – Workshop | \$7.68 |
| 58-319 | | 22/03/2024 - Wanewsditi - The West Newspaper Subscription - Clarkson Library | \$144.00 |
| 58-320 | | 23/03/2024 - Coles - Program Supplies - Serviettes | \$2.85 |
| 58-321 | | 23/03/2024 - Coles Online - Catering – Light Refreshments – Workshop | \$116.20 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-322 | | 23/03/2024 - Summerfield News&Lot - Vietnamese Newspaper | \$9.00 |
| 58-323 | | 25/03/2024 - Coles - Catering – Light Refreshments – Event | \$3.80 |
| 58-324 | | 25/03/2024 - Liquorland - Catering – Light Refreshments – Event | \$86.00 |
| 58-325 | | 25/03/2024 - My Post Business/Post - Postage Fee | \$14.21 |
| 58-326 | | 25/03/2024 - My Post Business/Post - Postage Fee | \$14.21 |
| 58-327 | | 25/03/2024 - My Post Business/Post - Postage Fee | \$9.33 |
| 58-328 | | 26/03/2024 - Ikea Pty Ltd - Furniture - Clarkson Library | \$677.00 |
| 58-329 | | 26/03/2024 - The Flower Company Pty - General Material - Flowers For Staff Member | \$104.95 |
| 58-330 | | 27/03/2024 - Coles - Catering - Programs | \$22.00 |
| 58-331 | | 27/03/2024 - Two Rocks IGA - Milk | \$3.10 |
| 58-332 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-333 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-334 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-335 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-336 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-337 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-338 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-339 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-340 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-341 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-342 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-343 | | 28/03/2024 - Org Sub Fee - Library Programs - Event Platform Fee | \$29.00 |
| 58-344 | | 29/02/2024 - Educational Art Supp - General Materials - Early Literacy Programs | \$97.41 |
| | | | |
| | | Parks & Conservation Management | |
| 58-345 | | 13/03/2024 - Bunnings - Items For Use From Vehicle 95702 - Memorial Park | \$185.31 |
| 58-346 | | 13/03/2024 - Bunnings - Cargo Net | \$149.98 |
| 58-347 | | 15/03/2024 - Work Clobber - Safety Boots | \$317.10 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-348 | | 25/03/2024 - Bunnings - Chain | \$24.00 |
| 58-349 | | 25/03/2024 - Officeworks - Laminating Sheets And Velcro Tabs - Herbicide Labelling Of Backpack Sprayers | \$63.91 |
| 58-350 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-351 | | 29/02/2024 - Bunnings - Wheelbarrow - Maintenance Central | \$199.00 |
| | | | |
| | | Parks Maintenance | |
| 58-352 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | People & Culture | |
| 58-353 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Property Services | |
| 58-354 | | 11/03/2024 - Asic - Company Search | \$10.00 |
| 58-355 | | 05/03/2024 - Asic - Company Search Lease | \$19.00 |
| 58-356 | | 14/03/2024 - Totally Wrkwear Joon - Safety Footwear | \$179.90 |
| 58-357 | | 18/03/2024 - Post Wanneroo Post Shop - Air Mail Contract Documents | \$21.20 |
| 58-358 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Surveys | |
| 58-359 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Traffic Services | |
| 58-360 | | 19/03/2024 - Bunnings 387000 - Marker Pens For Labelling Counter Numbers And Tube Lengths. | \$6.50 |
| 58-361 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Tree & Conservation Maintenance | |
| 58-362 | | 13/03/2024 - Fire And Safety WA - Fittings For Water Truck | \$88.00 |
| 58-363 | | 01/03/2024 - Woolworths - Catering, Sausages, Onions, Sauce, Water | \$89.30 |
| 58-364 | | 22/03/2024 - Jaycar - Vehicle Phone Holders | \$49.90 |
| 58-365 | | 22/03/2024 - Nutrien Ag Solutions - Staples And Sighter Wire | \$137.06 |
| 58-366 | | 27/03/2024 - Wrong Fuel Rescue Pty L - Ford Ranger Jindalee | \$624.33 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|----------|
| Number | Date | Supplier / Description | Amount |
| 58-367 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-368 | | 29/02/2024 - Ampol - Gas Swap - Tree Planting Event | \$35.00 |
| 58-369 | | 29/02/2024 - Chrystal Pty Ltd - Catering - Bread Rolls - Tree Planting Event | \$35.00 |
| | | | |
| | | Wanneroo Aquamotion | |
| 58-370 | | 08/03/2024 - Red Dot Stores - Harmony Day Supplies | \$15.60 |
| 58-371 | | 01/03/2024 - Coles - Nappy Bags Creche | \$3.20 |
| 58-372 | | 01/03/2024 - Kmart - 24/7 Foil Balloon | \$33.00 |
| 58-373 | | 04/03/2024 - Campaignmonitor - Email Campaign | \$9.90 |
| 58-374 | | 07/03/2024 - Boc Limited - Annual Service Charge - Oxygen Medical C | \$570.02 |
| 58-375 | | 08/03/2024 - Kmart - Document Tray Gym | \$18.00 |
| 58-376 | | 08/03/2024 - Red Dot Stores - Creche Craft | \$15.00 |
| 58-377 | | 12/03/2024 - Kmart - Document Tray And USB Port For Camera | \$16.00 |
| 58-378 | | 12/03/2024 - RLSSWA - Lifeguard Licence Renewal | \$169.00 |
| 58-379 | | 14/03/2024 - Kmart - Storage Unit - Swim School Office | \$59.00 |
| 58-380 | | 14/03/2024 - Paypal - Floatation Belts - Swim School Programs | \$122.85 |
| 58-381 | | 14/03/2024 - Spotlight - Craft Supplies - Creche | \$5.75 |
| 58-382 | | 18/03/2024 - Bunnings Group Ltd - Aquatics - Materials | \$375.11 |
| 58-383 | | 19/03/2024 - Paypal - Leisure Institute Of WA (LIWA) Registration Renewal | \$142.57 |
| 58-384 | | 19/03/2024 - Paypal - Online Payment Fee (Sportsgrid). LIWA Registration | \$1.33 |
| 58-385 | | 19/03/2024 - Volare Sports - Waterproof Tablet Cases - Swim School | \$199.80 |
| 58-386 | | 20/03/2024 - Bunnings Group Ltd - Storage - General Use | \$87.37 |
| 58-387 | | 21/03/2024 - Flex Fitness Equipment - Ankle Straps - Cable Machine | \$19.95 |
| 58-388 | | 21/03/2024 - Kmart - Storage Bag - Group Fitness | \$16.00 |
| 58-389 | | 25/03/2024 - Kmart - Clock - Spa Area | \$3.50 |
| 58-390 | | 26/03/2024 - Finisaustralia - Flippers - Swim School Program | \$352.00 |
| 58-391 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-392 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-393 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-394 | | 29/02/2024 - Amazon Marketplace Au - Toys - Swim School Programs | \$96.15 |
| | | | |
| | | Waste Services | |
| 58-395 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-396 | | 15/03/2024 - Smp*Imo Car Wash Lands - Car Wash | \$11.18 |
| 58-397 | | 20/03/2024 - Bunnings - Activity Equipment Storage | \$75.00 |
| 58-398 | | 21/03/2024 - Officeworks - Activation Equipment | \$21.63 |
| 58-399 | | 26/03/2024 - Curtin Pay-By-Phone - Curtin University Parking - Collaboration Meeting | \$5.34 |
| 58-400 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-401 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-402 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Work Health & Safety | |
| 58-403 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| | | | |
| | | Youth Services | |
| 58-404 | | 14/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$26.05 |
| 58-405 | | 01/03/2024 - Coles - Catering - Hainsworth Youth Centre | \$57.85 |
| 58-406 | | 01/03/2024 - Kmart - Materials - Hainsworth Youth Centre | \$73.00 |
| 58-407 | | 01/03/2024 - PLA Stripe* #28045 - WA Baldivis Indoor Sports Complex Technical Tour And Talk | \$66.00 |
| 58-408 | | 02/03/2024 - Spotify P2A45C6Bec - Subscription - Family Account | \$20.99 |
| 58-409 | | 05/03/2024 - Coles - Catering - Outreach Program | \$100.10 |
| 58-410 | | 06/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$106.75 |
| 58-411 | | 07/03/2024 - Coles - Catering - Outreach Program | \$11.40 |
| 58-412 | | 07/03/2024 - Tapes Online - Lane And Floor Marking Tape - Courts | \$196.96 |
| 58-413 | | 11/03/2024 - Big W - Open Day Helium Balloons | \$40.00 |
| 58-414 | | 11/03/2024 - Kmart - Open Day Items | \$98.50 |
| 58-415 | | 12/03/2024 - Coles - Catering - Joondalup And Wanneroo Youth Services Network | \$12.00 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|----------|
| Number | Date | Supplier / Description | Amount |
| 58-416 | | 12/03/2024 - Coles - Materials - Hainsworth Youth Centre | \$82.45 |
| 58-417 | | 12/03/2024 - Spudshed - Catering - Outreach Program | \$82.42 |
| 58-418 | | 13/03/2024 - Coles - Catering - Clarkson Youth Hub | \$170.54 |
| 58-419 | | 13/03/2024 - Coles - Catering - Outreach Program | \$8.10 |
| 58-420 | | 13/03/2024 - Vibe Wanneroo - Ice - Outreach Program | \$4.50 |
| 58-421 | | 14/03/2024 - 7 Eleven - Ice | \$10.00 |
| 58-422 | | 14/03/2024 - Amazon Marketplace Au - Materials - Outreach Program | \$177.93 |
| 58-423 | | 14/03/2024 - Amazon Marketplace Au - Materials - Trailer Day | \$355.86 |
| 58-424 | | 14/03/2024 - Bunnings - General Stadium Materials | \$117.13 |
| 58-425 | | 14/03/2024 - Coles - Catering - Hainsworth Youth Centre | \$37.10 |
| 58-426 | | 14/03/2024 - Coles - Catering - Outreach Program | \$48.85 |
| 58-427 | | 14/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$72.39 |
| 58-428 | | 15/03/2024 - Post Wanneroo Post Sho - Working With Children Check | \$87.00 |
| 58-429 | | 19/03/2024 - Coles - Catering - Hainsworth Youth Centre | \$56.65 |
| 58-430 | | 19/03/2024 - Coles - Catering Items - Yanchep Youth Centre Coles | \$44.05 |
| 58-431 | | 19/03/2024 - Kmart - Catering - Hainsworth Youth Centre | \$64.50 |
| 58-432 | | 20/03/2024 - Coles - Catering - Clarkson Youth Hub | \$11.30 |
| 58-433 | | 20/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$4.40 |
| 58-434 | | 20/03/2024 - Spudshed - Catering - Outreach Program | \$186.65 |
| 58-435 | | 21/03/2024 - Coles - Catering - Cooking Monsters | \$172.10 |
| 58-436 | | 21/03/2024 - Coles - Catering - Level Up | \$32.80 |
| 58-437 | | 21/03/2024 - Coles - Catering - Trailer Day & Skate Jams | \$113.60 |
| 58-438 | | 21/03/2024 - Kmart - Materials - Clarkson Youth Hub | \$23.00 |
| 58-439 | | 21/03/2024 - Kmart - Materials - Trailer Day - Charnwood Park | \$40.00 |
| 58-440 | | 21/03/2024 - Tapping Fuel - Ice - Outreach Program | \$4.80 |
| 58-441 | | 26/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$101.30 |

| Warrant of Payments May 2024 | | | |
|--|------------|--|--------------------|
| Number | Date | Supplier / Description | Amount |
| 58-442 | | 26/03/2024 - Dominos - Catering - Outreach Program | \$44.00 |
| 58-443 | | 26/03/2024 - Woolworths - Catering - Hainsworth Youth Centre | \$29.25 |
| 58-444 | | 27/03/2024 - Coles - Catering Items - Yanchep Youth Centre | \$11.40 |
| 58-445 | | 27/03/2024 - Dominos - Catering - Outreach Program | \$51.00 |
| 58-446 | | 27/03/2024 - Dominos - Catering - Outreach Program | \$49.00 |
| 58-447 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-448 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-449 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-450 | | 28/03/2024 - Annual Fee - Credit Card Fee - Paid Monthly | \$5.00 |
| 58-451 | | 29/02/2024 - Coles - Catering - Hainsworth Youth Centre | \$121.25 |
| 58-452 | | 29/02/2024 - Coles - Catering Items - Yanchep Youth Centre | \$52.58 |
| 58-453 | | 29/02/2024 - Darch Pizza House - End Of Season Food | \$131.10 |
| | | | |
| | | Total - NAB | \$45,998.35 |
| | | | |
| CANCELLED PAYMENTS FROM PREVIOUS PERIODS | | | |
| 124575 | 26.02.2024 | Association of Corporate Counsel (ACC) Australia | -\$500.00 |
| 122963 | 07.04.2022 | Greg Johns | -\$569.11 |
| 122974 | 07.04.2022 | Shirley Rainbird | -\$148.35 |
| 122907 | 24.03.2022 | Danijel Gros | -\$84.00 |
| 122894 | 21.03.2022 | Neil Spence | -\$61.65 |
| 121716 | 15.06.2021 | Caitlin Cannon | -\$100.00 |
| 123270 | 18.07.2022 | Greg Cannon | -\$76.00 |
| | | | |
| | | AUTOSUM TOTAL | -\$1,539.11 |
| | | | |
| MANUAL JOURNALS | | | |
| F24-768 | | Fines Enforcement Lodgement - May 2024 | \$3,757.50 |
| F24-768 | | Prosecution Lodgement Fees | \$343.40 |
| F24-768 | | CBA Corporate Credit Cards Acquittal - May 2024 | -\$9,080.85 |
| F24-768 | | Returned Reject Fees - April 2024 | \$15.00 |
| | | | |
| | | Total - Journals | -\$4,964.95 |
| | | | |
| TOWN PLANNING SCHEME | | | |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|--|-----------------------|
| Number | Date | Supplier / Description | Amount |
| | | Cell 1 | |
| | | McGees - Valuation Fees | \$527.76 |
| | | Herron Todd White - Valuation Fees | \$722.24 |
| | | Cell 2 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 3 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 4 | |
| | | Castledine & Gregory - 185 Mary Street | \$3,230.00 |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 5 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 6 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 7 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 8 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | Cell 9 | |
| | | McGees - Valuation Fees | \$527.78 |
| | | Herron Todd White - Valuation Fees | \$722.22 |
| | | | |
| | | Total - TPS | \$14,480.00 |
| | | | |
| General Fund Bank Account | | | |
| | | Payroll Payments May 2024 | |
| | | 14.05.2024 | \$2,114,890.15 |
| | | 14.05.2024 | \$18,627.95 |
| | | 14.05.2024 | \$41,127.69 |
| | | 28.05.2024 | \$2,132,342.51 |
| | | 28.05.2024 | \$28,127.25 |
| | | 28.05.2024 | \$10,315.26 |
| | | 28.05.2024 | \$2,401.45 |
| | | 30.05.2024 | \$2,941.83 |
| | | | |
| | | Total - Payroll | \$4,350,774.09 |
| | | | |
| | | Bank Fees May 2024 | |
| | | CBA Pooling Maintenance Fee | \$50.00 |
| | | Merchant Fees April 2024 | \$13,009.60 |

| Warrant of Payments May 2024 | | | |
|------------------------------|------|---|------------------------|
| Number | Date | Supplier / Description | Amount |
| | | Amex Fee | \$77.88 |
| | | BPAY Rates | \$9,715.95 |
| | | BPAY FAC | \$56.96 |
| | | BPAY Debtors | \$34.46 |
| | | Bpoint Rates | \$84.77 |
| | | Bpoint Debtors | \$1.36 |
| | | CommBiz Transaction Fees | \$314.47 |
| | | Account Service Fee | \$60.00 |
| | | CommBiz Fee - DDA Transactions | \$70.10 |
| | | | |
| | | Total - Bank Fees | \$23,475.55 |
| | | | |
| | | Total Muni Recoup | \$19,236,863.59 |
| | | | |
| | | Direct Payments Total (Includes Payroll, Bank Fees & Advance Recoup) | \$23,611,113.23 |

At the close of May 2024 outstanding creditors amounted to \$5,973,082.91.

Consultation

Nil

Comment

The list of payment (cheques and electronic transfers) and the end of month total of outstanding creditors for the month of May 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

Recommendation

That, in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, Council RECEIVES the list of payments drawn for the month of May 2024, as detailed in this report.

Attachments: Nil

Customer & Information Services

4.13 Customer Experience Policy

File Ref: 6568 – 24/220211
Responsible Officer: Director Corporate Strategy & Performance
Attachments: 3

Issue

The Compliments, Feedback and Complaints Policy has been revised to align to the new Policy and Procedure Framework. Additionally, the Policy has been modified to be more concise by removing information pertaining to operational processes which are more fitting in the Compliments, Feedback and Complaints Management Procedure and/or a process map.

Background

The City's Compliments, Feedback and Complaints Policy has been in place since 2014 and undergoes a biennial review to ensure processes are up to date and are clear and concise. Additionally, the document is reviewed to ensure all documents referenced in the Policy are current and that all processes outlined in the Policy are still fit for purpose.

Detail

The purpose of this policy review is to outline the following changes:

- Transitioning the Policy to the new City's Policy template;
- Amending the title to Customer Experience Policy to be more contemporary, as compliments, feedback & complaints form part of the customer experience;
- Minor changes in terminology used;
- Moving some information under a more purposeful heading;
- Ensuring consistent use of the abbreviation of Customer Liaison Officer (CLO);
- Updating the reference to the Compliments, Feedback and Complaints Management Procedure to reflect the new title of the Policy for consistency;
- Clarification on the process of Elected Member complaints regarding minor and major breaches;
- Further clarity in relation to the process for allegations of misconduct to reference this relates to allegations against employees of the City; and
- Inclusion of the website URL for Elected Member complaints and PID complaints.

Consultation

The policy was shared via email with Coordinators, Managers and Directors after an initial review had been undertaken by the Customer Liaison Officer.

Additionally, a meeting was held with the Community Development Planner, to ensure that the Policy was both accessible and inclusive.

Comment

The proposed changes are considered minor in nature, with the intent of the changes being to remove any ambiguity around processes and/or wording which may not have been clear.

Statutory Compliance

Nil

Strategic Implications

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

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

7.1 - Clear direction and decision making

Risk 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

Recommendation

That Council APPROVES the Customer Experience Policy as in Attachment 3.

Attachments:

1. [Compliments, Feedback & Complaints Policy](#) 11/81586[v6]
2. [Customer Experience Policy - Track Changes](#) 24/202729
3. [Customer Experience Policy - Clean Version](#) 11/81586[v7]



Policy Manual

Compliments, Feedback and Complaints Policy

| | |
|--------------------------|---------------------------------|
| Policy Owner: | Customer & Information Services |
| Contact Person: | Customer Liaison Officer |
| Distribution: | All Employees |
| Date of Approval: | 12 October 2021 (CP04-10/21) |

POLICY OBJECTIVE

The purpose of this policy is to provide a framework to guide the City of Wanneroo in its management and handling of compliments, feedback and complaints.

POLICY STATEMENT

The City of Wanneroo is committed to managing compliments, feedback and complaints in a consistent and unbiased manner, ensuring an open and responsive complaint handling process that complies with the Australian Standard Guidelines and the Ombudsman Western Australia Guidelines.

SCOPE

This policy applies to compliments, feedback and complaints relating to the City of Wanneroo and its services about:

- Decisions made by employees of the City;
- The conduct of employees and contractors of the City; and
- Practices, policies and procedures of the City.

CONSULTATION WITH STAKEHOLDERS

Key stakeholders within the City of Wanneroo have been consulted in the drafting of this policy. In addition, the documents referred to under the "Relevant Policies/Management Procedures/Documents or Delegations" Section of this policy have been considered.

IMPLICATIONS (Financial, Human Resources)

The City's Customer Liaison Officer (CLO) will manage the City's complaints handling processes and reporting, and provide an advisory service in complaint handling and resolution.

No additional financial implications apply as a result of this policy. The CLO during their course of complaint investigation, may liaise with the Chief Executive Officer, Directors, Managers, Coordinators and Service Unit employees.



Policy Manual

IMPLEMENTATION

The City of Wanneroo is committed to delivering service excellence and providing the best possible customer experience throughout every customer interaction. Should our customers be dissatisfied with the provision of services or products of the City and/or its contractors, or with the actions of employees, that they will actively seek to resolve the complaint at the first point of contact.

This policy has been introduced to ensure that all of our customers have the opportunity to provide feedback to the City. To assist with this, the City will adopt a process for compliments, feedback and complaint handling, which provides clear information about how and where to inform the City where a service or product does not meet expectations.

Compliments, feedback and complaints will be acknowledged and responded to in a timely manner, in accordance with the City's Customer Service Commitment; with objectivity and fairness ensuring that where required, the City provides an appropriate response.

In managing compliments, feedback and complaints in a consistent and accountable manner, the City will be able to identify trends and analyse feedback and complaints to implement improvements to service, process and identified inadequacies.

To achieve this, the City will:

- Adopt a customer-focused approach that encourages open feedback and a commitment to resolving complaints;
- Endeavour to ensure that anyone who is dissatisfied with a City service or product can easily and simply make a complaint and/or provide feedback;
- Designate a location to lodge complaints which is visible and easily accessible to customers;
- Acknowledge complaints;
- Investigate feedback and complaints courteously and fairly;
- Respond to complaints in a timely manner and within prescribed timelines set out in its management procedure;
- Establish a system for complaint handling that will enable it to identify trends, eliminate causes of complaints and improve operations and customer service;
- Reward and recognise employees who receive compliments for their service delivery; and
- Ensure all employees are aware of the Compliments, Feedback and Complaints Policy and Procedure.

COMPLIMENTS

There are numerous instances where the City is complimented on the provision of services it provides and the employees that undertake those services. Compliments provide clear indications on what our community values about the work we do.



Policy Manual

Listening to what the City's customers have to say:

- Indicates which aspects of City Services customers value;
- Helps to build a balanced picture of how services impact on customers;
- Provides the City with an opportunity to share compliments among its employees demonstrating good practice in the services provided; and
- Helps to boost morale and provide recognition to employees.

Employees who continually demonstrate excellent customer service may be recognised through the City's Reward and Recognition program and regular performance reviews.

All compliments will be logged into the City's Electronic Document Records Management System (EDRMS) and Customer Request Management (CRM) System so that we may thank our customers for their comments. Comments will be sent to the officer/s involved and to the appropriate Leader.

FEEDBACK

As part of our ongoing commitment to customers, the City also encourages feedback as part of its commitment to providing great service. As part of our commitment to providing excellence in customer service the City will:

- Listen to comments;
- Create an environment where feedback is seen as a means to continually improve our services; and
- Ensure that employees acknowledge and respond to feedback in a timely manner.

FORMAL COMPLAINT

If a formal complaint is lodged, the City will determine complaints as quickly as possible and will keep the complainant (and if applicable, the person who is the subject of the complaint) advised of the progress, details of the resolution and reasons.

The following will not be registered as complaints due to the fact that each of the below is covered under a separate process or policy:

- An initial request for council services;
- A request for documents, information or explanation of policies or procedures;
- A request for the council to exercise a regulatory function;
- The lodging of an appeal or objection in accordance with a statutory process, standard procedure or policy;
- A submission relating to the exercise of a regulatory function; and
- A petition.



Policy Manual

The CLO and/or relevant officers from the Service Unit will investigate and may determine to take the following courses of action: -

- Take no further action and give the complainant reason/s;
- Resolve the complaint by use of other appropriate strategies such as, but not limited to, mediation, informal discussion or negotiation;
- Discontinue the assessment in circumstances where it becomes evident that the matter would be referred to another body or person and advise the complainant accordingly.

At a minimum, the following information is to be supplied in order to effectively process the complaint:

- Name and address.
- Contact details.
- Complaint details.
- Date of occurrence of complaint.

Customer correspondence, telephone conversations or interviews which proceed in an inflammatory manner will not be acted on. Where this occurs, the City has the right to terminate conversations or interviews after warning the customer of that intention.

ANONYMOUS COMPLAINTS

An anonymous customer complaint will only be investigated where reasonable and sufficient information is provided and which, in the opinion of City employee, constitutes:

- A breach of statutory provisions;
- A breach of an approval, licence or permit;
- A matter for which the City is obligated to act, prescribed in the Local Government Act 1995, Corruption Crime & Misconduct Act 2003 or under any other written law (i.e. the Public Interest Disclosure (**PID**) legislation);
- A matter which if not attended to could reasonably constitute a risk to the public health and safety of persons, animals or the environment; and
- A matter which is deemed to be capable of investigation and resolution without assistance from the complainant.

