



The Council of the City of Cockburn Ordinary Council Meeting **Minutes**

For Thursday, 12 May 2022

These Minutes are confirmed

Presiding Member's signature

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke, is written over a blue horizontal line.

Date: 9 June 2022

The Council of the City of Cockburn

**Ordinary Council Meeting
12 May 2022 at 7pm**

Minutes

Table of Contents

	Page
1. Declaration of Meeting.....	4
2. Appointment of Presiding Member (If required)	5
3. Disclaimer	5
4. Acknowledgement of Receipt of Written Declarations of Financial Interests and Conflict of Interest (by Presiding Member)	5
5. Apologies & Leave of Absence	5
6. Written Requests for Leave of Absence.....	6
7. Response to Previous Public Questions Taken on Notice	6
8. Public Question Time	6
9. Confirmation of Minutes.....	12
9.1 (2022/MINUTE NO 0080) Minutes of the Ordinary Council Meeting - 14/04/2022	12
10. Deputations	12
11. Business Left Over from Previous Meeting (if adjourned)	13
12. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting	13
13. Decisions Made at Electors Meeting.....	14
14. Built and Natural Environment	15
14.1 (2022/MINUTE NO 0081) Proposed Updated Approach - Review of City of Cockburn Local Commercial and Activity Centre Strategy	15
14.2 (2022/MINUTE NO 0082) Manning Park Trails	21
(2022/MINUTE NO 0083) Suspension of Standing Orders	22
(2022/MINUTE NO 0084) Extension of Meeting	22
(2022/MINUTE NO 0085) Resumption of Standing Orders.....	23
15. Finance	137
15.1 (2022/MINUTE NO 0086) Payments Made from Municipal Fund and Local Procurement Summary - March 2022.....	137
15.2 (2022/MINUTE NO 0087) Monthly Financial Reports - March 2022.....	162
15.3 (2022/MINUTE NO 0088) Change to the Method of Valuation for Rating Purposes	198
16. Operations.....	215



17.	Community Services.....	216
17.1	(2022/MINUTE NO 0089) RFT06/2021 Supply & Install - Integrated Security & Access Control System.....	216
1.	Declaration of Meeting.....	230
18.	Governance and Strategy.....	231
18.1	(2022/MINUTE NO 0090) Request - Part Funding for the Dalmatinac Sport Facility Upgrade	232
18.2	(2022/MINUTE NO 0091) FY22 Chief Executive Officer Corporate Key Performance Indicators and Corporate Business Plan Key Performance Indicators Progress Status Reports	234
18.3	(2022/MINUTE NO 0092) Reimbursement of Legal Fees - Cr Separovich	263
18.4	(2022/MINUTE NO 0093) Minutes - Governance Committee Meeting 21 April 2022	273
	(2022/MINUTE NO 0095) Minutes of the Governance Committee – 21 April 2022 – Review of the City of Cockburn Parking and Parking Facilities Local Law 2007' (Minute No 0011) - Cr Lara Kirkwood.....	277
18.5	(2022/MINUTE NO 0096) Minutes - Organisational Performance Committee Meeting 21 April 2022.....	441
19.	Corporate Affairs	472
20.	Office of the CEO	472
21.	Motions of Which Previous Notice Has Been Given.....	473
21.1	(2022/MINUTE NO 0097) Omeo Dive Trail at Coogee Beach - Department of Transport Request	473
	(2022/MINUTE NO 0098) Extension of Meeting	480
22.	Notices Of Motion Given At The Meeting For Consideration At Next Meeting.....	481
22.1	Vetrans Parade, Cockburn Central - Zebra Crossing.....	481
23.	New Business of an Urgent Nature Introduced by Members or Officers	481
24.	Matters to be Noted for Investigation, Without Debate	482
24.1	Dog Waste Bags.....	482
25.	Confidential Business	482
26.	(2022/MINUTE NO 0099) Resolution of Compliance	482
27.	Closure of Meeting	483

The Council of the City of Cockburn**Ordinary Council Meeting****Thursday, 12 May 2022 adjourned at 9.58pm****Reconvened Tuesday, 17 May 2022 at 7.00pm****Minutes****PRESENT****Elected Members**

Mr L Howlett	-	Mayor (Presiding Member)
Mr T Widenbar	-	Deputy Mayor
Mr K Allen	-	Councillor
Ms P Corke	-	Councillor
Mr T Dewan	-	Councillor
Mr P Eva	-	Councillor
Ms L Kirkwood	-	Councillor
Mr M Separovich	-	Councillor (departed 9.55pm and did not return)
Ms C Stone	-	Councillor

In Attendance

Mr T Brun	-	Chief Executive Officer
Mr D Arndt	-	Chief of Built and Natural Environment
Mr S Downing	-	Chief Financial Officer (eMeeting)
Mr A Lees	-	Chief of Operations
Mrs G Bowman	-	Chief of Community Services (eMeeting)
Ms E Milne	-	Executive Governance and Strategy
Ms V Green	-	Executive Corporate Affairs (eMeeting)
Ms M Todd	-	Manager Legal and Compliance
Mr M Lee	-	System Support Officer (IT Support)
Mr S Cecins	-	Media and Communications Officer
Mrs B Pinto	-	Governance Officer
Mrs S D'Agnone	-	Council Minute Officer

1. Declaration of Meeting

The Presiding Member declared the meeting open at 7.00pm.

“Kaya, Wanju Wadjuk Budjar” which means “Hello, Welcome to Wadjuk Land”

The Presiding Member acknowledged the Nyungar People who are the traditional custodians of the land on which the meeting was being held and paid respect to the Elders of the Nyungar Nation, both past and present and extended that respect to



Indigenous Australians who were present. The Presiding Member welcomed those online.

The Presiding Member welcomed Ms M Todd, Manager Legal and Compliance to her first meeting at the City.

National Growth Areas Alliance - Best Environment in Australia Award

Mayor Howlett acknowledged the Best Built Environment in Australia National Award received by the City for its Wetlands Centre Development.

2. Appointment of Presiding Member (If required)

N/A

3. Disclaimer

The Presiding Member read the disclaimer:

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position.

Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

4. Acknowledgement of Receipt of Written Declarations of Financial Interests and Conflict of Interest (by Presiding Member)

Cr Phoebe Corke	-	Impartiality Interest – Item 14.2
Cr Michael Separovich	-	Impartiality Interest – Item 14.2
Deputy Mayor Tom Widenbar	-	Impartiality Interest – Item 14.2
Cr Kevin Allen	-	Impartiality Interest – Item 17.1
Mayor Logan Howlett	-	Impartiality Interest – Item 18.1
Cr Phil Eva	-	Impartiality Interest – Item 18.1
Cr Tarun Dewan	-	Impartiality Interest – Item 18.1
Cr Michael Separovich	-	Financial Interest – Item 18.3

5. Apologies & Leave of Absence

Ms J Iles, Executive People Experience and Transformation – Apology

6. Written Requests for Leave of Absence

Nil

7. Response to Previous Public Questions Taken on Notice

Nil

8. Public Question Time

Fleur Allen, Hamilton Hill

Agenda Item 12.2 Manning Park Trails

Q1. What is the City of Cockburn's definition of mountain bikes, to be able to exclude them from Manning Park?

A1. The Chief of Built and Natural Environment advised the definition as any bicycle designed for off road use and used in that manner.

Q2. Where are the designated cycle paths in Manning Park?

A2. The Chief of Built and Natural Environment advised they are the existing dual use paths in the parkland areas around Manning Lake, which are used by recreational cyclists.

Q3. What does the City propose to provide for families with children between the ages of 10 to 15 to promote physical fitness?

A3. The Chief of Built and Natural Environment advised there are a range of activities that families can be involved in that do not involve riding mountain bikes in the upland areas of Manning Park. For example, running, walking, swimming, gym classes, sporting activities such as soccer, football, netball, basketball, little athletics, surf lifesaving, activities at Cockburn ARC.

The City has also constructed a number of pump tracks at various locations around the City.

Q4. What does the City propose to provide to encourage physical activities for multiple generations which mountain bike riding does provide for?

A4. The Chief of Built and Natural Environment advised the proposal before Council is not about restricting families from riding mountain bikes. The recommendation, which is subject to consideration at tonight's Council meeting, is proposing to exclude mountain bikes only from the upland areas of Manning Park.



- Q5. Why is this extreme recommendation of excluding mountain bikes even being considered when over 60 per cent of respondents of the Concept Plan felt the Draft Plan was good or very good?
- A5. The Chief of Built and Natural Environment advised there are concerns regarding the adverse impacts on the natural environment, including threatened ecological communities and priority fauna.
- Q6. Why isn't the Concept Plan being continued and improved upon rather than being dismissed?
- A6. The Chief of Built and Natural Environment advised that at this time the recommendation has not been adopted by Council. The proposal for Council consideration is based on the assessment that mountain bike trails cannot be effectively accommodated within the upland area of Manning Park without adverse impacts on the flora, fauna and heritage values.

Rebecca Getty, Hamilton Hill

Agenda Item 12.2 Manning Park Trails

- Q1. How does the Council intend to balance the community needs to access a unique natural resource in an urban location, for health, education and mental wellbeing, with the needs for conservation (with or without MTB)?
- A1. The Chief of Built and Natural Environment advised that the Council, in September 2018, adopted the Manning Park Master Plan, which guides the management and development of Manning Park.

The Master Plan has five guiding themes:

1. Address, access, and identity
2. Heritage
3. Environment
4. Amenity and Infrastructure
5. Program and activation

The City has been progressively implementing the actions identified in the Master Plan since its adoption.

- Q2. Are there assurances that a trail network will still be preserved?

Conservation is of course important, but many people of all ages also use the network of trails to explore and appreciate nature, for mental health and wellbeing, for education, to immerse in nature and to unleash a sense of exploration.

To have such a valuable green resource so close to urban development is really special and it would be a shame if the Council was to exclude all activity using the trail network



- A2. The Chief of Built and Natural Environment advised the walking trail network in Manning Park is not proposed to be closed.

Tom Burton, Jandakot

Subject: Berrigan Drive Speed Limit and North Lake Road Train Level Crossing

- Q1. Is it the City of Cockburn or the Main Road Department to have the speed limit along the entire length of Berrigan Drive set at 60 mph and having the train level crossing at North Lake Road, South Lake levelled out?
- A1. The Chief of Built and Natural Environment advised that Main Roads WA have sole responsibility for the identification, approval, and implementation of speed zones in Western Australia.

In relation to rail crossings, the City, Main Roads WA and the rail operator are joint parties to the Interface Agreement - Public Road & Rail Crossing, which sets out responsibilities in relation to the various rail crossings in Cockburn.

Janette Mouttet, Jandakot

Subject: Conflict of Interest

- Q1. Is it correct that your Employee Code of Conduct 1.2 in part states:
The Code is established in accordance with Section 5.51A of the Local Government Act 1995 and Part 4A of the Local Government Act Regulations 1996, which incorporates these fundamental aims:

Disclosing defined Conflicts of Interest...?

- A1. The Executive Governance and Strategy advised the Employee Code of Conduct is available on the City's website. Clause 1.2 lists numerous fundamental aims, including disclosing defined Conflicts of Interest.
- Q2. Why did Mr Davis, author of the Report 13.1, 9 December 2021 Ordinary Council Meeting, Glen Iris Golf Course infill recommendation, not disclose his business interest on the report, regarding potential to derive personal benefit?
- A2. The Executive Governance and Strategy advised Mr Davis did disclose his business interest to the City at the commencement of his employment. The City determined there was no Conflict of Interest in relation to his business interests and the proposed redevelopment of the former Glen Iris Golf Course, therefore no declaration of interest was required on the report.

All reports that are presented to Council are reviewed and approved by the supervisor, the Head of Business Unit, the Executive Committee and the CEO.

- Q3. Are you aware Mr Davis stated to three people that the infill of the course would be good for his business, as he owned Muzz Buzz Southlake just up the road?



- A3. The Executive Governance and Strategy advised the City has no record of any alleged conversations.
- Q4. How can it not be a registered City of Cockburn Conflict of Interest, noting Mr Davis's own words, of which three people are willing to fill out stat decs?
- Q5. Are you aware at another WA Council Ashburton, he was required to note any disclosure of interest re financial, proximity or impartiality interests? Why did City of Cockburn/Mr Davis not have transparency disclosures declared on the 13.1 report?
- A4,5. The Executive Governance and Strategy referred to her response to Question 2.
- Q6. Is it correct that to Perth Now, City of Cockburn stated on 3 May 2022: The Code requires Elected Members disclose any interest which could, or be reasonably perceived to, adversely affect the impartiality of the Elected Member?
- A6. The Executive Governance and Strategy advised City responses to the media are published to the City's website. The response included the above statement.
- Q7. I ask therefore, why did the same transparency rule not apply to Mr Davis when authoring a very important recommendation regarding a complex scheme amendment for the currently closed Glen Iris Golf Course?
- A7. The Executive Governance and Strategy referred to her response to Question 2.
- Q8. Why is there no record on the City of Cockburn Register of Interests regarding Mr Davis and his nearby proximity business interest to the Glen Iris Golf Course, considering Mr Davis' own words regarding potential advantage if the course was to be infilled with housing?
- A8. The Executive Governance and Strategy advised that a Proximity Interest is an interest in a matter concerning development of land that adjoins a person's land, change to a planning scheme affecting land that adjoins a person's land, or change of land use to the person making the declaration. As previously stated, Mr Davis declared his business interest at the time of his employment.
- Q9. Can you confirm that at the time of him authoring the influencing the 13.1 Report, that Mr Davis owned Muzz Buzz South Lake?
- A9. The Executive Governance and Strategy referred to her response to Question 2.

- Q10. In fairness to the community, are you going to arrange a new author to conduct a brand-new recommendation report, considering Mr Davis' verbal statement of potential advantage? If not, how does that align with your 2030 Vision of accountability?
- A10. The Executive Governance and Strategy advised no, the City will not. The report for Council consideration was reviewed by the senior leadership in Planning Services and the Executive Committee.
- Q11. Did Mr Davis resign of his own volition in December 2021 or was his position terminated by the City of Cockburn?
- A11. The Executive Governance and Strategy advised employment matters are not for public discussion.

Michael Smith, Jandakot

Subject: Glen Iris Golf Course Estate - Advertising

- Q1. Mr Arndt, your recent letter dated 14 April 2022 to residents of Glen Iris Golf Course Estate states: "more information on how to make a submission will be provided when the advertising period commences." Has the advertising period commenced; has not yet commenced, or the anticipated date when it will commence?
- A1. The Chief of Built and Natural Environment advised the advertising period has yet to commence, as the documentation is currently being updated to reflect the recent advice from the Environmental Protection Authority (EPA).
- WA Planning Commission and the EPA gave their respective approvals to proceed to advertise on 10 March and 20 April 2022 respectively.
- At this stage we are expecting advertising to commence in late May.
- Q2. If the advertising period has not yet commenced please confirm that you will be writing to all residents in Glen Iris to advise the commencement date of the advertising period and that a copy of the proposal and all technical reports will be available on the City's Comment on Cockburn webpage, as well as on the City of Cockburn Glen Iris webpage, at the City's offices, and at the Spearwood/ Cockburn Central libraries. Also, notification in Perth Now Cockburn newspaper?
- A2. The Chief of Built and Natural Environment advised yes, the City will be writing to the residents advising when the advertising period will commence and ensuring there is advertising on the City's website, with copies of the proposed amendment and structure plan being available online and at the City's libraries at Spearwood and Cockburn Central. The City will also advertise in the local newspaper.



- Q3. Please confirm that the advertising period is 60 days?
- A3. The Chief of Built and Natural Environment advised yes, that is correct.
- Q4. Why has the City of Cockburn not informed Glen Iris residents about the EPA's decision and why has the City of Cockburn not updated their City of Cockburn Glen Iris webpage regarding the EPA decision?
- A4. The Chief of Built and Natural Environment advised that whilst City staff are currently focusing on finalising the documentation and making arrangements for advertising, they have now also updated the website to include to this information.

Roy Craddock, Jandakot

Subject: Glen Iris Estate – Community Forum

- Q1. The Cockburn City Council Strategic Community Plan is an inspirational document that was developed following extensive community consultation.

Engagement of the community helps define what levels of service the community wants and what they are willing to pay for.

Why is the community forum on the Glen Iris Golf Course site not part of the formal feedback process?

- A1. The Chief of Built and Natural Environment advised the Planning Regulations formally set out advertising requirements relating to scheme amendments, covering how, when and for how long.

The Community Forum is to ensure that the community has the opportunity to ask questions on the proposal and the process before they finalise their individual submissions, as well as to ensure they understand how to make a clear and effective submission.

It is important people take up the opportunity to submit their comments in writing through the formal process. This will ensure their submissions are presented to the decision makers.

- Q2. It is disappointing to note the Cockburn City Council do not support residents of Glen Iris Golf Course Estate on the proposed redevelopment.

Why won't the Council at least accept in writing the questions through moderated question and answer component at the Forum and include them in submissions to Minister for Planning?

- A2. The Chief of Built and Natural Environment advised Elected Members are not able to provide commitments of support or otherwise on any matter, until the matter is debated as part of a Council meeting.



As previously stated, the Community Forum will provide an opportunity for asking questions on the proposal and the process.

Questions that are not able to be answered at the Community Forum can be followed up afterwards and the City's webpage will continue to be updated as needed. This should assist community members in making a clear submission that conveys to the decision makers their thoughts and views on the proposal.

Submissions must be made in writing in accordance with processes under Planning Regulations.

9. Confirmation of Minutes

9.1 (2022/MINUTE NO 0080) Minutes of the Ordinary Council Meeting - 14/04/2022

Recommendation
That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 14 April 2022 as a true and accurate record.
Council Decision
MOVED Cr C Stone SECONDED Cr T Dewan
That the recommendation be adopted.
<u>CARRIED UNANIMOUSLY 9/0</u>

10. Deputations

The Presiding Member invited the following deputations:

Deputation 1

Bob McCaughan - Item 14.2 Manning Park Trails

Deputation 2

Robyn Walsh - Item 14.2 Manning Park Trails

7.43pm The Chief Executive Officer departed the Chambers

7.44pm The Chief Executive Officer returned to the Chambers

Deputation 3

Kathleen Craig and Megan Jaceglav, Friends of Manning Park Ridge - Item 14.2 Manning Park Trails



8.00pm Deputy Mayor Widenbar departed the Chambers
8.03pm Deputy Mayor Widenbar returned to the Chambers

Deputation 4

Judy Fogarty, Friends of Manning Park Ridge - Item 14.2 Manning Park Trails

Deputation 5

Jenny Archibald and Dan Carton - Item 14.2 Manning Park Trails

Deputation 6

Margaret McIlroy and Frank Kotai, West Cycle and the Manning Park Riders - Item 14.2 Manning Park Trails

8.27pm The Council Minutes Officer departed the Chambers
8.34pm The Council Minutes Officer returned to the Chambers

Deputation 7

Clint Slomp, Manning Park Trail Runners - Item 14.2 Manning Park Trails

8.36pm The Governance Officer left the Chambers
8.39pm The Governance Officer returned to the Chambers

8.44pm Cr Eva left the Chambers
8.47pm Cr Philip Eva returned to the Chambers

8.44pm Cr Kevin Allen left the Chambers.
8.47pm Cr Kevin Allen returned to the Chambers.

The Presiding Member thanked all for their deputations.

11. Business Left Over from Previous Meeting (if adjourned)

Nil

12. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting

Nil



En Bloc Resolutions

8.47pm The following Items were carried by En Bloc Simple Majority Resolution of Council:

14.1	15.1
	15.3

8.49pm The following items were carried by En Bloc Absolute Majority Resolution of Council:

15.2	18.5

13. Decisions Made at Electors Meeting

Nil



14. Built and Natural Environment

14.1 (2022/MINUTE NO 0081) Proposed Updated Approach - Review of City of Cockburn Local Commercial and Activity Centre Strategy

Author Daniel Arndt

Attachments N/A

RECOMMENDATION

That Council:

- (1) ENDORSES the following approach to the review of the City of Cockburn Local Commercial and Activity Centre Strategy:
1. Preparation of a local planning policy for centres and commercial development that includes centre-specific guidance for each centre that is not subject to an Activity Centre Structure Plan; and
 2. The City of Cockburn Local Commercial and Activity Centre Strategy being revoked upon the adoption of a local planning policy for centres and commercial development, and endorsement of the City's updated Local Planning Strategy.

Council Decision

MOVED Cr C Stone SECONDED Cr P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0

Background

The [City of Cockburn Local Commercial and Activity Centres Strategy](#) (LCACS) was prepared by the City in 2010/11 to align with the State Government policy framework for activity centres at the time.

It was adopted by Council in 2012 and set the vision for the planning and development of the City's commercial centres over a 10-to-15-year period.

The LCACS was guided by [SPP 4.2 'Activity Centres for Perth and Peel'](#) (SPP 4.2) and Directions 2031.

Since its adoption the LCACS has been used to guide commercial development across the City.

Review of LCACS

On the 8 November 2018 Council resolved to commence a review of the LCACS, and work progressed on the update alongside the preparation of the City's draft Local Planning Strategy (LPS).