COMPLAINTS REGARDING EMPLOYEES OF THE CITY OF WANNEROO

Complaints relating to employees regarding to the provision of a service or product will be referred to the CLO in the first instance. . Should a customer specifically state they are making a disclosure under the Public Interest Disclosure Act (**PID Act**), the complaint will be directly referred to the City's PID Officer (refer to The Public Interest Disclosure Act – (PID Act), information below).

UNREASONABLE COMPLAINANT CONDUCT

Most complainants who approach the City act reasonably and responsibly in their interactions with the City, even when they are experiencing high levels of distress, frustration and anger about their complaint. However, in a very small number of cases some complainants behave in ways that are inappropriate and unacceptable – despite the City's best efforts to assist them. They can be aggressive and verbally abusive towards City employees and even Council Members. They may threaten harm and violence, bombard the City's offices with unnecessary and excessive phone calls and emails, make inappropriate demands on employees' time and the City's resources and refuse to accept the City's decisions and recommendations in relation to their complaints. When complainants demonstrate such behaviours the City considers their conduct to be 'unreasonable'.

Unreasonable complainant conduct (**UCC**) is any behaviour by a current or former complainant which, because of its nature or frequency raises substantial health, safety, resource or equity issues for the City as an organisation, the City's employees and Council Members, other service users and complainants or the complainant. To determine if complainant behaviour and conduct is considered UCC, consideration should be given to the guidelines published by the Ombudsman.

UCC can be divided into five categories of conduct:

- **Unreasonable persistence** – continued, incessant and unrelenting conduct by a complainant that has a disproportionate and unreasonable impact on the City as an organisation, City employees and/or Elected Members, services, time and/or resources.
- **Unreasonable demands** – are any demands (express or implied) that are made by a complainant that have a disproportionate and unreasonable impact on the City as an organisation, the City's employees and Elected Members, services, time and/or resources.
- **Unreasonable lack of cooperation** – is an unwillingness and/or inability by a complainant to cooperate with the City, City employees (or agents), complaint system and processes that results in a disproportionate and unreasonable use of the City's services, time and/or resources.
- **Unreasonable arguments** – include any arguments that are not based in reason or logic, that are incomprehensible, false, inflammatory, trivial or delirious and that disproportionately and unreasonably impact on the City as an organisation, City employees and/or Elected Members, services, time and/or resources.
- **Unreasonable behaviours** – is conduct that is unreasonable in all circumstances – regardless of how stressed, angry or frustrated a complainant is – because it unreasonably compromises the health, safety and security of the City's employees and/or Elected Members, other service users or the Complainant.

To respond to and manage UCC incidents, the CEO may determine it is appropriate to implement a protocol whereby the complainant's access to the City will be limited and/or to adapt the way the City interacts with or delivers services to the complainant (amongst other appropriate measures) by restricting:



Policy Manual

- **Who the complainant has contact with** – limiting a complainant to a sole contact person;
- **What the complainant can raise with the City** – restricting the subject matter of communications that the City will consider and respond to;
- **When the complainant can have contact** – limiting the complainant's contact with the City to a particular time, day or length of time, or curbing the frequency of their contact with the City;
- **Where the complainant can make contact** – limiting the locations where the City will conduct face-to-face interviews to secured facilities or areas of the City's offices, building and facilities; and
- **How the complainant can make contact** – limiting or modifying the forms of contact that the complainant can have with the City.

The City values its employees and customers, and safety is paramount to this commitment. Therefore, City employees have the discretion to terminate any interaction in the event that the employee reasonably perceives that they are at risk and particularly where the employee is being threatened or the conduct of the complainant/customer is aggressive and/or abusive.

Prior to the CEO determining an UCC, every reasonable effort will be made to resolve the matter through various strategies between the City and complainant. Where a decision is made to restrict or adapt the service provided to the complainant, generally in relation to a specific complaint, this would not prevent the complainant from contacting the City in regards to another service offering, as long as their conduct or behaviour does not continue to be unreasonable.

If a complainant is unsatisfied with the City's decision regarding UCC, they can request the City to reconsider its decision by presenting any information to support their request. In the event the decision remains the same, the complainant will be referred to WA Ombudsman.

COMPLAINTS ABOUT AN ELECTED REPRESENTATIVE OF COUNCIL

The City's Council Member, Committee Member and Candidate Code of Conduct (the Code) was adopted by Council on the 20 April 2021 (CE03-04/21). The Code provides for overarching principles to guide behaviour of Council Members, Committee Members and Candidates.

Any person may make a formal complaint about a Council Member, Committee Member or Candidate for a minor or serious breach under the Council Member, Committee Member and Candidate Code of Conduct. The Complaint must be made on the relevant prescribed form, available from the City of Wanneroo website and sent to the Complaints Officer.

ALLEGATIONS OF MISCONDUCT – CORRUPTION AND CRIME COMMISSION

Allegations concerning misconduct will be dealt with independent of the City's complaint handling process.



Policy Manual

In the first instance they will be referred directly to the City's People & Culture team for determination including whether there are reasonable grounds for notification to the Crime and Corruption Commission or the Police.

Further information is available from the Commissions website – www.ccc.wa.gov.au.

THE PUBLIC INTEREST DISCLOSURE ACT 2003 - (PID ACT)

The PID Act is designed to facilitate the disclosure of suspected misconduct by public officers. This legislation specifically covers improper conduct, corruption, irregular or unauthorised use of public resources, conduct involving a substantial and specific risk of injury to public health, prejudice to public safety or harm to the environment.

Before making a disclosure it is important that you are aware of the rights and responsibilities imposed on you and others under the Act. Further information is available through the City's Public Interest Disclosures Policy available on the City's website (www.wanneroo.wa.gov.au/council/policies) and through the City's PID officers.

Enquiries regarding the City of Wanneroo and the Public Disclosure Act 2003 can be directed to: Manager Governance and Legal Services.

COMPLAINTS IN REGARDS TO BREACHES OF THE LOCAL GOVERNMENT ACT 1995

The Department of Local Government, Sport and Cultural Industries (the Department) has in place a comprehensive complaints handling system for the management of complaints received from local governments, residents and other agencies for a variety of matters such as local government administrative procedures and breaches of the *Local Government Act 1995*.

Complaints in this category will be dealt with independent of the City's complaint handling process and should be sent to the Department directly.

Generally, all complaints to the Department need to be in writing, however in some instances verbal complaints are accepted. Their procedure for managing complaints is available from their website – <https://www.dlgsc.wa.gov.au/>

COMPLAINTS TO THE OMBUDSMAN AND THIRD PARTY AGENCIES

The Western Australian Ombudsman (the Ombudsman) can investigate complaints about most Western Australian public authorities, including local governments.

Generally, the Ombudsman will investigate actions or decisions where the decision maker has:

- Acted outside their legal authority;
 - Not followed policy, or applied its policy inconsistently;
 - Did not consider all the relevant information, or considered irrelevant information;
 - Unreasonably delayed making a decision or informing the complainant of the decision;
- or



Policy Manual

- Failed to notify the complainant of the decision or did not provide reasons for a decision.

The City may be required to provide information to the Ombudsman and the CLO will coordinate this process. All final responses to the Ombudsman will be signed by the Chief Executive Officer.

The City will register complaints that are made to other third party agencies, for example Ombudsman Western Australia, within the EDRMS and/or CRM.

PROCEDURAL FAIRNESS

The City of Wanneroo will ensure that a fair and proper procedure is used when making a decision in regards to complaints and that the decision-maker is free from bias when reading or listening to the details of a complaint.

PRIVACY AND CONFIDENTIALITY

Personally identifiable information concerning the complainant will not be made publicly available to the offending party except to the extent required in law and/or with the express consent of the complainant.

Appropriate security will be utilised within the City's EDRMS and CRM System. Customers seeking anonymity should note that the City of Wanneroo cannot guarantee that they will not be identified during investigation, and as such, it is the customers right to decide if they would like to proceed with the complaint.

REMEDY

A complainant has a right to request a review of a process of investigation and/or decision.

REVIEW

Where a complainant is dissatisfied with the way in which a complaint has been dealt with and/or the final determination of the complaint by the City, the complainant may request a secondary review. However, this should only be supported when new information is presented that was not already initially considered. If no new information is presented for review the customer will be informed of the most appropriate external body such as the Western Australia Ombudsman or the Department of Local Government, Sport and Cultural Industries.

REPORTING

Monthly reporting will be developed outlining trends, outcomes and mitigation strategies.

ROLES AND RESPONSIBILITIES

Coordinator Customer Relations Centre in conjunction with CLO will be responsible for overseeing this policy.



Policy Manual

DISPUTE RESOLUTION

All disputes in regards to this policy will be referred to the Director Corporate Strategy & Performance in the first instance.

WHO NEEDS TO KNOW ABOUT THIS POLICY?

City of Wanneroo employees and customers.

EVALUATION AND REVIEW PROVISIONS

A review of this policy will be conducted bi-annually at a minimum however where feedback warrants addressing specific issues that affect operations and service provision, the policy will be amended accordingly.

DEFINITIONS

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

| | |
|---------------------------|--|
| Complaint | Dissatisfaction with the services or products of the City and its contractors, or with the actions of employees or Council in the provision of those services or products. A complaint is not... A request for a service to be delivered; or A complaint against another resident. |
| Complaints Officer | Means the person who is the complaints officer under section 5.120 for the local government concerned as defined in the <i>Local Government Act 1995</i>. |
| Complainant | Person, organisation or its representative, making a complaint. |
| Compliment | An expression of praise, admiration, or congratulation. |
| Feedback | A reaction or response to a process or activity in the aim of initiating improvement in service delivery. |
| Ombudsman | The Ombudsman serves Parliament and Western Australians by investigating and resolving complaints about the decision making of public authorities and improving the standard of public administration. |
| Misconduct | Misconduct occurs when a public officer abuses their authority for personal gain, causes detriment to another person, or acts contrary to the public interest (Source: Corruption and Crime Commission) |



Policy Manual

RELEVANT POLICIES/MANAGEMENT PROCEDURES/DOCUMENTS OR DELEGATIONS

- AS/NZ 1002:20014 - Guidelines for complaints management in organisations;
- Local Government (Model Code of Conduct) Regulations 2021;
- Local Government Act 1995
- Freedom of Information Act 1992;
- Public Interest Disclosures Act 2003;
- Corruption, Crime and Misconduct Act 2003;
- Local Government (Model Code of Conduct) Regulations 2021
- State Records Act 2000;
- City of Wanneroo Personal Information Privacy Policy;
-
- Dealing with unreasonable complainant conduct;
- Managing unreasonable complainant conduct – Practice Manual
- City of Wanneroo Customer Service Commitment;
- Council Member Committee Member and Candidate Code of Conduct
- Council Member Committee Member and Candidate Code of Conduct Management Procedure
- Reporting Serious & Minor Misconduct Management Procedure
- Public Interest Disclosure Guidelines Conducting Investigations in to formal complaints, allegations and disclosures Management Procedure

REFERENCES

AS/NZ 1002:2014- Guidelines for complaints management in organisations

RESPONSIBILITY FOR IMPLEMENTATION

Customer Relations Centre

| Version | Next Review | Record No: |
|--------------------------------|--------------|-----------------|
| | March 2014 | TRIM 11/81586 |
| 2 | July 2016 | TRIM 11/81586 |
| 3 | August 2018 | TRIM 11/81586v3 |
| 4 – Minor changes (CE09-05/18) | August 2018 | TRIM 11/81586v4 |
| 5 - October 2018 | August 2020 | TRIM 11/81586v5 |
| 6 – October 2021 | October 2023 | HPE 11/81586v6 |



Council Policy

Compliments, Feedback and Complaints Policy Customer Experience Policy

| | |
|---------------------------|---|
| Responsible Directorate: | Corporate Strategy & Performance |
| Responsible Service Unit: | Customer & Information Services |
| Contact Person: | Customer Liaison Officer |
| Date of Approval: | Date the document was approved by Council |
| Council Resolution No: | Council Resolution No. |

1. POLICY STATEMENT

The purpose of the Policy is to provide a framework to manage compliments, feedback, and complaints.

The customer experience encompasses the sum of all experiences a customer has with an organisation and its service offerings.

2. OBJECTIVE AND PURPOSE

Objective

The City of Wanneroo (City) encourages customer feedback across all our touchpoints and connections, and value our customers letting us know where we could improve or what works well so that we can celebrate our customer service achievements.

Purpose

The purpose of this policy is to:

- Support the City's corporate values of customer-focused, accountability, respect, improvement, and collaboration;
- Ensure an accessible process that is easy to understand is in place for customers to lodge a compliment, feedback or complaint;complaint.
- Ensure that feedback and complaints are investigated impartially, fairly and within prescribed timeframes;
- Ensure a system is in place for complaint handling that will identify trends, eliminate causes of complaints and improve operations and customer service delivery;
- Provide an overview of how the City will deal with unreasonable complainant conduct;
- Reflect best practice as outlined in the Australian Standard Guidelines and the Ombudsman Western Australia Guidelines on complaint handling; and
- Reward and recognise employees who receive compliments for their service delivery.

Commented [HD1]: Change the title to Customer Experience Policy to focus on the positive and to h more holistic approach to service delivery.

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Council Policy

~~The City of Wanneroo is committed to managing compliments, feedback and complaints in a consistent and unbiased manner that complies with the Australian Standard Guidelines and the Ombudsman Western Australia Guidelines thereby ensuring an open and responsive complaints handling process.~~

3. KEY DEFINITIONS

| | |
|---|--|
| DEFINITIONS: Any definitions listed in the following table apply to this document only. | |
| Complaint | Dissatisfaction with the services or products of the City and its contractors, or with the actions of employees or Council in the provision of those services or products. A complaint is not... A request for a service to be delivered; or A complaint against another resident. |
| Complaints Officer | Means the person who is the complaints officer under section 5.120 for the local government concerned as defined in the <i>Local Government Act 1995</i> . |
| Complainant | Person, organisation or its representative, making a complaint. |
| Compliment | An expression of praise, admiration, or congratulation. |
| <u>Customer Experience</u> | <u>Customer experience encompasses the sum of all experiences a customer has with an organisation and its service offerings. Throughout the duration of their relationship with that organisation and the interaction with the organisation's service, systems and people, these experiences impact the customer's perception and feelings of that organisation.</u> |
| <u>CLO</u> | <u>Customer Liaison Officer</u> |
| Feedback | A reaction or response to a process or activity in the aim of initiating improvement in service delivery. |
| Ombudsman | The Ombudsman serves Parliament and Western Australians by investigating and resolving complaints about the decision making of public authorities and improving the standard of public administration. |
| Misconduct | Misconduct occurs when a public officer abuses their authority for personal gain, causes detriment to another |

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Council Policy

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| | person, or acts contrary to the public interest (Source: Corruption and Crime Commission) |
| <u>Unreasonable Complainant</u> | <ul style="list-style-type: none">• <u>Habitual or obsessive conduct. This includes behaviour by a person who: –</u><ul style="list-style-type: none">➢ <u>Cannot 'let go' of their complaint;</u>➢ <u>Cannot be satisfied despite the best efforts of the City;</u>➢ <u>Makes unreasonable demands on the City where resources are substantially and unreasonably diverted away from its other functions or unfairly allocated (compared to other customers);</u>• <u>Rude, angry and harassing conduct; or</u>• <u>Aggressive conduct</u> |

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4. SCOPE

This policy applies to compliments, feedback and complaints relating to the City of Wanneroo and its services about:

- Decisions made by employees of the City;
- The conduct of employees, ~~and~~ contractors and volunteers of the City; and
- Practices, policies and procedures of the City.
- ~~• Practices, policies and procedures of the City.~~

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5. IMPLICATIONS

This Policy aligns with the following objectives 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
 - 7.2 Responsibly and ethically managed
 - 7.5 Customer Focused Information and Services.

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6. IMPLEMENTATION

To achieve the intent of this policy the City will:

- Adopt a customer-focused approach that encourages open feedback and a commitment to resolving complaints;

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Council Policy

- Accommodate the communication needs of complainants, including those with disabilities or limited English proficiency, be flexible and considerate of their preferences;
- Ensure all employees are aware of the [Customer Experience Policy](#);
- Have a dedicated [Customer Liaison Officer \(CLO\)](#) who will oversee all compliments, feedback and complaints, including the processing, assessment, investigation, resolution and audit of compliments, feedback and complaints;
- Provide complaint handling materials for employees, including processes and procedures in the handling of effective complaint management, and training opportunities; and
- Monitor, report and evaluate response times on the handling of compliments, feedback & complaints.
- ~~• Monitor, report and evaluate response times on the handling of compliments, feedback & complaints.~~
- ~~• Endeavour to ensure that anyone who is dissatisfied with a City service or product can easily and simply make a complaint and/or provide feedback;~~
- ~~• Ensure a system is in place for complaint handling that will enable it to identify trends, eliminate causes of complaints and improve operations and customer service;~~
- ~~• Investigate feedback and complaints courteously and fairly;~~
- ~~• Ensure a system is in place for complaint handling that will enable it to identify trends, eliminate causes of complaints and improve operations and customer service;~~
- ~~• Investigate feedback and complaints courteously and fairly;~~
- ~~• Respond to complaints in a timely manner and within prescribed timelines set out in its management procedure; and~~
- ~~• Reward and recognise employees who receive compliments for their service delivery.~~

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Council Policy

COMPLIMENTS

~~There are numerous instances where the City is complimented on the provision of services it provides and the employees that undertake those services.~~ Compliments provide clear indications on what our community values about the work we do. Listening to what the City's customers have to say:

- Indicates which aspects of City Services customers value;
- Helps to build a balanced picture of how services impact on customers;
- Provides the City with an opportunity to share compliments among its employees demonstrating good practice in the services provided; and
- Helps to boost morale and provide recognition to employees.

~~Employees who continually demonstrate excellent customer service may be recognised through the City's Reward and Recognition program and regular performance reviews.~~

~~All compliments will be logged into the City's Electronic Document Records Management System (EDRMS) and Customer Request Management (CRM) System so that we may thank our customers for their comments. Comments will be sent to the officer/s involved and to the appropriate Leader.~~

FEEDBACK

As part of our ongoing commitment to customers, the City ~~also~~ encourages feedback as part of its commitment to providing great service. As part of our commitment to providing excellence in customer service the City will:

- Listen to ~~comments~~ feedback;
- Create an environment where feedback is seen as a means to continually improve our services; and
- Ensure that employees acknowledge and respond to feedback in a timely manner.

COMPLAINT

If a ~~formal~~ complaint is lodged, the City will ~~determine action~~ the complaint ~~complaints~~ as quickly as possible and will keep the complainant (and if applicable, the person who is the subject of the complaint) advised of the progress, details of the resolution and reasons.

The following will not be registered as complaints due to the fact that each of the below is covered under a separate process or policy:

- An initial request for council services;
- A request for documents, information or explanation of policies or procedures;
- A request for the council to exercise a regulatory function;

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Council Policy

- The lodging of an appeal or objection in accordance with a statutory process, standard procedure or policy;
- A submission relating to the exercise of a regulatory function; and
- A petition.

The CLO and/or relevant officers from the Service Unit will investigate and may determine to take the following courses of action: -

- Take no further action and give the complainant reason/s;
- Resolve the complaint by use of other appropriate strategies such as, but not limited to, mediation, informal discussion or negotiation;
- Discontinue the assessment in circumstances where it becomes evident that the matter would be referred to another body or person and advise the complainant accordingly.

Unless lodging a complaint anonymously (refer to Anonymous Complaints) At a minimum, the following information is to be supplied in order to effectively process the complaint:

- Name and address.
- Contact details.
- Complaint details.
- Date of occurrence of complaint.

Customer correspondence, telephone conversations or interviews which proceed in an inflammatory manner (e.g. excessive swearing, derogatory comments etc.) will not be acted on. Where this occurs, the City has the right to terminate conversations or interviews after warning the customer of that intention.

ANONYMOUS COMPLAINTS

An anonymous customer complaint will only be investigated where reasonable and sufficient information is provided which enables an investigation to be carried out. If this is not the case the complaint will be closed with no action taken. in the opinion of City employee, constitutes:

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~~A breach of statutory provisions;~~
~~A breach of an approval, licence or permit;~~
~~A matter for which the City is obligated to act, prescribed in the Local Government Act 1995, Corruption Crime & Misconduct Act 2003 or under any other written law (i.e. the Public Interest Disclosure (PID) legislation);~~
~~A matter which if not attended to could reasonably constitute a risk to the public health and safety of persons, animals or the environment; and~~
~~A matter which is deemed to be capable of investigation and resolution without assistance from the complainant.~~

COMPLAINTS REGARDING EMPLOYEES OF THE CITY OF WANNEROO

Complaints relating to employees regarding to the provision of a service or product will be referred to the CLO in the first instance. The CLO will then refer the complaint to the appropriate Leader for investigation, and People & Culture will be advised of the staff complaint received.

Customers will receive an acknowledgement of their complaint although will not be provided with any details in relation to action taken against an employee (if applicable) as this should remain confidential.

In addition to an acknowledgment, in some instances it may be appropriate to offer an apology to a customer, or to provide evidence to refute a complaint.

~~Should a customer specifically state they are making a disclosure under the Public Interest Disclosure Act (PID Act), the complaint will be directly referred to the City's PID Officer (refer to The Public Interest Disclosure Act – (PID Act), information below).~~

UNREASONABLE COMPLAINANT CONDUCT

~~Most complainants who approach the City act reasonably and responsibly in their interactions with the City, even when they are experiencing high levels of distress, frustration and anger about their complaint. However, in a very small number of cases some complainants behave in ways that are inappropriate and unacceptable despite the City's best efforts to assist them.~~

Inappropriate behaviour includes being aggressive and/or verbally abusive. They can be aggressive and verbally abusive towards City employees, and even Council Members. It also includes They may threaten threats of harm and violence, bombard the City's offices with unnecessary and excessive phone calls and emails, making inappropriate demands on employees' time and the City's resources including excessive contact with the City regarding the same enquiry and refusing to accept the City's decisions and recommendations in relation to an enquiry/complaint complaints. When complainants demonstrate such behaviours, the City considers their conduct to be 'unreasonable'.

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Unreasonable complainant conduct (**UCC**) is any behaviour by a current or former complainant which, because of its nature or frequency raises substantial health, safety, resource or equity issues for the City as an organisation, the City's employees and Council Members, other service users and complainants or the complainant. To determine if complainant behaviour and conduct is considered UCC, consideration should be given to the guidelines published by the Ombudsman.

UCC can be divided into five categories of conduct:

- **Unreasonable persistence** — continued, incessant and unrelenting conduct by a complainant that has a disproportionate and unreasonable impact on the City as an organisation, City employees and/or Elected Members, services, time and/or resources.
- **Unreasonable demands** — are any demands (express or implied) that are made by a complainant that have a disproportionate and unreasonable impact on the City as an organisation, the City's employees and Elected Members, services, time and/or resources.
- **Unreasonable lack of cooperation** — is an unwillingness and/or inability by a complainant to cooperate with the City, City employees (or agents), complaint system and processes that results in a disproportionate and unreasonable use of the City's services, time and/or resources.
- **Unreasonable arguments** — include any arguments that are not based in reason or logic, that are incomprehensible, false, inflammatory, trivial or delirious and that disproportionately and unreasonably impact on the City as an organisation, City employees and/or Elected Members, services, time and/or resources.
- **Unreasonable behaviours** — is conduct that is unreasonable in all circumstances — regardless of how stressed, angry or frustrated a complainant is — because it unreasonably compromises the health, safety and security of the City's employees and/or Elected Members, other service users or the Complainant.

To respond to and manage UCC-unreasonable incidents complainant conduct, the CEO may determine it is appropriate to implement a protocol whereby the complainant's access to the City will be limited and/or to adapt the way the City interacts with or delivers services to the complainant (amongst other appropriate measures) by restricting:

- **Who the complainant has contact with** — limiting a complainant to a sole contact person;
- **What the complainant can raise with the City** — restricting the subject matter of communications that the City will consider and respond to;
- **When the complainant can have contact** — limiting the complainant's contact with the City to a particular time, day or length of time, or curbing the frequency of their contact with the City;
- **Where the complainant can make contact** — limiting the locations where the City will conduct face-to-face interviews to secured facilities or areas of the City's offices, building and facilities; and
- **How the complainant can make contact** — limiting or modifying the forms of contact that the complainant can have with the City.

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Council Policy

~~The City values its employees and customers, and safety is paramount to this commitment. Therefore, City employees have the discretion to terminate any interaction in the event that the employee reasonably perceives that they are at risk and particularly where the employee is being threatened or the conduct of the complainant/customer is aggressive and/or abusive.~~

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Prior to the CEO ~~-making a determination of unreasonable complainant conduct determining an UCC~~, every reasonable effort will be made to resolve the matter through various strategies between the City and complainant. Where a decision is made to restrict or adapt the service provided to the complainant, generally in relation to a specific complaint, this would not prevent the complainant from contacting the City in regards to another service offering, as long as their conduct or behaviour does not continue to be unreasonable.

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If a complainant is unsatisfied with the City's decision regarding ~~UCC~~unreasonable complainant behaviour, they can request the City to reconsider its decision by presenting any information to support their request. In the event the decision remains the same, the complainant will be referred to WA Ombudsman.

COMPLAINTS ABOUT AN ELECTED REPRESENTATIVE OF COUNCIL

~~The City's Council Member, Committee Member and Candidate Code of Conduct (the Code) was adopted by Council on the 20 April 2021 (CE03-04/21). The Code provides for overarching principles to guide behaviour of Council Members, Committee Members and Candidates.~~

Any person may make a formal complaint about a Council Member, Committee Member or Candidate for a ~~minor or serious~~ breach ~~under of~~ the Council Member, Committee Member and Candidate Code of Conduct. The Complaint must be made on the relevant prescribed form, available from the City of Wanneroo website:

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~~https://www.wanneroo.wa.gov.au/info/20003/your_wanneroo/17/codes_of_conduct.~~

Field Code Changed

~~-and sent~~All complaints will be directed to the Complaints Officer.

~~A serious breach will be dealt with under the~~ Local Government Act and Model Code of Conduct Regulations.

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ALLEGATIONS OF MISCONDUCT – CORRUPTION AND CRIME COMMISSION

Allegations against employees of the City concerning misconduct will be dealt with independent of the City's complaint handling process.

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In the first instance they will be referred directly to the City's People & Culture team for determination including whether there are reasonable grounds for notification to the Crime and Corruption Commission or the Police.

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Further information is available from the Commissions website – www.ccc.wa.gov.au.

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THE PUBLIC INTEREST DISCLOSURE ACT 2003 - (PID ACT)

The PID Act is designed to facilitate the disclosure of suspected misconduct by public officers. This legislation specifically covers improper conduct, corruption, irregular or unauthorised use of public resources, conduct involving a substantial and specific risk of injury to public health, prejudice to public safety or harm to the environment.

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Before making a disclosure it is important that you are aware of the rights and responsibilities imposed on you and others under the Act. Further information is available through the City's Public Interest Disclosures Policy available on the City's website:

(https://www.wanneroo.wa.gov.au/info/20003/your_wanneroo/357/fraud_and_misconduct/wanneroo.wa.gov.au/council/policies) and through the City's PID-officers.

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Enquiries regarding the City of Wanneroo and the Public Disclosure Act 2003 can be directed to the [Executive](#) Manager Governance and Legal Services.

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COMPLAINTS IN REGARDS TO BREACHES OF THE LOCAL GOVERNMENT ACT 1995

The Department of Local Government, Sport and Cultural Industries (the Department) has in place a comprehensive complaints handling system for the management of complaints received from local governments, residents and other agencies for a variety of matters such as local government administrative procedures and breaches of the *Local Government Act 1995*.

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Complaints in this category will be dealt with independent of the City's complaint handling process and should be sent to the Department directly.

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Generally, all complaints to the Department need to be in writing, however in some instances verbal complaints are accepted. Their procedure for managing complaints is available from their website – <https://www.dlgsc.wa.gov.au/>



Council Policy

~~13.11 COMPLAINTS TO THE OMBUDSMAN AND
THIRD PARTY AGENCIES~~

~~The Western Australian Ombudsman (the
Ombudsman) can investigate complaints about most
Western Australian public authorities, including local
governments.~~

~~Generally, the Ombudsman will investigate actions or
decisions where the decision maker has:~~

- ~~• Acted outside their legal authority;~~
- ~~• Not followed policy, or applied its policy
inconsistently;~~
- ~~• Did not consider all the relevant information, or
considered irrelevant information;~~
- ~~• Unreasonably delayed making a decision or
informing the complainant of the decision; or~~
- ~~• Failed to notify the complainant of the decision
or did not provide reasons for a decision.~~

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~~The City may be required to provide information to the Ombudsman and the CLO will coordinate this process. All final responses to the Ombudsman will be signed by the Chief Executive Officer.~~

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~~The City will register complaints that are made to other third party agencies, for example Ombudsman Western Australia, within the EDRMS and/or CRM.~~

PROCEDURAL FAIRNESS

The City of Wanneroo will ensure that a fair and proper procedure is used when making a decision in regards to complaints and that the decision-maker is free from bias when reading or listening to the details of a complaint.

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PRIVACY AND CONFIDENTIALITY

Personally identifiable information concerning the complainant will not be made publicly available to the offending party except to the extent required in law and/or with the express consent of the complainant.

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Appropriate security will be utilised within the City's EDRMS and CRM System. Customers seeking anonymity should note that the City of Wanneroo cannot guarantee that they will not be identified during investigation, and as such, it is the customers right to decide if they would like to proceed with the complaint.

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Council Policy

REMEDY

~~A complainant has a right to request a review of a process of investigation and/or decision.~~

REVIEW COMPLAINT RESOLUTION

Where a complainant is dissatisfied with the way in which a complaint has been dealt with and/or the final determination of the complaint by the City, the complainant may request a secondary review. However, this should only be supported when new information is presented that was not already initially considered. If no new information is presented for review the customer will be informed of the most appropriate external body such as the Western Australia Ombudsman or the Department of Local Government, Sport and Cultural Industries.

REPORTING

~~Monthly reporting will be developed outlining trends, outcomes and mitigation strategies~~

8. ROLES AND RESPONSIBILITIES

The Coordinator Customer Relations Centre in conjunction with the ~~Customer Liaison Officer~~ (CLO) will be responsible for overseeing this policy.

~~The City's (CLO) will manage the City's complaints handling processes and reporting and provide an advisory service in complaint handling and resolution.~~

9. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Director Corporate Strategy & Performance in the first instance.

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Council Policy

10. EVALUATION AND REVIEW

~~A review of this policy will be conducted bi-annually at a minimum however where feedback warrants addressing specific issues that affect operations and service provision, the policy will be amended accordingly. This policy will be reviewed every four3 years.~~

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11. RELATED DOCUMENTS

- AS/NZ 10002:201422 - Guidelines for complaints management in organisations;
- Local Government Act 1995
- Freedom of Information Act 1992;
- Public Interest Disclosure Act 2013;
- Corruption, Crime and Misconduct Act 2003;
- State Records Act 2000;
- Dealing with unreasonable complainant conduct;
- Managing unreasonable complainant conduct – Practice Manual

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12. REFERENCES

AS/NZ 10002:2014- Guidelines for complaints management in organisations

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13. RESPONSIBILITY FOR IMPLEMENTATION

-Coordinator Customer Relations Centre

REVISION HISTORY

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| Version | Next Review | Record No. |
|--------------------------------|---------------------------------------|-----------------|
| 1 | March 2014 | Trim 11/81586 |
| 2 | July 2016 | Trim 11/81586v1 |
| 3 | August 2018 | Trim 11/81586v3 |
| 4 – Minor Changes (CE09-05/18) | August 2018 | Trim 11/81586v4 |
| 5 – October | August 2020 | Trim 11/81586v5 |
| 6 – October | October 2023 | Trim 11/81586v6 |
| 7 – October | October 2025 December 2026 | CM 11/81586v7 |



Council Policy

Customer Experience Policy

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|----------------------------------|--|
| Responsible Directorate: | <i>Corporate Strategy & Performance</i> |
| Responsible Service Unit: | <i>Customer & Information Services</i> |
| Contact Person: | <i>Customer Liaison Officer</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 customer experience encompasses the sum of all experiences a customer has with an organisation and its service offerings.

2. OBJECTIVE AND PURPOSE

Objective

The City of Wanneroo (City) encourages customer feedback across all our touchpoints and connections, and value our customers letting us know where we could improve or what works well so that we can celebrate our customer service achievements.

Purpose

The purpose of this policy is to:

- Support the City's corporate values of customer-focused, accountability, respect, improvement, and collaboration;
- Ensure an accessible process that is easy to understand is in place for customers to lodge a compliment, feedback or complaint.
- Ensure that feedback and complaints are investigated impartially, fairly and within prescribed timeframes;
- Ensure a system is in place for complaint handling that will identify trends, eliminate causes of complaints and improve operations and customer service delivery;
- Provide an overview of how the City will deal with unreasonable complainant conduct;
- Reflect best practice as outlined in the Australian Standard Guidelines and the Ombudsman Western Australia Guidelines on complaint handling; and
- Reward and recognise employees who receive compliments for their service delivery.

3. KEY DEFINITIONS

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

| | |
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| Complaint | Dissatisfaction with the services or products of the City and its contractors, or with the actions of employees or Council in the provision of those services or products. A complaint is not... A request for a service to be delivered; or A complaint against another resident. |
| Complaints Officer | Means the person who is the complaints officer under section 5.120 for the local government concerned as defined in the <i>Local Government Act 1995</i> . |
| Complainant | Person, organisation or its representative, making a complaint. |
| Compliment | An expression of praise, admiration, or congratulation. |
| Customer Experience | Customer experience encompasses the sum of all experiences a customer has with an organisation and its service offerings. Throughout the duration of their relationship with that organisation and the interaction with the organisation's service, systems and people, these experiences impact the customer's perception and feelings of that organisation. |
| CLO | Customer Liaison Officer |
| Feedback | A reaction or response to a process or activity in the aim of initiating improvement in service delivery. |
| Ombudsman | The Ombudsman serves Parliament and Western Australians by investigating and resolving complaints about the decision making of public authorities and improving the standard of public administration. |
| Misconduct | Misconduct occurs when a public officer abuses their authority for personal gain, causes detriment to another person, or acts contrary to the public interest (Source: Corruption and Crime Commission) |
| Unreasonable Complainant | <ul style="list-style-type: none"> Habitual or obsessive conduct. This includes behaviour by a person who: – <ul style="list-style-type: none"> ➤ Cannot 'let go' of their complaint; ➤ Cannot be satisfied despite the best efforts of the City; ➤ Makes unreasonable demands on the City where resources are substantially and unreasonably diverted away from its other functions or unfairly allocated (compared to other customers); |



Council Policy

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| | <ul style="list-style-type: none"> • Rude, angry and harassing conduct; or . • Aggressive conduct |
|--|---|

4. SCOPE

This policy applies to compliments, feedback and complaints relating to the City of Wanneroo and its services about:

- Decisions made by employees of the City;
- The conduct of employees, contractors and volunteers of the City; and
- Practices, policies and procedures of the City.

5. IMPLICATIONS

This Policy aligns with the following objectives 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

7.2 Responsibly and ethically managed

7.5 Customer Focused Information and Services.

6. IMPLEMENTATION

To achieve the intent of this policy the City will:

- Adopt a customer-focused approach that encourages open feedback and a commitment to resolving complaints;
- Accommodate the communication needs of complainants, including those with disabilities or limited English proficiency, be flexible and considerate of their preferences;
- Ensure all employees are aware of the Customer Experience Policy;
- Have a dedicated Customer Liaison Officer (CLO) who will oversee all compliments, feedback and complaints, including the processing, assessment, investigation, resolution and audit of compliments, feedback and complaints;
- Provide complaint handling materials for employees, including processes and procedures in the handling of effective complaint management, and training opportunities; and
- Monitor, report and evaluate response times on the handling of compliments, feedback & complaints.



Council Policy

COMPLIMENTS

Compliments provide clear indications on what our community values about the work we do. Listening to what the City's customers have to say:

- Indicates which aspects of City Services customers value;
- Helps to build a balanced picture of how services impact on customers;
- Provides the City with an opportunity to share compliments among its employees demonstrating good practice in the services provided; and
- Helps to boost morale and provide recognition to employees.

FEEDBACK

As part of our ongoing commitment to customers, the City encourages feedback as part of its commitment to providing great service. As part of our commitment to providing excellence in customer service the City will:

- Listen to feedback;
- Create an environment where feedback is seen as a means to continually improve our services; and
- Ensure that employees acknowledge and respond to feedback in a timely manner.

COMPLAINT

If a complaint is lodged, the City will action the complaint as quickly as possible and will keep the complainant (and if applicable, the person who is the subject of the complaint) advised of the progress details of the resolution and reasons.

The following will not be registered as complaints due to the fact that each of the below is covered under a separate process or policy:

- An initial request for council services;
- A request for documents, information or explanation of policies or procedures;
- A request for the council to exercise a regulatory function;
- The lodging of an appeal or objection in accordance with a statutory process, standard procedure or policy;
- A submission relating to the exercise of a regulatory function; and
- A petition.

The CLO and/or relevant officers from the Service Unit will investigate and may determine to take the following courses of action: -

- Take no further action and give the complainant reason/s;
- Resolve the complaint by use of other appropriate strategies such as, but not limited to, mediation, informal discussion or negotiation;



Council Policy

- Discontinue the assessment in circumstances where it becomes evident that the matter would be referred to another body or person and advise the complainant accordingly.

Unless lodging a complaint anonymously (refer to Anonymous Complaints) at a minimum, the following information is to be supplied in order to effectively process the complaint:

- Name and address.
- Contact details.
- Complaint details.
- Date of occurrence of complaint.

Customer correspondence, telephone conversations or interviews which proceed in an inflammatory manner (e.g. excessive swearing, derogatory comments etc.) will not be acted on. Where this occurs, the City has the right to terminate conversations or interviews after warning the customer of that intention.

ANONYMOUS COMPLAINTS

An anonymous customer complaint will only be investigated where reasonable and sufficient information is provided which enables an investigation to be carried out. If this is not the case the complaint will be closed with no action taken.

COMPLAINTS REGARDING EMPLOYEES OF THE CITY OF WANNEROO

Complaints relating to employees regarding to the provision of a service or product will be referred to the CLO in the first instance. The CLO will then refer the complaint to the appropriate Leader for investigation, and People & Culture will be advised of the staff complaint received.

Customers will receive an acknowledgement of their complaint although will not be provided with any details in relation to action taken against an employee (if applicable) as this should remain confidential.

In addition to an acknowledgment, in some instances it may be appropriate to offer an apology to a customer, or to provide evidence to refute a complaint.

Should a customer specifically state they are making a disclosure under the Public Interest Disclosure Act (**PID Act**), the complaint will be directly referred to the City's PID Officer (refer to The Public Interest Disclosure Act – (PID Act), information below).

UNREASONABLE COMPLAINANT CONDUCT

Inappropriate behaviour includes being aggressive and/or verbally abusive towards City employees. It also includes threats of harm and violence, , making inappropriate demands on employees' time and the City's resources including excessive contact with the City regarding the same enquiry and refusing to accept the City's decisions and recommendations



Council Policy

in relation to an enquiry/complaint. When complainants demonstrate such behaviours, the City considers their conduct to be 'unreasonable'.

To respond to and manage unreasonable complainant conduct, the CEO may determine it is appropriate to implement a protocol whereby the complainant's access to the City will be limited and/or to adapt the way the City interacts with or delivers services to the complainant (amongst other appropriate measures) by restricting:

- **Who the complainant has contact with** – limiting a complainant to a sole contact person;
- **What the complainant can raise with the City** – restricting the subject matter of communications that the City will consider and respond to;
- **When the complainant can have contact** – limiting the complainant's contact with the City to a particular time, day or length of time, or curbing the frequency of their contact with the City;
- **Where the complainant can make contact** – limiting the locations where the City will conduct face-to-face interviews to secured facilities or areas of the City's offices, building and facilities; and
- **How the complainant can make contact** – limiting or modifying the forms of contact that the complainant can have with the City.

Prior to the CEO making a determination of unreasonable complainant conduct, every reasonable effort will be made to resolve the matter through various strategies between the City and complainant. Where a decision is made to restrict or adapt the service provided to the complainant, generally in relation to a specific complaint, this would not prevent the complainant from contacting the City in regards to another service offering, as long as their conduct or behaviour does not continue to be unreasonable.

If a complainant is unsatisfied with the City's decision regarding unreasonable complainant behaviour, they can request the City to reconsider its decision by presenting any information to support their request. In the event the decision remains the same, the complainant will be referred to WA Ombudsman.

COMPLAINTS ABOUT AN ELECTED REPRESENTATIVE OF COUNCIL

Any person may make a formal complaint about a Council Member, Committee Member or Candidate for a breach of the Council Member, Committee Member and Candidate Code of Conduct. The Complaint must be made on the relevant prescribed form, available from the City of Wanneroo website:

https://www.wanneroo.wa.gov.au/info/20003/your_wanneroo/17/codes_of_conduct.

All complaints will be directed to the Complaints Officer.

A serious breach will be dealt with under the *Local Government Act* and Model Code of Conduct Regulations.



Council Policy

ALLEGATIONS OF MISCONDUCT – CORRUPTION AND CRIME COMMISSION

Allegations against employees of the City concerning misconduct will be dealt with independent of the City's complaint handling process.

In the first instance they will be referred directly to the City's People & Culture team for determination including whether there are reasonable grounds for notification to the Crime and Corruption Commission or the Police.

Further information is available from the Commissions website – www.ccc.wa.gov.au.

THE PUBLIC INTEREST DISCLOSURE ACT 2003 - (PID ACT)

The PID Act is designed to facilitate the disclosure of suspected misconduct by public officers. This legislation specifically covers improper conduct, corruption, irregular or unauthorised use of public resources, conduct involving a substantial and specific risk of injury to public health, prejudice to public safety or harm to the environment.

Before making a disclosure it is important that you are aware of the rights and responsibilities imposed on you and others under the Act. Further information is available through the City's Public Interest Disclosures Policy available on the City's website:

[https://www.wanneroo.wa.gov.au/info/20003/your_wanneroo/357/fraud_and_misconduct./](https://www.wanneroo.wa.gov.au/info/20003/your_wanneroo/357/fraud_and_misconduct/))

Enquiries regarding the City of Wanneroo and the Public Disclosure Act 2003 can be directed to the Executive Manager Governance and Legal Services.

COMPLAINTS IN REGARDS TO BREACHES OF THE LOCAL GOVERNMENT ACT 1995

The Department of Local Government, Sport and Cultural Industries (the Department) has in place a comprehensive complaints handling system for the management of complaints received from local governments, residents and other agencies for a variety of matters such as local government administrative procedures and breaches of the *Local Government Act 1995*.

Complaints in this category will be dealt with independent of the City's complaint handling process and should be sent to the Department directly.

Generally, all complaints to the Department need to be in writing, however in some instances verbal complaints are accepted. Their procedure for managing complaints is available from their website – <https://www.dlgsc.wa.gov.au/>

PROCEDURAL FAIRNESS

The City of Wanneroo will ensure that a fair and proper procedure is used when making a decision in regards to complaints and that the decision-maker is free from bias when reading or listening to the details of a complaint.



Council Policy

PRIVACY AND CONFIDENTIALITY

Personally identifiable information concerning the complainant will not be made publicly available to the offending party except to the extent required in law and/or with the express consent of the complainant.

Appropriate security will be utilised within the City's EDRMS and CRM System. Customers seeking anonymity should note that the City of Wanneroo cannot guarantee that they will not be identified during investigation, and as such, it is the customers right to decide if they would like to proceed with the complaint.

COMPLAINT RESOLUTION

Where a complainant is dissatisfied with the way in which a complaint has been dealt with and/or the final determination of the complaint by the City, the complainant may request a secondary review. However, this should only be supported when new information is presented that was not already initially considered. If no new information is presented for review the customer will be informed of the most appropriate external body such as the Western Australia Ombudsman or the Department of Local Government, Sport and Cultural Industries.

8. ROLES AND RESPONSIBILITIES

The Coordinator Customer Relations Centre in conjunction with the CLO will be responsible for overseeing this policy.

9. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Director Corporate Strategy & Performance in the first instance.

10. EVALUATION AND REVIEW

This policy will be reviewed every 3 years.

11. RELATED DOCUMENTS

- AS/NZ 10002:2022 - Guidelines for complaints management in organisations;
- *Local Government Act 1995*
- *Freedom of Information Act 1992*;
- *Public Interest Disclosure Act 2013*;
- *Corruption, Crime and Misconduct Act 2003*;
- *State Records Act 2000*;
- Dealing with unreasonable complainant conduct;
- Managing unreasonable complainant conduct – Practice Manual



Council Policy

12. REFERENCES

AS/NZ 10002:2014- Guidelines for complaints management in organisations

13. RESPONSIBILITY FOR IMPLEMENTATION

Coordinator Customer Relations Centre

REVISION HISTORY

| Version | Next Review | Record No. |
|--------------------------------|---------------|-----------------|
| 1 | March 2014 | Trim 11/81586 |
| 2 | July 2016 | Trim 11/81586v1 |
| 3 | August 2018 | Trim 11/81586v3 |
| 4 – Minor Changes (CE09-05/18) | August 2018 | Trim 11/81586v4 |
| 5 – October | August 2020 | Trim 11/81586v5 |
| 6 – October | October 2023 | Trim 11/81586v6 |
| 7 – October | December 2026 | CM 11/81586v7 |

Property Services

4.14 Proposed Agreement for Lease and Ground Lease to the Northern Suburbs Men's Shed Inc over a portion of Reserve 28058, 100 Kingsway, Madeley (Kingsway Regional Sporting Complex)

| | |
|----------------------|---|
| File Ref: | 22485V004 – 24/112962 |
| Responsible Officer: | Director Corporate Strategy & Performance |
| Attachments: | 4 |
| Previous Items: | CS10-02/22 - Proposed Agreement for Lease and Ground Lease to the Northern Suburbs Men's Shed Inc over a Portion of Reserve 28058, 100 Kingsway, Madeley (Kingsway Regional Sporting Complex) - Ordinary Council - 15 Feb 2022 6:00pm |

Issue

To consider a proposed agreement for lease (incorporating a ground lease) to the Northern Suburbs Men's Shed Inc (**NSMS**) over a portion of the north-east corner of Reserve 28058, 100 Kingsway, Madeley (**Reserve 28058**, also known as Kingsway Regional Sporting Complex).

Background

Reserve 28058

Reserve 28058 is a category 'C' reserve vested in the City for 'Recreation' under a Management Order with power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands.

Reserve 28058 is currently zoned as 'Parks & Recreation' under the Metropolitan Region Scheme (MRS) and 'Regional Parks & Recreation' in the City's DPS2.

The overall land parcel for Reserve 28058 has a number of existing leases, including leases to sporting clubs and a site leased by the Department of Defence for its Air Force Cadets operation.

More recently, the City has entered an agreement for lease and ground lease for the Wildflower Society of Western Australia (**WSWA**) to operate its Northern Suburbs Branch from the site at Kingsway. This lease arrangement had been approved by Council in February 2023 (item CS09-02/23).

The current report in relation to NSMS has many similarities to the Wildflower Society arrangement. The positive movement by the Wildflower Society between Council's consideration at the February 2022 Ordinary Council Meeting (CS11-02/22) and Council approving the lease arrangement at the February 2023 Ordinary Council Meeting (CS09-02/23) has more recently been mirrored in the progress with NSMS.

NSMS

NSMS is an incorporated association, operating as a community men's shed. Formed under the wider Men's Shed of WA network, NSMS seeks to provide a place where men can feel included and safe, where they can work on their own projects and hobbies and give back to their respective communities.

Under NSMS' constitution, membership is limited to men, although affiliated membership categories are available for community members other than men.

NSMS currently operates from a 300m² corrugated iron industrial unit at 1C/288 Gngangara Road, Landsdale. The site is privately owned, and Administration understands that NSMS occupies the site under a formal agreement with the landowner.

NSMS has recently been given notice to vacate their current leased premises, the notice was unexpected as the group had anticipated to be homed until the new shed was constructed at Kingsway. This uncertainty in a secure residence further demonstrates the need for NSMS to find a more permanent home.

NSMS site investigations

NSMS has been seeking a long-term home for some years. The background to the City's discussions with NSMS and investigations for a long-term NSMS home were provided in the report to the February 2022 Ordinary Council Meeting.

In consultation with NSMS, a ground leased area of 3,000m² has been identified as being available for the NSMS facility (**Premises**, identified as 'Ground Lease Area #1 in **Attachment 1**). NSMS has confirmed that it is satisfied with the proposed area.

The Premises is located immediately to the north of the site leased to the Department of Defence, and to the south of the site subject to the lease arrangement with the Wildflower Society.

State funding

During 2021, NSMS advised Administration that it had secured State grant funding (\$1 million) to construct a new facility.