However, in 2020 the City was advised by the Department of Planning, Lands and Heritage (DPLH) that West Australian planning reform would include a new approach to local planning strategies and the issues-based strategies (such as local commercial strategies) that were typically adopted by local governments.

In Western Australia it has been common for local governments to prepare a suite of issues-based strategies to inform the preparation of local planning strategies, and/or to guide land use planning decision making.

This included local housing strategies, commercial strategies, rural strategies, transport strategies etc., depending on the issues faced by each local government.

These documents were generally adopted by local governments and were sometimes also endorsed by the WAPC.

The 2021 amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* included changes to the local planning framework and an update to the 'Local Planning Manual' (renamed the '[Local Planning Strategy Guidelines](#)'), which guides the preparation of local planning strategies and local planning schemes in Western Australia.

DPLH has advised the City that under the updated WAPC 'Local Planning Strategy Guidelines', such issues-based strategies will no longer have any status in the planning framework, and their role will need to be satisfied by other mechanisms.

Submission

N/A

Report

The purpose of this report is for Council to consider an updated approach to the review of the LCACS that aligns with the updated WAPC 'Local Planning Strategy Guidelines'.

While there had been an intention to review and update the LCACS, a different approach is now required.

It is critical for local governments to plan and support a robust network of activity centres that meet the needs of the community, support population growth, enhance liveability and provide local employment opportunities.

This means the pertinent issues covered by the LCACS must be addressed through other mechanisms.

It is therefore proposed that the City's planning framework for centres will comprise the following key elements:



- **Local Planning Strategy** – setting out the hierarchy and location of centres (this is contained within the draft), and other key strategies and actions
- **SPP 4.2 Activity Centres** – to be used to assess development in larger activity centres, and for ‘major development’ proposals (defined in the SPP).

Larger centres (ie: Cockburn Central and Phoenix) also have Activity Centre Structure Plans/Precinct Plans.

SPP 4.2 provides guidance to ensure out-of-centre development does not undermine the network of activity centres.

- **New Local Planning Policy** – for smaller centres (local and neighbourhood) not captured by SPP 4.2, it is proposed that a new local planning policy be prepared that sets out general and centre-specific guidance, in addition to guidance for commercial development more generally.
- **Local Planning Scheme** - the new Scheme will set out an appropriate range of permissible uses cognisant of the centre assessments and objectives of the draft LPS and SPP 4.5.

Draft Local Planning Strategy

Key elements of the LCACS have been incorporated into the draft LPS that was adopted as a draft by Council at the 10 October 2020 OCM.

The draft LPS is currently awaiting the certification of the WAPC so that it can proceed to advertising.

The draft LPS includes the following:

Hierarchy and spatial location of centres

This was reviewed as part of the preparation of the draft LPS and was determined to be largely still relevant to meet the needs of the community both in terms of functionality and distribution, with some minor changes.

This is critical to ensure the integrity of the network is maintained to meet the needs of the community.

The draft LPS includes a map of the hierarchy of centres, which is currently contained within the LCACS.

Key issues for centres



The draft LPS sets out the key issues and concerns relating to centres and sets out outcomes that the City is seeking to avoid.

It sets out that a local planning policy will provide a framework for exercising discretion for commercial uses.

Proposed Local Planning Policy – Centres and Commercial Development

With the exception of major developments in neighbourhood centres, SPP 4.2 does not apply to local and neighbourhood centres.

It is therefore proposed that this gap be addressed through a new local planning policy.

The new local planning policy can also provide further guidance for all commercial development.

The policy will include ‘centre-specific guidance’ based on a concise assessment of each centre, setting out:

- SWOT analysis
- Centre-specific development requirements
- Public realm improvements.

This approach will provide greater clarity for Council, developers, businesses, and the community around the expectations for each centre.

It will also assist in identifying opportunities for improvements as part of the future Neighbourhood Plans, which were identified as an action in the draft LPS.

Neighbourhood Plans will identify opportunities to revitalise and support centres to become hubs for the community, such as through improvements to accessibility, safety and security.

When a draft local planning policy has been prepared it will be presented to a future Governance Committee and Council meeting for consideration and will subsequently be advertised for public comment.

Preparation of the local planning policy will involve analysis of each centre to identify the centre-specific guidance.

This work will commence subsequent to Council endorsement of the proposed revised approach to reviewing the LCACS and is estimated to be completed in 2023/2024.

Conclusion



It is recommended that Council endorses the updated approach to the review of the LCACS to ensure that the City's local planning framework responds to the changes to the State planning framework.

Strategic Plans/Policy Implications

Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Increased Investment, economic growth and local employment.
- Thriving local commercial centres, local businesses and tourism industry.

Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- A safe and healthy community that is socially connected.

City Growth & Moving Around

A growing City that is easy to move around and provides great places to live.

- Cockburn Central as the capital of Perth's South Metro Region.

Budget/Financial Implications

Preparation of the local planning policy will be undertaken within the existing Strategic Planning budget.

Legal Implications

N/A

Community Consultation

Community consultation will be undertaken on the draft Local Planning Policy, as required by the Planning Regulations.

Risk Management Implications

There is a risk that if LCACS is reviewed in the way that was previously resolved by Council that it will not provide any support for decision-making, given that local commercial strategies are no longer considered to be part of the planning framework.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

Declarations of Interest



The Presiding Member advised he had received the following Declarations of Interest:

Type of Interest	Nature of Interest
Deputy Mayor Widenbar submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	<p>Deputy Mayor Widenbar has publicly shared on his public social media page that he has submitted an Alternative Recommendation that if the majority of Council voted in favour of, would result in a different outcome than the Officer Recommendation.</p> <p>Whilst Deputy Mayor has not yet determined in which manner he will vote on the item, he is lodging the interest to ensure clear and transparent decision-making.</p>
Cr Corke submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Cr Corke is Chair of the Hamilton Hill Community Group, which had a representative on the Manning Park Trails Community Engagement Group.
Cr Separovich submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Cr Separovich has publicly expressed an interest in seconding Deputy Mayor Widenbar's Alternative Recommendation, which means, according to the advice received concerning the Code of Conduct, Cr Separovich has a pre-formed opinion in favour of the item he is going to second, which is why he is seconding it.



14.2 (2022/MINUTE NO 0082) Manning Park Trails**Author** Daniel Arndt**Attachments**

1. Beeliar Regional Park Management Plan Extract [↓](#)
2. Perth and Peel Mountain Bike Master Plan Extract [↓](#)
3. Manning Park Master Plan Extract [↓](#)
4. Manning Park Mountain Bike Concept Plan [↓](#)
5. Manning Park Working Group Outputs [↓](#)
6. Manning Park History [↓](#)

RECOMMENDATION

That Council:

- (1) RECEIVES the report;
- (2) EXCLUDES mountain bikes from Manning Park, with the exception of designated cycle paths, effective from 1 March 2023;
- (3) REFERS the assessment of required works and associated budget impacts to the Expenditure Review Committee (ERC) for consideration and recommendation to Council; and
- (4) AUTHORISES the City to close and remove all unauthorised bike trails from Manning Park.

Council Decision

MOVED Deputy Mayor T Widenbar SECONDED Cr M Separovich

That Council

- (1) RECEIVES the report;
- (2) REFERS the scoping of comprehensive biological and heritage surveys of Manning Park, including the associated budget impacts, to the Expenditure Review Committee (ERC) for consideration and recommendation to Council.

The surveys are to provide a detailed assessment on the biological and heritage values present within the park, and assist in identifying where, if at all, mountain bike trails could be installed or remain within the Park, whilst not significantly impacting on any areas of value;
- (3) REFERS the scoping of aerial mapping of existing trails within Manning Park, including associated budget impacts, to the Expenditure Review Committee for consideration and recommendation for Council;
- (4) DEFERS closing any existing trails from Manning Park until after the

- consideration of surveys identified in Item 2;
- (5) AUTHORISES the City to close any new trails identified following the outcome of Item 3; and
- (6) Formally adopts the Department of Biodiversity, Conservation and Attractions eight stage trail planning process as the City's framework to manage trails.

(2022/MINUTE NO 0083) Suspension of Standing Orders

Council Decision

MOVED Cr C Stone SECONDED Cr M Separovich

That pursuant to Clause 22.1 of the *Standing Orders Local Law 2016*, the meeting be suspended for up to 30 minutes, the time being 8.56pm..

CARRIED 5/4

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr C Stone, Cr T Dewan and Cr M Separovich

Against: Cr P Eva, Cr L Kirkwood, Cr K Allen and Cr P Corke

8.53pm The Executive Governance and Strategy left the Chambers

8.56pm The Executive Governance and Strategy returned to the Chambers

(2022/MINUTE NO 0084) Extension of Meeting

Council Decision

MOVED Cr C Stone SECONDED Cr K Allen

That Council extend the meeting for a period of 60 minutes, the time being 8.57pm in accordance with Clause 4.14 of Council's *Standing Orders Local Law 2016*.

CARRIED 9/0



Reason for Decision

Suspending Standing Order 4.14 will allow Council sufficient time to conclude the business of Council.

9.40pm Cr Tarun Dewan left the Chambers.
9.41pm Cr Tarun Dewan returned to the Chambers.

(2022/MINUTE NO 0085) Resumption of Standing Orders**Council Decision**

MOVED Cr L Kirkwood SECONDED Cr C Stone

That *Standing Orders Local Law 2016* be resumed, the time being 9.26pm.

CARRIED 9/0

Council Decision

MOVED Cr P Corke

That Council:

- (1) ADOPT as per the Officer's recommendation;
- (2) EXCLUDES mountain bikes in Manning Park upland area (Area 30 of Manning Park, as described in the Beeliar Regional Park Management Plan, with the exception of those being ridden on the existing designated cycle paths located within Manning Park but outside of the Manning Park ridge area effective 1 March 2023;
- (3) CREATES a detailed specific management plan for Area 30 including a full evaluation of the biodiversity environmental values of the area, aboriginal heritage assessment, European heritage assessment;
- (4) Full mapping of the existing trails and their uses;
- (5) ADOPT as per the Officer's recommendation; and
- (6) ADOPTS as per the Officer's recommendation.

MOTION LAPSED FOR WANT OF A SECONDER

MOVED Cr C Stone SECONDED Deputy Mayor T Widenbar

That Council:

- (1) RECEIVES the report;
- (2) DEFERS any decision regarding trails in the Manning Park upland area (Area 30) of Manning Park, as described in the Beeliar Regional Park Management Plan, until such time as the Expenditure Review Committee (ERC) have been provided, for consideration and recommendation to Council, a report detailing costs and presumptive timings for:
 1. A full evaluation of the biodiversity and environmental values of the area
 2. An Aboriginal heritage assessment
 3. An European Heritage Assessment
 4. Creation of a detailed specific management plan for Area 30
 5. Commencing a structured process regarding trails development following the DBCA Trails Development Process – Eight Staged Planning Process.
- (3) FORMS a Community Advisory Group for the area once the Management Plan is completed, to guide and inform the Management Plan and future management of Manning Park; and
- (4) REQUESTS said report to be presented, at the latest, to the September 2022 meeting of the ERC.

MOVED Deputy Mayor T Widenbar SECONDED Cr K Allen that the motion be put.

CARRIED 6/3

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr L Kirkwood, Cr M Separovich, Cr C Stone

Against: Cr P Corke, Cr P Eva, Cr T Dewan

Reason for Decision

The City cannot go through the process that it has been through with the community over the past two years and then completely ignore the outcomes.

The community, and the most impacted groups, stood back and agreed to a process.

They chose their representatives, who gave up many hours going to meetings, discussing, negotiating – and ended up with a final report that clearly shows the points that they all came to an agreement on, which was quite a remarkable achievement when you consider their diverse interests.

It is understood that the recommendations of the working group have no power – but why form the group and take up their valuable time if we are going to ignore the consensus opinion of this group which represents many thousands of residents.

The Officer's Recommendation also does not deal sufficiently with the future needs



for responsible stewardship of this place, that is so important to so many people – for many different reasons.

Manning Park Area 30 requires careful management from an ecological/environmental perspective – it requires a detailed and comprehensive Management Plan.

We have existing guidelines that can be used. The Eight Staged Trail Planning Process requires background informing studies, it allows community input and ensures matters of acknowledged importance are fully understood and tested.

The future direction of Manning Park needs to be decided once all the required information has been evaluated, and we owe it to the community to honour their part in this process.

Background

On 12 February 2002 Council formally endorsed the draft *Beeliar Regional Park Management Plan* and forwarded it to the Department of Conservation and Land Management (CALM).

The plan was formally adopted by the State Government in 2006 and identified the upland area (Area 30) as suitable for cycle tracks and identifies the area's purpose as recreation (refer Attachment 1).

In 2013 the City developed the *Trails Master Plan*, which was an update of the 1999 Plan prepared by Maher Brampton and Associates.

The plan identified upgrades and development of new trails within both the City and Department of Biodiversity Conservation and Attractions (DBCA) managed conservation areas and suggested the City should begin to consider the establishment of mountain bike trails.

The plan however did not identify locations for the establishment of mountain bike trails.

In 2015 the City started to look at the feasibility of a formalised mountain bike trail network in the upland area of Manning Park.

The City recognised that mountain bike enthusiasts were already using the area and unsanctioned trails were being established.

It was considered that the establishment of good quality, well designed and maintained trails would prevent additional unsanctioned trails being developed.

This process however was paused in anticipation of the State Government developing a Master Plan for mountain biking in Perth and Peel and the City's own Master Plan for Manning Park.



In 2017 the *Perth and Peel Mountain Bike Master Plan* was developed by WestCycle, with support from the State Government, Lotterywest and the West Australian Mountain Bike Association.

The plan was launched in July 2017, at Manning Park, by Environment Minister, Stephen Dawson, and Sport and Recreation Minister, Mick Murray. Manning Park was identified in this Plan as a mountain biking destination (refer Attachment 2).

On 13 September 2018 the Council formally adopted the *Manning Park Master Plan*, which recommended the formalisation of mountain bike trails.

The plan identified three specific actions relating to mountain bike trails (refer Attachment 3):

- Action Item 16 within the Plan identified the degraded northern quarry as a possible mountain bike destination
- Action 17 identified the degraded southern quarry as a possible mountain bike destination
- Action 18 suggested the construction of a loop trail connecting each of the quarries.

Each of these actions was proposed to:

- Respond to community needs and management concerns through the formalisation of existing trails
- Respond to a noted requirement for local mountain biking destinations
- Protect and enhance habitat via revegetation
- Reduce unsanctioned trail building.

In 2020 the City resumed the 2015 project, for the formalisation mountain bike trail network in the form of a concept plan for mountain bike trails and presented the draft design to the public for comment throughout June/July 2020 (refer Attachment 4).

The public comment period was advertised in a variety of ways including Cockburn Gazette Ads, media releases, social media posts, letters to nearby properties, signage throughout Manning Park, e-newsletters, website updates and more.

The initial comment period was extended by three weeks and 2,000 letters were delivered to local residents informing them of the extension.

Local traditional owners were also consulted in relation to the concept plan.

While over 60 per cent of respondents said they felt the draft plan was good or very good, or were happy with it to some degree, several key issues were identified, including:



- How to enhance environmental outcomes and protect important areas within the park
- How to integrate the needs of other user groups
- How to achieve an appropriate scope and scale of trails.

In 2021, given the concerns that were identified through the consultation, the City decided to undertake further community consultation and established a Manning Park Trails Community Engagement Group (CEG).

The role of the CEG was to work collaboratively alongside an independent facilitator to review the issues, opportunities and solutions associated with the future of Manning Park, including potential consideration of the trail network in Manning Park.

The CEG's role was not to undertake detailed work, assessments, or environmental compliance.

A total of 18 people were chosen to be on the CEG, including local residents, representatives from community, sporting and environmental groups together with members suggested by the City's Aboriginal reference group.

The meetings commenced on 8 December 2021, with a total of five meetings being held, the last on 23 March 2022.

A final report was produced, which was supported by all group members.

The report outlined areas of agreement and disagreement, and suggestions in terms of next steps (refer Attachment 5).

Submission

N/A

Report

Manning Park has had an extensive history.

The Manning family property extended to the coast and both north and south of the current Manning Park.

In the 1850s, Charles Manning established a farm just north of Manning Park to provide produce for his Fremantle house.

In the mid-1860s, he built Davilak, which became an extensive farm and large family home for Charles' son Lucius, wife Florence, and their children, including Azelia. This burnt down in 1960.



In the early 1920s, Azelia built Manningtree House.

After Azelia's death in 1954, her house and grounds were rented until the late 1970s, and in 1983, became the Azelia Ley Homestead Museum.

From the mid-nineteenth century, stone for building houses, sheds and walls was collected or quarried on site, and timber for building was also felled and cut onsite.

There were also lime kilns for making mortar.

Old Farm, Davilak and Manningtree House carried stock, which at times included cattle, horses, and donkeys.

There were also fruit trees and a vineyard.

A small amount of quarrying on the ridge at the north end of Manning Park and near the corner of Spearwood Avenue and Cockburn Road is apparent in the 1965 aerial photographs.

Despite this use of the land, photographs from 1900-1910 and aerial photographs from 1942 onwards consistently show low, scrubby vegetation on the ridges.

Tracks appear in some of the 1965 aerial photographs but may represent more intensive use of the space by the large family renting Manningtree House.

Grazing and horticulture seems to have taken place on the lower ground, where Tuarts also grew.

For example, camels were quarantined in what was known as Davilak Paddock, between the ridge and Catherine Point in the 1890s, and bullocks were held in a paddock between Davilak Road and Hamilton Road in the 1920s, to the north of the lake (further details in relation to the history of the site can be found in Attachment 6).

As well as containing excellent examples of European Heritage, it is also likely that Manning Park also has significance from an Aboriginal perspective, particularly given the proximity to important sites to the north, although no formal assessment has been undertaken of the area.

In the 1960s, it became under the control of the government.

In the late 1990s, due to community concerns, the City fenced the entire perimeter of Manning Park.

The aim was to prevent ongoing dumping, which was occurring, and restrict access to four-wheel drive vehicles and motorbikes.



Once fenced, the City then removed the rubbish which included old white goods, building rubble, car bodies and an assortment of other waste.

Manning Park now includes both a traditional park environment with lawns, play equipment, BBQ's, formal paths, and other park infrastructure, along with unique elements such as Manning Stairs, Azelia Ley Museum and the Davilak ruins.

Alongside the community and heritage infrastructure, the park also incorporates a natural wetland and the limestone ridge line of the Spearwood dunes which boasts views across surrounding suburbs and the coastline.

The upland areas of Manning Ridge are now popular with a range of users, including walkers, runners, orienteers and, increasingly, mountain bikers with some having been using the area for more than 20 years.

Some of the trails that exist in this upland area are historical while others have been created in recent years without approval by a minority of mountain bikers.

The construction of these trails has resulted in destruction of vegetation, erosion, safety issues and user conflict.

The extent of trails used by mountain bikers in Manning Park is depicted in the map below with over 17km of trails being used.





Source: www.trailforks.com/region/manning-park-1486544341

It has been a similar experience in Western Australia, with new people taking up the activity leading to record levels of participation across the state.

The benefits that mountain biking provides communities are increasingly recognised.

The development of trails and increased participation provide a range of economic, physical, and mental health, environmental and social benefits.

The benefits that mountain biking provide at both an individual and community level is becoming increasingly recognised and continues to build the case for additional investment and development within various locations in Perth, Peel and the South West regions.

The Manning Park Trails Community Engagement Group (CEG) was established to work through some of the issues identified with the Manning Park Mountain Bike Concept Plan.

The recommended future approach agreed to by all CEG members was:

1. If trails are to be constructed in Manning Park, the City should follow the DBCA eight staged trail planning process.

This would enable community input at various stages and ensure matters of importance are fully understood and tested.

2. All necessary informing studies should be undertaken which, as a minimum, should include:
 - A full evaluation of the site's biodiversity and environmental value
 - An Aboriginal Heritage Assessment
 - A European Heritage Assessment.
3. The group also identified the need for a specific management plan for the park.
4. The group identified a need for a community advisory committee to be established to assist in guiding and informing the management plan and future management of the park.
5. A Community Advisory Committee could assist the City by contributing to:
 - The development of an appropriate management model for the park
 - Determine the future direction, ongoing management of all areas of Manning Park and the implementation of agreed actions
 - Include engagement by the City and other responsible bodies including state government departments
 - Involve user groups as an integral part of the management of the site.

Based on the report produced by the CEG and issues raised during public consultation it is clear there is a need to address the issues of unsanctioned trails



and associated concerns, such as impacts on vegetation and fauna, user conflict and safety.

This can be approached in two ways:

1. By excluding mountain bikes within Manning Park entirely, or
2. By permitting the construction of designated, well designed, sustainable mountain bike trails within sections of the park.

Each approach has both positive and negative impacts associated with it.