NSMS has proposed for the new facility to be developed at Reserve 28058, with a scope to meet NSMS' current and projected future needs as it continues to increase its membership, together with the potential to provide expanded community services.

The latest time for NSMS to commence construction of the proposed facility to comply with its funding requirements is mid-August 2024.

Land use

The intended use of the Premises by NSMS involves a volunteer-based community group undertaking a social activity. The purpose of the social activity is to address mental health in the community through the medium of members working together on manual projects to fix, restore or assemble various objects and materials.

Administration reviewed the nature of these activities as proposed by NSMS and formed the view that they would be compatible with the community purpose of the Regional Open Space Reserve definition under the MRS.

In order to confirm the suitability of the activity being located on a Regional Open Space Reserve, Administration consulted with senior staff at Department of Planning, Lands and Heritage (**DPLH**) in 2019. Discussions confirmed Administration's view that the scope of the activities being considered at the time (which included NSMS and the Wildflower Society) would be considered by DPLH as being consistent with the purpose of a Regional Open Space Reserve, noting also that DPLH is also the decision maker for any applications for development on the reserve.

Subsequently DPLH approved a development application for the nearby facility for the Wildflower Society of Western Australia, also on land under a ground lease with the City.

Prior Council consideration and subsequent progress

With the Premises location identified and agreed in principle, and with NSMS making positive progress in securing funding, Administration and NSMS also worked together to formalise an Agreement for Lease and Ground Lease, to be agreed in principal by both parties (subject to Council and DPLH approval).

Administration presented reports to the Ordinary Council Meeting on 15 February 2022 in relation to the proposed tenancy arrangements with NSMS (item CS10-02/22) and WSWA (item CS11-02/22).

Due to uncertainty regarding whether DPLH would require the areas leased to NSMS and WSWA to be excised from Reserve 28058 and, more significantly, whether this would prompt a significant increase in utility servicing costs (which was proposed to be borne by NSMS and WSWA), Council resolved not to approve the recommended resolutions and instead passed the following alternative resolutions:

- CS10-02/22 (NSMS): *That Item CS10-02/22 be referred to Administration for clarification of the excision process and respond to questions from Council Members.*
- CS11-02/22 (WSWA): *That Item CS11-02/22 be referred to Administration for clarification of the excision process and respond to questions from Council Members.*

In the period since February 2022, Administration has progressed in its investigation of the excision scenario and the potential cost implications, whilst also working on finalising tenancy documents to an 'in principle' agreement with NSMS.

Due to in principle agreement being reached with NSMS on all relevant considerations, the present report is submitted for Council consideration. NSMS is supportive of the position outlined in the report and is hopeful of receiving lease approval to facilitate its community facility development.

Detail

Service cost implications

The potential cost impact to NSMS from the City servicing the proposed leased site was a point of discussion at the Ordinary Council Meeting in February 2022.

Administration undertook further due diligence via quantity surveyor's advice and direct contact with utility service authorities. This investigation determined that the creation of a separate land parcel (which had been a possible scenario in 2022) would not result in utility servicing costs over and above those already anticipated by the City.

The City's current estimate of costs for providing services to the proposed parcel (and to the adjacent parcels) is summarised in the following table. NSMS has agreed, as a recognition of the City's contribution to the site development that it will provide a contribution to the City equal to the lesser of:

- a) one third of the actual costs; and
- b) one third of the estimated costs.

Those services required for the NSMS development, with this information being summarised in the table below.

| Utility service | Scope | Estimated cost (total) (excl. GST) <i>(Actual Costs 01.07.2024)</i> | Estimated NSMS contribution (excl. GST) (reduced to 1/3 of actual costs if less than the estimate) |
|-----------------|--|--|---|
| Electricity | Maximum 100mm diameter conduit, 200amp three phase power at switchboard. | \$22,730.40 Actuals (\$30,864.00) | \$7,576.80 |
| Water | 40mm diameter isolation valve with an estimated flow rate of 3 l/second. | \$15,661.80 | \$5,220.60 |
| Sewerage | 100mm branch line with rising shaft. | \$8,870.40 | \$2,956.80 |
| Fire services | 40mm diameter isolation valve plus twin head fire hydrant. | \$174,774.60 Actuals (Water Sewer & Fire \$244,335.00) | Fire Services are required. \$58,258.20 |

NSMS has accepted its contribution amounts as outlined above.

Lease negotiation

Lease negotiations occurred between the City and NSMS during some of 2021 and into 2022 prior to the report to the Ordinary Council Meeting on 15 February 2022.

Negotiations have continued since February 2022, in parallel with the City's further investigation on the costs associated with utility servicing, though it is acknowledged that there were delays arising from committee changes at NSMS and NSMS refining its intended facility design before finalising designs for a Development Application.

Negotiation progress has included:

- The City and NSMS reaching an agreed position, as outlined above, on:
 - the level of servicing required for the NSMS development; and
 - the cost contribution by NSMS to the City's servicing works.
- NSMS securing a development approval for its site (**Attachment 2** refers), on the basis that construction will not occur until the Agreement for Lease and Ground Lease has been approved by Council and executed by both parties. Advice provided in the WAPC decision letter will be managed and actioned by the City's Approval Services section. The recent WAPC approval has removed any uncertainty regarding the design of NSMS development.
- The City engaging external lawyers to prepare final draft versions of the Agreement for Lease and Ground Lease.

Based on the further negotiations, the following proposed essential terms for the Agreement for Lease and Ground Lease are agreed in principle. A note has been added in bold and italics below where any of the essential terms have materially changed from the version provided to Council in February 2022.

Agreement for Lease

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| Land: | Reserve 28028, Lot 555 (100) Kingsway, Madeley and being more particularly described as Lot 555 on Deposited Plan 64232, being the whole of the land in Certificate of Title Volume LR3158 Folio 501 (known as Kingsway Regional Sporting Complex) |
| Premises: | Part of the Land having an area of approximately 3000m ² . |
| Lessee: | Northern Suburbs Men's Shed Inc. |
| Conditions Precedent: | <p>Subject to and conditional upon the following conditions precedent:</p> <ul style="list-style-type: none"> • <u>Council approval of the Agreement for Lease and the Ground Lease</u>: This condition will be satisfied if Council resolves in the terms of the recommendation proposed in the current report. • <u>Written consent of the Minister for Lands to the Agreement for Lease and the Ground Lease</u>: This condition is pending, Administration anticipates confirmation in the next few weeks. • <u>Lessee securing funding for the Lessee Works, to the Lessee's absolute satisfaction</u>: NSMS already has sufficient funding to undertake the development. • <u>Lessee applying for and obtaining all approvals to undertake the Lessee Works</u>: <i>Development approval has been obtained. Building certification and occupancy permits are likely to be the only remaining actions for this condition and would be secured later in the development process.</i> <p>The final time period for satisfaction of the conditions precedent is 12 months. This is adequate time, noting the progress outlined above.</p> |

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| Handover Date: | <p>Access to the Premises for the Lessee Works not permitted until the last occurring of:</p> <ul style="list-style-type: none"> the Minister for Lands' consent to Agreement for Lease and the Ground Lease; the date the Lessee receives all approvals for the Lessee Works, including the approval of its development application and building licence; the execution of the Agreement for Lease; and the City receiving certificates of currency for all insurances required to be kept by the Lessee for its works. |
| Estimated Practical Completion of Lessee Works Date: | The date being twelve (12) months from satisfaction of the last of all necessary approvals, or such later date agreed in writing by the parties (in their absolute discretion). |
| Sunset Date: | If the Lessee does not complete the development in accordance with the Agreement for Lease, the City may terminate the Ground Lease. |
| Lessee Works: | <p>Construction of the Lessee's proposed men's shed development.</p> <p><i>At the time of the February 2022 report to Council, the plans for the development had not been finalised, and there was some speculation as to the scope and viability of those works.</i></p> <p><i>The final plans and development approval from the WAPC are included in Attachment 2.</i></p> |
| Development & Approvals: | To be in accordance with agreed development plans and specifications (subject to review and approval by the City), all required approvals and consents from all relevant statutory bodies and in compliance with applicable legislation and regulations. |
| Provision of or Upgrade of all required Services/Utilities: | <p>Works will be undertaken by the City, but with a cost contribution by the Lessee.</p> <p>The actual costs to service the NSMS site, which will be partially the responsibility of NSMS to meet, are in the order of \$291,015 and includes, for example, scheme water, sewer, electrical network, wet fire and contingency. The contingency level above is based on the City's current concept plan.</p> <p>NSMS has provided in principle support for its proposed contribution, which Administration recommends as an appropriate balance between the City bearing the majority of site establishment costs and NSMS contributing a portion of the costs which are attached to its intended facility.</p> |

The level of service provision and the NSMS's contribution to the City's costs have been agreed in principle with NSMS.

More information is provided in the 'Land excision and cost implications' section above.

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| Fencing: | By Lessee at its sole cost |
| Earthworks: | By Lessee at its sole cost |
| Fit out: | By Lessee at its sole cost |
| Insurance: | <p>All required insurances to be arranged by Lessee at its sole cost (including, but not limited to) contractors' all risk (CAR), public liability (minimum \$20 million) and adequate workers' compensation insurance.</p> <p>Evidence of the insurances must be provided to the City before access is permitted for the Lessee Works.</p> |
| Indemnity: | The Lessee indemnifies the City against all losses which the City suffers or incurs in connection with any damage, loss, injury or death arising directly or indirectly from the construction, installation or carrying out of the development/works. |
| Practical Completion: | <p>Practical completion of the Lessee Works occurs when the City has inspected the Lessee Works and is satisfied that the Lessee Works have been carried out and is in compliance with all approvals.</p> <p>Practical Completion of the Lessee Works will result in the Ground Lease commencing on the next day, on the terms outlined below and in accordance with a template version of the Ground Lease which will be attached to the Agreement for Lease.</p> |

Ground Lease

| | |
|--------------|--|
| Rent: | <p>\$1 per annum plus GST.</p> <p>Administration estimates, based on other developed areas in Reserve 28058, the Gross Rental Value (GRV) applicable to the Premises would be approximately \$50,000 to \$100,000 (most likely at the higher end of this range). GRV is the gross annual rental that a property might reasonably be expected to earn annually if it were rented, including rates, taxes, insurance and other outgoings.</p> <p>Accordingly, the peppercorn rent under the proposed lease is a favourable outcome for NSMS and a positive contribution by the City to the project.</p> |
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| Term: | <p>5 years, commencing on the Commencement Date.</p> <p>The format of the lease term (as an initial term, with options) is intended to enable both parties to monitor the performance and operation of the lease, as part of NSMS then deciding to exercise its options for renewal.</p> |
| Commencement Date: | The day after Practical Completion of the Lessee Works as described in the Agreement for Lease. |
| Option Term 1: | 5 years |
| Option Term 2: | 5 years |
| Permitted Purpose: | Community shed functions for provision of charitable works and services to the community that derive from activities that support, encourage, and advance the health and well-being of men. |
| Rates & Taxes: | <p>Lessee responsible for all rates (including Council rates and water rates), taxes, assessments and impositions.</p> <p>Administration notes that local government rates have been exempted by the City for other similar tenancies and third-party operated community facilities, however, this is a matter addressed and determined by Council under the City's annual budget process.</p> |
| Outgoings: | Lessee responsible for all outgoings (not limited to) electricity, gas, water and telephone/broadband used in relation to the Premises whether billed directly or otherwise. |
| Building Insurance: | Lessee responsibility |
| Public Liability Insurance: | Lessee responsibility – Minimum \$20 million |
| Other Insurance: | Lessee responsibility |
| Maintenance: | <p>Lessee responsible to maintain the Premises.</p> <p>The Lessee's maintenance responsibilities include structural and capital works, given that the lease is on a ground lease basis.</p> <p>The City is not responsible for maintenance.</p> |

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|----------------------------|---|
| End of Term: | <p>Ownership of all improvements erected or constructed by the Lessee remains the property of the Lessee, but will revert to the City at the expiration of the Ground Lease.</p> <p>At the expiration of the Ground Lease, the City reserves the right to request the Lessee to demolish the improvements to the Land and return the Land to the City in a vacant condition.</p> <p>As part of reviewing the scope of Lessee Works proposed by NSMS, Administration has considered the suitability of the planned facility as a potential future City asset and has encouraged NSMS to the City's own building expectations where practicable.</p> |
| Security: | <p>Provision of a bond or bank guarantee by NSMS.</p> <p>NSMS has agreed to a security amount of \$5,000.</p> <p>Although the relatively low bond is a commercial risk for the City, it may fund site assessment if NSMS abandoned the Premises before the expiry of the Ground Lease or otherwise breached its obligations.</p> <p>Further, the City can mitigate the default risk by proactively monitoring NSMS' performance of the Ground Lease and ensuring the compliance actions are promptly identified and addressed. This would occur by completing a detailed property inspection at the time when the lease commences (following practical completion of the Lessee Works) and subsequently by periodic property inspections.</p> |
| Car Park License: | <p>NSMS have non-exclusive licence, right and privilege (Licence) in common with other persons authorised by the Lessor access to the carpark and driveway.</p> |
| Special Conditions: | <p>Premises to be used only between the hours of 8am and 5pm on Monday to Saturday with no use on a Sunday or a public holiday (or such other hours as the Lessor agrees (in its absolute discretion) in writing) Administration will work with NSMS to approve programming outside of these hours.</p> <p>Ensure noise levels remain within the assigned levels for a commercial premises under the Environmental Protection (Noise) Regulations 1997 (WA)</p> |

The draft Agreement for Lease and the draft Ground Lease were prepared by Administration and Clayton Utz, based on City templates which have been used for similar transactions. The documentation has been approved in principle by NSMS (**Attachment 3** refers).

Administration is working closely with NSMS regarding finalisation of the lease. NSMS has had the opportunity to engage its own independent legal advice to review the draft Agreement for Lease and the draft Ground Lease for its own comfort, acknowledging also this is a commercial matter for NSMS to determine.

Consultation

Proposed Agreement for Lease (and Ground Lease)

Relevant service units, including Approval Services, Infrastructure Capital Works, Asset Planning, Community Facilities and Community Development have been consulted in the course of the lease discussions and related considerations.

Administration has been liaising extensively with NSMS to reach agreement on the Agreement for Lease and Ground Lease.

NSMS has confirmed its 'in principle' approval of the lease documentation, which is currently pending approval from the Minister for Lands.

Land Excision

DPLH previously advised that the City may be required to excise the north-east corner of Reserve 28058 into a separate land parcel to support the development by NSMS. DPLH expressed concern that NSMS is operating in a manner which is not consistent with the high-order MRS reservation applicable to Reserve 28058.

Administration is of the view that the position taken by DPLH is unnecessary, would occur further costs for NSMS and should be reconsidered, on the basis that:

- An excision is not required on the basis of the current zoning, confirmed by discussions between the City's Approval Services unit and the planning section at DPLH; and
- There are existing examples of recreational, but not 'sporting', uses of Reserve 28058, as most clearly demonstrated by the site leased to Wildflower Society of Western Australia and the Department of Defence.

The consent from the Minister for Lands is currently pending (being requested in late June 2024, following the WAPC Development Approval and the lease documentation being finalised), with Administration anticipating a final response in the next couple of weeks. Based on historic dealings, most notably the DPLH approval of the Wildflower Society lease documentation, Administration is not anticipating any issues with approval.

Access to Premises – Variation of Department of Defence Lease

Historically, there has been no vehicular access to the Premises. To address the access requirement, the City planned and budgeted for the construction of an access road (and associated parking) through some of the area previously leased to the Department of Defence (**Attachment 4** refers).

Administration negotiated with the Department of Defence to enable the portion of land required for the access road to be surrendered. The partial surrender Deed was approved by Council in May 2023 (item CS04 -05/23).

The access road will provide access to the vacant parcel of land (and therefore access to potentially three tenanted areas in the future) and will have the added benefit of being available for use as overflow parking (if required) for patrons attending netball events on weekends when the netball associated parking areas have historically been in high demand and often at full capacity during weekends in the netball season.

Construction of the carpark and access road has commenced with an estimated completion in June/July 2024.

In December 2023, Landgate approved the name of the access road as 'Village Place' in recognition that Lot 555 is intended to facilitate opportunities for activities and community connection to create village feel.

Comment

Administration recommends the proposed Agreement for Lease and Ground Lease to NSMS as outlined in this report. Although there may be a perception that the current recommendation has taken some time since consideration of the NSMS item at the February 2022 Ordinary Council Meeting, this overlooks the progress to address items which had been unclear or uncertain at that meeting:

- The lease documentation has been negotiated and agreed in principle by both parties, only remaining subject to the approval of the Minister for Lands;
- WAPC determination of Development Approval for the proposed community facility, which followed NSMS completing updated design plans in March/April 2024 and presenting those plans to Administration before WAPC submission;
- The City securing a partial surrender of the Department of Defence lease, to enable access to the proposed NSMS site;
- The City's construction of the access road and car park for the NSMS and adjacent areas; and
- The City's installation of service upgrades to support the NSMS facility and adjacent sites.

This progress has been the outcome of strong, positive collaboration between the City, NSMS and other stakeholders. In considering the current item, Council should have certainty as to the scope of the NSMS facility and how the lease arrangement will be implemented.

If the proposed NSMS men's shed facility proceeds, the site will be significantly larger than the majority of community sheds in the Perth metropolitan area (by more than 100% in many instances), and potentially being the largest site overall. This enable NSMS to support future membership growth and continue to provide valuable services to the community.

NSMS has already established a relationship with the neighbouring tenant, the Wildflower Society of Western Australia, with the potential for collaboration on the landscaping of the NSMS site and the development of a community garden area.

Statutory Compliance

Under regulation 30 of the *Local Government (Functions and General) Regulations 1996* (WA), the proposed Agreement for Lease and Ground Lease to NSMS is an exempt disposition of property to which section 3.58 of the Act does not apply.

Strategic Implications

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

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

1.3 - Facilities and activities for all

Risk 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 |
|---|------------------------|
| CO-O08 Contract Management | Low |
| Accountability | Action Planning Option |
| Director Corporate Strategy & Performance | Manage |

| Risk Title | Risk Rating |
|---|------------------------|
| ST- S23 Stakeholder Relationship | Medium |
| Accountability | Action Planning Option |
| 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 Strategic/Corporate risk register. Action plans have been developed to manage this risk to support existing management systems.

Policy Implications

The proposed essential terms of the Agreement for Lease and Ground Lease as outlined in this report are required to be presented to Council for approval as they exceed the parameters that permit the lease to be negotiated under the City's Leasing Policy. For example, the proposed total term of the Ground Lease (including options) is greater than ten (10) years.

In all other respects, the terms of the Agreement for Lease and the Ground Lease are consistent with the 'Land/Ground Leases' section in the City's Leasing Policy. For example, the Leasing Policy expressly provides '*In the case of Land/Ground Leases (under any Category), the lessee will be responsible for development costs (including design, planning, servicing upgrades and construction), maintenance and repair (including structural and capital items) and make good works*', which is consistent with the arrangement under the Agreement for Lease with NSMS.

Financial Implications

Site establishment and construction

Any future building constructed and/or required site works on the subject land parcel will be at the full cost of NSMS.

The City's contribution is limited to capital works to:

- Establish a road access and associated parking as mentioned earlier in this report; and
- Provide service connections to the NSMS parcel, being to the scope described in the Detail section of the present report.

The agreed cost contribution by NSMS to the City's capital works for the service connections is described in the detail section of the present report.

All ongoing maintenance of the building and the leased area will also be the responsibility of NSMS. NSMS will also be responsible for site 'make good' at the expiry of the Ground Lease.

The City included the car park and access road in its Capital Works Program for 2022/2, 2023/24 and 2024/25. The total project budget has been \$1,007,000.

Works are scheduled to be completed in mid-July 2024.

Lease operations

Aside from the installation of infrastructure services and the driveway and parking areas, the Agreement for Lease and the Ground Lease will be on a 'no cost to the City' basis.

NSMS is responsible for construction, operating and maintenance costs (including capital and structural items) and any make good requirements at the end of the lease term.

Administration understands that NSMS will need to seek additional funding, likely from the Commonwealth or from State funding sources such as Lotterywest, to complete its fitout of the men's shed facility.

The City is not recouping rent or maintenance fees from NSMS. As noted above in relation to the essential terms of the Ground Lease, there is a value (on a GRV basis) which may be viewed as the opportunity cost of the City providing the site for the NSMS development.

Voting Requirements

Simple Majority

Recommendation

That Council:-

- 1. APPROVES, in principle, the agreement for lease and ground lease of a 3,000m² portion of Reserve 28058, Lot 555 on Deposited Plan 64232 Volume 3158 Folio 501 (Kingsway Regional Sporting Complex) to the Northern Suburbs Men's Shed Inc, in accordance with the essential lease terms described in the Administration report; and**
- 2. AUTHORISES:**
 - a) the Chief Executive Officer (or a nominee of the Chief Executive Officer) to negotiate terms, execute all documentation and comply with all applicable legislation as is required to effect Item 1. above; and**
 - b) the affixing of the Common Seal of the City of Wanneroo to an agreement for lease and a ground lease between the City and the Northern Suburbs Men's Shed Inc in accordance with the City's Execution of Documents Policy.**

Attachments:

- | | |
|---|---------------|
| <u>1</u> . Attachment 1 NSMS - Lease Plans Kingsway Sporting Complex | 24/185417 |
| <u>2</u> . Attachment 2 WAPC - NSMS - Decision Letter | 24/222385 |
| <u>3</u> . Attachment 3 NSMS - Preliminary consent letter - Agreement for Lease and Ground Lease - Approved - June 2024 | 24/201275[v2] |
| <u>4</u> . Attachment 4 NSMS Driveway Lessor Works Kingsway | 24/185422 |



PROPOSED GROUND LEASE AREAS
PORTION R28058 (LOT 555) KINGSWAY, MADELEY

SCALE: 1: 1500 @ A4
DATE: February 2022
REF: 2022-02 kingsway concept lease

NOTE: While the City of Warreroo has made every effort to ensure the accuracy and completeness of data it accepts no responsibility or liability for any errors or omissions within the information presented.
Based on information provided by and with the permission of the Western Australian Land Authority trading as LANDGATE (2012).



Our Ref : 30-50263-19
 Enquiries : Sabrina Ahmed (Ph 6552 4486)

Application for Approval to Commence Development plans dated 10 May 2024 received 10 May 2024.

| | |
|----------------|---|
| Lot Number | : 555 |
| Location | : - |
| Plan / Diagram | : Deposited Plan 64232 |
| Volume/Folio | : LR3158/501 |
| Locality | : 100 Kingsway, Madeley |
| Owner | : City Of Wanneroo Locked Bag 1 WANNEROO WA 6050 |

Under the provisions of the *Planning and Development Act 2005* this application has been referred for determination by the Western Australian Planning Commission.

The application has now been considered by the Commission and the formal notice setting out the terms of the decision is attached.

A copy of this decision has been forwarded to the Local Government for information.

140 William Street, Perth, Western Australia 6000, Locked Bag 2506 Perth, 6001
 Tel: (08) 6551 8002; Fax: (08) 6551 9001; Infoline: 1800 626 477
 e-mail: info@dplh.wa.gov.au; web address <http://www.dplh.wa.gov.au>
 ABN 35 482 341 493



Should the applicant be aggrieved by this decision there is a right to apply for a review pursuant to the provisions of Section 252 of the *Planning and Development Act 2005*. Such an application for review must be submitted to the State Administrative Tribunal, Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH WA 6000 in accordance with Part 14 of the *Planning and Development Act 2005*. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or go to its website: <http://www.sat.justice.wa.gov.au>.

ADVICE TO APPLICANT

1. This decision constitutes planning approval under the Metropolitan Region Scheme only. It is the proponent's responsibility to comply with all other applicable legislation and obtain all required approvals, licences and permits prior to commencement of this development.

This approval does not authorise commencement of any building and/or demolition works. In accordance with the Building Act 2011 and Building Regulations 2012, a building and/or demolition permit must be obtained prior to the commencement of any works.

2. In regard to Condition 1, the use of approved **Community Purpose** must conform to the District Planning Scheme No. 2 which states:

***"Community Purpose:** means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit."*

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

3. In relation to Condition 4, the applicant is advised that the Construction Management Plan is to address adverse impacts caused by sand drift and dust from the site during construction. This should be based on the requirements contained in the Department of Environmental Regulation's *'A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities'*.
4. The applicant is advised that any graffiti applied to the external surfaces of the building shall be removed within seven (7) days of it being applied to the satisfaction of the City of Wanneroo.
5. The applicant is advised that stormwater and any other water run-off from structures and/or paved areas must be collected and retained on site. No stormwater is to be discharged into the regional Parks and Recreation reservation.
6. The applicant is advised that the parking areas and associated access indicated on the approved plans must not be used for the purpose of storage or obstructed in any way at any time, without the prior approval of the City.

140 William Street, Perth, Western Australia 6000, Locked Bag 2506 Perth, 6001
 Tel: (08) 6551 8002; Fax: (08) 6551 9001; Infoline: 1800 626 477
 e-mail: info@dplh.wa.gov.au; web address <http://www.dplh.wa.gov.au>
 ABN 35 482 341 493



7. In relation to Condition 5, the applicant is advised that the tree should not be removed from the area. All trees need to be retained. A tree protection Zone is to be established for all trees identified within the development site. (The City didn't support the removal of tree shown in the plan and it should be retained)

The applicant is also advised that pruning of the trees will be undertaken to ensure sufficient separation from any of the proposed buildings. The City's Parks & Conservation team will complete the pruning prior to the start of construction. It is requested that the City be notified prior to any earthworks commencing on site so that the City's Arborist can inspect and advise of any tree root removal as required.

8. The applicant is advised that any signage is to be kept in accordance with the City's Signs Local Planning Policy as amended from time to time.

A handwritten signature in black ink that reads "Sam Boucher".

Ms Sam Boucher
Secretary
Western Australian Planning Commission
27 June 2024



Our Ref : 30-50263-19
 Enquiries : Sabrina Ahmed (Ph 6552 4486)

PLANNING AND DEVELOPMENT ACT 2005

City of Wanneroo

APPROVAL TO COMMENCE DEVELOPMENT

Name and Address of Owner and Land on which Development Proposed:

| | | |
|-------------------------|---|---|
| Owner | : | City Of Wanneroo Locked Bag 1 WANNEROO WA 6050 |
| Lot Number | : | 555 |
| Location | : | - |
| Plan / Diagram | : | Deposited Plan 64232 |
| Volume/Folio | : | LR3158/501 |
| Locality | : | 100 Kingsway, Madeley |
| Application Date | : | 10 May 2024 |
| Application Receipt | : | 10 May 2024 |
| Development Description | : | Mens Shed |

The application for approval to commence development in accordance with the plans submitted thereto is granted subject to the following condition(s):

1. This approval relates to a Community Purpose use, and the approved plans date stamped 10 May 2024 by the Department of Planning, Lands and Heritage (attached) on behalf of the Western Australian Planning Commission.
2. The decision constitutes development approval only and is valid for a period of two years from the date of this letter. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.
3. The proposed access way as annotated 'new pavement' on the attached plan dated 11 June 2024 being constructed and drained at the landowners cost to the specifications of the local government and to the satisfaction of the Western Australian Planning Commission.

140 William Street, Perth, Western Australia 6000, Locked Bag 2506 Perth, 6001
 Tel: (08) 6551 8002; Fax: (08) 6551 9001; Infoline: 1800 626 477
 e-mail: info@dplh.wa.gov.au; web address <http://www.dplh.wa.gov.au>
 ABN 35 482 341 493



4. Prior to commencement of site works, the applicant is to prepare and submit a Construction Management Plan in consultation with the City of Wanneroo and to the satisfaction of the Western Australian Planning Commission. Once approved, the Construction Management Plan is to be implemented in its entirety.
5. Prior to the commencement of development, the applicant is to prepare and submit a landscape management plan addressing the retention of existing vegetation and the re-vegetation of the disturbed areas to the specifications of the City of Wanneroo and satisfaction of the Western Australian Planning Commission. Once approved, the landscape management plan is to be implemented in its entirety.
6. Driveways and points of ingress and egress must all be designed and constructed in accordance with the Australian Standard for Off-street Carparking (AS 2890) and must be drained, sealed, marked and maintained to the specification of the City of Wanneroo and the satisfaction of the Western Australian Planning Commission.

Where an approval has so lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.

A handwritten signature in black ink that reads "Sam Boucher".

Ms Sam Boucher
Secretary
Western Australian Planning Commission
27 June 2024

NORTHERN SUBURBS MENS SHED

130 KINGSWAY MADELEY WA 6065

| DRWG | TITLE | REV | DATE |
|-------|--|-----|------------|
| A0-00 | COVER PAGE | A | 04/04/2024 |
| A0-02 | LOCATION PLAN | A | 04/04/2024 |
| A1-00 | SITE PLAN | A | 04/04/2024 |
| A1-01 | PROPOSED SHED FLOOR PLAN | A | 04/04/2024 |
| A1-02 | PROPOSED STORAGE CONTAINER PLAN | A | 04/04/2024 |
| A2-00 | SHED EXTERNAL ELEVATIONS | A | 04/04/2024 |
| A2-01 | SHED EXTERNAL ELEVATIONS 2 | A | 04/04/2024 |
| A2-02 | STORAGE CONTAINERS EXTERNAL ELEVATIONS | A | 04/04/2024 |
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DEPARTMENT OF PLANNING, LANDS
AND HERITAGE

DATE
10-May-2024

FILE
30-50263-19

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|-----|------------|---------------------------|---------|--|----------|------------------|
| REV | DATE | NOTES | TITLE | COVER PAGE | SHEET | A0-00 |
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| | | | | | A3 SCALE | |
| | | | | | LGA | CITY OF WANNEROO |
| | | | | | JOB NO. | 23-929 |



DEPARTMENT OF PLANNING, LANDS
AND HERITAGE

DATE

10-May-2024

FILE

30-50263-19

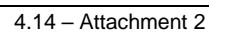


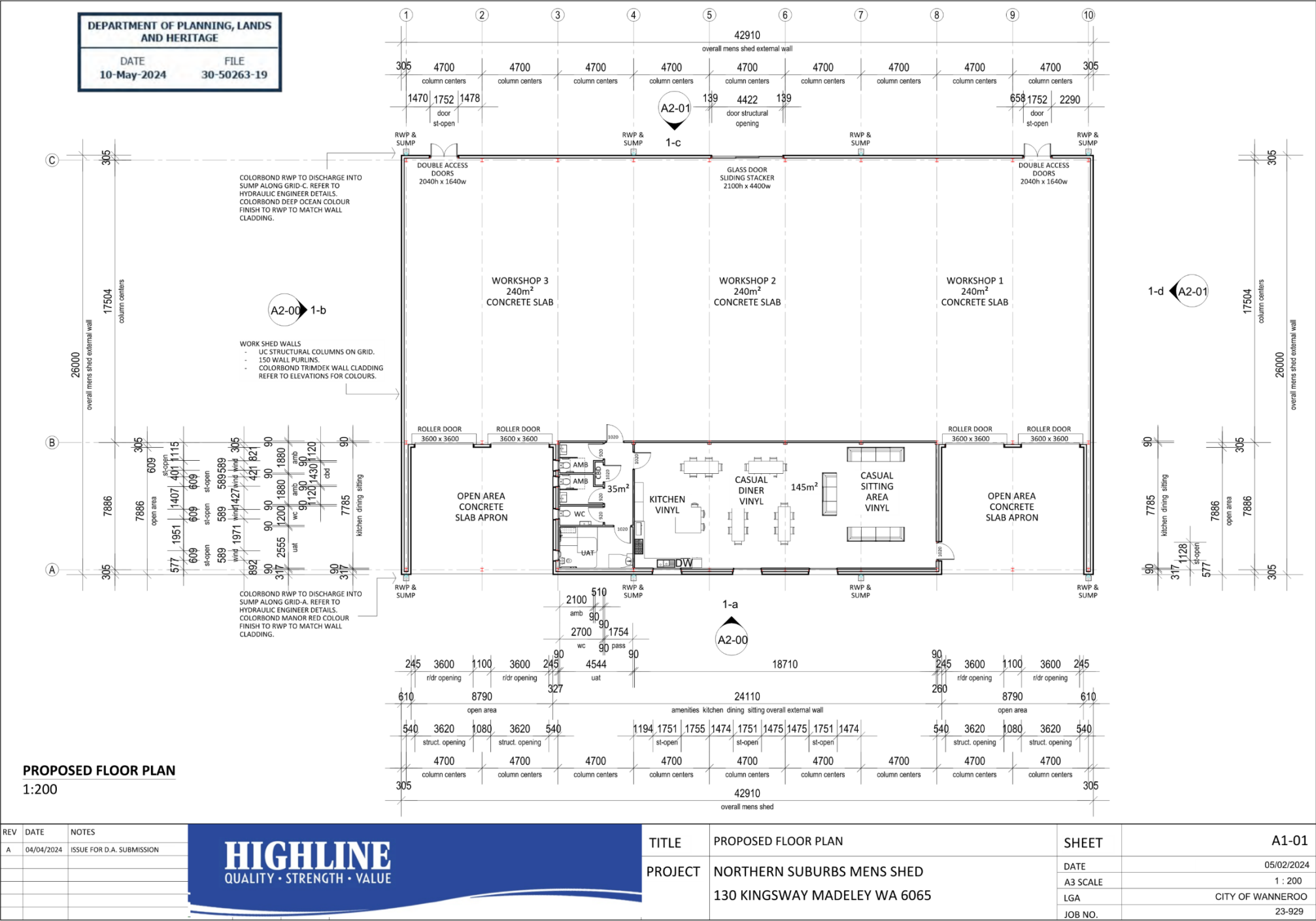
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NTS

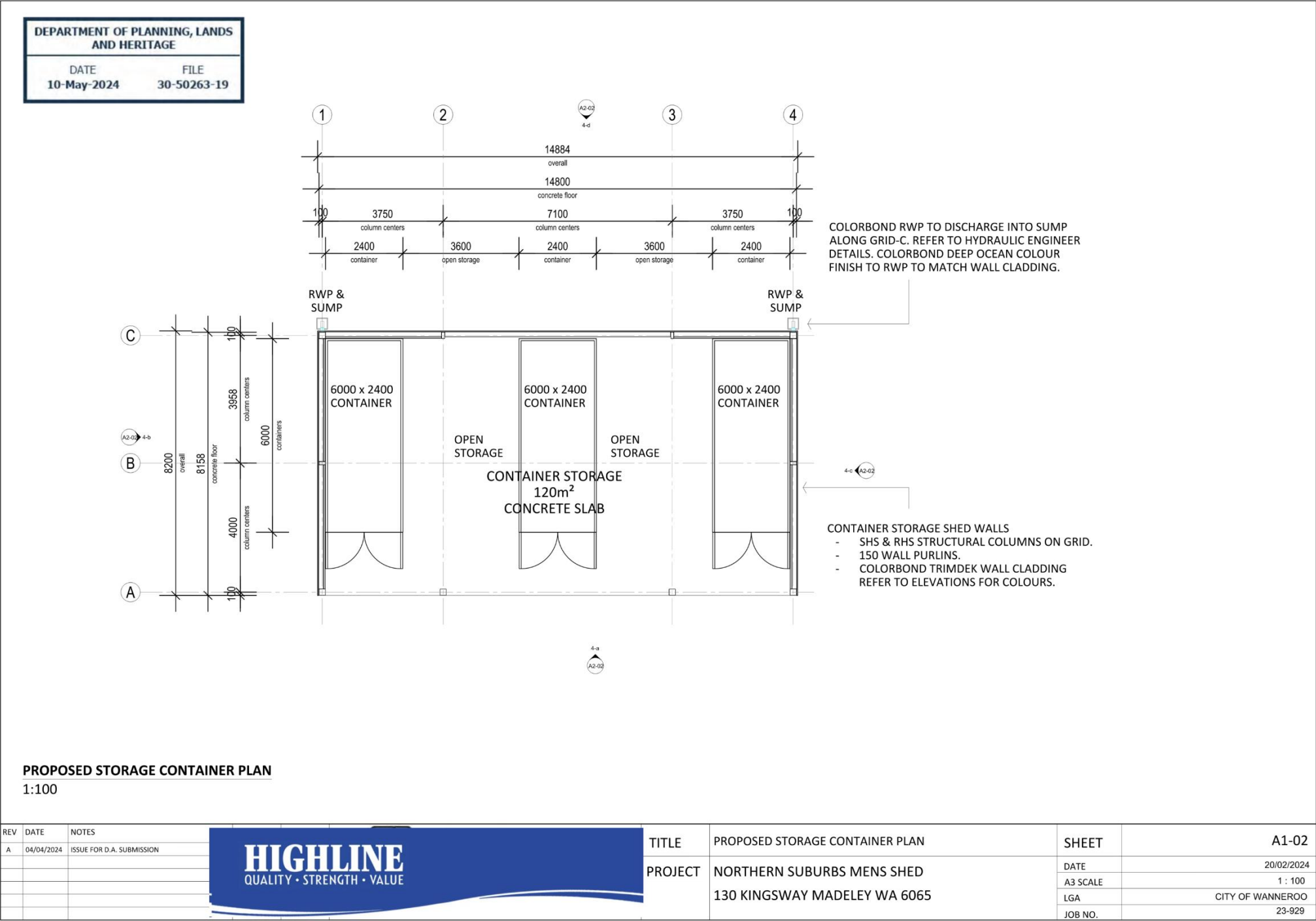


LOCATION PLAN
NTS

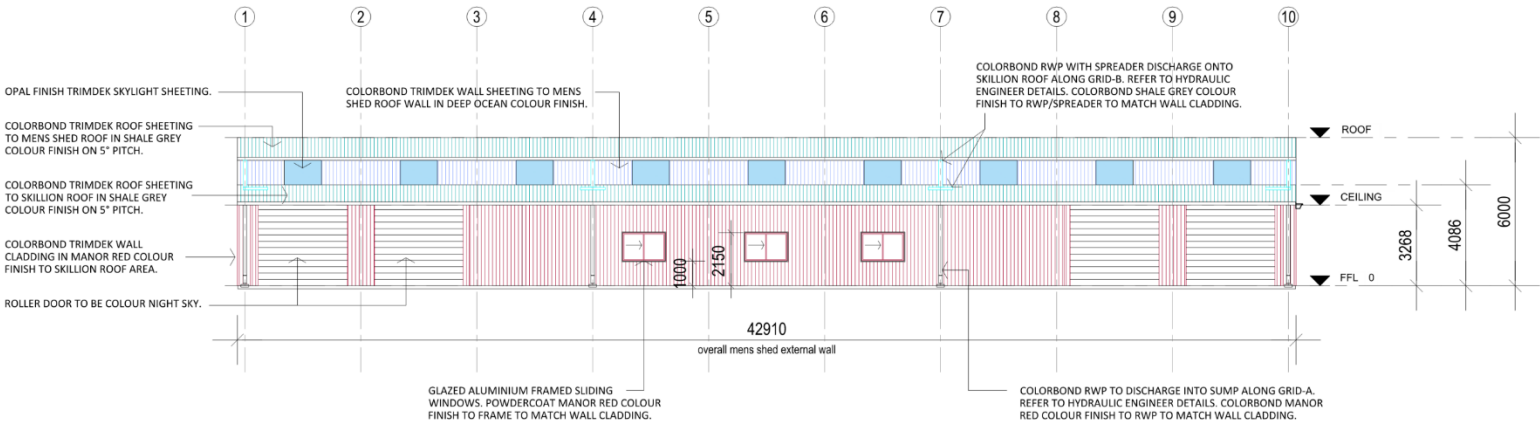
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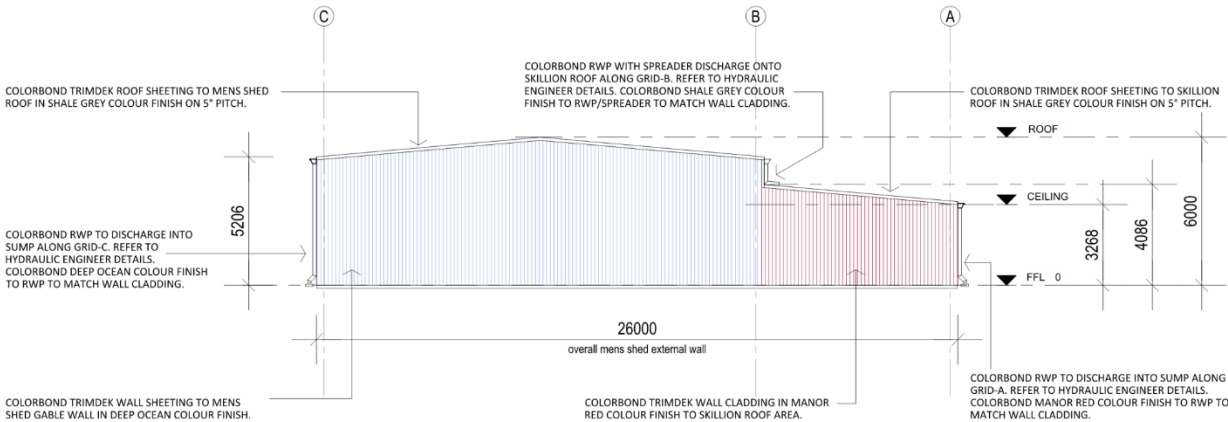




ELEVATION 1-a
1:200



ELEVATION 1-b
1:200



DEPARTMENT OF PLANNING, LANDS
AND HERITAGE

DATE 10-May-2024 FILE 30-50263-19

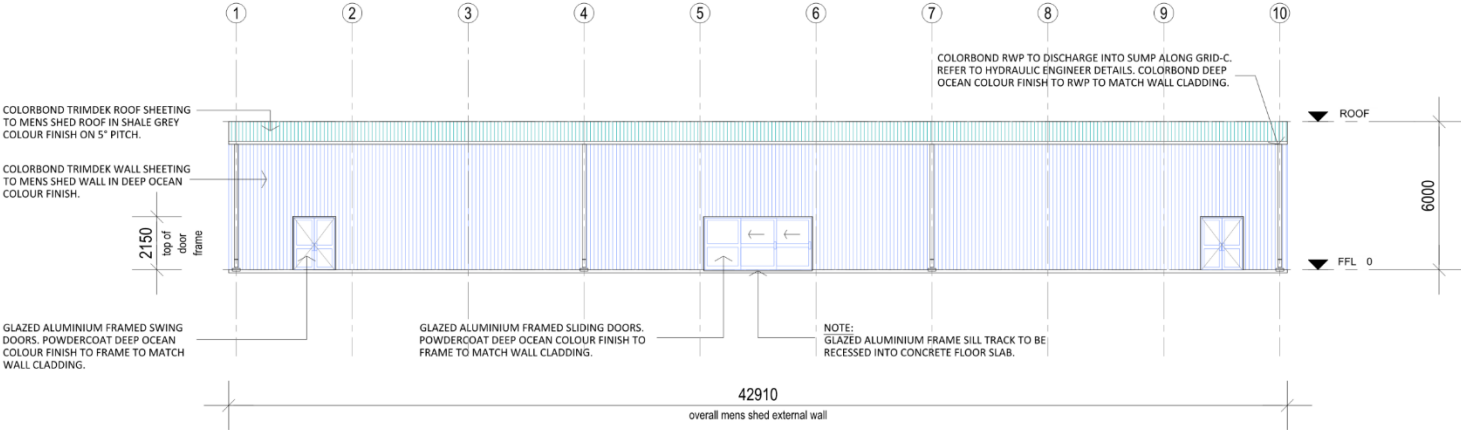
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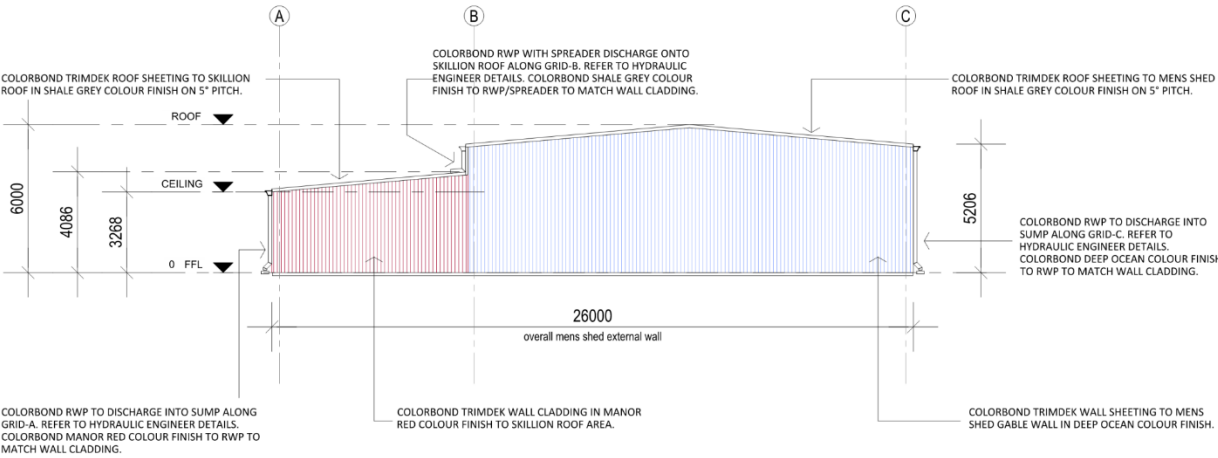
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PROJECT NORTHERN SUBURBS MENS SHED
130 KINGSWAY MADELEY WA 6065

| SHEET | A2-00 |
|----------|------------------|
| DATE | 16/02/2024 |
| A3 SCALE | 1 : 100 |
| LGA | CITY OF WANNEROO |
| JOB NO. | 23-929 |

ELEVATION 1-c
1:200



ELEVATION 1-d
1:200



DEPARTMENT OF PLANNING, LANDS
AND HERITAGE

DATE 10-May-2024 FILE 30-50263-19

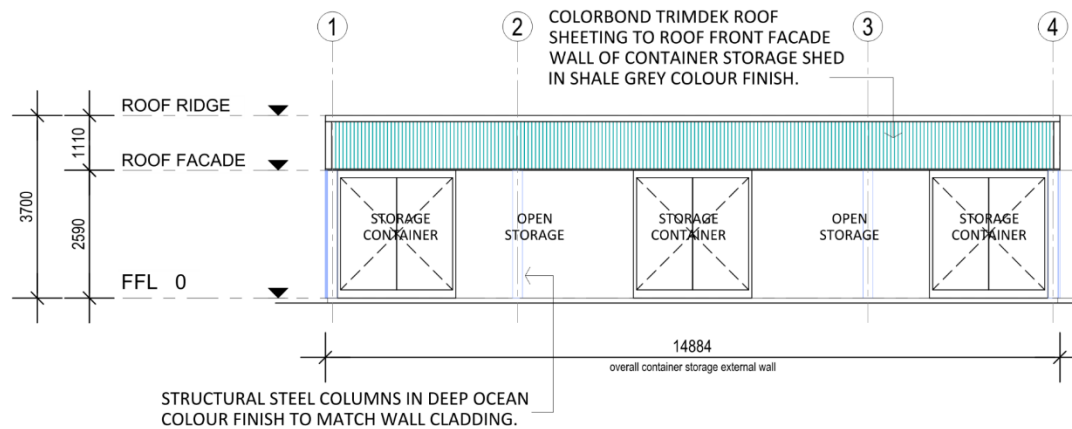
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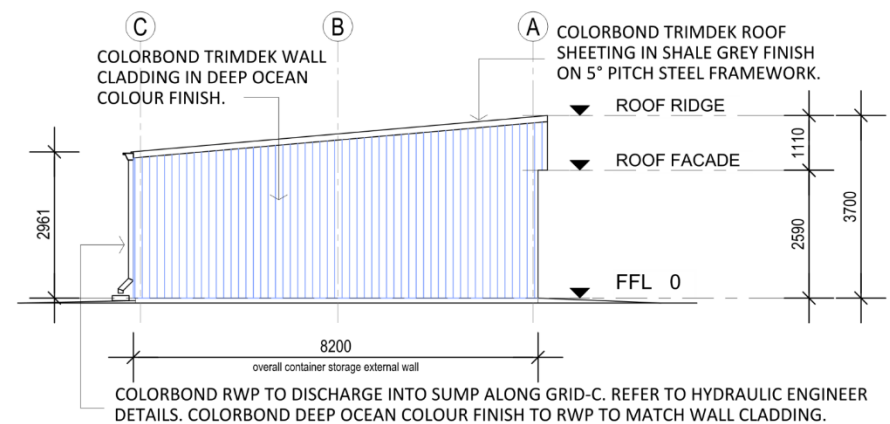
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PROJECT NORTHERN SUBURBS MENS SHED
130 KINGSWAY MADELEY WA 6065