Prohibiting Mountain Bikes within the Park

If Council determines to prohibit mountain bikes within the upland areas of the park, there is the potential for the following positive benefits:

- Environmental benefits via reduced impacts on vegetation and fauna as construction of unsanctioned trails would likely cease due to potential for prosecution
- Prohibiting mountain bikes addresses the concerns of the members of the CEG and the community, who are not supportive of mountain bikes in the upland areas
- Reduces conflict between users and improves safety by eliminating the interaction of other users and mountain bike users
- Provides the City with a definitive position in relation to mountain bike trails so that issues can be addressed with clear direction
- Reduces the funding required for trail construction
- Reduces the needs for ongoing maintenance of sanctioned trails
- Ensures the closure of unsanctioned trails.

Negatives impacts associated with prohibiting mountain bikes include:

- Prohibiting mountain bikes does not cater for all current park users
- A need for increased surveillance and Ranger presence to ensure mountain bikes are no longer using the Park
- Potential opposition from mountain bikers
- Potential criticism from the State Government and State Government agencies for not addressing the *Perth and Peel Mountain Bike Master Plan*
- It is not in keeping with the previously endorsed *Manning Park Master Plan* or *Perth Peel Mountain Bike Master Plan*
- No economic benefits generated from visitors using the trails
- Loss of a tourism drawcard.

Supporting the development of mountain bike trails within the park.

If Council determines to support the development of mountain bike trails within sections of the park, there is potential for the following positive benefits:



- Environmental benefits via reduced impacts on vegetation as construction of unsanctioned trails would likely cease given there is well designed and constructed trails
- All current park users will be catered for via trail construction
- Reduced conflict between users and improved safety as there are designated, well defined mountain bike trails
- Provides the City with a definitive position on mountain bike trails within the park so that issues can be addressed with clear direction
- Enhances environmental outcomes through revegetation and sustainable trail construction
- Is in keeping with *Manning Park Master Plan* (approved by Council in 2018), and *Perth Peel Mountain Bike Master Plan* (the later approved by Environment Minister, Stephen Dawson, and Sports and Recreation Minister, Mick Murray in 2017)
- Closure of unsanctioned trails
- Economic benefits from increased visitation
- Potential tourism drawcard.

Negative impacts associated with supporting mountain bike trail development include:

- Does not address concerns of all members of the CEG
- Continued opposition from groups opposed to mountain bike trails
- A need for increased surveillance and Ranger presence to ensure mountain bikes are no longer creating unsanctioned trails.
- Allocation of funding for trail development and ongoing maintenance depending on the management model
- Potential impacts on fauna such as reptiles being injured or killed on trails.

Should Council determine to support the establishment of mountain bike trails this could potentially be achieved in the following manner:

- No mountain bike trails to be established within the areas of Manning Park as defined by the *Beeliar Regional Park Management Plan*, except within the degraded northern and southern quarry areas
- Any trail construction should be accompanied by extensive weed control and a revegetation program, with a minimum of 25% of any trails funding be allocated to rehabilitation

This would have the benefit of not only enhancing the riders experience but also improving environmental outcomes and enhancing habitat

The two quarry areas are completely degraded and contain limited native vegetation

Construction of mountain bike trails in these areas, if accompanied by revegetation, will enhance environmental values, and increase habitat



- Establishment of a loop trail connecting each of the quarry areas be established outside the park boundary and within the existing road reservation to the west of the park

It is highly unlikely that any road will be constructed and much of this area is also degraded and would benefit from revegetation

- The establishment of any trails should follow the DBCA Trails Development Guidelines

The guidelines outline processes and the need for relevant studies, stakeholder engagement, concept planning, detailed design, approvals, and management models.

A summary of the DBCA trails development process is below:

Stage	Outcome
1. Trail Proposal	A trail development proposal is either supported in principle by the land manager/owner, or not supported (due to environmental, social, cultural, or other constraints). The purpose of a proposal could be to identify potential suitable areas for consideration.
2. Framework	A project outline developed by the steering group (stakeholders), including project objectives, project management model, stakeholders, roles, target market, requirements, execution, and ongoing management model.
3. Site	Assessment broad-scale study of the area and identification of opportunities, constraints, and characteristics such as soil types, vegetation etc.
4. Concept Planning	Field identification of opportunities and conceptual trail plan, including broad trail corridors and infrastructure requirements.
5. Corridor	Evaluation detailed assessment of trail corridors for use in determining the final trail alignment.
6. Detailed Design	Detailed trail design and alignments physically flagged in the field. Includes detail on the trail classifications, technical trail features (TTFs), construction methods and specifications.
7. Construction	Trail constructed in line with the Detailed Design.
8. Management	Management plan implemented detailing maintenance and monitoring requirements

Manning Park is highly valued by a range of users as well as the local community and the area contains threatened ecological communities, coastal shrublands, heath lands and associated species that are becoming increasingly rare on the Swan Coastal Plain.



The area is also home or used by a range of native fauna species that are listed as either threatened or vulnerable under state and federal legislation.

Much of the flora and fauna currently within the area has been protected as a direct result of the interventions by the City in fencing off the area and providing management over the past 20 to 30 years.

The area also has considerable value in terms of European Heritage (refer Attachment 6) and likely Aboriginal Heritage, although no formal assessment of Aboriginal Heritage has been undertaken.

The *Beeliar Regional Park Management Plan* identifies the upland area as management zones for conservation and protection with the emphasis being to protect and enhance biodiversity conservation values and landscape qualities.

Considering the environmental aspects of the site and the *Beeliar Regional Park Management Plan* identifying the need to protect and enhance the upland area and given complexities around establishing trails within the park that will not have adverse impacts on the site, it is recommended that Council exclude mountain bikes from Manning Park.

Local Law Context

The City's current local law prohibits creating and maintaining unofficial tracks within City managed reserves.

If the offenders are identified, they may be infringed or prosecuted depending on the severity of the offence. The infringement is currently \$80 per offence.

Using an official track can be enforced with existing provisions of the City's Consolidated Local Laws.

However, it is recommended signage within Manning Park be reviewed and installed to ensure accurate maps of official tracks are provided before this enforcement action is undertaken.

The City is currently reviewing its Consolidated Local Laws, where higher penalties and specific offences may be added for Council's future consideration.

Operational Enforcement Context

Enforcing local laws in this context can be challenging due to the size of Manning Park and the all-year nature of mountain bike riding.

Further adding to this is the reluctance of riders to provide contact and personal details if receiving an infringement.



Accordingly, the City's Ranger Services will need to use a host of technology solutions such as sensors and Closed-Circuit Television (CCTV) cameras to identify high activity areas and suitable times to undertake proactive patrols.

Additional fixed CCTV are being planned in Manning Park in the 2022-23 financial year to further assist Rangers in obtaining vehicle registration details of illegal riders so that further follow up action can be taken.

Based on the area's current use by mountain bike riders, the City considers it has sufficient resources to adequately undertake patrols.

However, this may require further review, depending on the continued use of Manning Park by mountain bike riders.

Bold Park

Bold Park has experienced similar issues with mountain bikes and unsanctioned trail development.

Bold Park is a Class A reserve and is managed by the Botanic Gardens and Park Authority (BGPA).

Although mountain biking is prohibited in Bold Park, it is noted and acknowledged that BGPA continue to have issues with mountain bike users and the construction of mountain bike trails.

BGPA advise they are finding it difficult to police and identify those responsible for creating the trails and that at this time no one has been prosecuted for constructing trails in the park.

Recommendation

In summary, development/provision of trails for mountain bikes in Manning Park is not supported as they would have an adverse impact on the significant environmental values of the area and adversely impact on other trail users.

It is acknowledged that implementing such a restriction, given the current level of use by mountain bikers and the size of Manning Park, will require a number of months to review all existing trails and install signage and other control measures (such as CCTV).

It is therefore recommended that use of mountain bikes be excluded from Manning Park, with the exception of designated cycle paths, effective from 1 March 2023.

This would allow the City to ensure all users are provided with sufficient notification, undertake a full review of all existing sanctioned and unsanctioned trails (including costing of works to close all unsanctioned trails), identify and install appropriate signage, and undertake costing of additional resources required to police the area.



Should additional funding be required outside of the current budget provisions, a separate report will be prepared for consideration by the City's Expenditure Review Committee.

Strategic Plans/Policy Implications

Environmental Responsibility

A leader in environmental management that enhances and sustainably manages our local natural areas and resources.

- Protection and enhancement of our natural areas, bushland, parks and open spaces.

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- High quality and effective community engagement and customer service experiences.

Budget/Financial Implications

The Manning Park Master Plan identified a funding allocation towards trail construction within the Park.

These funds would no longer be required if trails are not to be supported.

Additional funding may be required to support Rangers and Co-Safe, who would be required to police the exclusion of mountain bikes.

Legal Implications

N/A

Community Consultation

Extensive community consultation was carried out during the development of the Manning Park Master Plan, the Manning Park Mountain Bike Concept Plan and by the establishment of the Community Engagement Group.

Risk Management Implications

Excluding mountain bikes from Manning Park reduces risks associated with mountain bikes using the same trails that would be being used by other park visitors.

There may be reputational risk to the City given the Council endorsed Manning Park Master Plan identified the need for mountain bike trails.

Advice to Proponent(s)/Submitters

N/A



Implications of Section 3.18(3) *Local Government Act 1995*

Nil



Part B Principal Management Directions

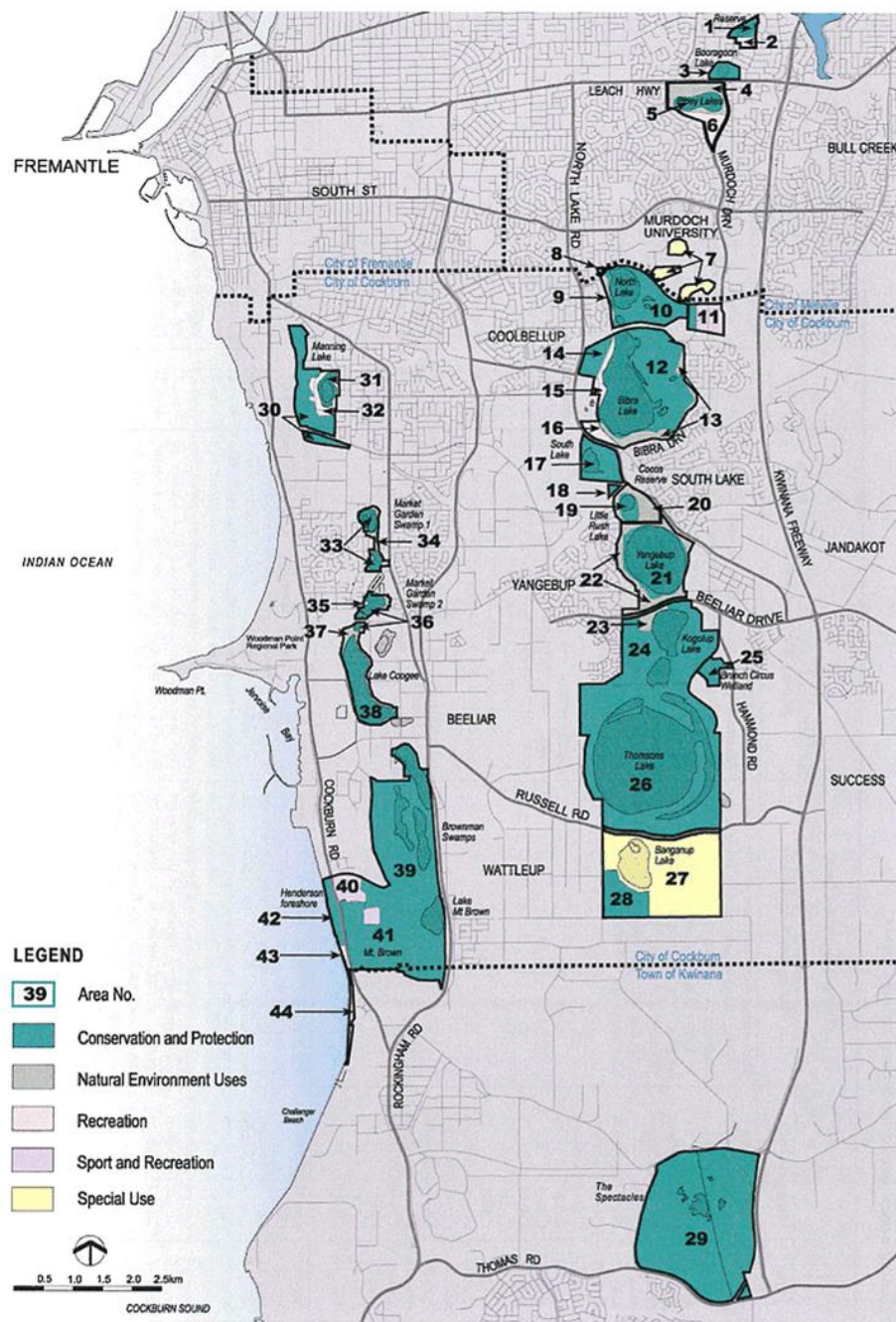


Figure 4 - Proposed management zones and areas

Part B Principal Management Directions

Table 1 - Management zones and future tenure arrangements

MANAGEMENT ZONES				FUTURE TENURE ARRANGEMENTS			
Management Zone	Plan Area	Management Agency	Management Emphasis	Acceptable Uses and Facilities	Plan Area	Reserve Purpose Vested Authority	
Conservation and Protection	Area 1	City of Melville	The management emphasis of this zone is to protect and where possible, enhance the biodiversity conservation values and landscape qualities of the Park. Priority will be given to maintaining the natural state of Conservation and Protection areas with a minimum of impairment. Visible evidence of management will be minimal.	<p>Wetland Areas: Restricted public access. Unauthorised watercraft and vehicles prohibited. Development of facilities such as boardwalks and observation platforms are acceptable in certain locations (see Appendix B - Recreation Masterplan). Protection and enhancement of natural habitats to ensure survival of wetland ecosystems is considered essential. Education and research uses allowed.</p> <p>Upland Areas: Public access restricted predominately to nature trails, cycle tracks and through access ways (in certain locations). Development of facilities such as observation platforms and car parks are acceptable in limited locations (see Appendix B - Recreation Masterplan). Rehabilitation of vegetation. Habitat protection for bird species and other fauna is considered essential. Education and research uses and facilities allowed.</p>	Area 1	Recreation & Conservation of Fauna	Melville City Council
	Area 3	City of Melville			Area 3	Parkland, Public Recreation Drainage	Melville City Council
	Area 5	City of Melville			Area 5	Parkland & Environment Centre	Melville City Council
	Area 10	CALM			Area 10	Conservation Park	Conservation Commission
	Area 12	City of Cockburn			Area 12	Recreation; Recreation & Education*	Cockburn City Council
	Area 14	City of Cockburn			Area 14	Pioneer Park; Recreation & Education*	Cockburn City Council
	Area 17	CALM			Area 17	Conservation Park	Conservation Commission
	Area 18	City of Cockburn			Area 18	Public Recreation	Cockburn City Council
	Area 19	City of Cockburn			Area 19	Recreation	Cockburn City Council
	Area 21	City of Cockburn			Area 21	Recreation	Cockburn City Council
	Area 24	CALM			Area 24	Conservation Park	Conservation Commission
	Area 25	CALM			Area 25	Conservation Park	Conservation Commission
	Area 26	CALM			Area 26	Nature Reserve	Conservation Commission
	Area 28	CALM			Area 28	Conservation Park	Conservation Commission
	Area 29	CALM			Area 29	Conservation Park	Conservation Commission
	Area 30	CALM			Area 30	Recreation	Cockburn City Council
	Area 31	City of Cockburn			Area 31	Public Recreation	Cockburn City Council
	Area 33	City of Cockburn			Area 33	Public Recreation and Drainage	Cockburn City Council
	Area 36	City of Cockburn			Area 36	Public Recreation and Drainage	Cockburn City Council
	Area 38	City of Cockburn			Area 38	Recreation	Cockburn City Council
Area 39	CALM	Area 39	Conservation Park	Conservation Commission			
Area 41	CALM	Area 41	Conservation Park	Conservation Commission			
Area 42	CALM	Area 42	Conservation Park	Conservation Commission			
Natural Environment Use	Area 4	City of Melville	The management emphasis is to provide for appropriate uses that do not adversely affect the natural environment. Areas will be managed jointly for public use, conservation and enhancement of flora and fauna, and improvement of landscape qualities. Public use must be compatible with the assigned purpose of the relevant reserve. Visible evidence of management may be moderate to high. Management will encourage uses that promote conservation and education.	<p>Areas are readily accessible by walking trails and cycle paths. Some development of facilities necessary. These may include education nodes and facilities (such as car parks) associated with visitor nodes. Commercial concessions compatible with the values of the area may be considered appropriate within this management zone. The provision of facilities will depend on the values of the area and the community demand for facilities. Rehabilitation and habitat protection will be necessary.</p>	Area 4	Parkland and Environment Centre	Melville City Council
	Area 9	CALM			Area 9	Conservation Park	Conservation Commission
	Area 13	City of Cockburn			Area 13	Recreation & Education Uses	Cockburn City Council
	Area 20	City of Cockburn			Area 20	Recreation	Cockburn City Council
	Area 22	City of Cockburn			Area 22	Recreation	Cockburn City Council
	Area 23	CALM			Area 23	Conservation Park	Conservation Commission
	Area 34	City of Cockburn			Area 34	Public Recreation and Drainage	Cockburn City Council
	Area 35	City of Cockburn			Area 35	Public Recreation and Drainage	Cockburn City Council
	Area 37	City of Cockburn			Area 37	Recreation	Cockburn City Council

Continued over page...

COCKBURN

MODEL

Significance	Priority	Deliverability	Primary Trail Model	Secondary Trail Model	Scale
Local	Moderate	Short	Trail Network	-	10km
Region		Biodiversity, Conservation and Attraction Body	Local Government	Other Stakeholders	
Perth Metropolitan	Regional Parks	City of Cockburn, City of Fremantle	DUSC		

EXISTING TRAILS

ID	Name	Model	Type	Length	Quality	Classification	Parking	Trailhead/Signage
NIL								

DEVELOPMENT

Overview

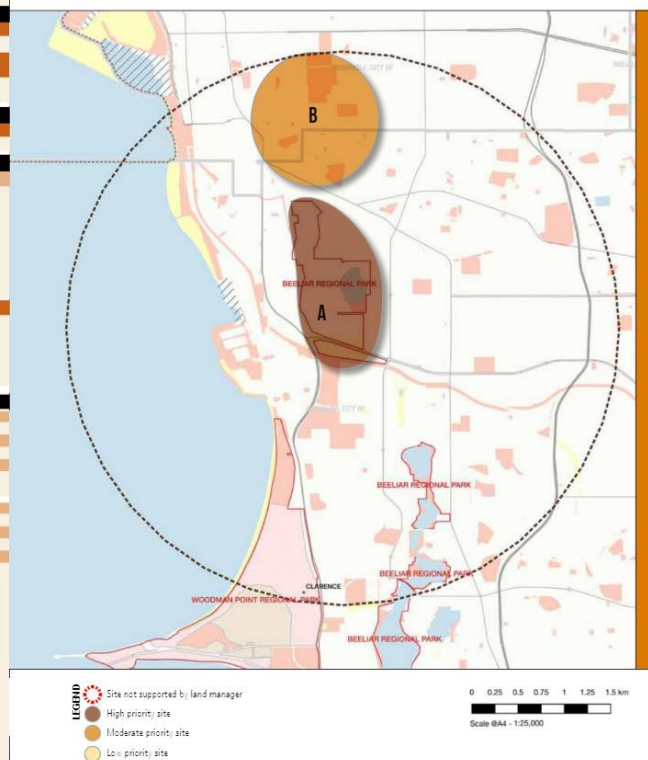
The City of Cockburn is a coastal peri urban Council located approximately 16km south of Perth City, directly to the south of City of Fremantle, and could be developed to local significance. The area has significant demand for mountain bike trails (particularly within the Manning Lake Reserve) and development of the area will provide a significant opportunity to capture the day trip tourism market from nearby (proposed regional) and nationally significant locations. The existing infrastructure, connections and services provided within the City, make it suited to trail network development and should be considered in all planning. The excellent opportunity within Manning Lake Reserve should be the primary focus development of a cross country trail network and bike park facility, could establish an accessible recreation resource for young people and enthusiasts. If development is well considered a long term focus should be on the potential railway reserves trail connecting to the City of Mandurah. Competing recreation demands and surrounding land owners are identified as the location's largest constraints.

Key Features	Complementary	Opportunities	Existing Infrastructure
Coastal Views, Limestone Ridge, Quality Vegetation, Significant Topography	Manning Lake Amenities, Parkland, Existing Walk Trails, Playground	Manning Park and surrounds, Trail Network and Bike Park, Connection to Proposed Railway Reserve Trail, Woodman Point Camp, School Individual Trail	Manning Park, Parking, Picnic & BBQ Area, Playground Amenities

ID	PRIORITY SITE	OPPORTUNITY	CONSTRAINTS
A	MANING LAKE RESERVE	Trail Network featuring limestone ridge, manning lake with significant coastal topography, Connection to Proposed Railway Reserve Trail, Bike Park Facilities	European Heritage, Established Recreation, Surrounding Land Owners, Community Value, Safety, & Road User Conflict, Soil Types, Operating Times
	Land Tenure		Trail Model
	Land Manager		Priority
	City of Cockburn		Timeframe
			Trail Types
			Classifications
			Compatibility
			High
B	FREMANTLE RESERVES	Extension of Manning Lake trail network including Bike Park facility	Suitability of Site, Surrounding Land Owners, Scale Of Site, Site Fragmentation, Safety, & Road User Conflict, Soil Types
	Land Tenure		Trail Model
	Land Manager		Priority
	City of Fremantle		Timeframe
			Trail Types
			Classifications
			Compatibility
			Low

66 Location Detail

COCKBURN



Perth and Peel Mountain Bike Master Plan 67

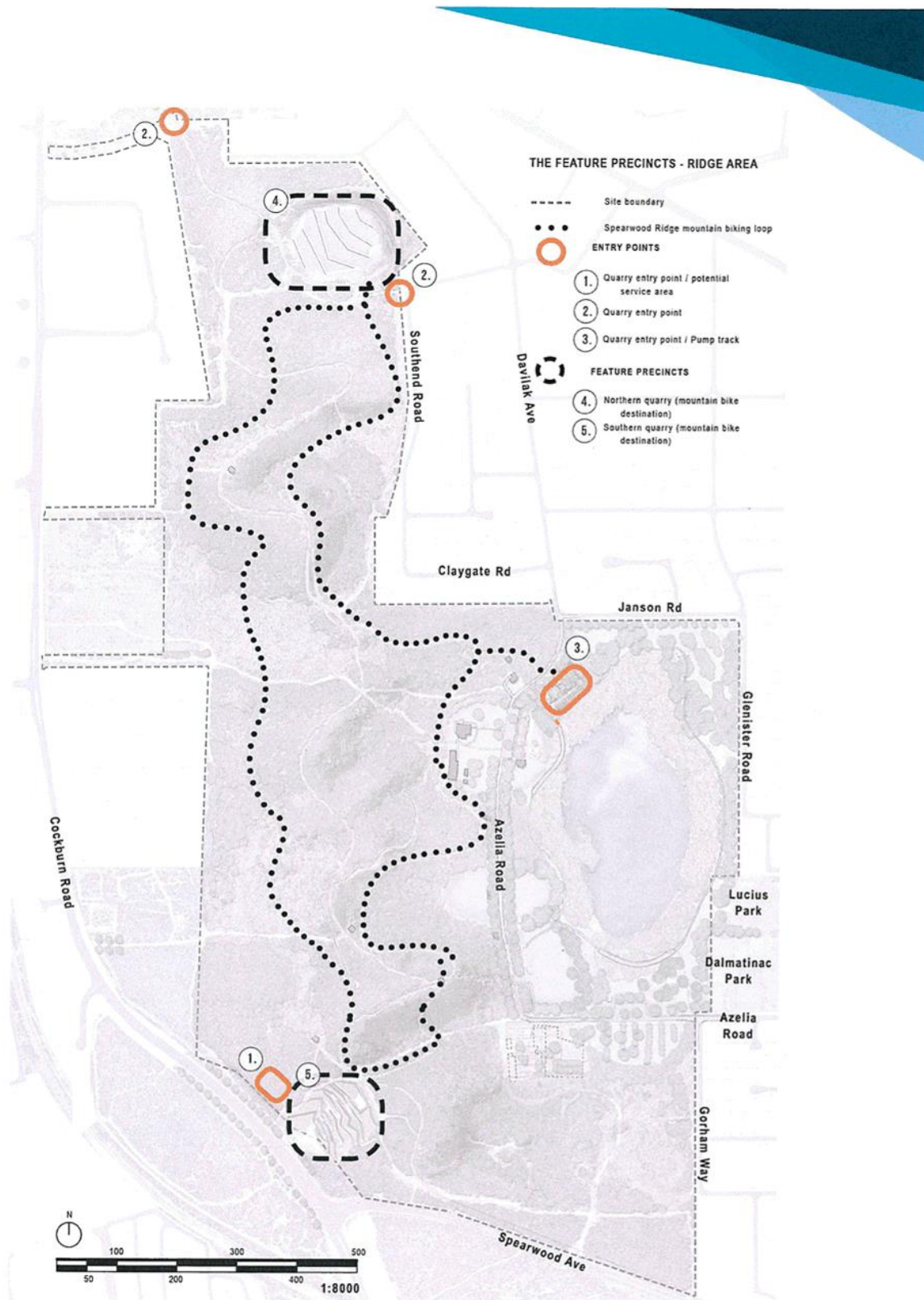
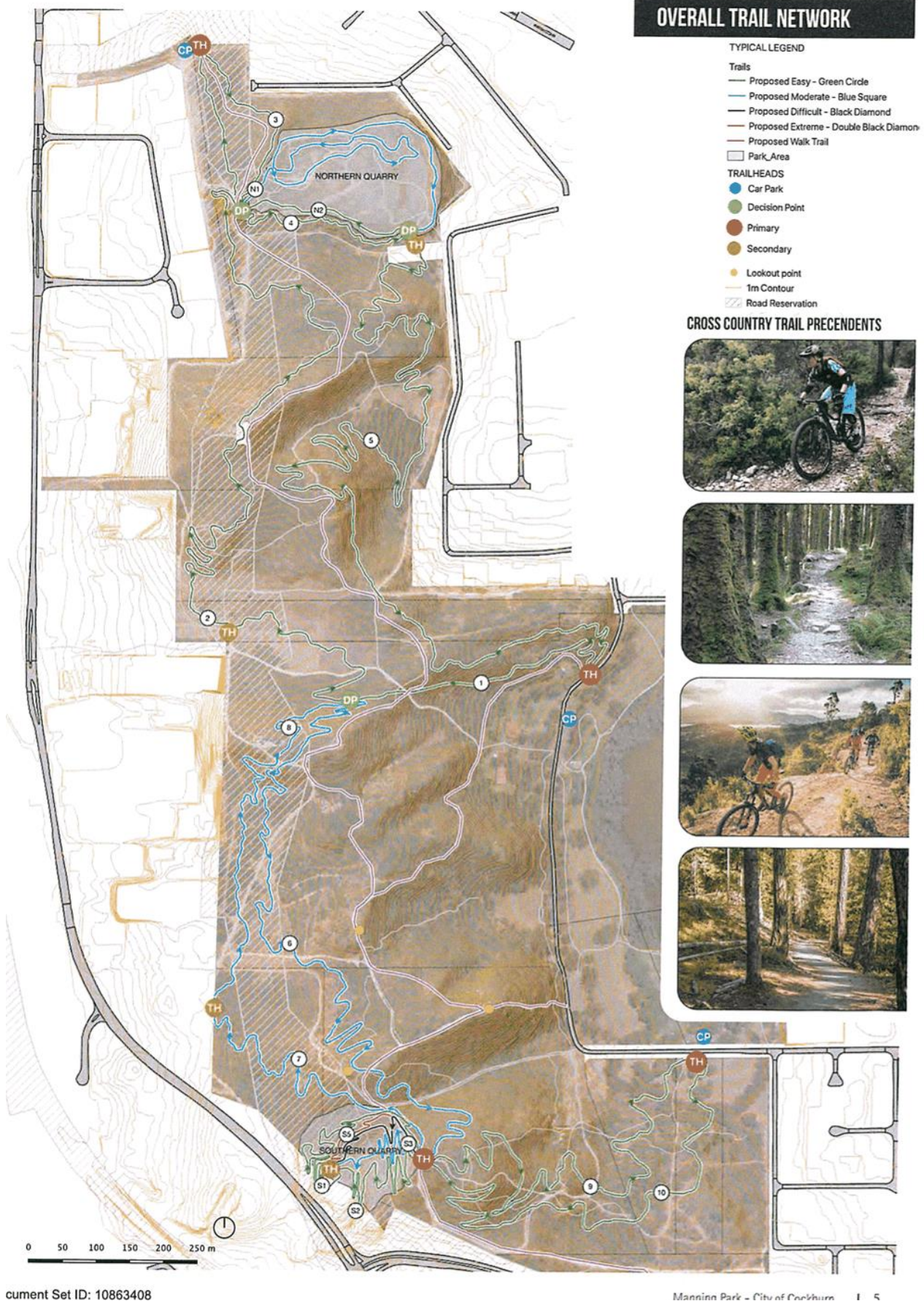


Figure 18: The Quarry Sites





**MANNING PARK TRAILS: COMMUNITY WORKING
GROUP OUTPUTS REPORT**



[Dave Lanfear Consulting / OPG |Manning Park | April 2022](#)

Table of Contents

Executive Summary	2
1.0 Background	5
2.0 Establishing the Community Engagement Group	5
3.0 The Workshop Process and Notes	7
4.0 Representatives Key Considerations	10
5.0 Areas of Consensus	13
6.0 Areas of Disagreement	14
7.0 Recommended Future Approach to be Considered	15
Appendix A: BRPMP Proposed management zones and areas	17
Appendix B: Workshop No.1 Meeting Notes and Agreed Terms of Reference	18
Appendix C: Workshop No.2 Meeting Notes	39
Appendix D: Workshop No.3 Meeting Notes	52
Appendix E: Workshop No.4 Meeting Notes	62



Executive Summary

This report represents the outputs of a series of workshops undertaken with a Community Engagement Group (CEG) established by the City of Cockburn following comments received in respect of the Manning Park Mountain Bike Concept Plan.

To establish the CEG the City called for Expressions of Interest (EOI) which was advertised from September through to October 2021. 51 expressions of interest were received. These were independently shortlisted under a range of criteria agreed with City officers. Eighteen, including three representatives from the aboriginal community were invited to attend a series of four workshops which followed the following process:

- Workshop 1: Establish the contextual background, agree the Terms of Reference and initial discussions
- Workshop 2: Endorse the Terms of Reference and the critical considerations of each representative
- Workshop 3: Finalise the critical considerations of each representative and consider additional detail related to Manning Park.
- Workshop 4: Discuss key themes and potential priorities for consideration in the future planning of trails at Manning Park.

Each workshop was followed by the sharing of notes / presentations and the ratification of the items discussed.

Through the workshop process the following areas of consensus were agreed:

- The planning to date had not followed a structured process in accordance with the published Trails Development Process - Eight Staged Trail Planning Process. In order for the community to have faith in the outcome of the process it was considered essential that the process going forward should incorporate this tried and tested approach.
- As a result of the failure to adhere to the above process previous planning was not fully informed by a series of studies which would provide the basis against which clear decision making may be made. These included:
 - A full evaluation of the sites biodiversity and environmental value.
 - An Aboriginal Heritage Assessment
 - A European Heritage Assessment.
- The development of unsanctioned trails was not supported by any group or individual.
- Manning Park required careful management from an ecological / environmental perspective. This primary concern would influence the extent that the land could provide for a variety of users.
- Statutory approval requirements must be met.
- The need to respond to local community need.
- There is a need to manage conflict between users more effectively and be

clear with communication to the community from the City. This included:

- Concerns were expressed regarding the consultation process and involvement of all user groups to date.
- Frustration was felt on all sides related to either promises not being fulfilled (in respect of the development of trails) or the inadequate assessment of the value of the land (in respect of ecology, biodiversity and heritage).
- Current control and management of the site. This included unauthorised and unmanaged modification, development and damage to a unique limestone ridge and conversely the interference by unknown people causing danger to individuals using the trails.
- Making the right decision for future generations even if this takes time.

The CEG representatives were not in agreement on the following matters:

- The need to formalise mountain bike, running and hiking trails within the Park.
- The use and role of unsanctioned trails and their future use.
- The activities which are appropriate for Manning Park.
- The level of degradation and ecological value of the Ridge.
- In respect of the use of the trails, whether they could be effectively self-policed by users.
- Whether it is reasonable for individuals / groups to prune bushes, remove weeds etc. without appropriate management practices being put in place.
- Whether it is appropriate for some users to clear trails and other areas for safety reasons outside of an agreed plan due to the damage which may occur to sensitive areas and Threatened Ecological Communities (TEC).
- While environmental protection and rehabilitation is important, there needs to be a balance to cater for all users of Manning Park.

The recommended future approach included:

- The City are to follow the DBCA Eight Staged Trail Planning Process and undertaking all of the background informing studies required which as a minimum should include:
 - A full evaluation of the sites biodiversity and environmental value.
 - An Aboriginal Heritage Assessment
 - A European Heritage Assessment.
- The group identified a need for a community advisory committee to be established to assist in guiding and informing the management plan and future management of the park.
- A Community Advisory Committee could assist the City by contributing to:
 - The development of an appropriate management model for the Park.
 - Determine the future direction, ongoing management of all areas of Manning Park and the implementation of agreed actions.

- Include engagement by the City and other responsible bodies (including state government departments).
- Involve user groups as an integral part of the management of the site.



1.0 Background

This report represents the outputs of a series of workshops undertaken with a Community Engagement Group (CEG) established by the City of Cockburn following comments received in respect of the draft concept design for a proposed Mountain Bike Network at Manning Park. The draft concept was released for comment in 2020 following a process which included:

- The City of Cockburn Trails Master Plan was completed in 2013 and the Manning Park Mountain Bike Concept Plan in 2015. The Trails Master Plan identified the need to investigate options for potential locations for mountain biking within the City of Cockburn. The release of the concept plan was put on hold pending the completion of the Perth and Peel Mountain Bike Master Plan (PPMBMP).
- The PPMBMP was developed by Westcycle (State Sporting Association) with the support of State Government and followed an extensive statewide consultation process. The PPMBMP was adopted and published at the end of 2016. The plan referenced Manning Reserve as a priority site for mountain bike opportunities with a primary focus being the development of a cross country trail network and bike park facility to establish an accessible recreation resource for young people and enthusiasts.
- Subsequent to this the City of Cockburn developed the Manning Park Master Plan 2018 which, following a period of public consultation, was endorsed by Council in December 2018 with a 7.25M commitment to its implementation. A recommendation of the Master Plan was the formalisation of some mountain bike trails in Manning Park to mitigate the unsanctioned trails being created.

Over recent years some of the recommendations and actions identified in the Manning Park Master Plan has been implemented including upgraded signage, installation of new park furniture, new bin enclosures, replacement of BBQs and drink fountains and the commencement of the upgrade of the lake side path.

While the draft concept design for the Mountain Bike Network at Manning Park received a high level of support there were a number of concerns raised. These included environmental impacts, safety concerns, heritage and impacts on amenity. Additionally, concerns were raised from those respondents who were dissatisfied with the draft concept as they were unaware of the prior processes and as a result suggested the planning was flawed.

As a result of the comments received the City considered there was a need to revisit the concept design and general trail network to seek to address the concerns raised.

2.0 Establishing the Community Engagement Group

To implement the above process it was decided that a further round of community consultation was unlikely to achieve a solution and that a targeted discrete engagement approach would be necessary. This was to be aimed at securing specific advice / guidance from representatives of the broader community cohort. It was considered that this would be best achieved by establishing a Community Engagement Group to review the issues, opportunities and solutions associated with

a trail network in Manning. To establish the CEG the City called for Expressions of Interest (EOI) with the aim of engaging with representatives across a range of disciplines, user groups, skill sets and representative bodies with a direct interest in Manning Park. This would include residents / individuals / representative bodies in support and those that didn't support elements of the draft concept plan to ensure all matters could be openly debated.

The EOI process was advertised from September through to October 2021 and 51 expressions of interest were received with many being of a high calibre. The EOI's were then assessed by an independent adjudicator against a number of agreed criteria which included:

- Local Resident
- Demonstrated local knowledge of Manning Park area and surrounds.
- A proven track record of being actively involved in community projects and working positively and collaboratively with others holding differing opinions in a group.
- Demonstrated willingness to represent their group equitably and fairly.
- Demonstrated ability to add value to the project (related to a series of diverse skills including track / trail design, land use planning, Aboriginal heritage and environmental matters)
- The ability to attend all advertised sessions to maintain a level of consistency.

In addition to the above, a further balancing was undertaken to ensure all interested groups were represented as equitably (equal) as possible. As a result 15 invitations were sent out to nominated individuals which scored highest under the assessment criteria. A further three representatives from the aboriginal community were invited to attend. The CEG consisted of the following representatives which covered a cross section of individuals and representative members of specific interested groups:

- Aboriginal representative x 3
- Cockburn Community Wildlife Corridor
- Friends of Manning Ridge
- Hamilton Hill Community Group
- Manning Park Trail Runners
- Mountain Bike Riding Group
- Trail / track running group / Mountain Bike
- Orienteering User Group
- SES and Local Community
- Spearwood Progress Association
- Surrounding Manning Park resident / local community representative / User of Manning Park x 6

A number of roles and representation overlapped. The intent was to ensure a balance across the diverse interests of users of Manning Park.

3.0 The Workshop Process and Notes

The workshops were facilitated by an external consultant. The focus was initially on establishing an agreed Terms of Reference within which the CEG could operate. The process was then to work through the key constraints / opportunities within and adjacent to Manning Park; the requirements of each representative / and to provide an overview of areas of disagreement and consensus. This would then be consolidated into one report to inform the Council.

As a working group it was not considered that the taking of formal minutes was appropriate as many of the matters would require general discussion around key themes and potential solutions. It was agreed in workshop 1 (referenced below) that the purpose of the CEG was to provide advice and guidance and it was not a decision making body, nor would it recommend agreed actions. Recordings of the sessions were undertaken as a reference point if any matters of issue required clarification, but were not to be made available for general distribution.

While some representatives were members of groups, during the workshop process it became clear that they could not necessarily represent the diverse views of all of their members and therefore sought to strike a balanced approach in the discussions. By agreement it was also considered that a proxy would be permissible provided that their input was in accordance with an agreed terms of reference and suitable briefing by the member or group they were to represent. This was to ensure that the workshops could be conducted in a consistent, transparent and fair manner and avoid the revisiting of previously agreed items and areas of consensus.

Each workshop session included a representative from the City of Cockburn who were principally in attendance to clarify any technical or Council process matters which were raised by the CEG. In addition during the first workshop, a representative from the Department of Parks and Wildlife was in attendance and provided a presentation on the stages recommended in the published DBCA Trail Development Series.

To provide context to the subsequent discussions reference is also made to the 2006 Beeliar Regional Park Management Plan (BRPMP). On page 68 of the plan it identifies the Manning Park Ridge and Manning Park Lake, Area 30 and 31 respectively, as areas for Conservation and Protection. The area around Manning Lake (Area 32) is identified for Recreation. The plan identifies the City of Cockburn as the management agency for each of these areas.(page 12). The management emphasis of Area 30 and 31 is to protect and where possible, enhance the biodiversity conservation values and landscape qualities of these areas. In these areas priority is given to maintaining the natural state with a minimum of impairment. The management emphasis of Area 32 is to provide a variety of recreational opportunities. The type and scale of these recreation facilities will depend on the values of any given area, community demand and the appropriate management of the Park. Minimising the impact of visitor activities is emphasised in this area. When referencing Manning Park throughout the report the main areas of concern / contention relate to the most sensitive environmental areas (Areas 30 and 31). These areas are referenced at Appendix A which contains the relevant extract from the BRPMP.

The workshops included:

- Workshop 1: Held on 10th November 2021 5:30pm to 7:30pm to:
 - Establish the contextual background.
 - Confirm the engagement ground rules and how the Working Group meetings will be managed.
 - Clarification of community groups / stakeholders involvement .
 - Discuss a draft Terms of Reference of the CEG for endorsement by the Group.
 - To open up discussion related to the background and requirements of representatives with other attendee's and preparation for Workshop 2.

The initial presentation and notes agreed from Workshop 1 by the CEG are provided in Appendix 1 to this report. Additional correspondence was provided after the workshop and these are contained at the end of the workshop notes.

In addition the Terms of Reference were agreed at Workshop 1 and ratified at the beginning of Workshop 2. The Terms of Reference finally adopted are contained at Appendix B.

- Workshop 2: Held on 17th November 2021 5:30pm to 7:30pm to:
 - Endorse the agreed Terms of Reference.
 - Ratify the previous workshop notes
 - To continue the process of identifying the key objectives and critical considerations of each individual representative or community group representative. This involved a brief overview from each participant which are contained in the workshop notes.
 - To allow for group discussion related to the requirements of representatives with other attendee's to gain an understanding of broader challenges and issues related to the use of Manning Park and potential mitigation of issues (if any).

The presentation and notes agreed by the CEG at Workshop 2 are provided at Appendix C to this report. Additional correspondence contained in the notes was provided after the workshop and these are contained at the end of the workshop notes.

- Workshop 3: Held on 24/11/2021 5:30pm to 7:30pm to:
 - Ratify the previous workshop notes
 - Finalise the process of identifying the key objectives and critical considerations of each individual representative or community group representative.
 - Provide an opportunity to review previous considerations and, in particular, further information related to the unique position of Manning Park as a feeding ground for Carnaby Cockatoos and issues related to the development of authorised and unauthorised trails.
 - To enable the group to consider additional detail related to the vegetation degradation and highlight on aerial plans of Manning Park,

potential opportunities and no-go areas. This was undertaken on a table by table basis to assist in confirming specific locational site issues, opportunities and constraints. The intent was not to provide a suit of development suggestions which were representative of the full CEG membership but to capture additional site specific information not picked up elsewhere relating to individual ideas, solutions and if further knowledge was required.