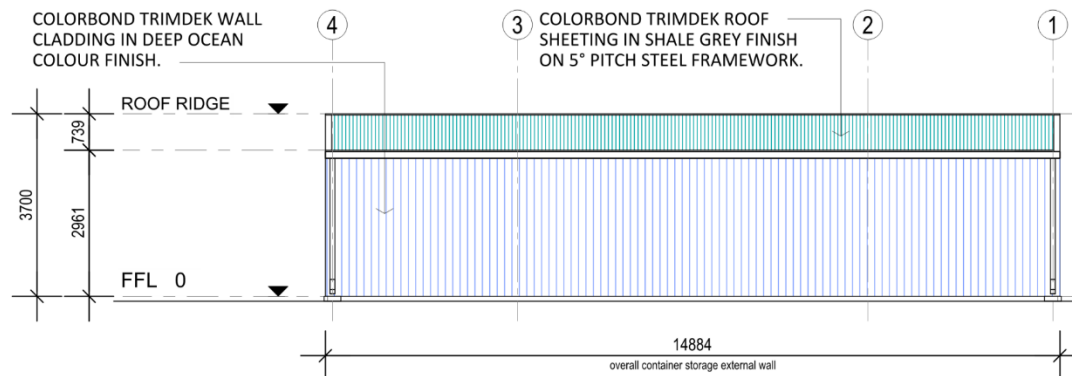
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| LGA | CITY OF WANNEROO |
| JOB NO. | 23-929 |



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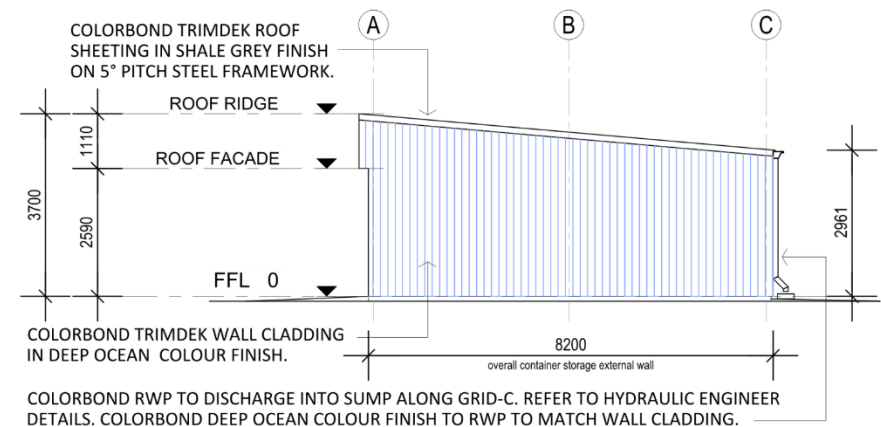


ELEVATION 4-b
1:100



ELEVATION 4-c
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| DEPARTMENT OF PLANNING, LANDS AND HERITAGE | |
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| 10-May-2024 | 30-50263-19 |



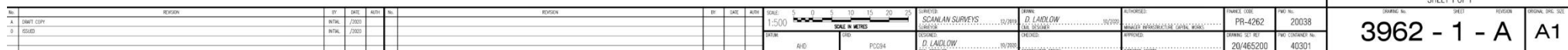
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HIGHLINE
QUALITY • STRENGTH • VALUE

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| TITLE | STORAGE CONTAINERS EXTERNAL ELEVATIONS |
| PROJECT | NORTHERN SUBURBS MENS SHED 130 KINGSWAY MADELEY WA 6065 |

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| SHEET | A2-02 |
| DATE | 20/02/2024 |
| A3 SCALE | 1 : 100 |
| LGA | CITY OF WANNEROO |
| JOB NO. | 23-929 |





EXISTING

===== KERBING (SEMI-MOUNTABLE)

----- FOOTPATH (CONCRETE)

NEW PAVEMENT

PROPOSED

Page 10

Page 10 of 10

1. CADASTRAL INFORMATION APPROXIMATE ONLY.
2. SERVICE LOCATIONS DIAGRAMMATIC ONLY. CONTACT SERVICE AUTHORITIES FOR EXACT IN GROUND LOCATIONS.
3. CAR PARK LIGHTING TO BE ADDED IF REQUIRED.
4. TREE PLANTING TO BE ADDED AS PART OF THE DETAILED DESIGN STAGE WITH MORE TREES PLANTED THAN THOSE REMOVED.

DATE
11-Jun-2024

FILE
30-50263-19

NEARMAP AERIAL
PHOTO 08/2020

KINGSWAY REGIONAL SPORTING COMPLEX
CAR PARK AND ACCESS ROAD
TO FUTURE COMMUNITY BUILDING PROJECTS
MADELEY

CONCEPT PLAN
SHEET 1 OF 1

| | | | |
|--------------|-------|----------|---------------------|
| DRAWING No. | SHEET | REVISION | ORIGINAL SHEET SIZE |
| 3962 - 2 - 0 | | | A1 |

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| REGION | | 20 | DATE | ACT | NO | REGION | | 20 | DATE | ACT | NO | REGION | | 20 | DATE | ACT | NO |
| 1 | START COPY | | 1/2001 | | | | | | | | | | | | | | |
| 2 | STUDY FOR MODIFICATION TO AIR CRAFT LEASE AGREEMENT | | 1/2001 | | | | | | | | | | | | | | |

SCALE

0 5 10 15 20 25

SCALE IN METERS

| DATE | NAME | DATE | NAME | DATE | NAME | DATE | NAME |
|--------|-----------|--------|-----------------|----------|-----------|-------|------|
| 1/2001 | D. LADLOW | 1/2001 | L. NICHOLSON | 26/05/01 | PR-4262 | 20038 | |
| 1/2001 | D. LADLOW | 1/2001 | G. CHETTERBURGH | 26/05/01 | 20/465200 | 40301 | |

DATE

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NAME

D. LADLOW

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Northern Suburbs Men's Shed Inc

PO Box 1938

Wangara DC 6947

Email: northshed@gmail.com

Shed Mobile: 0474 484 758

ABN: 91-799-552-633

City of Wanneroo

Locked Bag 1

Wanneroo WA 6946

12th June 2024

Lease – Part of Lot 555 (100) Kingsway Madeley

[REDACTED]

Dear [REDACTED]

Thank you for the opportunity to review the Proposed Lease Documents for the above lease. Having reviewed the final draft document, as submitted, the Northern Suburbs Men's Shed is pleased to confirm our acceptance of said document.

We look forward to receipt of the final version for signature.

In conjunction with the above the Northern Suburbs Men's Shed is also looking forward to receipt of the final Agreement for Lease incorporating those minor amendments as agreed at our meeting last.

We trust the above is sufficient for the City of Wanneroo to conclude the leasing agreement for the above Lot 555 (100) at Kingsway Madeley.

Yours Sincerely

A handwritten signature in dark ink, appearing to read "Lard", is written over a large black rectangular redaction box.

For and behalf of Northern Suburbs Men's Shed



Chief Executive Office

Governance & Legal

4.15 Review of Legal Representation and Costs Indemnification Policy

File Ref: 5642V04 – 24/86412
 Responsible Officer: Chief Executive Officer
 Attachments: 5
 Previous Items: 3.3 - Review of Legal Representation and Costs Indemnification Policy - Forum - 09 Apr 2024 6:00pm

Issue

To consider the repeal and replacement of the Legal Representation and Costs Indemnification Policy.

Background

The Legal Representation and Costs Indemnification Policy was adopted by Council on 27 May 2014 and remains effective and in force (**2014 Policy**) (**Attachment 1**).

The 2014 Policy was based on the Department of Local Government, Sport and Cultural Industries Operational Guidelines and Model Policy (**Operational Guidelines and Model Policy**) available at that time.

Reviews of the 2014 Policy have been underway since 2021 but have not been ultimately adopted by Council.

A review of the Current Policy was carried out and presented to Forum on 7 March 2023 and a Council Briefing Session on 14 March 2023 (**2023 Draft Policy**) (**Attachment 2**).

At that Council Briefing Session, several Councillors raised questions and the item was withdrawn to be presented to a subsequent Forum, to enable further questions, discussion, and amendments by Councillors.

The Administration presented a revised Draft Policy to Councillors at Forum on 9 April 2024. Councillors identified further amendments, which have now been incorporated into the **2024 Draft Policy**.

The below Table sets out the definitions for the versions of the Policy referred to in this Report:

| Version | |
|--------------------------|---|
| 2014 Policy | The policy adopted by Council on 27 May 2014 which remains effective and in force |
| 2023 Draft Policy | The draft policy presented to the Council Briefing Session on 14 March 2023, which was referred to Forum to allow Councillors the opportunity to ask further questions. |
| 2024 Draft Policy | The new draft policy which builds on the amendments proposed in the 2023 Draft Policy and incorporates new amendments proposed at Forum on 9 April 2024. |

Detail

The purpose and objective of a Legal Representation and Cost Indemnification Policy is to provide financial assistance to meet the cost of obtaining legal advice and/or representation for Council Members in circumstances where legal action has been commenced or threatened against them individually in undertaking the duties of a Councillor.

It is acknowledged that there is an increased risk of legal action being taken or threatened against individual Council Members, especially in circumstances where aggrieved parties believe that individual Council Members will not, or have not, carried out their legislative functions or responsibilities in the correct and appropriate manner. Further, legal action may also be threatened where it is anticipated that such action will influence a Council vote or an Administration recommendation.

Council Members must be free from any undue influence and undertake their roles in an ethical, frank, and impartial manner. To do so, they must have assurance that they will have financial assistance to obtain proper legal representation if any legal action is taken against them. Further, the City has a moral duty to Council Members to provide a safe working environment and to ensure that expenditure is in the interest of ensuring good government for the people of the district.

The Operational Guidelines and Model Policy are intended to provide an example for local governments undertaking their own policy-making (**Attachment 4**). The Operational Guidelines state:

“The policy should have a clear set of principles or directives to help the council deal with a situation where a council member ... is defending or will need to defend a legal action or requires advice or representation and is requesting financial assistance. The policy should set out the circumstances under which funding will be provided, the level of funding that will be provided and the processes to be followed by the applicant when making the request.”

Consultation

The Operational Guidelines and Model Policy dated 11 September 2023 was considered in reviewing the Current Policy.

Comment

The 2023 Draft Policy included amendments to the 2014 Policy as follows:

1. Alignment with the Operational Guidelines and Model Policy (subject to paragraph 6 below).
2. Include minor administrative changes; and
3. Alignment with the City's current prescribed policy template.
4. Applications for funding or indemnifying Legal Representation Costs will not be supported in circumstances where Council Members seek to initiate or are defending legal action or complaints from other Council Members; and
5. All applications are to be confidential and are to be considered and determined by Council behind closed doors in accordance with section 5.23(2) of the *Local Government Act 1995* (the **Act**).
6. Removed references to the legal representation and costs indemnification of Council Employees, who will be dealt with under a separate Corporate Policy. This is a departure from the Model Policy, on the basis that the CEO is the decision-maker in respect of employee matters and is consistent with the CEO's functions under section 5.41(d) and (g) of the Act.

As mentioned, the 2023 Draft Policy was withdrawn to facilitate a return to Forum for further discussion by Councillors.

This Forum occurred on 9 April 2024, and the following further amendments have been made, resulting in the 2024 Draft Policy proposed for adoption:

1. The objectives and purpose to align with the Operational Guideline and Model Policy dated 11 September 2023;
2. Key definitions are updated, including replacing the defined term of "Council Member" with "Eligible Person" to clarify that this Policy applies to Members of Council, and persons who are not Members of Council who are appointed as a member of a Committee of Council, or a Commissioner;
3. Requires an application be made to, and coverage denied by the City's insurer LGIS, before an application can be made pursuant to this Policy;
4. Clarifies how payments are to be made in accordance with the Policy; and
5. Attaches an Application Form and Statutory Declaration containing the prescribed information within the Policy, to assist Eligible Persons when they are making an application.

To aid with a comparison between the 2014 Policy, the 2023 Draft Policy and the 2024 Draft Policy, a Comparison Document has been included as **Attachment 5**.

Statutory Compliance

Section 3.1 of the *Local Government Act 1995* provides that the general function of a local government is to provide for the good government of persons in its district.

Section 6.7(2) of the Act provides that money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government by the Act or any other written law. Under these provisions, Council can expend funds to provide legal representation for Council Members and Employees, if it believes that the expenditure falls within the scope of the local government's function.

Section 9.56 of the Act provides protection from actions of tort for anything a Council Member or Employee has, in good faith, done in the performance or purported performance of a function under the Act or under any other written law. However, the legislation does not preclude people taking action against individual Council Members or Employees if they believe that the Council Member or Employee has not acted in good faith.

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 and Performance | Manage |

| Risk Title | Risk Rating |
|--|------------------------|
| CO-C01 Compliance Framework | Low |
| Accountability | Action Planning Option |
| Executive Manager Governance and Legal | manage |

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

Policy Implications

The 2014 Policy will be repealed and replaced by the 2024 Draft Policy (once finalised adopted by Council). Once adopted, the City will develop a Corporate Policy to apply to employees.

Financial Implications

The cost of funding or indemnifying Legal Representation Costs in accordance with the New Policy will be funded through an operational budget.

Voting Requirements

Simple Majority.

Recommendation

That Council ADOPTS the revised Legal Representation and Costs Indemnification Policy as shown in Attachment 3.

Attachments:

| | | |
|-------------------|--|-----------|
| 1 | Attachment 1 - 2014 Policy - Legal Representation and Cost Indemnification Policy | 24/110384 |
| 2 | Attachment 2 - 2023 Draft Policy Legal Representation and Costs Indemnification Policy | 24/110385 |
| 3 | Attachment 3 - 2024 Revised Policy Legal Representation and Costs Indemnification Policy | 24/110386 |
| 4 | Attachment 4 - Department Operational Guidelines and Model Policy Legal Representation for Council Members and Employees | 24/110389 |
| 5 | Attachment 5 - 2024 Comparison Document - Track Changes | 24/110390 |



Policy Manual

Legal Representation and Costs Indemnification Policy

| | |
|------------------------|-----------------------------------|
| <i>Policy Owner:</i> | Governance and Executive Services |
| <i>Contact Person:</i> | Coordinator Governance |
| <i>Approval Date:</i> | 27 May 2014 – CS05-05/14 |

Key Terms

- Approved lawyer is to be:-
 - (a) a 'certified practitioner' under the Legal Practice Act 2003;
 - (b) from a law firm on the *City of Wanneroo* panel of legal service providers, if relevant, unless the council considers that this is not appropriate, for example where there is or may be a conflict of interest or insufficient expertise; and
 - (c) approved in writing by the council or the CEO under delegated authority.
- City means the City of Wanneroo.
- Council member or employee means a current or former commissioner, Council member, non-elected member of a Council committee or employee of the City.
- Legal proceedings may be civil, criminal or investigative.
- Legal representation is the provision of legal services, to or on behalf of a Council member or employee, by an approved lawyer that are in respect of:-
 - (a) a matter or matters arising from the performance of the functions of the Council member or employee; and
 - (b) legal proceedings involving the Council member or employee that have been, or may be, instituted.
- Legal representation costs are the costs, including fees and disbursements, properly incurred in providing legal representation, and for which payment is made.
- Legal services includes advice, representation or documentation provided by an approved lawyer.
- Payment by the City of legal representation costs may be made by:-
 - (a) a direct payment to the approved lawyer (or the relevant firm); or
 - (b) a reimbursement to the Council member or employee.

1. Payment Criteria

There are four major criteria for determining whether the City will pay the legal representation costs of a Council member or employee. These are:-

- (a) the legal representation costs must relate to a matter that arises from the performance, by the Council member or employee, of his or her functions;
- (b) the legal representation cost must be in respect of legal proceedings that have been, or may be instituted;
- (c) in performing his or her functions, to which the legal representation relates, the Council member or employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
- (d) the legal representation costs must not relate to a matter that is of a personal or private nature.

2. Legal representation costs that may be approved

2.1 In the event that the criteria pursuant to clause 1 of this Policy is satisfied, the City may approve the payment of legal representation costs:

- (a) where proceedings are brought against a Council member or employee in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Council member or employee; or
- (b) to enable proceedings to be commenced and/or maintained by a Council member or employee to permit him or her to carry out his or her functions - for example where a Council member or employee seeks to take action to obtain a restraining order against a person using threatening behaviour to the Council member or employee; or
- (c) where exceptional circumstances are involved such that the Council member or employee is unable to continue to fulfil the functions of his or her office by reason of a loss of confidence in that Council member or employee – for example, where a person or organization is lessening the confidence of the community in the local government by publicly making adverse personal comments about Council members or employees.

2.2 The City will not approve, unless the action falls within the criteria pursuant to clause 2.1(b) and/or (c), the payment of legal representation costs for a defamation action, or a negligence action, instituted by a Council member or employee.

3. Application for payment

3.1 A Council member ~~or employee~~ who seeks assistance under this policy is to make an application(s), in writing, to the Council.

3.2 An employee who seeks assistance under this policy is to make an application(s), in writing, to the CEO.

- 3.3 The written application for payment of legal representation costs is to provide details of:
- (i) the matter for which legal representation is sought;
 - (ii) how that matter relates to the functions of the council member or employee making the application;
 - (iii) the approved lawyer who is to provide the legal representation;
 - (iv) the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc);
 - (v) an estimated cost of the legal representation; and
 - (vi) why it is in the interests of the City of Wanneroo for payment to be made.
- 3.4 The application is to contain a declaration by the Council member or employee that he or she has acted in good faith, has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates and that there are no circumstances known to the Council member or employee which would render those representations untrue.
- 3.5 As far as possible the application is to be made before commencement of the legal representation to which the application relates.
- 3.6 The application is to be accompanied by a signed written statement by the Council member or employee that he/she:-
- (a) has read, and understands, the terms of this Policy;
 - (b) acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject; and
 - (c) undertakes to repay to the City any legal representation costs pursuant to the provisions of clause 7; and
 - (d) acknowledges that the provisions of clause 7 apply in respect to repayment of legal representation costs.
- 3.7 Further, an application is to be accompanied by a report prepared by the CEO or, where the CEO is the employee making application, by an appropriate employee to Council setting out the details required pursuant to Clause 3.3 and 3.6 and seeking formal approval, or otherwise, as the case may be.

4. Limit on legal representation costs

- 4.1 The Council in approving an application in accordance with this policy shall set a limit on the costs to be paid based on the estimated costs in the application.
- 4.2 A council member or employee may make a further application to the council in the event that the estimate costs increase with such further application to be supported by a comprehensive explanation in respect to the increase and supported by a letter in support by the approved lawyer.

5. Council's powers**5.1 The council may:-**

- (a) refuse;
- (b) grant; or
- (c) grant subject to conditions,

an application for payment of legal representation costs.

5.2 Conditions pursuant to clause 5.1 are to include, but not be limited to a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.**5.3 In assessing an application, the council may have regard to any insurance benefits that may be available to the Council Member or employee under the Council members or employees insurance policy or its equivalent.****5.4 The council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.****5.5 The council may, subject to clause 5.6, determine that a council member or employee whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved:-**

- (a) not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
- (b) given false or misleading information in respect of the application.

5.6 A determination under clause 5.5 may be made by the Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.**5.7 Where the council makes a determination pursuant to clause 5.5, on receipt of written notification as to the determination by the Council member or employee, the legal representation costs paid by the City will be deemed a personal debt immediately owing to the City and immediately repayable by the the Council member or employee in accordance with clause 7.****6. Delegation to Chief Executive Officer****6.1 In cases where a delay in the approval of an application will be detrimental to the legal rights of the Council member or employee, the CEO may exercise, on behalf of the council, any of the powers of the Council under clause 5.1 and 5.2, to a maximum of \$10,000 in respect of each application.****6.2 An application approved by the CEO under clause 6.1, is to be submitted to the next ordinary meeting of the Council. Council may exercise any of its powers pursuant to this Policy, including its powers pursuant to clause 5.4.**



Policy Manual

7. Repayment of legal representation costs

- 7.1 A Council member or employee whose legal representation costs have been paid by the City is to repay to the City:-
- (a) all or part of those costs determined by the Council pursuant to clause 5.7;
 - (b) immediately on receipt by the council member or employee of reimbursement by way of set-off, costs, damages, or settlement, in respect of the matter for which the City paid the legal representation costs, as much of the legal representation costs so reimbursed to the Council member or employee.
- 7.2 The City may take action in a court of competent jurisdiction to recover all or any monies due to it under this Policy as a debt due and owing by the Council member or employee.

Responsibility for Implementation

Executive Services in conjunction with the City's legal services team.

| Versions | Next Review | Record No: |
|-----------------------|-------------|-----------------|
| May 2008 (GS06-05/08) | May 2010 | 892507 |
| May 2010 – CS05-05/10 | March 2012 | TRIM: 10/1285V2 |
| May 2014 – CS05-05/14 | May 2016 | 10/1285V2 |



Council Policy

COUNCIL MEMBER LEGAL REPRESENTATION AND COSTS INDEMNIFICATION POLICY

| | |
|----------------------------------|--|
| Responsible Directorate: | Office of the CEO |
| Responsible Service Unit: | Governance and Legal |
| Contact Person: | Executive Manager Governance and Legal |
| Date of Approval: | |
| Council Resolution No: | |

1. POLICY STATEMENT

The City is committed to protecting the interests of current and former Council Members in seeking legal advice or where they are involved in Legal Proceedings as a result of or in the course of undertaking their functions and official duties.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this Policy is to provide legal protection to Council Members when carrying out their functions and official duties.

Purpose

The purpose of this Policy is to provide guidance in determining when it is appropriate for the City to pay the cost of legal representation for Council Members.

3. KEY DEFINITIONS

| Term | Definition |
|---------------------------------|---|
| <i>Approved Lawyer</i> | means an Australian Legal Practitioner as defined by s. 6(1) of the Legal Profession Uniform Law from a law firm approved by the CEO on advice from the Executive Manager Governance and Legal. |
| <i>City</i> | means the City of Wanneroo. |
| <i>Council Member</i> | means a current or former council member, commissioner or non-council member of a Council Committee. |
| <i>Employee</i> | means a current or former employee of the City. |
| <i>Legal Proceedings</i> | means proceedings of a legal nature that may be civil, criminal or investigative. |



Council Policy

| | |
|-----------------------------------|---|
| Legal Representation | means the provision of Legal Services, to or on behalf of a Council Member, by an Approved Lawyer in accordance with this Policy. |
| Legal Representation Costs | means the costs, including fees and disbursements, properly incurred in providing Legal Representation. |
| Legal Services | means advice, representation, or documentation provided by an Approved Lawyer. |

4. SCOPE

4.1 This Policy applies to Council Members that meet the following criteria:

- (a) the Legal Representation Costs must relate to a matter that arises from the performance by the Council Member in undertaking their official duties or functions of their role.
- (b) the Legal Representation Costs must be in respect of legal proceedings that have been or may be commenced.
- (c) in performing the functions of their role or undertaking their official duties, the Council Member must have acted in good faith, and must not have acted unlawfully or in any way that constitutes improper conduct, misconduct, or corrupt conduct.
- (d) the Legal Representation Costs must not relate to a matter that is of a personal or private nature.

5. IMPLICATIONS

This Policy aligns with the following objective within the Strategic Community Plan 2017 – 2027:

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

6. IMPLEMENTATION

6.1 Legal Representation Costs That May Be Approved

- 6.1.1 If the criteria set out in the Scope section of this Policy are satisfied, Council may approve the payment of Legal Representation Costs:
 - (a) where Legal Proceedings are brought or threatened against a Council Member in connection with the functions of their role or in undertaking their official duties (including but not limited to, an action for defamation, negligence or a work, health and safety matter arising out of a decision made or action taken by the Council Member); or



Council Policy

- (b) to enable Legal Proceedings to be commenced and/or maintained by a Council Member to permit them to carry out the functions of their role or to undertake their official duties (including but not limited to, where a Council Member seeks to take action to obtain a restraining order against a person using threatening behaviour directed at the Council Member); or
- (c) in exceptional circumstances (including but not limited to, where a person or organisation is negatively impacting the confidence of the community in the City by publicly making adverse personal comments about the Council Member).

6.1.2 Council will not approve the payment of or indemnify Legal Representation Costs:

- (a) for a defamation action, or a negligence action, instituted by a Council Member;
- (b) in circumstances where a Council Member is seeking to initiate legal action against another Council Member; or
- (c) in circumstances where a Council Member is defending legal action initiated by another Council Member;

unless Council determines that the circumstances of the case are exceptional.

6.2 Application for financial assistance

6.2.1 A Council Member who seeks assistance under this Policy is to make an application(s), in writing, to the CEO.

6.2.2 The written application for payment of Legal Representation Costs must include details of:

- (a) the matter for which Legal Representation is sought;
- (b) how that matter relates to the functions of the role or undertaking the official duties of the Council Member making the application;
- (c) the lawyer (or law firm) who is to be asked to provide the Legal Representation;
- (d) the nature of the Legal Representation to be sought (such as advice, representation in a court or tribunal, or preparation of a document);
- (e) an estimate of the Legal Representation Costs; and
- (f) the reasons why it is in the interests of the City for the payment to be made.