The presentation and notes also agreed by the CEG at Workshop 3 are provided at Appendix D to this report. Additional correspondence was provided after the workshop and these are contained at the end of the workshop notes.

- Workshop 4: Held on 08/12/2021 5:30pm to 7:20pm to:
 - Ratify the previous workshop notes
 - Discuss and confirm the key themes which have emerged from the workshop process and priorities to be considered for the future approach to trails at Manning Park. The themes were grouped for discussion with the CEG members to ascertain whether they reflected their views accurately or required amending / re-working.
 - Prioritise potential actions for consideration by the City of Cockburn Council in their future deliberations in relation to trails within Manning Park. Detailed discussion was also held around the continued involvement of the community in the ongoing management of Manning Park in an advisory capacity.

The Workshop 4 presentation, which was amended following feedback from group representatives, and notes, similarly amended are provided at Appendix E to this report. Specific concern was raised in respect of potential opportunities and no-go areas which were highlighted on a plan contained in the presentation. It was stated that they should be subject to a 'health warning' as they merely represented a number of individual suggestions which were not endorsed by the CEG nor would they receive the support of individual CEG members. The heading associated with the plan was altered to reflect this concern.

On the completion of Workshop 4 and feedback on the meeting notes and presentation, four representatives of the group requested an opportunity to meet again to clarify any misunderstandings / misrepresentation. It was suggested that this could be combined with their consideration and review of the draft Outputs Report. This was to ensure the CEG have input to the final report before it is formally considered by Council, to ensure the diverse views of each contributor is represented are appropriately referenced and incorporated.

The request was considered and agreed by City of Cockburn Officers.

4.0 Representatives Key Considerations

The CEG representatives were requested to identify their key responsibilities / objectives related to the future of Manning Park. The detailed output and discussion points are provided in the notes to the workshops. A summary of the outcomes from the discussion identifying one overarching objective and a key challenge is provided in Table 1 below

Table 1: Overview of the objectives related to the objective and key challenges related to meeting the objectives referenced

Representative	Responsibilities / Objective	Key challenges
Cockburn Community Wildlife Corridor	To protect and maintain the intrinsic environmental values of the park.	There is a need to undertake a proper user survey of the site in order that the environmental values can be managed for the greater benefit of the community.
Orienteering	To provide opportunities for people to participate in the activity from racing to exploring.	To maintain opportunity for orienteering activity while promoting environmental protection and safety.
Mountain Biking	A wish to access good quality and sustainable mountain bike trails.	Maintenance needs to be considered for both current unsanctioned trails and new sanctioned trails. Some of the existing unsanctioned trails have become badly eroded and require maintenance.
Trail Runners	To continue to operate trail running within Manning Park all year round.	To ensure the trails are maintained and free from obstruction
Hamilton Hill Community Group	To represent the views of over 6,000 residents in seeking a balance of activities for local users while also considering the biodiversity, conservation and protection of the natural environment.	The process cannot alienate the immediate residents by putting state based sports activities within Manning Park

Representative	Responsibilities / Objective	Key challenges
Aboriginal Community Representatives	To recognise and protect sites within Manning Park which are valued by the Aboriginal Community and ensure future development does not adversely impact on sites of significance	The representatives were only able to provide input but do not represent the views of their elders. There are many other aspects which need to be investigated with the community who are connected to the land which is beyond the knowledge base in the CEG. This will require an Aboriginal Heritage Survey to be undertaken.
Spearwood Progress Association	They undertake and support community events based on need and see their role to listen and ensure they are aware of the finer details to assist the process.	None identified
Friends of Manning Park Ridge	They want the site to be preserved as it is a Bush Forever site	Want Manning Park Ridge to remain as an area for conservation and protection and it should not be an area for trails. Future planning proposals impacting on the biodiversity and unique environmental values of Manning Park to be referred to the Environmental Protection Authority (EPA).
Resident representatives	Represents a tiny little community within an adjoining street and the active communities being formed which need to be supported at the appropriate level.	The need to understand the broader impacts from use and loss of biodiversity in a fragile area and basic management of invasive weeds. In addition, the limited POS and community facilities with a bridged access proposed to access the beach.

Representative	Responsibilities / Objective	Key challenges
	To maintain a perspective over the whole project by recognising that rehabilitation is important and a core pillar of the future use where recreation is at its core.	The need to strike a balance between competing interests and provide a good sustainable model to include the ability to hold events. Any action should include doing something to avoid unsanctioned trails.
Coogee Beach Progress Association	Represent 7-8,000 ratepayers and recognise the area used for non-organised passive social activities including social bike riding. The CPA is seeking a managed solution where all interests of recognised importance are protected.	The site contains both significant Aboriginal Heritage, and European Settlers Heritage sites as well as Conservation areas which need to be protected. Currently there is insufficient information to take a reasoned view of the future of Manning Park, except that rationalisation and restoration of unsanctioned trails is required after a detailed review.

5.0 Areas of Consensus

The CEG representatives were in agreement on a number of critical areas:

- The planning to date had not followed a structured process in accordance with the published Trails Development Process - Eight Staged Trail Planning Process. In order for the community to have faith in the outcome of the process it was considered essential that the process going forward should incorporate this tried and tested approach.
- As a result of the failure to adhere to the above process previous planning was not fully informed by a series of studies which would provide the basis against which clear decision making may be made. These included:
 - A full evaluation of the sites biodiversity and environmental value.
 - An Aboriginal Heritage Assessment
 - A European Heritage Assessment.
- The development of unsanctioned trails was not supported by any group or individual.
- Manning Park required careful management from an ecological / environmental perspective. This primary concern would influence the extent that the land could provide for a variety of users.
- Statutory approval requirements must be met.
- The need to respond to local community need.
- There is a need to manage conflict between users more effectively and be clear with communication to the community from the City. This included:
 - Concerns were expressed regarding the consultation process and involvement of all user groups to date.
 - Frustration was felt on all sides related to either promises not being fulfilled (in respect of the development of trails) or the inadequate assessment of the value of the land (in respect of ecology, biodiversity and heritage).
 - Current control and management of the site. This included unauthorised and unmanaged modification, development and damage to a unique limestone ridge and conversely the interference by unknown people causing danger to individuals using the trails.
- The importance of making the right decision for future generations even if this takes time.

6.0 Areas of Disagreement

The CEG representatives were not in agreement on the following matters:

- The need for formalised mountain bike, running and hiking trails within Manning Park.
- The use and role of unsanctioned trails and their future use.
- The activities which are appropriate for Manning Park.
- The level of degradation and ecological value of the Ridge identified as Area 30 within the BRPMP).
- In respect of the use of the trails, whether they could be effectively self-policed by users.
- Whether it is reasonable for individuals / groups to prune bushes, remove weeds etc. without appropriate management practices being put in place.
- Whether it is appropriate for some users to clear trails and other areas for safety reasons outside of an agreed plan due to the damage which may occur to sensitive areas and Threatened Ecological Communities (TEC).
- While environmental protection and rehabilitation is important, there needs to be a balance to cater for all users of Manning Park.

7.0 Recommended Future Approach to be Considered

The process from the outset sought to develop a common approach which could be agreed across all members of the CEG. It is evident that there is a level of disagreement in relation to the extent of trail provision, how it could be managed and even if Manning Park is appropriate for mountain bike use in particular. These matters cannot be resolved without the City reverting to the DBCA Eight Staged Trail Planning Process and undertaking all of the background informing studies required. This would enable the community to input at various stages and ensure matters of acknowledged importance are fully understood and tested. As a minimum the following additional studies will need to be undertaken:

- A full evaluation of the sites biodiversity and environmental value.
- An Aboriginal Heritage Assessment
- A European Heritage Assessment.

In addition to the above key outcomes, the process also covered a number of aspects which related to the future management of Manning Park for the greater benefit of all users. Clearly there will continue to be conflict if the status quo is maintained. This needs to be addressed in the short term while the trail planning process progresses. The general view of the group was the importance of determining the future direction for Manning Park which is dependent on the outcomes of the above planning process and complementary studies. This should result in a specific management plan for the park. The group identified a need for a community advisory committee to be established to assist in guiding and informing the management plan and future management of the park. A Community Advisory Committee could assist the City by contributing to:

- The development of an appropriate management model based on industry 'good practice' which could be adapted to be representative of all user groups and in particular local residents who require access to the park for a variety of recreational pursuits.
- Determining the future direction, ongoing management of all areas of Manning Park and the implementation of agreed actions. The management model needs to be more than just facilitation as the lack of effective control of Manning Park has created the current issues.
- identify mechanisms that could be implemented to resolve conflict through engagement with the City and other responsible bodies (including state government departments).
- Ensure user groups are actively involved as an integral part of the management of the site.

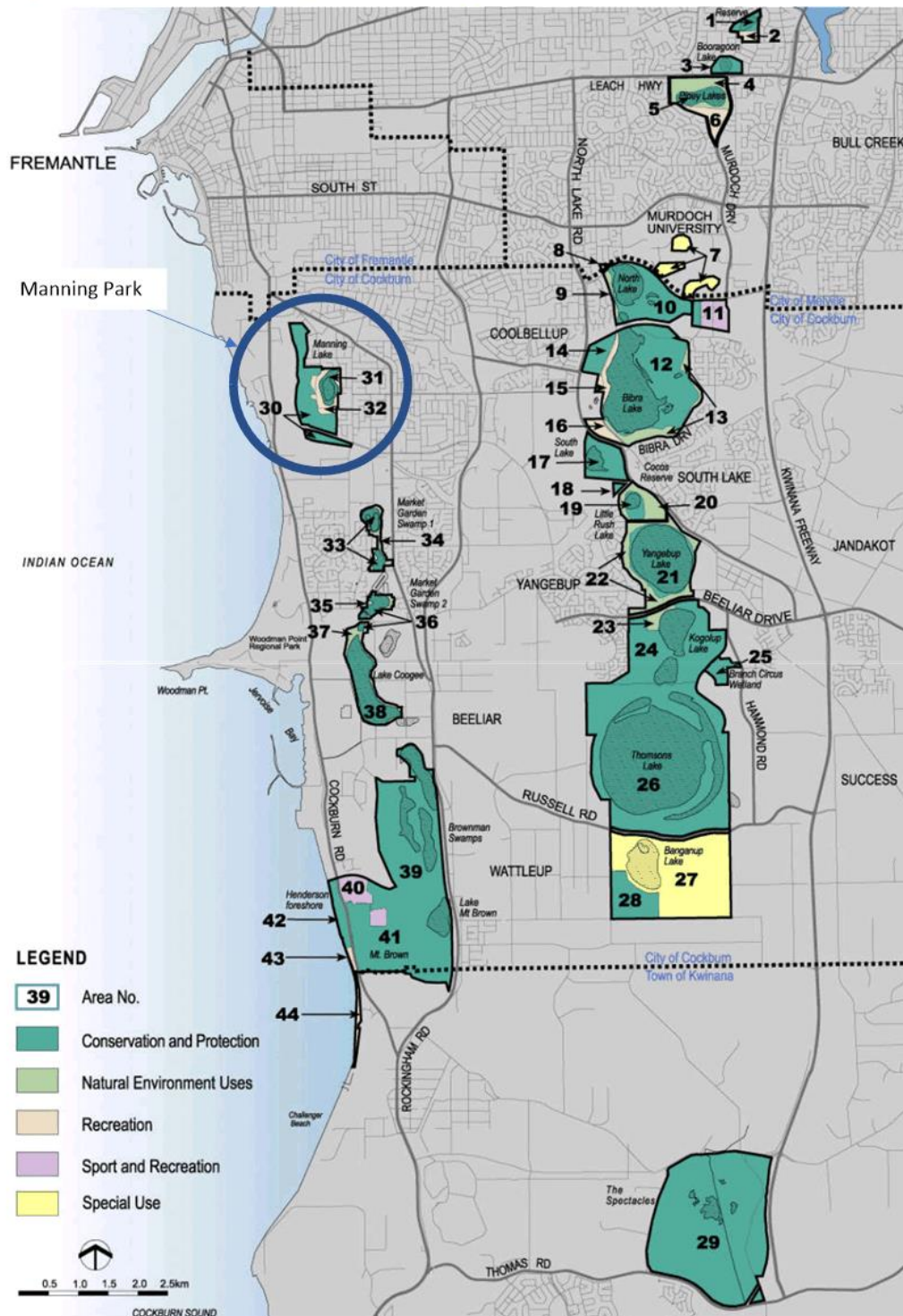
The above would clearly need the City to endorse this approach to work towards establishing both a Community Advisory Committee which can contribute to the ongoing evolution of the management of Manning Park. This would include establishing a terms of reference and working through potential membership and key roles and responsibilities. The CEG also suggested a number of potential actions which would be a starting point for consideration once a management body is established.

Examples exist which could be used as reference points / benchmarks and include:

- The Lake Claremont Committee which incorporates extensive community participation. The Committee ensures that the lake is managed by the Town of Claremont as a healthy natural seasonal lake for both conservation and recreational purposes. This is underpinned by a five year Management Plan. The latest management plan is from 2016 to 2021 and is currently subject to review. The Friends of Lake Claremont are an active volunteer group based within the lake reserve having been supported by the Town of Claremont in accessing over \$600k of grant assistance to enhance the conservation category wetland and Bush Forever site and balancing those objectives with community recreational use.
- The recently adopted Perry Lakes Reserve Management Plan 2021-2031 which includes management recommendations to encourage community stewardship of the site through the establishment of a Friends of Perry Lakes group. Part of the rationale for this is to obtain greater community involvement in the flora, fauna and recreational value of the park and to access grants which are not available to the Town directly.
- The Yellagonga Regional Park (Management Plan 2003-2013 and Integrated Catchment Management Plan 2009-2014 and 2014-2019) which has been developed and updated through a Partnership Agreement between the Cities of Joondalup and Wanneroo. The cities, who jointly funded the Integrated Catchment Management Plan project, sought considerable input from the community and key stakeholders in the development of the initial process to enable the park to be effectively managed for a variety of uses. The process was adopted in order to maintain and enhance amenity, recreational, scientific, educational and conservation values of the Park (i.e. balancing competing user groups requirements). A Community Reference Group and a Technical Working Group were established to develop the initial integrated management plan in 2009. This included Friends of Yellagonga FOY (a non-for-profit that was formed in 1993 and works in tandem with the Department of Parks and Wildlife - DPAW), Edith Cowan University, DPaW and the Department of Water (DoW). The FOY group manage several sites within the park to ensure their long term environmental sustainability, while there are also considerable recreation, sporting and dual use pathways within the regional park managed separately.

The above is not a full precis of management options but identifies a select number of approaches adopted by local governments in partnership with others in the management of sensitive areas which incorporate matters of environmental and heritage significance balanced against ongoing community access to a range of casual recreational and sporting uses.

Appendix A: BRPMP Proposed Management Zones and Areas



Appendix B: Workshop No.1 Meeting Notes and Agreed Terms Of Reference

Community Working Group (CWG) Meeting Notes – Workshop No. 1: 10th November 2021

The following represents the main points raised during Workshop No.1 which focused on the background to the group and intent with a particular focus on the Terms of Reference.

- The development of the trails within Manning Park could be stopped if an Aboriginal Heritage Survey is not undertaken. This was accepted as a critical future requirement.
- Request to have maps available to discuss trail detail. Agreed this would be happening at subsequent meeting.
- Question about evidence on level of trail visitation/usage and by whom? Noting this information would be very helpful in understanding the needs and user groups. Dave requested that each members bring to the next meeting an indication of numbers in their groups and how they are using the park.

Terms of Reference:

- Purpose should include cultural considerations
- Greater reference is required to be given to environmental values and biodiversity.
- There should be reference to including benefits with suitable control measures.
- Remove governance and replace it with 'Code of Conduct'. As it is not a decision making body and merely to provide advice and guidance to the City, the terminology should be toned down.
- Advocating and supporting are potentially contentious. The group should be about identifying issues and potential solutions.
- A suggestion was made that the group should visit Manning Park together to gain an understanding of what others value and appreciate about the park. A suggestion was made to attend a Trail Walk on Thursday at 5pm.
- The group should look at developing a common aim
- The role is to provide a diversity of views for the council to consider.
- Strike out advocate.
- Include a comment that the members of the group will not disseminate personal and confidential information.
- People / Representatives are to provide an up to date representation of activities in the park.
- A question was asked why there were no horse riding representatives and it was explained their had been ongoing meetings with the horse riding community regarding other areas and it was not considered to be a priority for Manning Park trails.
- Also noted absence of Historical Society. It was noted that they were invited to have a seat on the CWG but the City didn't receive a response.
- Governance: Additional meetings should be referenced as an when required.
- Remove reference to minuting the meeting. This was questioned. The response was provided that as the workshops are related to participants providing guidance and advice to the City, formal minute taking over and above the notes being taken by the facilitator would not be required. A recording would be undertaken of each workshop for referencing by the City in the event matters require clarification. The recording would not be publicly available.
- The group should contribute to developing the base layers (suggested by members of the group following a short presentation on the Trail development process from Dept of Biodiversity, Conservation and Attractions Representative. Link to documents: <https://www.dpaw.wa.gov.au/management/193-trails>).

- The group considered the need to identify short term actions required for the development of trails in Manning Park and to provide the City with guidance.
- It was also noted that there was no representative from the City Aboriginal Reference Group (ARG). While representation in relation to blood line ties with the land will be addressed, it is important for the ARG to be represented – City to Confirm.





Manning Park Trails-Community Working Group (CWG)

Terms of Reference Version 2

Purpose

- To establish a common understanding and to work collaboratively to identify opportunities for a trail network for users of Manning Park.
- To review potential challenges and benefits related to the function and operation of the trails network, as used by walkers, bicycle riders and other recreational user groups.
- To consider cultural, environmental and biodiversity implications with regard to the development of the trails network and provide guidance on future planning and potential mitigation measures which may be considered to address any of the initial challenges identified.
- To be a sounding board at the start of the planning process for potential trail related infrastructure and related issues.

Role

- To assist the City of Cockburn understand the usage of Manning Park and how this may impact on the development of a trails network within Manning Park.
- The group has no formal or delegated decision-making authority as Council are the final decision makers. However, the CWG is important in providing the input for the City in achieving successful outcomes through:
 - Providing guidance, advice and general appreciation of the diverse uses within Manning Park.
 - Identify and discuss issues associated with the development of a trails network within Manning Park and explore potential solutions to inform future concept planning processes undertaken by the City.
 - Maintaining a perspective on the long-term view of the development of the trail network and Manning Park.

Obligations of Members

- Members contribute in a professional manner, attending meetings and respecting the confidential and personal information of individual members views and perspectives of Manning Park.



- All members will undertake agreed actions, including obtaining the views of their wider representative body / group / organisation / club in a timely manner to assist with the CWG in understanding the broader planning requirements for trails at Manning Park.
- All members are required to contribute by providing advice and information as appropriate to their skills, role and function.
- Members will not make any media comment on behalf of the CWG in relation to its activities unless approved by the City of Cockburn.
- Members will not disseminate any confidential information that is discussed at the CWG.

Key responsibilities of members include

- Participate in consultative engagement and provide constructive and structured feedback in a respectful manner.
- Establish or confirm the current situation related to the diversity of activity throughout Manning Park; the extent of current usage and implications on the short, medium and long-term development of trails at Manning Park.
- Seek opinion and feedback, if requested, of specific trails and project components and identify gaps in knowledge related to the development of base layers to inform the planning process as required.
- Communicating outcomes as necessary to their respective broader representative membership, as agreed.

Governance of the Workshops

- All meetings of the CWG will be facilitated by an external independent facilitator.
- Members appointed to the CWG are not entitled to a sitting fee, or any type of remuneration.
- The workshops are to be conducted amongst CWG members only, with others to participate by invitation.
- CWG members who are not able to attend may nominate a proxy for the session. It is expected that this proxy will faithfully communicate back to the member and associated group/organisation any matters that require input from the group/organisation.
- The workshops to be held in accordance with the identified dates and an additional reserve date, if required, where specific project coordination issues dictate.
- The workshops should not exceed 2 hours in duration, unless extended by resolution of the CWG. It is anticipated that there will be a minimum of three meetings from 10 to 24 November 2021 with an option for a fourth and further additional meetings should further discussion on the guidance provide to the City be



required.

- Meetings are to follow an agenda. Notes of the key outcomes of each workshop are to be distributed to all members of the CWG by the facilitator.

Outputs and Outcomes

To review the current trails / tracks within Manning Park and provide an informative framework for future consideration of trails / tracks infrastructure including solutions to any potential conflict which are to be documented to assist Council, alongside other considerations, in future decision-making processes.



MANNING PARK WORKSHOP

DESIGN AND DEVELOPMENT PROCESS



INTRODUCTION

Background:

- The Project and
- The Facilitator

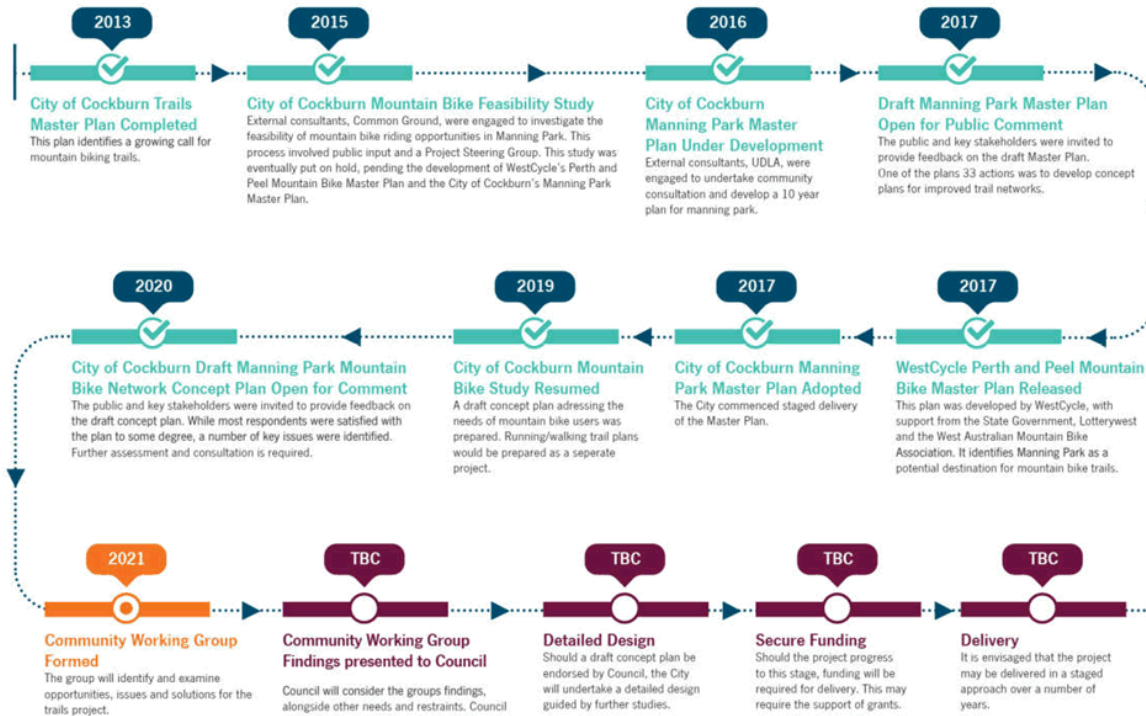
Expectations – Ground Rules

- The focus is on Manning Park Trail Network and its future development having regard to all interested parties
- Everyone is to participate, no one is to dominate.
- Open dialogue throughout – this is not a lecture, but a sharing of ideas and a process to provide a solution
- Listen to other people's views to understand and respect differences.
- Please respect one speaker at a time.
- Disagree without being disagreeable.
- All ideas are valid.
- Be brief and meaningful when voicing your opinion.
- Keep phones and pagers on silent or vibrate mode during the session.



OVERVIEW

Project Timeline



PURPOSE OF THE WORKSHOPS

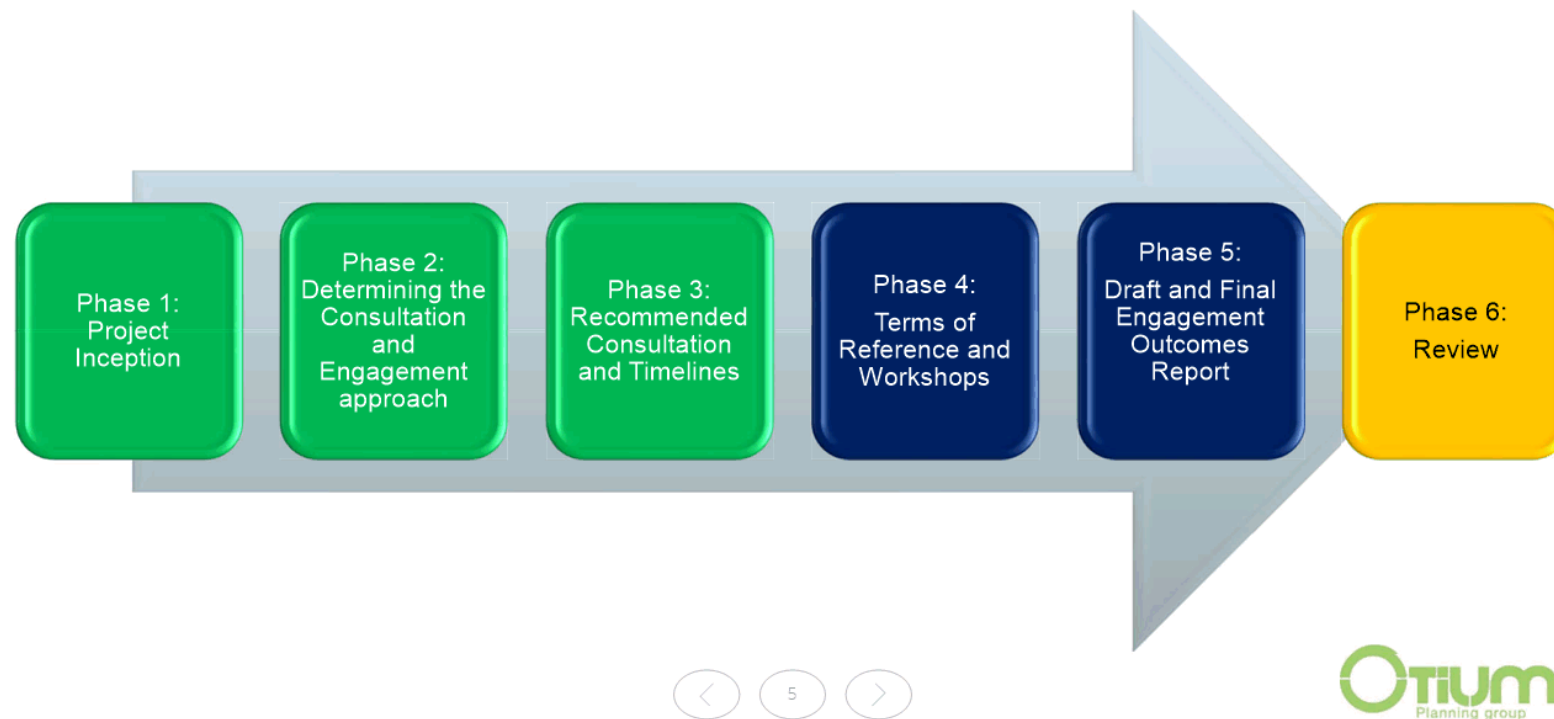
- To work through any concerns and requirements raised and develop the specification for the Trails Network based on a consensus. This consensus is to be based on the range of respondee's and representatives of interested groups.
- Where a consensus cannot be reached:
 - Identify of the areas of difficulty and potential mitigation measures.
 - Identify those areas where there is an impasse for City of Cockburn elected members to consider

Key points to note:

- Master Plan has been adopted by Council. The Mountain Bike Concept Plan is merely that and will be subject to change to take into account the community / range of users / stakeholder requirements.
- This is not a decision-making body but an advisory group.
- The aim is to consider how the requirements of the following may be best met:
 - The heritage value of Manning Park
 - The environmental values of Manning Park
 - The needs of walkers, runners and casual recreational users
 - The needs of mountain bike users
 - The requirements of local residents and other representative groups



THE APPROACH



WORKSHOP PROCESS

Choosing Representatives:

- An EOI process Independently evaluated
- Prioritised representation based on fair and equitable representation of all individuals, residents, groups and users

The Workshops:

- **Workshop 1:** To confirm the Terms of Reference and Identify / Clarify the critical issues which need to be considered:
 - Present the draft Terms of Reference and agreement / consensus
 - Re-visit the Trail Network Concept and advise of the critical issues which were identified:
 - Those which are current
 - Those which may emerge
 - Those which need to be considered in addition
 - Identification of initial solutions
- **Workshop 2:** Consideration by City officers of outputs and reporting back regarding draft changes / suggestions/ detailed considerations - development options, cost and implementation implications.
 - Annotated Plan with suggested solutions to be discussed / debated / agreed / contended.
 - Agreement of priority considerations, management and implementation parameters



WORKSHOP PROCESS

- **Workshop 3:** To consider the detailed interpretation of the groups requirements including:
 - Areas of disagreement and potential implications of inaction / action
 - Areas of agreement and mitigation approaches associated with:
 - Heritage
 - Conservation / Environmental protection
 - Mountain biking / walking / / Running / passive recreational areas
 - Conflict and site management – including directional signage, information boards, associated infrastructure, recommended controles etc.
- **Workshop 4 (if required):** To review and consider items which have yet to be resolved pending the detailed consideration of competing requirements and / or consideration of ongoing management and compliance obligations.
- **Consolidated Report:** Containing all the outputs from the consultation process. The document will represent the views of all representative in an objective manner and identify those areas for consideration in future concept plan developments by the City of Cockburn Council



TERMS OF REFERENCE

Purpose of the Manning Park Trails Community Working Group (CWG):

- To establish a common understanding and a statement of intent to work collaboratively across the considerations, requirements and opportunities of a potential trail network for users of Manning Park.
- To establish an agreed governance structure for the development and deliverables.
- To review potential issues related to the function and operation of the network, as used by walkers, bicycle riders and other recreational user groups.
- To be a sounding board for potential infrastructure related issues; short, medium and long term.

Role:

To assist the City of Cockburn in the consideration of a potential trail network in Manning Park.

It must be noted the group has no formal or delegated decision-making authority as Council are the final decision makers. However, the CWG is critical to achieving successful outcomes through:

- Steering the project with a high degree of certainty that the outcomes are, and do receive the support, of stakeholders, the general community and key City of Cockburn decision makers.
- Lending advice and support to achieving the desired outcomes for a potential concept design development.
- Maintaining a perspective on the long-term view of the development of the trail network and Manning Park.
- Providing advocacy, activation, input and engagement towards achieving the strategic objectives as identified within the master plan for the site.



TERMS OF REFERENCE

Obligations of Members:

- Members contribute in a professional manner, attending meetings and respecting confidentiality. Conflict of interest and confidentiality declarations will remain a standing agenda item in meetings.
- All members will act in a united manner once decisions are made and undertake agreed actions in a timely manner.
- All members are required to contribute by providing advice, information and support as appropriate to their skills, role and function.
- Members will advocate and champion the outputs of the CWG and recommendations.
- Members will not make any media comment on behalf of the Community Working Group in relation to its activities unless approved by the City of Cockburn.
- Members will not disseminate confidential information that is discussed at the Community Working Group.



TERMS OF REFERENCE

Key responsibilities of members include:

- Assisting with identifying potential trail opportunities and solutions to guide the development of a sustainable and considered trail network.
- Participate in consultative engagement and provide constructive and structured feedback in a respectful manner.
- Establish or confirm the potential different users / implications on the short and long-term use of Manning Park.
- Provide feedback and input on relevant project development including acting as a viable two-way conduit between the CWG, the public and other club members/users.
- Undertaking reviews of specific trails and project components as required.
- Communicating outcomes as necessary.



TERMS OF REFERENCE

Governance:

- All meetings of the CWG will be facilitated by an external independent facilitator.
- Members appointed to the group are not entitled to a sitting fee, or any type of remuneration.
- Meetings are to be conducted amongst CWG members only, with others to participate by invitation.
- Meetings shall be undertaken in accordance with adopted City protocols (to be confirmed).
- Meetings to be held in accordance with the identified dates and an additional reserve date, if required, where specific project coordination issues dictate.
- Meetings should not exceed 2 hours in duration, unless extended by resolution of the CWG meeting. It is anticipated that there will be a minimum of three meetings from 10 to 24 November 2021 with an option for a fourth meeting should further discussion and decision making be required.
- Meetings are to follow an agenda and minutes taken are to be distributed to all members of the CWG by the facilitator.

Outputs and Outcomes:

- A review of the current trails / tracks within Manning Park and determine a relative priority for future trails / tracks infrastructure which is to be documented to assist Council, alongside other considerations, in future decision-making processes.
- The development of an agreed plan for Manning Park trails / tracks to determine development with relevant projects prioritised for implementation and a clear rationale for investment (to be subsequently reviewed and considered by Council).



COMMUNITY RESPONSES



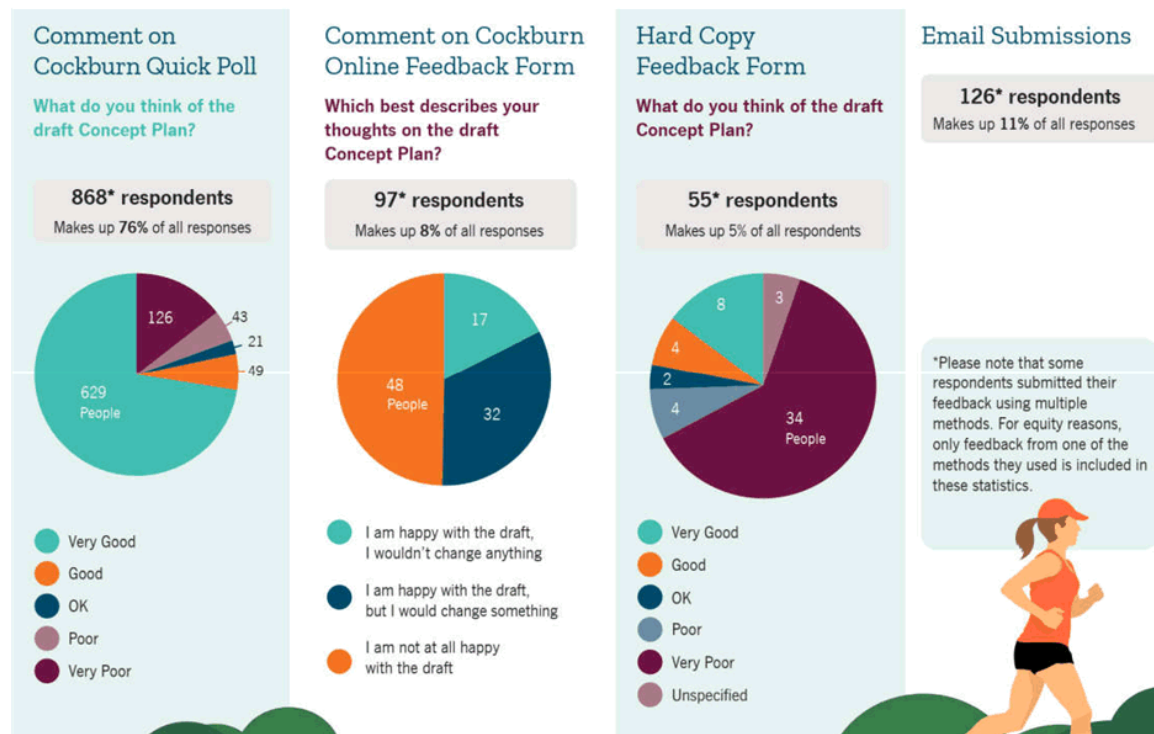
*Excludes doubles (some respondents submitted feedback more than once, using different channels).

What our community said

- Manning Park is a popular regional destination
- People visit for a variety of reasons, from trail running to picnics by the lake
- The park is special to many and has strong environmental, social, recreational and cultural values
- A key priority is to create a safe, welcoming space for users to co-exist respectfully with each other and the environment
- The degraded quarry sites may be suitable destinations for mountain bike riding activities
- While over 60% of respondents were satisfied with the concept plan to some degree, a number of key issues were identified, such as:
 - How to enhance environmental outcomes and protect important areas
 - How to achieve a suitable scale and scope of trails
 - How to integrate the needs of other user groups
- Environmental assessments need to be considered in any detailed design process
- The concept needs further assessment and feedback to achieve an outcome that meets the needs and aspirations of the community



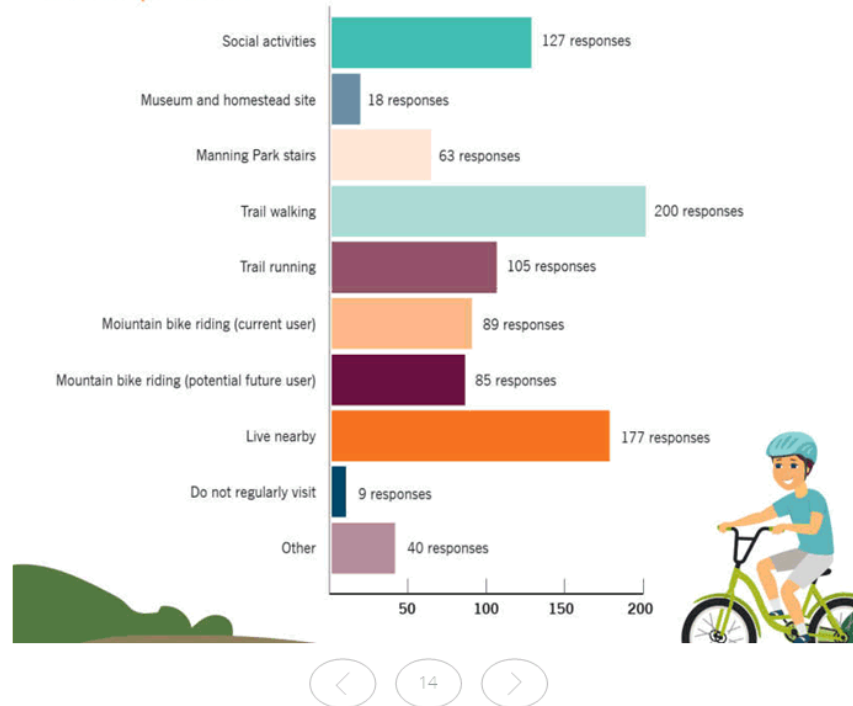
ADDITIONAL BREAKDOWN



ADDITIONAL BREAKDOWN

Comment on Cockburn Responses

Reasons respondents visit:



RANKING THE KEY ISSUES

- Essential / lacking compromise (8-10):
- Desirable / Acceptable subject to adequate policy / management / restraint of use (4-7):
- Non-Essential / unimportant (1-3)



WORKSHOP 2 PREPARATION

- Dialogue with representative groups regarding the critical issues and where:
 - Compromise could be reached
 - Alternative solutions may provide a viable option.
 - Review the relative ranking of the key issues
- Workshop 2 will begin with a review of the above and annotated identification of challenges / solutions on a site plan for further discussion and working through by each table.



Appendix C: Workshop No.2 Meeting Notes

Manning Park Workshop No.2 16/11/2021 5:30pm to 7:30pm**Terms of Reference discussion:**

- Purpose. It was agreed to replace 'offset' within bullet point 3 with 'address' and add in 'initial' before *challenges*.
- Purpose. To confirm that as a group being a sounding board the intent is that the working group would not be a long term commitment – this was acknowledged and the intent of the working group is to look at the site from a short, medium and long term perspective. This is the start of the planning process.
- Key Responsibilities. Bullet point 3. It was agreed to include:
 - Seek opinion and feedback
 - Identify gaps in knowledge
 This was to clarify the responsibilities of the group regarding technical matters which were deemed to be the responsibilities of others.

Discussion and feedback on the use of Manning Park, key constraints and opportunities (references in italics represented those comments of general discussion and not of the representative groups):

Cockburn Community Wildlife Corridor:

- First point to clarify is the need to undertake a proper user survey of the site.
- The corridor has 400 community members.
- Members primarily use the site for passive recreation and nature based activities (bird watching, coastal views etc.)
- Wish to protect and maintain the intrinsic environmental values of the park.

Orienteering

- Orienteering WA provided downloadable maps with courses of different levels of difficulty and length. Participants use the map to navigate their way around their chosen course. On each course there are features – control points marked by a small plaque.
- Enable people to explore a lovely environment
- It is an official sport but people's participation varies from racing to exploring.
- 1600 user in 2020 and has grown to 1900 in 2021 with COVID-19 resulting in a significant increase.
- Manning Park has been used for school championships (last in 2019 where there were 450 participants at secondary school and over 400 primary – from throughout the state)
- They encourage environmental protection.