Council Policy

- 6.2.3 The application is to contain a statutory declaration made by the Council Member that they have:
- (a) acted in good faith in undertaking the functions of their role or their official duties;
 - (b) not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates; and
 - (c) that there are no circumstances known to the Council Member which would render those representations untrue.
- 6.2.4 As far as possible, the application is to be made before commencement of the Legal Representation to which the application relates.
- 6.2.5 The application is to be accompanied by a signed written statement by the applicant that they:
- (a) have read, and understand, the terms of this Policy;
 - (b) acknowledge that any approval of Legal Representation Costs is conditional on the repayment provisions of clause 6.6 below and any other conditions to which the approval is subject.
 - (c) undertake to repay to the City any Legal Representation Costs payable in accordance with the provisions of clause 6.6.
 - (d) acknowledges that the provisions of clause 6.6 apply in respect to repayment of Legal Representation Costs.
- 6.2.6 An application is also to be accompanied by a report prepared by the Executive Manager Governance and Legal or the CEO.
- 6.2.8 All applications (and/or related reports) are confidential and all parties involved must maintain confidentiality. Any application or related report is to be considered by Council and determined at a Council Meeting behind closed doors in accordance with the provisions of section 5.23(2) of the *Local Government Act 1995*.
- 6.3 Legal Representation Costs – Limit
- 6.3.1 Council shall set a limit on the Legal Representation Costs to be paid based on the estimated costs in the application when approving an application in accordance with this Policy.
- 6.3.2 A Council Member may make a further application to Council in respect of the same matter.
- 6.4 Council's Powers
- 6.4.1 Council may:



Council Policy

- (a) refuse;
- (b) approve; or
- (c) approve subject to conditions,

an application for Legal Representation Costs.

6.4.2 Conditions under clause 6.4.1(c) may include, but are not limited to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of Legal Representation Costs. In assessing an application, Council may have regard to any insurance benefits that may be available to the applicant under the City's insurance policies.

6.4.3 Council may at any time revoke or vary an approval, or any conditions of approval, for the payment or repayment of Legal Representation Costs.

6.4.4 Subject to clause 6.4.5, Council may determine that the Council Member whose application for Legal Representation Costs has been approved has, in respect of the matter for which Legal Representation Costs were approved:

- (a) not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct, misconduct or corrupt conduct; or
- (b) given false or misleading information in respect of the application.

6.4.5 Council's determination under clause 6.4.4 may only be made on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

6.4.6 Where Council makes a determination under clause 6.4.4, the Legal Representation Costs paid by the City are to be repaid by the Council Member in accordance with clause 6.6.

6.5 Authorisation to Chief Executive Officer

6.5.1 Subject to clause 6.5.2, in circumstances where a delay in the approval of an application for Legal Representation Costs will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of Council, any of the powers of the Council under clause 6.4.1 and 6.4.2, to a maximum of \$10,000 in respect of an application.

6.5.2 In circumstances where the applicant is defending legal action taken by the CEO against the applicant, the Council may exercise the powers in clause 6.5.1 at a Special Council Meeting.

6.5.3 An application approved by the CEO under clause 6.5.1, is to be submitted to the next Ordinary Council meeting and Council may exercise any of its powers under this Policy, including its powers under clause 6.4.3 in respect of that application.



Council Policy

6.6 Repayment of Legal Representation Costs

6.6.1 A Council Member whose Legal Representation Costs have been paid by the City is to repay the City:

- (a) all or part of the Legal Representation Costs in accordance with a determination by Council under clause 6.4.6; or
- (b) as much of the Legal Representation Costs are available to be paid by way of set-off, where the Council Member receives monies paid for legal costs, damages, or settlement, in respect of the matter for which the City paid part or all of the Legal Representation Costs.

6.6.2 The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.

6.7 Entrance into agreement

Any applicant must enter a legal agreement with the City addressing the requirements of this policy prior to any Legal Representation Costs being paid by the City.

6.8 Legal Representation and Costs Indemnification for Employees

Legal Representation and Costs Indemnification for Employees will be dealt with in accordance with the Corporate Policy *Legal Representation and Costs Indemnification for Employees*.

7. AUTHORITIES AND ACCOUNTABILITIES

Nil

8. ROLES AND RESPONSIBILITIES

The Executive Manager Governance and Legal is responsible for publication, implementation, enforcement and compliance with this Policy and will provide an interpretation in the event of the need for clarification.

9. DISPUTE RESOLUTION (if applicable)

All disputes in respect of this Policy are to be referred to the Executive Manager Governance and Legal in the first instance. In the event that an agreement cannot be reached, the dispute will be referred to the CEO for determination.

10. EVALUATION AND REVIEW

This Policy will be reviewed at least every three years or earlier if there are changes to the Local Government Operational Guideline – Legal Representation for Council Members and Employees that require this Policy to be reviewed.



Council Policy

11. RELATED DOCUMENTS

Nil

12. REFERENCES

Local Government Operational Guideline – Legal Representation for Council Members and Employees, issued by the Department of Local Government, Sport and Cultural Industries, last updated on 15 April 2020.

13. RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

REVISION HISTORY

| Version | Next Review | Record No. |
|------------------------|-------------|------------|
| May 2008 – GS06-05/08 | May 2010 | 892507 |
| May 2010 – CS05-05/10 | May 2012 | 10/1285v2 |
| May 2014 – CS 05-05/14 | May 2016 | 10/1285v2 |
| | | 10/1285v3 |



Council Policy

COUNCIL LEGAL REPRESENTATION AND COSTS INDEMNIFICATION POLICY

| | |
|----------------------------------|--|
| Responsible Directorate: | Office of the CEO |
| Responsible Service Unit: | Governance and Legal |
| Contact Person: | Executive Manager Governance and Legal |
| Date of Approval: | |
| Council Resolution No: | |

1. POLICY STATEMENT

The City is committed to providing a safe working environment for Eligible Persons by providing for the Funding of Legal Representation Costs which Eligible Persons may incur through Legal Proceedings arising as a result of or in the course of undertaking their functions and official duties as Eligible Persons. In doing so, the City is committed to its general function pursuant to section 3.1(1) of the Act to provide for the good government of the district.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this Policy is to provide Funding to Eligible Persons who incur Legal Representation Costs arising as a result of or in the course of undertaking their functions and official duties as Eligible Persons, where Funding is not available to the Eligible Person through the City's insurance coverage with LGIS.

Purpose

The purpose of this Policy is to set out the circumstances under which Funding will be provided, the level of Funding that will be provided and the process to apply for Funding.

3. KEY DEFINITIONS

| Term | Definition |
|------------------------|--|
| Act | means the <i>Local Government Act 1995</i> . |
| Application | means an application in writing for Funding assistance pursuant to clause 7.2. |
| Approved Lawyer | means an Australian Legal Practitioner as defined by s. 6(1) of the <i>Legal Profession Uniform Law</i> from a law firm approved by the CEO on advice from the Executive Manager Governance and Legal. |
| City | means the City of Wanneroo. |



Council Policy

| | |
|-----------------------------------|---|
| Eligible Person | means a person who may be either a current or former – a. Member of Council as defined in section 1.4 of the Act; b. Person, other than a member of Council, appointed as a member of a Committee of Council established under section 5.8 of the Act; or c. Commissioner, appointed under Part 2, Division 7 of the Act of the City. |
| Employee | means a current or former employee of the City. |
| Exceptional Circumstance | means circumstances the Council deems exceptional by simple majority. |
| Funding | means part or full payment of the Eligible Person's Legal Representation Cost. |
| Legal Proceedings | means proceedings of a legal nature that may be civil, criminal or investigative. |
| Legal Representation | means the provision of Legal Services, to or on behalf of an Eligible Person by an Approved Lawyer in accordance with this Policy. |
| Legal Representation Costs | means the reasonable costs, including fees, GST, and disbursements, properly incurred in providing Legal Representation. |
| Legal Services | means advice, representation, or documentation provided by an Approved Lawyer. |
| LGIS | Local Government Insurance Scheme, the City's insurer |
| Payment | means the payment of funds in accordance with clause 7.6. |

4. ELIGIBILITY

- 4.1 An Eligible Person seeking Legal Representation or Funding must refer the matter to the Local Government Insurance Scheme (**LGIS**) for assessment under the City's cover in respect of claims for any alleged wrongdoing arising out of an Eligible Person's official duties. Should LGIS deny coverage for Legal Representation, an Eligible Person may make an application pursuant to this Policy.

5. SCOPE

- 5.1 If clause 4 is satisfied, an Eligible Person may make an application for Funding if they meet the following criteria:



Council Policy

- (a) the Legal Representation Costs must relate to a matter that arises from the performance by the Eligible Person in undertaking their official duties or functions of their role.
- (b) the Legal Representation Costs must be in respect of legal proceedings that have been or may be commenced.
- (c) in performing the functions of their role or undertaking their official duties, the Eligible Person must have acted in good faith, and must not have acted unlawfully, dishonestly, in bad faith or in any way that constitutes improper conduct, misconduct, or corrupt conduct.
- (d) the Legal Representation Costs must not relate to a matter that is of a personal or private nature.

6. IMPLICATIONS

This Policy aligns with the following objective within the Strategic Community Plan 2017 – 2027:

“4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership”

7. IMPLEMENTATION

7.1. Legal Representation Costs that may be approved

7.1.1. If the criteria set out in the Scope section of this Policy are satisfied, Council may approve the payment of Legal Representation Costs:

- (a) where Legal Proceedings are brought or threatened against an Eligible Person in connection with the functions of their role or in undertaking their official duties (including but not limited to, an action for defamation, negligence or a work, health and safety matter arising out of a decision made, omission or action taken by the Eligible Person); or
- (b) to enable Legal Proceedings to be commenced and/or maintained by an Eligible Person to permit them to carry out the functions of their role or to undertake their official duties (including but not limited to, where an Eligible Person seeks to take action to obtain a restraining order against a person using threatening behaviour directed at the Eligible Person); or
- (c) in Exceptional Circumstances (including but not limited to, where a person or organisation is negatively impacting the confidence of the community in the City by publicly making adverse personal comments about the Eligible Person); and
- (d) where Council is satisfied that the expenditure provides for the good government of the persons of the district.

7.1.2. Council will not approve the payment of or indemnify Legal Representation Costs:



Council Policy

- (a) for a defamation action, or a negligence action, instituted by an Eligible Person;
- (b) in circumstances where an Eligible Person is seeking to initiate legal action against another Eligible Person;
- (c) in circumstances where an Eligible Person is defending legal action initiated by another Eligible Person; or
- (d) if the Eligible Person obtained Legal Representation from a Lawyer who is not an Approved Lawyer.

unless Council determines that the circumstances of the case are Exceptional Circumstances.

7.2. Application for Funding assistance

7.2.1. An Eligible Person who seeks assistance under this Policy is to make an Application(s), on the prescribed form in **Attachment 1**, to the CEO.

7.2.2. The Application for payment of Legal Representation Costs must include details of:

- (a) the matter for which Legal Representation is sought;
- (b) how that matter relates to the functions of the role or undertaking the official duties of the Eligible Person making the Application;
- (c) the Approved Lawyer and the Approved Lawyer's law firm who is to be asked to provide the Legal Representation;
- (d) the nature of the Legal Representation to be sought (such as advice, representation in a court or tribunal, or preparation of a document);
- (e) an estimate of the Legal Representation Costs; and
- (f) the reasons why it is in the interests of the City for the payment to be made.

7.2.3. The Application is to contain a statutory declaration made by the Eligible Person that they have:

- (a) acted in good faith in undertaking the functions of their role or their official duties;
- (b) not acted unlawfully, dishonestly, in bad faith or in a way that constitutes improper conduct in relation to the matter to which the application relates; and



Council Policy

- (c) that there are no circumstances known to the Eligible Person which would render those representations untrue.
- 7.2.4. As far as possible, the Application is to be made before commencement of the Legal Representation to which the application relates.
- 7.2.5. The Application is to be accompanied by a signed written statement by the applicant that they:
 - (a) have read, and understand, the terms of this Policy;
 - (b) acknowledge that any approval of Legal Representation Costs is conditional on the repayment provisions of clause 7.7 below and any other conditions to which the approval is subject.
 - (c) undertake to repay to the City any Legal Representation Costs payable in accordance with the provisions of clause 7.7.
 - (d) acknowledges that the provisions of clause 7.7 apply in respect to repayment of Legal Representation Costs.
- 6.2.6 The Application is also to be accompanied by a report prepared by the Executive Manager Governance and Legal or the CEO.
- 6.2.8 Applications (and/or related reports) are confidential and all parties involved must maintain confidentiality. All applications received by the CEO together with the related report are to be considered by Council and determined at the next Council Meeting behind closed doors in accordance with the provisions of section 5.23(2) of the *Local Government Act 1995*.

7.3. Legal Representation Costs – Limit

- 7.3.1. Council shall set a limit on the Legal Representation Costs to be paid based on the estimated costs in the application when approving an application in accordance with this Policy.
- 7.3.2. An Eligible Person may make a further application to Council in respect of the same matter.

7.4. Council's Powers

- 7.4.1. Council may:
 - (a) refuse;
 - (b) approve; or



Council Policy

(c) approve subject to conditions,

an application for Legal Representation Costs.

- 7.4.2. Conditions pursuant to clause 7.4.1(c) may include, but are not limited to, a financial limit, reporting requirements, and/or a requirement to enter into a formal agreement, (including a security agreement) relating to the payment, and repayment, of Legal Representation Costs.
- 7.4.3. In assessing an Application, Council may have regard to any insurance benefits that may be available to the applicant under the City's insurance policies.
- 7.4.4. Council may at any time revoke or vary an approval, or any conditions of approval, for the payment or repayment of Legal Representation Costs.
- 7.4.5. Subject to clause 7.4.6, Council may determine that the Eligible Person whose application for Legal Representation Costs has been approved has, in respect of the matter for which Legal Representation Costs were approved:
- (a) not acted in good faith, dishonestly or has acted unlawfully or in a way that constitutes improper conduct, misconduct or corrupt conduct; or
 - (b) given false or misleading information in respect of the application.
- 7.4.6. Council's determination under clause 7.4.5 may only be made on the basis of, and consistent with, the findings of a court, tribunal or inquiry.
- 7.4.7. Where Council makes a determination under clause 7.4.5, the Legal Representation Costs paid by the City are to be repaid by the Eligible Person in accordance with clause 7.7.

7.5. Authorisation to Chief Executive Officer

- 7.5.1. Subject to clause 7.5.2, in circumstances where a delay in the approval of an application for Legal Representation Costs will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of Council, any of the powers of the Council under clause 7.4.1 and 7.4.3, to a maximum of \$10,000 in respect of an application.
- 7.5.2. In circumstances where the applicant is defending legal action taken by the CEO against the applicant, the Council may exercise the powers in clause 6.5.1 at a Special Council Meeting.
- 7.5.3. An application approved by the CEO under clause 7.5.1, is to be submitted to the next Ordinary Council meeting and Council may exercise any of its powers under this Policy, including its powers under clause 7.4.4 in respect of that application.

7.6. Payment of Legal Representation Costs:



Council Policy

7.6.1. Payment of Legal Representation Costs may either be by:

- (a) a direct payment to the trust account of the Approved Lawyer or their law firm;
- (b) a reimbursement to the Eligible Person by a direct payment to the account nominated by the Eligible Person.

7.7. Repayment of Legal Representation Costs

7.7.1. An Eligible Person whose Legal Representation Costs have been paid by the City is to repay the City:

- (a) all or part of the Legal Representation Costs in accordance with a determination by Council under clause 7.4.7; or
- (b) as much of the Legal Representation Costs are available to be paid by way of set-off, where the Eligible Person receives monies paid for legal costs, damages, or settlement, in respect of the matter for which the City paid part or all of the Legal Representation Costs.

7.7.2. The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.

7.8. Entrance into agreement

Any Eligible Person must enter a legal agreement with the City addressing the requirements of this policy, including any conditions imposed pursuant to clause 7.4.1(c) prior to any Legal Representation Costs being paid by the City.

7.9. Legal Representation and Costs Indemnification for Employees

Legal Representation and Costs Indemnification for Employees will be dealt with in accordance with the Corporate Policy *Legal Representation and Costs Indemnification for Employees* to be finalised and adopted by the CEO.

8. ROLES AND RESPONSIBILITIES

The Executive Manager Governance and Legal is responsible for publication, implementation, enforcement and compliance with this Policy and will provide an interpretation in the event of the need for clarification.

9. EVALUATION AND REVIEW

This Policy will be reviewed at least every three years or earlier if there are changes to the Local Government Operational Guideline – Legal Representation for Council Members and Employees that require this Policy to be reviewed.



Council Policy

10. RELATED DOCUMENTS

Nil

11. REFERENCES

Local Government Operational Guideline – Legal Representation for Council Members and Employees, issued by the Department of Local Government, Sport and Cultural Industries, last updated on 11 September 2023.

12. RESPONSIBILITY FOR IMPLEMENTATION

Executive Manger Governance and Legal.

REVISION HISTORY

| Version | Next Review | Record No. |
|------------------------|-------------|------------|
| May 2008 – GS06-05/08 | May 2010 | 892507 |
| May 2010 – CS05-05/10 | May 2012 | 10/1285v2 |
| May 2014 – CS 05-05/14 | May 2016 | 10/1285v2 |
| | | 10/1285v3 |



Council Policy

Attachment 1

COUNCIL LEGAL REPRESENTATION COSTS APPLICATION FORM

Once completed, please submit this form to the Chief Executive Officer

| | |
|------------|--|
| Applicant: | |
| Position: | |

| |
|--|
| 1. Description of matter for which legal representation is required: |
| |

| |
|---|
| 2. How is this matter related to your function as an Eligible Member? |
| |

| |
|---|
| 3. Name and contact details of the Approved Lawyer: |
| |



| |
|---|
| 7. Has LGIS considered this matter? If yes please attach copy of report: |
| |



Council Policy

8. DECLARATION

I confirm and declare that I:

- (a) Have read and understand, the terms of this Policy;
- (b) Acknowledge that any approval of Legal Representation Costs is conditional on the repayment provisions of clause 7.7 of this Policy and any other conditions to which the approval is subject;
- (c) Undertake to repay to the City any Legal Representation Costs payable in accordance with the provisions of clause 7.7; and
- (d) Acknowledge that the provisions of clause 7.7 apply in respect to repayment of Legal Representation Costs.

| | |
|-------------------|--|
| Signature: | |
| Name: | |
| Date: | |

ATTACHMENTS

| | |
|--------------------------|--|
| <input type="checkbox"/> | Invoice / quote for Legal Representation Costs |
| <input type="checkbox"/> | Report prepared by Executive Manager Governance and Legal or CEO |
| <input type="checkbox"/> | Report prepared by LGIS |
| <input type="checkbox"/> | Statutory Declaration |
| <input type="checkbox"/> | Any other supporting documentation |



Council Policy

Attachment 2 – Statutory Declaration in respect of Application pursuant to Legal Representation and Costs Indemnification Policy

I, _____ (Full name)
 of _____ (Address)
 _____ (Occupation)

sincerely declare as follows:

1. I am an Eligible Person as defined in the Legal Representation and Cost Indemnification Policy as amended by the City of Wanneroo from time to time;
2. I have acted in good faith in undertaking the functions of my role or my official duties;
3. I have not acted unlawfully, dishonestly, in bad faith or in a way that constitutes improper conduct in relation to the matter to which the application relates;
4. There are no circumstances known to me which would render these representations untrue.

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

at _____ (Place)
 on _____ (Date)

By _____
 (signature of the person making the declaration)

In the presence of

_____ (Signature of authorised witness)
 _____ (Name of authorised witness)
 _____ (Qualification as such a witness)

Legal Representation for Council Members and Employees

Guide: Local Government Operational Guidelines

In today's society there is an increased risk of legal action being taken or threatened against individual council members and employees. Council members and employees may require legal advice and representation and expect their local government to provide financial assistance to meet the cost of the advice or representation.

For example, council members or employees may be threatened with legal action when an aggrieved party believes that they will not, or have not, carried out their legislative functions or responsibilities in the correct and appropriate manner. Legal action may also be threatened where it is anticipated that such action will influence a vote or a recommendation.

Council members and employees may feel inhibited in undertaking their roles in a full, frank and impartial manner if they do not have an assurance that they are protected from threats and will be given proper legal representation if any legal action is taken against them. Local governments have a legislative duty of care to their employees to provide a safe working environment and morally have the same duty to council members. Accordingly, it is appropriate and prudent for local governments to assist council members and employees by adopting a policy to fund or partly fund the cost of providing legal representation in appropriate circumstances.

The Inquiry into the City of Joondalup criticised some council members for making uninformed and ill-advised decisions to pay personal legal expenses of the Chief Executive Officer (CEO). It is therefore important that council adopts a policy on the provision of financial assistance so that its position is known to the council members, employees and the community in advance of applications for funding being made. Non-elected council committee members may also require assistance and should be considered in any policy adopted by council.

This guideline, and the incorporated model policy, are provided to assist councils when making decisions or developing a policy. It is important that a council devotes time to understanding the issues outlined in this guideline.

If a policy is adopted and legal representation costs are granted under the policy, it is critical that council has presented to it full and detailed accounts from the lawyer approved to provide the legal representation to ensure that the representation provided complies with the approval given. Repayment of any costs associated with matters not approved should be enforced.

Print this page 

Tags

- [Local Government Operational Guidelines \(/department/publications/-in-tags/tags/local-government-operational-guidelines\)](#)

This guideline does not address the situation where council members and employees are interviewed during, or are required to give evidence to, an inquiry into their local government. Determining whether financial assistance is given in these situations is a complex matter and one that will relate to the circumstances and reasons for the inquiry.

Legislation

Section 9.56 of the *Local Government Act 1995* (the Act) provides protection from actions of tort for anything a council member or employee has, in good faith, done in the performance or purported performance of a function under the Act or under any other written law. However, the legislation does not preclude people taking action against individual council members or employees if they believe that the council member or employee has not acted in good faith.

Section 3.1 of the Act provides that the general function of a local government is to provide for the good government of persons in its district. Section 6.7(2) provides that money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government by the Act or any other written law. Under these provisions, a council can expend funds to provide legal representation for council members and employees, as long as it believes that the expenditure falls within the scope of the local government's function.

Determining a suitable policy

The policy should have a clear set of principles or directives to help the council deal with a situation where a council member or employee is defending or will need to defend a legal action or requires advice or representation and is requesting financial assistance. The policy should set out the circumstances under which funding will be provided, the level of funding that will be provided and the processes to be followed by the applicant when making a request.

The degree of complexity of an appropriate policy may vary but generally could include the following matters –

- under what circumstances would financial assistance be provided. For example, where legal action is taken against a council member or employee in connection with the performance of their duties and they have not acted illegally, dishonestly or in bad faith;
- who would make the decision that financial support would be provided (eg council or the CEO);
- who would provide the legal services (eg the local government's lawyers, other lawyers);
- what limits, if any, would be placed on financial assistance;
- how applications would be made for assistance;
- what obligations a council member or employee receiving assistance should have (eg an obligation to disclose anything that might affect representation or to act reasonably);
- whether contingent authorisation in urgent cases would be provided for and who would exercise that authority;

- under what circumstances could financial assistance be withdrawn (eg person having acted illegally, dishonestly or otherwise in bad faith);
- provision for the recoup of money already provided under the policy where approval is withdrawn; and
- a clear statement that legal representation will not be provided for matters that relate to the personal affairs of a council member or employee (eg under investigation for a matter not related to a legislative function or an employee seeking legal advice on a contract of employment).

Other circumstances where funding requests may be made

Under legislation, any expenditure of a local government's funds must be justified on the basis that the expenditure will 'provide for the good government of persons in its district'. Therefore, in formulating a policy on legal representation the council must take into account the need to satisfy itself that the expenditure can be justified as providing for that good government.

Local government council members and employees will at times be subject to personal public criticism they consider to be unfair. Depending on the circumstances and the veracity of the criticism, council members or employees may seek to redress the situation by taking legal action. Legal advice received by the Department suggests that only in exceptional circumstances would a local government be able to justify, under the 'good government' provisions, funding the initiation of legal action by a council member or employee.

It is important to note that where public criticism is made about the local government, i.e. the City, Town, or Shire, funding could not be justified. Legal precedent dictates that it is fundamental to public scrutiny that governments be open to criticism by members of the community. The threat of civil action against any person who publicly criticises a local government will have an inhibiting effect on freedom of speech and inevitably lessen a local government's accountability to its community.