Mountain Biking

- It is difficult to calculate numbers but the App (STRAVA) provides actual data of the number of users and how often they ride in the park. The lower age group do not generally have, access to the GPS devices the software required to use Strava. Strava might only represent 50% or 60% of the total MTB users of Manning Park.
- 1,233 members on Manning Park Facebook page. Est Oct 2015.
- 13 members of the Mudrollers Strava Group.
- The highest usage numbers on Manning Park are at 3,238 (users annually)
- They have 528 individual leaders based on STRAVA data

- Year to Date = 179 different users of the Park.
- The Trails Fork site <https://www.trailforks.com/> is an alternative mountain bike web site to Strava which has over 3,000 registered MTB users of Manning Park.
- They wish to access sustainable mountain bike trails (good quality)
- The fire breaks are the only official trails within the site (with the exception of the Davilak Heritage Trail).
- Because trails are not maintained some become dangerous to use.
- *The size of Manning Park is also a constraint.*
- There is a need to drive a considerable distance to access good quality mountain bike trails.
- *The Trails Fork site <https://www.trailforks.com/> is an alternative mountain bike web site to Strava which has over 3,000 registered users MTB users of Manning Park..*
- *A question was raised as to whether the App might provide an opportunity to manage the trails and ensure trails are not miss-used (potentially mandated by the City?).*
- The Southern Quarry was identified as a good area for building more challenging trails with jumps. This is likely to reduce the need for people to build further unsanctioned trails. This is likely to reduce the need for people to build further unsanctioned trails.
- *A statement was made that the development of new sanctioned trails within Margaret River has actually increased the number of unsanctioned trails.*
- It was suggested that the use of the trails by mountain bikers could be self-policing.
- *A suggestion was made that Parks (City of Cockburn) could go in annually and remove new unsanctioned tracks/trails (App based). This may provide an opportunity for sanctioned trails to grow.*
- *The option to put in fencing (while a high cost) was also suggested to address rogue elements. This could close off trails to highly protected areas.*
- *A further question was raised how we go from unsanctioned to sanctioned. Manning Park is a Bush Forever - Ridge is identified for conservation and management.*
 - *Biodiversity is unique for the state and should be managed accordingly.*
 - *The base use is conservation / protection.*
- *Reference was made to Kings Park which reduced the extensive trail network from 48k to 26k as an example of good practice. (current draft management plan for Kings Park and the Botanical Gardens can be found here: https://www.bgpa.wa.gov.au/images/pdf/kings_park/draft_mp_kpbq_2125.pdf)*
- *Night time use was also raised as a consideration as mountain biking is occasionally undertaken into the night.*

Trail Runners

- Started in 2016 – originally at 6pm on a Thursday. Initially with the intent of getting friends / the community together. A passion related to connecting people in the community and to provide a social and wellbeing opportunity.
- There are 1,942 members – covering the full age range and capabilities. Sessions are still run on a Thursday with a kids session at 5pm. Last week it attracted 10 parents and 17 kids.
- It operates all year round and 95 has been the peak attendance for one session.
- 30 people attend during the winter (evening walks with head torches).
- They use all the trails there and do not have any interest in building trails.
- Some members also do mountain biking.
- Trails are constantly being cleared by members due to damage / materials causing danger.

- They do have safety concerns with the potential collision with mountain bikers but there is generally separation of use with mountain biking occurring mainly on a Monday and Trail Running on a Thursday.
- Car parking – generally ok with members carpooling and the availability of space near the amphitheatre (music shell).
- Opportunities exist to maintain the trails more – there is a lot of dumped rubbish still there. It was suggested users could form a maintenance group to maintain trails and remove rubbish. It was then suggested this was the City's responsibility and individual pruning of bushes etc. should not be encouraged due to the lack of control / damage which may occur.
- *Constraints – It was suggested that there were clear constraints with the area being too small and the issue of pruning; reptiles being harmed by bikes / walkers; predator animals. It was re-iterated by a member that the space is too small and there are threatened ecological communities (TEC) at the top and bottom of the ridge.*
- *The question should be 'what activities are appropriate for this site?' A further suggestion was that the group could suggest a short term process to address current issues. This is about the location and whether the activities are suitable for the location.*
- *It was further suggested that the council should adopt the 8 staged DBCA process in respect to trail development.*
- *A question was raised on the ability to make the trails dual use?*
- *Reference was then made to the Wellington Dam – they have built really good trails which keep away from the flora and fauna. It is also developed in a small area and potentially could be a way forward through a facilitated design process (the facilitator agreed to provide information on the Park for reference). Some links are provided below:*
<https://parks.dpaw.wa.gov.au/park/wellington>
<https://www.dpaw.wa.gov.au/images/documents/conservation-management/trails/Collie%20Adventure%20Trails%20Fact%20Sheet.pdf>
https://ehq-production-australia.s3.ap-southeast-2.amazonaws.com/c279484aae1824fad693305a657f845d2a872e84/documents/attachment/s/000/082/464/original/Shire_of_Collie_-_Trails_Strategy_2018_-_2021_Community_Consultation.pdf?X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Credential=AKIAIBJCUKD4ZO4WUUA%2F20211116%2Fap-southeast-2%2Fs3%2Faws4_request&X-Amz-Date=20211116T232751Z&X-Amz-Expires=300&X-Amz-SignedHeaders=host&X-Amz-Signature=71e5e9775563098933705237493189528ae1cdfb0fd20b49e605d4cc406875f0
<https://westcycle.org.au/wp-content/uploads/2017/10/FINAL-South-West-Master-Plan.pdf>
- *It was stated that under mountain biking guidelines there would be a requirement to allocate 20% of Manning Park as a minimum to the activity.*
- *It was stressed that the statutory requirements should first be met.*

Hamilton Hill Residents

- 3,065 followers on Facebook.
- 600 on the mailing list
- Over 6,000 residents they are potentially representing.
- The group meets monthly – the spokesperson has been the chair and is currently the treasurer.
- Manning Park is a Hamilton Hill POS. The area has lost a lot of its green canopy and there is no other POS available for multiple uses locally.

- It is the only limestone ridge in the area
- It was stated that if biodiversity, conservation, protection of the environment becomes a priority it will have a significant impact on how the site is to be considered. One option would be to close off all tracks and trails (including those for walkers) and the group needs to be mindful of that.
- It could mean a general reduction from 30k of trails to 13k or less (i.e. Kings Park process).
- All of the local community use the site for a variety of activities including bushwalking, the elderly, mountain biking, running, walking, dates etc.
- It is a place where the kids go and it's used for a lot of community events, birthday parties and celebrations.
- It connects Coogee and North Coogee with Hamilton Hill.
- The group would like to keep it as a local park with activities for the local community and residents.
- The process cannot alienate the immediate residents by putting state based sports activities within Manning Park.

Indigenous Representation

- Representatives re-iterated that they do not represent the views of their elders.
- It is difficult to track down the appropriate elders to gain information and there will be a need to undertake this and ask about more specific issues related to Manning Park.
- The site, due to the limestone ridge and lake would relate the Wagyl dreamtime story and this will need to be confirmed.
- There is a women's site in Manning Park (birthing site) and it could possibly be the site of stillborn children.
- The site is used by the member for toolmaking and for throwing boomerangs where it is clearly visible space around which cockatoo's do not enter when undertaken.
- The site is also used for teaching opportunities.
- The member has created a native garden where wildlife come from the park
- All of the above aspects need to be looked at in more detail if the Park is to be considered for further development.
- There is a whole lot of other aspects which need to be investigated which is beyond the knowledge base in the room.
- The important aspect will be to get a heritage survey to pull things together.
- The representatives expressed they would be uncomfortable expressing a view without consulting wider.
- *A question was asked as to whether a Section 18 approval would be required. This is still open to consideration.*
- *The view was expressed that an Aboriginal Heritage Study must be undertaken as a top priority which was supported by the majority.*
- The process will include referring to the Aboriginal Reference Group (ARG) and then the appropriate link with the land can be identified. The process the City is following is a good process to enable this to occur.

Spearwood Progress Association

- Currently 80 members
- They undertake and support community events based on need.
- The average age of the group is high

- They feel their role is to listen and ensure they are aware of the finer details to assist the process.

Friends of Manning Park Ridge:

- They were formed 18 months ago in response to activities / planning proposals impacting on the area.
- They include local environmentalists / professional expertise in biodiversity, environmental management
- They have a pre-eminent botanist within the group who was not considered suitable to be part of the working group which raised concern.
- The group have between 500-600 on their mailing list.
- They want the site to be preserved as it is a Bush Forever site.
- They are passionate about the bushland.

Resident representative

- A walker and lives right next to the park
- Has descendants that planted not native trees in park.. Therefore is a sense of responsibility in removing weeds and stop invasive species taking over areas of the park
- Kids use the park
- Represents a tiny little community within an adjoining street.
- With regard to biodiversity – the basic management needs to be undertaken by the City to manage the invasive weeds.
- Constraints include:
 - The increase in population locally will mean demand for greater access to limited POS;
 - car parking concerns;
 - Accidents / collisions resulting from increased use;
 - Concerns mountain biking having a stronger presence and being dominant over other users (biggest car on the road analogy).
 - Not a NIMBY but the increasing density of the Shoreline development is an issue. They have limited POS and community facilities with a bridged access proposed to access the beach.
 - The need to understand the broader impacts – increased erosion from use and loss of biodiversity in a fragile area (direct impact).
- Opportunities:
 - Growing recreational opportunities for all users
 - The need to formalize some tracks / trails – turning away and doing nothing is a big risk.
 - Mountain biking – pay for use should be considered.
 - Provide managed dog off leash areas – there is a need to create a space for dogs.
 - Should be protected habitat areas
 - Invest big money into communicating
 - Consideration of the power easement area which is denuded – is there an opportunity there?
 - There is also the potential at the Roe Highway extension (lazy land) which could be utilized for mountain biking.

- New active communities are being formed and these need to be supported at the appropriate level.
- *A general comment was made prior to finishing the second workshop 'Don't rush into a decision – make the right decision for future generations even if this takes time'.*

Session 3 is to focus initially on those who are still to present their role / membership / usage numbers, constraints and opportunities. The session will then focus on the planning process and capturing key issues related specifically to the Manning Park area under consideration.

-----WORKSHOP NOTES END-----

Additional Notes provided by those unable to attend the workshop – provided verbatim:

Community Representative:

- TAFE students, Cert III in Outdoor Leadership
- Up to 32 students per semester could be using the area at different times for varying activities and assessment
 - Bushwalking skills
 - Leading techniques for bushwalking
 - Basic bush craft
 - Building shelters (tarps, not destroying the bush)
 - Navigation planning and preparation
 - Navigation in tracked but unmarked trails
 - There is little need to have trail markers all over the area for walking/running tracks, due to fact you cannot get lost. West you will get wet, East you will hit roads, North Roads, South roads!
 - Leading Navigation exercises
 - The established orienteering WA check points are used as collection points for some of the drills we run, which is something already in place and valuable for more than just the orienteering crew.
- Personal (local resident)
 - led Cape to Cape training, incorporating the stairs, trails, and easy connection to Coogee beach to create a trail about 15-17km long
 - dog walking MUST REMAIN AN **ON LEAD** AREA, for the whole area!
 - Plenty of practice drills for preparation for hikes and TAFE Delivery

Benefits of trails- what's most important to you and your group

- The natural aspect, it doesn't have trail markers everywhere for walking and running and it SHOULD NOT!
- The fact you can be emersed in natural surroundings in the middle of suburbia is rare and needs to be maintained
- The fact it is a bit rough and ready, this is refreshing and should remain as it is part of the beauty of the place
- If there (and there should be) dedicated mountain bike tracks, they should be to the North and planned and marked so that there is little risk of a person being cleaned up by a bike, however people are responsible for their own actions, if someone chooses to walk on a designated MB track then they take on the risk.

Impacts of trails- what are the areas you think we need to be most mindful of

- OVER COMMERCIALISING THE TRAIL AREAS, this would be sad to see, it is not a vast area like king's park for example, so keep the adventure of "just going for a walk and working it out as you go" due to the unique nature of the small and amazing area we have here.
- Keeping the "raw" aspect of the trails
- Some of the smaller trails that have been forged but are not necessarily on maps should be preserved as they add some variety to the different ways to get from A to B

Ideas:

- snake bite first aid information signs
- defib station

Original Mountain Bike Representative Notes (Bram Biesiekierski):

Who uses trails ?

- At least 500 STRAVA MTB users on popular trails. As much as 624 STRAVA MTB users at some trails (eg. Sandy hill)
- many more non-strava MTB's, perhaps 1000s.
- global heat map of STRAVA!
- Facebook numbers!

Why do they use trails ?

- no other locations close by.
- 100s of parks/reserves in Cockburn for all other user groups. Only this one for MTB.
- unique and challenging terrain only available in these trails

Environmental benefits of establishing MTB trails ?

- control ongoing degradation of existing trails, and limit to designated areas.
- allow rehabilitation for badly degraded areas, by limiting to designated areas.
- Establish more sturdy trails, less susceptible to further degradation.
- reduce further trail cutting, by facilitating purpose built trails.
- reduce environmental impact of MTB travel to locations like Murray Valley (3hr return), Kalamunda or goat farm (2hr return)
- establish a sense of purpose for local MTB community, which will foster better land care at a grass roots level.

Safety benefits of establishing MTB trails ?

- reduce potential for collision between MTB and non-MTB users.

Economic benefits of MTB trails ?

- draw card for surrounding regions. Bringing economic stimulus to local business.
- possibilities to establish cafes or similar at manning park which would serve the whole community.
- pay to ride / annual membership / trail use fees / donations with possibility of bringing money back in to local government to continue ongoing land management at manning park.

Community benefits of MTB trails ?

- better physical health outcomes for Cockburn and surrounds.
- better mental health outcomes for Cockburn and surrounds.
- participation of youth into MTB from a grass roots level.
- sense of community for MTB users. Involve MTB community in land care / trail care of trails via working groups and busy bees.
- opportunities for regular/annual MTB community competition/event.
- reduce conflict between various groups who use the trail network, by facilitating a safe and harmonious trail network for all to use.

Additional input from the MTB user group (received on 15th December 2021 - Mark Santo).

General

- Council should adopt the 8 steps from the WA MTB Trail Management Guidelines
- MTB riders, trail runners, walkers, orienteers etc are all co-existing in the park and have done so for many years.

Opportunities

- Formalised trails will provide the foundation for building a visible, inclusive and responsible mountain bike community at Manning Park.
- A well represented and well organised MTB community is Manning Parks best defence against the building of unsanctioned trails. Sanctioned trails will drive increased ownership by MTB users.
- Youth recruitment. Getting kids and teenagers of the streets and riding MTB trails as part of a wider community is good for everyone.
- Both the Southern and Northern quarry's are badly degraded and well suited to building MTB trails
- The easement under the high voltage power lines is badly degraded and well suited to building MTB trails
- Large sections of the Western Boundary and the designated road reserve are badly degraded. This area provides a link between the Northern and Southern quarries
- Trail development should include revegetation i.e. revegetate both quarries as part of the trail building process
- Directional trails will support dual use by MTB'ers and trail runners
- Sustainability. Formalised and maintained trails are far more sustainable than what we have currently
- New formalised trails will allow the reclaiming and revegetation of existing unsanctioned trails in the more environmentally sensitive areas of the park.

I was asked in the last meeting to provide a link for a video that might assist with understanding the difference between a common suburban pump track and the less common jumps and skills course.

The below link includes a video of the Albany Youth Challenge park which includes both a skills and jumps course. The black top course at the top of the image is the skills loop which is focused on beginners mainly children. The course at the bottom is a jumps loop which has lines of different degrees of difficulty. This course is popular with teenage riders and those riders looking to improve there jumping skills or who enjoy taking to the air.



<https://www.albany.wa.gov.au/facilities/recreation/SKATE-BMX-PARKS.aspx>



MANNING PARK WORKSHOP 2

DESIGN AND DEVELOPMENT PROCESS



RE-CAP - TERMS OF REFERENCE KEY POINTS

AMENDMENTS:

- Include cultural considerations
- Reference to be given to environmental values and biodiversity.
- Remove governance – relate to 'Code of Conduct'
- Role agreed is to provide a diversity of views for the council to consider.
- The group should contribute to developing the base layers
- The groups has no role to champion, promote and support but is to provide guidance, information

COMMENTS:

?



WORKSHOP 2 PREPARATION

- List of Current User Groups:
 - Numbers
 - Requirements
 - Limitations / Constraints
 - Opportunities
- Dialogue with representative groups regarding the critical issues and where:
 - Compromise could be reached
 - Alternative solutions may provide a viable option.
 - Review the relative ranking of the key issues



WORKSHOP 2 PREPARATION

- Identification of challenges / solutions on a site plan for further discussion and working through by each table.
 - Annotated Plan with suggested solutions to be discussed / debated / agreed / contended.
 - Agreement of priority considerations, management and implementation parameters



WORKSHOP 2 SUMMING UP AND WORKSHOP 3 PREPARATION

Review and Consider Broader Implications of the discussions

Discuss with representative of your Groups:

- Areas of concern
- Mitigation requirements
- Gaps in knowledge which need to be addressed



Appendix D: Workshop No.3 Meeting Notes

Manning Park Workshop No.3 24/11/2021 5:30pm to 7:30pm**Ratification of previous notes from 16/11/21:**

- The notes need to make a distinction between the user groups statements and the general discussion by the working group.
- It was re-iterated that the Council should consider undertaking the future planning for Manning Park under the 8 stages of Trail Development Guidelines.

The initial discussion then focused on the groups who had yet to present (references in italics represented those comments of general discussion and not of the representative groups):

Coogee Progress Association:

- The organisation is 70 years old
- They meet bi-monthly
- They represent 7-8,000 ratepayers.
- Manning Park is seen as an area for non-organised passive social activities including social bike riding.
- The site is both a significant Aboriginal Heritage and European Settlers Heritage site which needs to be protected.
- In addition the rare flora and fauna should be protected.
- There is a need to rationalise tracks and trails for safety.
- Car parking increase should be considered for organised tour buses and organised group usage.
- Opportunities. There are significant areas of degraded land. It is to be noted that between 2017 and 2020 (plans supplied by the City) the extent of degradation has increased. There are however areas within Manning Park (south and north quarries) which could provide opportunities for bikes with a connection between the areas via the west of the boundary of the park.
- Pump tracks would be suitable in the quarry areas.
- Provide natural protection from the mountain bike areas.

Orienteering

- Further information was supplied by the representative who confirmed that environmental protection and safety underpinned the activity with a multiple of different user types (hardened athletes, runners, walkers and casual leisure).
- Opportunities for the activity will be dependent on what decisions are made by council and informed by the group.
- Use could be prohibitive if there are major changes proposed.
- A map of the area showing controlled sites (places where markers are placed at specific mapped features) is available online:
<https://www.wa.orienteering.asn.au/anytime-orienteering/manningpark>

Resident Representative

- It is important to put the whole project into perspective: It is not show stopping stuff.
- Not aware of all of the findings *what is the plan?) and recognises that rehabilitation is important and a core pillar of the future use.
- Recreation is also core.
- There does however need to be a balance.

- It should be a desirable place to be – super important.
- Maintenance of everything needs to be considered.
- A good sustainable model is to include the ability to hold events.

Community Representative:

- No mention is made of the youth and building trails off the cuff.
- Any action should include doing something to avoid unsanctioned trails.
- Sanctioned trails are easier to maintain and structured – they are considered to be best practice.

Hamilton Hill Community Group:

- Infrastructure amenity - biodiversity and raw nature is critical
- Biodiversity is being adversely impacted upon by development.
- Carnaby Cockatoo's – large frequency users of the wider park area and are being impacted upon by human behaviour.
- *The Carnaby Cockatoo have an important cultural position.*
- *Reference was made to the need to mark off what is there and how we can provide for it. Reference was also made to the need to provide feeding stations and interactive signage (Ref: Victoria Park, elevated watering station recently installed).*
- *This was explained as being one of the most important feeding sites for the Carnaby Cockatoos (one of the top 5 roost sites within Metropolitan Perth) and evidence of their feeding habits are seen in the way they feed by entering at 45 degrees and feed off the available Banksia.*
- *The disturbing factor is an issue which needs to be looked at. It is a complex issue and the Carnaby Cockatoo is gradually disappearing. The discussion needs to centre on how it is best to co-exist. Future planning and works should steer the direction.*
- *The situation will not improve within the metropolitan area as the gradual clearance of the Banksia at Gnangara. This will require more space to be found for the Carnaby Cockatoos elsewhere. This impact was obvious when the initial work on clearing for Roe 8 moved the birds to Manning Park. As a result of these actions the pressure gets put on the fewer remaining areas.*
- *There is a potential opportunity to create more feed for the endangered species.*
- *The question was raised about the degrading limestone ridge – it is a fragile geological structure.*
- *Reference was made that it takes a lot of hard work to build unsanctioned trails – it was further stated that the Margaret River approach had not worked and it should not be replicated at Manning Park. This was stated as being related to the additional trail bike (motorised use) which had impacted on the Margaret River trails, and that was not a consideration at Manning Park. It could potentially be achieved by increased Ranger control and additional signage.*
- *Reference was made to a significant area of the land being identified as a road reserve. The future for this strip of land should be clarified (This provides an opportunity to consolidate).*
- *Previous vegetation quality assessment reports were also stated by a representative as being merely a desktop assessment. They did not put a quadrat in, which would be expected to be included in the report to provide an accurate analysis. The City responded by stating the state government guidelines had been followed and the appointed consultants had visually audited Manning Park.*

- *It was stated actions need to be considered avoiding further clearing and further modification. This will require an independent ecological assessment.*

-----WORKSHOP NOTES END-----

Additional Notes provided by Coogee Beach Progress Association – provided verbatim:

- Is almost 70 years old and has operated continuously over that period representing Cockburn Coastal residents & ratepayers.
- Meets Bi-monthly and has a newsletter distribution of 4,000 bi-monthly and represents potentially 7-8,000 residents & ratepayers
- Daryll Smith is currently Vice President, has been a Past President, and is a Life Member
- Manning Park is a Public Open Space (POS) well used by Coastal residents for predominantly passive social activities, including cycling, jogging, recreational and bush walking, dog on lead walking, as well as family recreation and community events.

Constraints

- Aboriginal Heritage & Cultural areas must be protected, as well as the early European settlement heritage in Manning Park.
- Manning Park Ridge is a Limestone Ridge, with high conservation value and status, with unique biodiversity including endangered and threatened species of flora and fauna. This quality area and environment needs to be protected.