Council members, if asked to vote on such a request, should ask themselves 'would a reasonable person, given all the facts, conclude that the expenditure provides for the good government of the persons in the district'. If a majority of council members are satisfied, council could, under its general function power, resolve that the local government fund the obtaining of advice or initiation of legal action by the council member or employee.

Council members should ensure that they receive appropriate documentation that presents reasons for and against the recommendation when considering an application for such funding as they may be asked to justify the decision at a future date. Documentation provides a proper decision-making trail that can be used to support the decision.

As a condition of approval, the council may require the council member or employee to undertake to refund the costs of legal representation paid by the local government should their action be successful.

Support for former council members and employees

The council, when considering the scope of its policy, will need to determine if the policy extends to the funding of legal representation for former council members, commissioners and employees and under what circumstances funding would be

provided.

Delegation

A number of councils have, in adopting a policy on this issue, delegated to their CEO the power to deal with requests for the payment of legal representation costs. Because of the sensitive nature of providing funding, some CEOs have asked council not to delegate the power. A council should discuss the matter with the CEO before making any decision to delegate any aspect of its legal representation policy.

It may be appropriate for council to seek agreement from the CEO for a delegation limited to circumstances where a delay in approving a request will be detrimental to the legal rights of the council member or employee.

Adopting a Policy

In considering the policy all relevant people are encouraged to study and thoroughly understand the implications and likely consequences of adopting the policy.

A model policy has been provided on the following pages as an example for local governments undertaking their own policy-making on legal representation of adopting the policy. The Department welcomes any comments that individuals or local governments believe will assist in the improvement of the model policy.

Model policy

Legal representation for council members and employees

Explanation of key terms

- approved lawyer is to be:
 1. a 'certified practitioner' under the *Professions Act 2008*;
 2. from a law firm on the City/Town/ Shire's panel of legal service providers, if relevant, unless the council considers that this is not appropriate – for example where there is or may be a conflict of interest or insufficient expertise; and
 3. approved in writing by the council or the CEO under delegated authority.
- council member or employee means a current or former commissioner, council member, non-elected member of a council committee or employee of the City/Town/Shire.
- legal proceedings may be civil, criminal or investigative.
- legal representation is the provision of legal services, to or on behalf of a council member or employee, by an approved lawyer that are in respect of:
 1. a matter or matters arising from the performance of the functions of the council member or employee; and
 2. legal proceedings involving the council member or employee that have been, or may be, commenced.
- legal representation costs are the costs, including fees and disbursements, properly incurred in providing legal representation.
- legal services includes advice, representation or documentation that is provided by an approved lawyer.
- payment by the city/town/shire of legal representation costs may be either by:
 1. a direct payment to the approved lawyer (or the relevant firm); or

2. a reimbursement to the council member or employee.

1. Payment criteria

There are four major criteria for determining whether the city/town/shire will pay the legal representation costs of a council member or employee.

These are:

1. the legal representation costs must relate to a matter that arises from the performance, by the council member or employee, of his or her functions;
 1. the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;
 2. in performing his or her functions, to which the legal representation relates, the council member or employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
 3. the legal representation costs do not relate to a matter that is of a personal or private nature.

2. Examples of legal representation costs that may be approved

1. If the criteria in clause 1 of this policy are satisfied, the city/town/shire may approve the payment of legal representation costs:
 1. where proceedings are brought against a council member or employee in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the council member or employee; or
 2. to enable proceedings to be commenced and/or maintained by a council member or employee to permit him or her to carry out his or her functions – for example, where a council member or employee seeks to take action to obtain a restraining order against a person using threatening behaviour to the council member or employee; or
 3. where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about council members or employees.
2. The City/Town/Shire will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by a council member or employee.

3. Application for payment

1. A council member or employee who seeks assistance under this policy is to make an application(s), in writing, to the council or the CEO.
2. The written application for payment of legal representation costs is to give details of:
 1. the matter for which legal representation is sought;
 2. how that matter relates to the functions of the council member or employee making the application;
 3. the lawyer (or law firm) who is to be asked to provide the legal representation;
 4. the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc);

5. an estimated cost of the legal representation; and
6. why it is in the interests of the City/ Town/Shire for payment to be made.
3. The application is to contain a declaration by the applicant that he or she has acted in good faith, and has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.
4. As far as possible, the application is to be made before commencement of the legal representation to which the application relates.
5. The application is to be accompanied by a signed written statement by the applicant that he or she:
 1. has read, and understands, the terms of this policy;
 2. acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject; and
 3. undertakes to repay to the City/Town/ Shire any legal representation costs in accordance with the provisions of clause 7.
6. In relation to clause 3.5(c), when a person is to be in receipt of such monies the person should sign a document which requires repayment of those monies to the local government as may be required by the local government and the terms of the policy.
7. An application is also to be accompanied by a report prepared by the CEO or, where the CEO is the applicant, by an appropriate employee.

4. Legal representation costs – limit

1. The council in approving an application in accordance with this policy shall set a limit on the costs to be paid based on the estimated costs in the application.
2. A council member or employee may make a further application to the council in respect of the same matter.

5. Council's powers

1. The council may:
 1. refuse;
 2. grant; or
 3. grant subject to conditions,
 - an application for payment of legal representation costs.
2. Conditions under clause 5.1 may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.
3. In assessing an application, the council may have regard to any insurance benefits that may be available to the applicant under the City's/Town's/Shire's council members 'or employees' insurance policy or its equivalent.
4. The council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.
5. The council may, subject to clause 5.6, determine that a council member or employee whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved
 -
 - 1. not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
 - 2. given false or misleading information in respect of the application.

6. A determination under clause 5.5 may be made by the council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.
7. Where the council makes a determination under clause 5.5, the legal representation costs paid by the City/ Town/Shire are to be repaid by the council member or employee in accordance with clause 7.

6. Delegation to Chief Executive Officer

1. In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of the council, any of the powers of the council under clause 5.1 and 5.2, to a maximum of \$10,000 in respect of each application.
2. An application approved by the CEO under clause 6.1, is to be submitted to the next ordinary meeting of the council. Council may exercise any of its powers under this policy, including its powers under clause 5.4.

7. Repayment of legal representation costs

1. A council member or employee whose legal representation costs have been paid by the City/Town/Shire is to repay the city/town/shire :
 1. all or part of those costs – in accordance with a determination by the council under clause 5.7;
 2. as much of those costs as are available to be paid by way of set-off – where the council member or employee receives monies paid for costs, damages, or settlement, in respect of the matter for which the city/town/shire paid the legal representation costs.
2. The city/town/shire may take action in a court of competent jurisdiction to recover any monies due to it under this policy.



Council Policy

COUNCIL MEMBER—LEGAL REPRESENTATION AND COSTS INDEMNIFICATION POLICY

| | |
|---------------------------|--|
| Responsible Directorate: | Office of the CEO |
| Responsible Service Unit: | Governance and Legal |
| Contact Person: | Executive Manager Governance and Legal |
| Date of Approval: | |
| Council Resolution No: | |

1. POLICY STATEMENT

The City is committed to ~~protecting~~providing a safe working environment for Eligible Persons by providing for the interests~~Funding of current and former Council Members in seeking legal advice or where they are involved in~~Legal Representation Costs which Eligible Persons may incur through Legal Proceedings arising as a result of or in the course of undertaking their functions and official duties as Eligible Persons. In doing so, the City is committed to its general function pursuant to section 3.1(1) of the Act to provide for the good government of the district.

2. OBJECTIVE AND PURPOSE

Objective

The objective of this Policy is to provide ~~legal protection~~Funding to ~~Council Members when carrying out~~Eligible Persons who incur Legal Representation Costs arising as a result of or in the course of undertaking their functions and official duties ~~as Eligible Persons, where Funding is not available to the Eligible Person through the City's insurance coverage with LGIS.~~

Purpose

The purpose of this Policy is to ~~provide guidance in determining when it is appropriate for set out the City to pay~~circumstances under which Funding will be provided, the cost level of legal representation for Council Members.~~Funding that will be provided and the process to apply for Funding.~~

3. KEY DEFINITIONS

| Term | Definition |
|------------------------|---|
| <u>Act</u> | <u>means the Local Government Act 1995.</u> |
| <u>Application</u> | <u>means an application in writing for Funding assistance pursuant to clause 7.2.</u> |
| <u>Approved Lawyer</u> | <u>means an Australian Legal Practitioner as defined by s. 6(1) of the Legal Profession Uniform Law from a law firm approved by the</u> |



Council Policy

| | |
|---|--|
| | CEO on advice from the Executive Manager Governance and Legal. |
| City | means the City of Wanneroo. |
| <u>Council MemberEligible Person</u> | means a <u>person who may be either a current or former council—</u> <u>a. Member of Council as defined in section 1.4 of the Act;</u> <u>b. Person, other than a member, commissioner or non-council of Council, appointed as a member of a Council Committee of Council established under section 5.8 of the Act; or</u> <u>c. Commissioner, appointed under Part 2, Division 7 of the Act</u> <u>of the City.</u> |
| Employee | means a current or former employee of the City. |
| <u>Exceptional Circumstance</u> | <u>means circumstances the Council deems exceptional by simple majority.</u> |
| <u>Funding</u> | <u>means part or full payment of the Eligible Person's Legal Representation Cost.</u> |
| Legal Proceedings | means proceedings of a legal nature that may be civil, criminal or investigative. |
| <u>Legal Representation</u> | <u>means the provision of Legal Services, to or on behalf of an Eligible Person by an Approved Lawyer in accordance with this Policy.</u> |
| <u>Legal Representation Costs</u> | <u>means the reasonable costs, including fees, GST, and disbursements, properly incurred in providing Legal Representation.</u> |
| <u>Legal Services</u> | <u>means advice, representation, or documentation provided by an Approved Lawyer.</u> |
| <u>LGIS</u> | <u>Local Government Insurance Scheme, the City's insurer</u> |
| <u>Payment</u> | <u>means the payment of funds in accordance with clause 7.6.</u> |



Council Policy

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|--|---|
| <i>Legal Representation</i> | means the provision of Legal Services, to or on behalf of a Council Member, by an Approved Lawyer in accordance with this Policy. |
| <i>Legal Representation Costs</i> | means the costs, including fees and disbursements, properly incurred in providing Legal Representation. |
| <i>Legal Services</i> | means advice, representation, or documentation provided by an Approved Lawyer. |

4. ELIGIBILITY

4.1 An Eligible Person seeking Legal Representation or Funding must refer the matter to the Local Government Insurance Scheme (LGIS) for assessment under the City's cover in respect of claims for any alleged wrongdoing arising out of an Eligible Person's official duties. Should LGIS deny coverage for Legal Representation, an Eligible Person may make an application pursuant to this Policy.

4.5. SCOPE

4.15.1 This Policy applies to Council Members that if clause 4 is satisfied, an Eligible Person may make an application for Funding if they meet the following criteria:

- (a) the Legal Representation Costs must relate to a matter that arises from the performance by the ~~Council Member~~Eligible Person in undertaking their official duties or functions of their role.
- (b) the Legal Representation Costs must be in respect of legal proceedings that have been or may be commenced.
- (c) in performing the functions of their role or undertaking their official duties, the ~~Council Member~~Eligible Person must have acted in good faith, and must not have acted unlawfully, dishonestly, in bad faith or in any way that constitutes improper conduct, misconduct, or corrupt conduct.
- (d) the Legal Representation Costs must not relate to a matter that is of a personal or private nature.

5.6. IMPLICATIONS

This Policy aligns with the following objective within the Strategic Community Plan 2017 – 2027:

"4 Civic Leadership

4.2 Good Governance

4.2.1 Provide transparent and accountable governance and leadership"



Council Policy

6.7. IMPLEMENTATION

7.1. Legal Representation Costs ~~That May Be Approved~~ that may be approved

7.1.1. If the criteria set out in the Scope section of this Policy are satisfied, Council may approve the payment of Legal Representation Costs:

- (a) where Legal Proceedings are brought or threatened against ~~a Council Member~~ an Eligible Person in connection with the functions of their role or in undertaking their official duties (including but not limited to, an action for defamation, negligence or a work, health and safety matter arising out of a decision made, omission or action taken by the ~~Council Member~~ Eligible Person); or
- (b) to enable Legal Proceedings to be commenced and/or maintained by ~~a Council Member~~ an Eligible Person to permit them to carry out the functions of their role or to undertake their official duties (including but not limited to, where ~~a Council Member~~ an Eligible Person seeks to take action to obtain a restraining order against a person using threatening behaviour directed at the ~~Council Member~~ Eligible Person); or
- (c) ~~in exceptional circumstances~~ in Exceptional Circumstances (including but not limited to, where a person or organisation is negatively impacting the confidence of the community in the City by publicly making adverse personal comments about the ~~Council Member~~ Eligible Person); and
- (d) where Council is satisfied that the expenditure provides for the good government of the persons of the district.

7.1.2. Council will not approve the payment of or indemnify Legal Representation Costs:

- (a) for a defamation action, or a negligence action, instituted by ~~a Council Member~~ an Eligible Person;
- (b) in circumstances where ~~a Council Member~~ an Eligible Person is seeking to initiate legal action against another ~~Council Member~~ or Eligible Person;
- (c) in circumstances where ~~a Council Member~~ an Eligible Person is defending legal action initiated by another ~~Council Member~~ Eligible Person; or
- (d) if the Eligible Person obtained Legal Representation from a Lawyer who is not an Approved Lawyer.

unless Council determines that the circumstances of the case are ~~exceptional~~ Exceptional Circumstances.

7.2. Application for ~~financial~~ Funding assistance



Council Policy

7.2.1. ~~A Council Member~~An Eligible Person who seeks assistance under this Policy is to make an ~~application~~Application(s), on the prescribed form in ~~writing~~Attachment 1, to the CEO.

7.2.2. The ~~written application~~Application for payment of Legal Representation Costs must include details of:

- (a) the matter for which Legal Representation is sought;
- (b) how that matter relates to the functions of the role or undertaking the official duties of the ~~Council Member~~Eligible Person making the ~~application~~Application;
- (c) the ~~lawyer (or~~Approved Lawyer and the Approved Lawyer's law firm) who is to be asked to provide the Legal Representation;
- ~~(d)~~ the nature of the Legal Representation to be sought (such as advice, representation in a court or tribunal, or preparation of a document);
- ~~(d)~~(e) an estimate of the Legal Representation Costs; and
- ~~(e)~~(f) the reasons why it is in the interests of the City for the payment to be made.

7.2.2.7.2.3. The ~~application~~Application is to contain a statutory declaration made by the ~~Council Member~~Eligible Person that they have:

- (a) acted in good faith in undertaking the functions of their role or their official duties;
- (b) not acted unlawfully, dishonestly, in bad faith or in a way that constitutes improper conduct in relation to the matter to which the application relates; and
- (c) —that there are no circumstances known to the ~~Council Member~~Eligible Person which would render those representations untrue.

7.2.3.7.2.4. As far as possible, the ~~application~~Application is to be made before commencement of the Legal Representation to which the application relates.

7.2.4.7.2.5. The ~~application~~Application is to be accompanied by a signed written statement by the applicant that they:

- (a) have read, and understand, the terms of this Policy;



Council Policy

- (b) acknowledge that any approval of Legal Representation Costs is conditional on the repayment provisions of clause ~~6.6~~7.7 below and any other conditions to which the approval is subject.
- (c) undertake to repay to the City any Legal Representation Costs payable in accordance with the provisions of clause ~~6.6~~7.7.
- (d) acknowledges that the provisions of clause ~~6.6~~7.7 apply in respect to repayment of Legal Representation Costs.

An application

6.2.6 The Application is also to be accompanied by a report prepared by the Executive Manager Governance and Legal or the CEO.

~~6.2.8~~ All applications Applications (and/or related reports) are confidential and all parties involved must maintain confidentiality. ~~Any application or~~ All applications received by the CEO together with the related report ~~is~~are to be considered by Council and determined at ~~the next~~ Council Meeting behind closed doors in accordance with the provisions of section 5.23(2) of the *Local Government Act 1995*.

7.3. Legal Representation Costs – Limit

- 7.3.1. Council shall set a limit on the Legal Representation Costs to be paid based on the estimated costs in the application when approving an application in accordance with this Policy.
- 7.3.2. ~~A Council Member~~An Eligible Person may make a further application to Council in respect of the same matter.

7.4. Council's Powers

7.4.1. Council may: _____

(a) refuse;

~~(a)~~(b) approve; or

~~(b)~~(c) approve subject to conditions,

an application for Legal Representation Costs.

7.4.2. Conditions ~~underpursuant to~~ clause ~~6.4.1(c)~~7.4.1(c) may include, but are not limited to, a financial limit, reporting requirements, and/or a requirement to enter into a formal agreement, (including a security agreement,) relating to the payment, and repayment, of Legal Representation Costs.

~~7.4.2~~7.4.3. In assessing an ~~application~~Application, Council may have regard to any insurance benefits that may be available to the applicant under the City's insurance policies.



Council Policy

7.4.3-7.4.4. Council may at any time revoke or vary an approval, or any conditions of approval, for the payment or repayment of Legal Representation Costs.

7.4.4-7.4.5. Subject to clause 6.4.5-7.4.6, Council may determine that the Council MemberEligible Person whose application for Legal Representation Costs has been approved has, in respect of the matter for which Legal Representation Costs were approved:

- (a) not acted in good faith, dishonestly or has acted unlawfully or in a way that constitutes improper conduct, misconduct or corrupt conduct; or
- (b) given false or misleading information in respect of the application.

7.4.5-7.4.6. Council's determination under clause 6.4.4-7.4.5 may only be made on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

7.4.6-7.4.7. Where Council makes a determination under clause 6.4.4-7.4.5, the Legal Representation Costs paid by the City are to be repaid by the Council MemberEligible Person in accordance with clause 6.6-7.7.

7.5. Authorisation to Chief Executive Officer

7.5.1. Subject to clause 6.5.2-7.5.2, in circumstances where a delay in the approval of an application for Legal Representation Costs will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of Council, any of the powers of the Council under clause 6.4.1-7.4.1 and 6.4.2-7.4.3, to a maximum of \$10,000 in respect of an application.

7.5.1-7.5.2. In circumstances where the applicant is defending legal action taken by the CEO against the applicant, the Council may exercise the powers in clause 6.5.1 at a Special Council Meeting.

7.5.2-7.5.3. An application approved by the CEO under clause 6.5.1-7.5.1, is to be submitted to the next Ordinary Council meeting and Council may exercise any of its powers under this Policy, including its powers under clause 6.4.3-7.4.4 in respect of that application.

7.6. Payment of Legal Representation Costs:

7.6.1. Payment of Legal Representation Costs may either be by:

- (a) a direct payment to the trust account of the Approved Lawyer or their law firm;
- (b) a reimbursement to the Eligible Person by a direct payment to the account nominated by the Eligible Person.

7.6-7.7. Repayment of Legal Representation Costs



Council Policy

A Council Member

7.6.1.7.7.1. An Eligible Person whose Legal Representation Costs have been paid by the City is to repay the City:

- (a) all or part of the Legal Representation Costs in accordance with a determination by Council under clause ~~6.4.6;~~ 7.4.7; or
- (b) as much of the Legal Representation Costs are available to be paid by way of set-off, where the ~~Council Member~~ Eligible Person receives monies paid for legal costs, damages, or settlement, in respect of the matter for which the City paid part or all of the Legal Representation Costs.

7.6.2.7.7.2. The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.

7.7.7.8. Entrance into agreement

Any ~~applicant~~ Eligible Person must enter a legal agreement with the City addressing the requirements of this policy, including any conditions imposed pursuant to clause 7.4.1(c) prior to any Legal Representation Costs being paid by the City.

7.8.7.9. Legal Representation and Costs Indemnification for Employees

Legal Representation and Costs Indemnification for Employees will be dealt with in accordance with the Corporate Policy *Legal Representation and Costs Indemnification for Employees*: to be finalised and adopted by the CEO.

~~1.~~ **AUTHORITIES AND ACCOUNTABILITIES**

Nil

8. ROLES AND RESPONSIBILITIES

The Executive Manager Governance and Legal is responsible for publication, implementation, enforcement and compliance with this Policy and will provide an interpretation in the event of the need for clarification.

~~2.~~ **DISPUTE RESOLUTION (if applicable)**

~~All disputes in respect of this Policy are to be referred to the Executive Manager Governance and Legal in the first instance. In the event that an agreement cannot be reached, the dispute will be referred to the CEO for determination.~~



Council Policy

9. EVALUATION AND REVIEW

This Policy will be reviewed at least every three years or earlier if there are changes to the Local Government Operational Guideline – Legal Representation for Council Members and Employees that require this Policy to be reviewed.

10. RELATED DOCUMENTS

Nil

11. REFERENCES

Local Government Operational Guideline – Legal Representation for Council Members and Employees, issued by the Department of Local Government, Sport and Cultural Industries, last updated on ~~15 April 2020~~ 11 September 2023.

12. RESPONSIBILITY FOR IMPLEMENTATION

Executive Manager Governance and Legal

REVISION HISTORY

| Version | Next Review | Record No. |
|------------------------|-------------|------------|
| May 2008 – GS06-05/08 | May 2010 | 892507 |
| May 2010 – CS05-05/10 | May 2012 | 10/1285v2 |
| May 2014 – CS 05-05/14 | May 2016 | 10/1285v2 |
| | | 10/1285v3 |



Council Policy

Attachment 1

COUNCIL LEGAL REPRESENTATION COSTS APPLICATION FORM

Once completed, please submit this form to the Chief Executive Officer

| | |
|----------------------------|--|
| <u>Applicant:</u> _____ | |
| <u>Position:</u> _____ | |

| |
|---|
| <u>1. Description of matter for which legal representation is required:</u> |
| |

| |
|--|
| <u>2. How is this matter related to your function as an Eligible Member?</u> |
| |

| |
|--|
| <u>3. Name and contact details of the Approved Lawyer:</u> |
| |



Council Policy

| | |
|--------------------------|---|
| <input type="checkbox"/> | <u>Advice</u> |
| <input type="checkbox"/> | <u>Representation in Court or other forum</u> |
| <input type="checkbox"/> | <u>Preparation of a document</u> |
| <input type="checkbox"/> | <u>Other:</u> |

\$
(please attach invoice / quote)

\$
Amount requested for Payment



Council Policy

8. DECLARATION

I confirm and declare that I:

- (a) Have read and understand, the terms of this Policy;
- (b) Acknowledge that any approval of Legal Representation Costs is conditional on the repayment provisions of clause 7.7 of this Policy and any other conditions to which the approval is subject;
- (c) Undertake to repay to the City any Legal Representation Costs payable in accordance with the provisions of clause 7.7; and
- (d) Acknowledge that the provisions of clause 7.7 apply in respect to repayment of Legal Representation Costs.

| | |
|---------------------------|--|
| Signature: <div></div> | |
| Name: | |
| Date: | |

ATTACHMENTS

| | |
|--------------------------|--|
| <input type="checkbox"/> | Invoice / quote for Legal Representation Costs |
| <input type="checkbox"/> | Report prepared by Executive Manager Governance and Legal or CEO |
| <input type="checkbox"/> | Report prepared by LGIS |
| <input type="checkbox"/> | Statutory Declaration |
| <input type="checkbox"/> | Any other supporting documentation |



Council Policy

Attachment 2 – Statutory Declaration in respect of Application pursuant to Legal Representation and Costs Indemnification Policy

I, _____ (Full name)
 of _____ (Address)
 _____ (Occupation)

sincerely declare as follows:

1. I am an Eligible Person as defined in the Legal Representation and Cost Indemnification Policy as amended by the City of Wanneroo from time to time;
2. I have acted in good faith in undertaking the functions of my role or my official duties;
3. I have not acted unlawfully, dishonestly, in bad faith or in a way that constitutes improper conduct in relation to the matter to which the application relates;
4. There are no circumstances known to me which would render these representations untrue.

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

at _____ (Place)
 on _____ (Date)

By _____
 (signature of the person making the declaration)

In the presence of

 (Signature of authorised witness)

 (Name of authorised witness)

 (Qualification as such a witness)

Item 5 Motions on Notice**Item 6 Late Reports****Item 7 Public Question Time****Item 8 Confidential****Item 9 Date of Next Meeting**

The next Ordinary Council Meeting has been scheduled for 6:00pm on Tuesday, 16 July 2024, to be held at Council Chamber, 23 Dundobar Road Wanneroo.

Item 10 Closure



COUNCIL CHAMBER SEATING DIAGRAM