There are currently some 30kms of predominantly unsanctioned and unmaintained trails & tracks, which need to be substantially rationalised, with natural separation and barriers, between Mountain bike trails and other recreational tracks/paths within Manning Park with protection of the natural environment and safety being a key focus for all tracks/paths.

- Public car parking at Manning Park needs improvement to cater for the needs of all and increasing numbers of users and visitors to the park, including organised groups and tour buses.

Opportunities

- There are significant areas in Manning Park which have been degraded, particularly in the north and south west of the Park. These areas could well be used to establish sanctioned and sustainable Mountain Bike Trails. These include the northern quarry and surrounding areas, as well as the south western areas of the Park including the southern quarry. Interconnection between these northern and south western areas could be via the western fire breaks/track or even the land on the western boundary of the Park, to protect and conserve the high value biodiversity areas along the Manning Ridge. A Pump track could be established adjacent to suitable carparking.

In the rationalisation of unauthorised tracks, there is potential to establish a sustainable Manning Park network of recreational and passive use paths to meet the needs of a range of Park users, with natural protection from the separate Mountain Bike trails, ensuring they are all well maintained, and unauthorised trails removed.



MANNING PARK WORKSHOP 3

DESIGN AND DEVELOPMENT PROCESS



RE-CAP – PREVIOUS NOTES

COMMENTS / CLARIFICATIONS



WORKSHOP 3

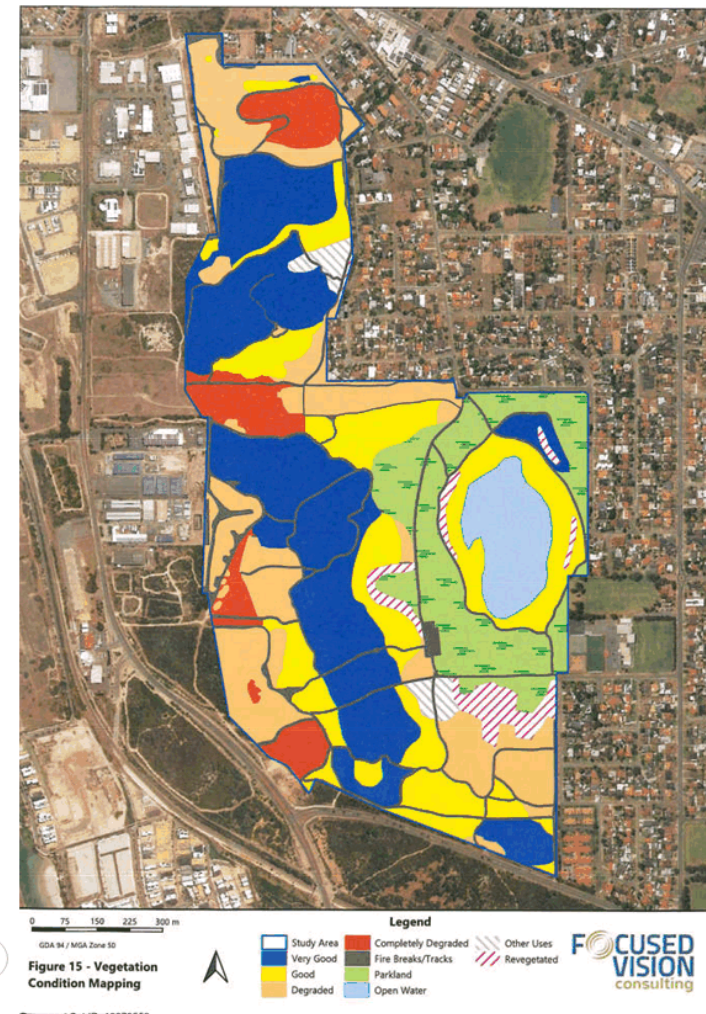
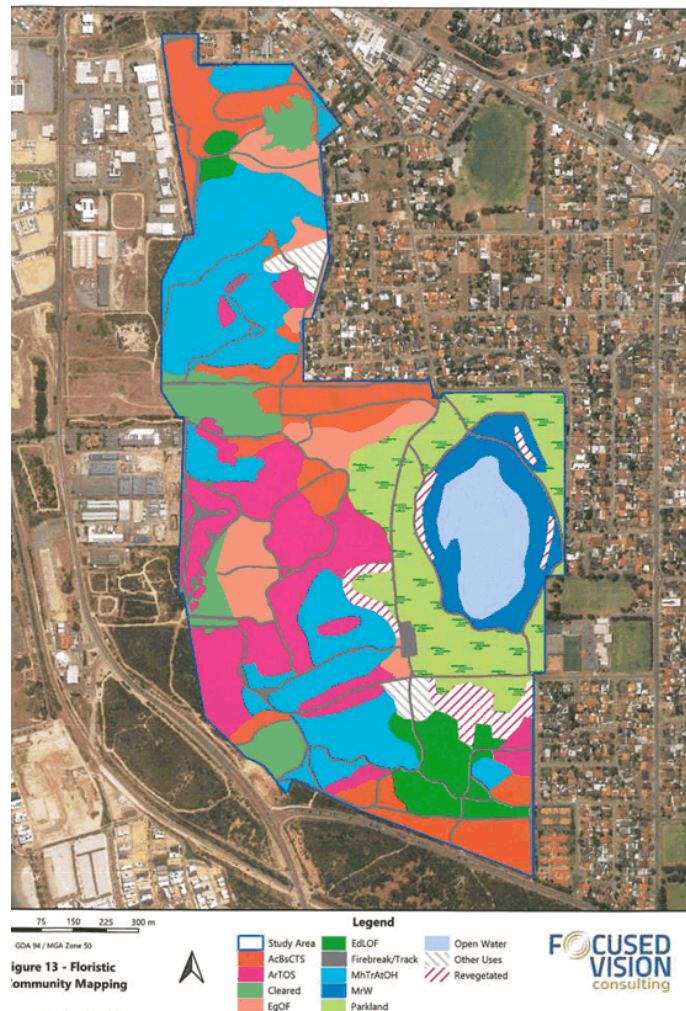
- Continuation of Workshop 2 - List of Current User Groups:
 - Numbers
 - Requirements
 - Limitations / Constraints
 - Opportunities
- Dialogue with representative groups regarding the critical issues and where:
 - Compromise could be reached
 - Alternative solutions may provide a viable option.
 - Review the relative ranking of the key issues

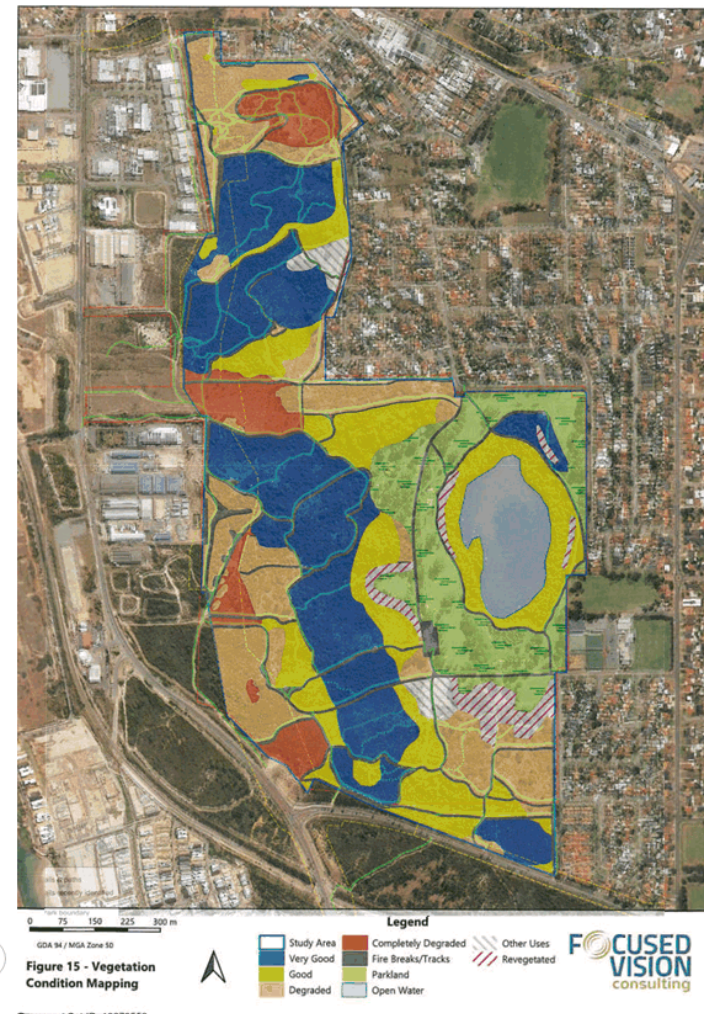


WORKSHOP 3 – SITE CONSIDERATION PLANNING

- Identification of challenges / solutions on a site plan for further discussion and working through by each table.
 - Annotated Plan with suggested solutions to be discussed / debated / agreed / contended.
 - Agreement of priority considerations, management and implementation parameters







WORKSHOP 3 SUMMING UP AND WORKSHOP 4 PREPARATION (IF REQUIRED)

Review and Consider Broader Implications of the discussions

Discuss with representative of your Groups:

- Areas of concern
- Mitigation requirements
- Gaps in knowledge which need to be addressed



Appendix E: Workshop No.4 Meeting Notes

Manning Park Workshop No.4 08/12/2021 5:30pm to 7:20pm

These notes reference presentation No.4 which summarised the outputs of workshops 1 to 3 and amendments suggested to reflect the views of the group. These are to be provided separately in the full council report to be developed following the workshop.

Reference was also made to the notes from Workshop 3 that those views expressed of the Hamilton Hill Community Group (HHCG) were personal views and not those of the HHCG. This was countered by stating that the HHCG had looked into the Carnaby Cockatoo's and therefore the concerns raised were those of the resident association which consisted of a number of people with diverse views and experience.

Three other matters were raised:

- Connection between the ridge and the lake.
- Gail Beck - Aboriginal significance in the southern area of Manning Park. Would wish to speak to the City when available to ensure these matters are addressed.
- Booyeembara Park Master Plan (within the City of Fremantle) has mountain bike trails identified for public use. Can be found at: <https://mysay.fremantle.wa.gov.au/boo-park> (right hand side fourth document). The plan distinguishes between users.

Presentation No.4 Discussion:

Two things people agreed upon:

- All were agreed that Manning Park required careful management from an ecological / environmental perspective. This primary concern would influence the extent that the land could provide for a variety of users.
- There was a need for a greater understanding of the site Aboriginal and European Heritage.

General Group Discussion was undertaken with regard to:

- The need to follow the Eight Staged Trail Planning Process. While reference was also made to the process produced for mountain biking (a re-iteration of the adopted DPaW methodology), the approach is advocated across the planning process for all trails in their generic form.
- Remove reference to a Section 18 determination. There is an approval process which will naturally be followed through outcome of the Heritage assessment.
- The need to / must follow technical guidelines from the Environmental Protection Authority (EPA). All proposals should be referred to the EPA for consideration (follow best practice).
- A comment was raised related to Orienteering who has 'Friends of the Park' – to address degradation / changes.
- The question was asked regarding the ongoing Management Arrangement i.e. Community involvement and decision making:
 - What does it look like?
 - There will be a need to report back to a representative group.
- There was a general agreement to potentially break up the actions into those which can be achieved in the short term while an Ecological, Cultural and Heritage Management Plan is being undertaken as there is an opportunity to help the Park now.
- Immediate suggestions included:
 - Dog poo bags

- Trail regeneration (agreed plan)
- Clean-up days and events
- Education / Training – learning lessons from issues resulting in ecological degradation.
- Longer term options:
 - Potential to expand the park area back onto the road.
 - Strategic purchasing of the industrial area by the City to be investigated.

With regard to longer term options, reference was made to the need to consider the Local Structure Plan and also the Metropolitan Region Scheme (MRS) amendments required through this process.

- A strong sentiment was raised with regards to ensuring that the “Bigger Picture” was considered.
- MTB representative highlighted:
 - The anti MTB attitudes of some users over the years has hampered the growth of a more formal MTB community group.
 - There are massive safety concerns – which have put some people off riding there anymore.
 - Safety concerns are due to intentional sabotage of MTB trails which include the placing of large rocks and branches on trails and blind corners and in some extreme cases wire being strung across the trails.
 - MTB riders are on occasion verbally abused while riding in the park.

The formalisation of MTB trails will confirm a place for MTB riders at Manning Park. This will provide an opportunity for a community MTB group to flourish in a similar fashion to the highly successful Manning Park Trail Runners.

Establishing a visible and open MTB community group will provide a pathway for local youth interested in MTB riding and drive ownership and responsibility for the park and its infrastructure amongst users (and address anti-social use / creation of the trails).

- General view of the group was there was a need for some form of co-operative / joint management model:
 - An appropriate model based on industry ‘good practice’ could be adapted.
 - It needs to be more than just facilitation.
 - It needs engagement by the City and other responsible bodies.
 - User groups are to be involved – this is seen as essential.
- General comment was made on the need to look at the priorities for the group:
 - Actions – should be identified and agreed by the group
 - Ongoing – weed eradication and ongoing monitoring
 - Immediate Action: Clean-up day – organise it.
 - Leadership is needed and this should come via the City to empower the group.

Further comments were made on the outputs of workshop 3: The annotated plan required a Health Warning – it is just a series of suggestions and individual observations. The City indicated it was important to have the plan as a reference point as it did represent comments across the group, albeit on an individual basis. The group suggested the numbering be removed and the document be described in the methodology as to how the suggestions were derived (i.e. not developed by consensus but mere considerations for a future management body).

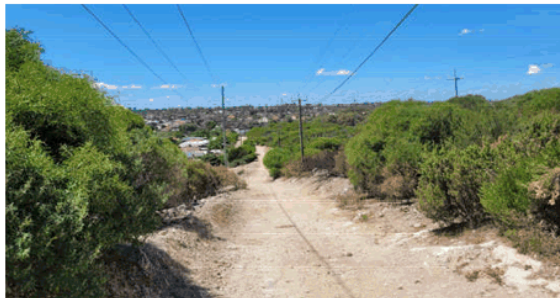
The City were requested to feed back on the following points:

- Confirm that the final report which is to be presented to committee will be made public.
- Confirm that all the consensus of the group be appropriately represented and the option for a local management body with representation across all stakeholders be tabled.
- Clarify the process from now on and the likely timescale for reporting to committee.
- The Hamilton Hill Community Group representative offered to liaise with the Mountain Biking representatives to discuss future workshops and events, which included MTB Education Programs.

Workshop attendees were thanked for their input and proactive approach in the process.

Workshop Closed 7:20pm.





MANNING PARK WORKSHOP 4

SUMMING UP AND KEY THEMES

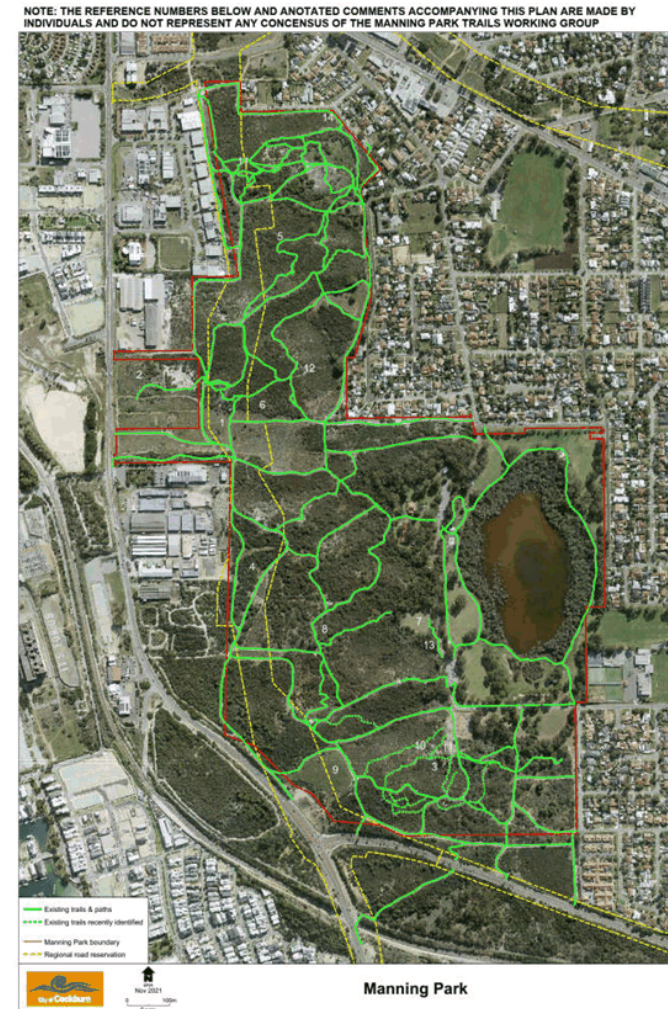


RE-CAP – PREVIOUS NOTES

COMMENTS / CLARIFICATIONS



1. Western Power Easement is good for mountain bike riding and within completely cleared land / Utilise area under power lines for mountain bike trails
2. Parking? / Build car park under power lines on Cockburn Road to provide direct access to mountain bike trails.
3. An important ridge Cliff to be protected if possible. A protected trail through would be great.
4. Currently large drops on trails – safety concern
5. Opportunity to rehabilitate some of the smaller informal goat tracks
6. Foot based recreation in the northern Part of Manning Park.
7. Cultural teaching area
8. Foot based recreation along ridgeline
9. Quarry – Opportunity to be developed for jump tracks and other restricted mountain bike areas.
10. Restore the Eucalyptus Woodland here
11. Opportunity to rehab some of the smaller informal goat tracks (just one example)
12. Cave
13. Reconnect the ridge to the lake.
14. Build car park or off street parking near northern quarry to provide direct access to the mountain bike trails



PRIORITIES

1. Priority 1: The following must be undertaken prior to making future decisions on the use of Manning Park:
 - Detailed Assessment of the quality of ecology / biodiversity / geology
 - Aboriginal and Cultural Heritage Study
 - Early European settlement Heritage Study
2. Priority 2: The DBCA Eight Staged Trail Planning Process should be followed and informed by the outputs of the studies
3. Priority 3: Further consultation and engagement with the working group members and wider community
4. Priority 4: Protection of the limestone ridge – cultural and ecological significance



GENERAL GROUP AGREEMENT

1. The importance of Manning Park is recognised as a recreation space for local residents.
2. Manning Park is recognised as being of value to a diverse range of user groups.
3. There needs to be consistency in any decision making process with regard to the park's designation as Bush Forever and in accordance with state conservation objectives.
4. Self policing / self management – There is a need to ensure this is practical / achievable
5. Ongoing maintenance and control – It is considered to be the responsibility of the City and those bodies with the knowledge and capability to manage the environment without adversely impact on it. The appropriate management structure however needs to be resolved.



ACTIONS TO BE CONSIDERED IN ADDITION TO THOSE IDENTIFIED IN THE WORKSHOP NOTES

Potential visitor mitigation measures:

- Additional car parking could Additional car parking could be provided on land to the west of Manning Park and / or adj to northern Quarry
- Protection of habitat nesting (exploring innovative solutions)
- Protection of medium to high quality flora in designated areas (fencing / no go areas).
- Reduce extent of trails and removal of all trails through TEC's and areas comprising endangered / threatened species.
- Signage Strategy: Waymarking / Cultural Interpretive / Standards of behaviour – But maintain its natural aspect.



PROCESS FROM HERE

- All documentation to be collated into one report
- Presented to the City along with the key themes
- Consideration by Officers – report to Council
- Consideration by Council – decision making body



Manning Park History

In the 1850s, Charles Manning established a farm at what is now Manning Park to provide produce for his Fremantle house. This was Old Farm, near the corner of Claygate Road and Davilak Avenue. This was later occupied by convicts building the Rockingham Road. In the mid-1860s, Davilak, which is now ruins, became a large family home for Charles' son Lucius, wife Florence, and their children, including Azelia. In the early 1920s, Azelia built Manningtree House, which is now the Azelia Ley Homestead Museum. Old Farm is now suburban housing. Davilak House was burnt down in a bushfire in 1960. After Azelia's death in 1954, her house and grounds were rented until the late 1970s, and in 1983, became the Azelia Ley Homestead Museum.

1840 Henry Manning extended the family business to the Swan River Colony purchasing lot 123 Packenham St. He also purchased other property in the area.¹

1847 Henry Manning purchased Cockburn Sound Location 3 from JW Davey, who had been originally granted the land.²

1854 Charles Alexander Manning came to Swan River Colony from England to take over running the family business of shipping and merchandising, including wine and spirits. In 1855, Charles married Matilda Burkett. In 1859 he built what became known as Manning's Folly in Fremantle. This was the business headquarters, family home and had 2 flats for visiting businessmen.³

1850s "Charles Alexander Manning established a farm soon after his arrival in the colony about 4 miles south of Fremantle. The first farm was at the north end of what eventually became known as Davilak Lake and was known as the Old Farm, its purpose was to produce some of the necessities of life which were hard to come by in those early days."⁴

1860s or 1870s? After Davilak was built, the Old Farm continued to be farmed but part of it was leased to the government as a base for convicts building Rockingham Road.⁵

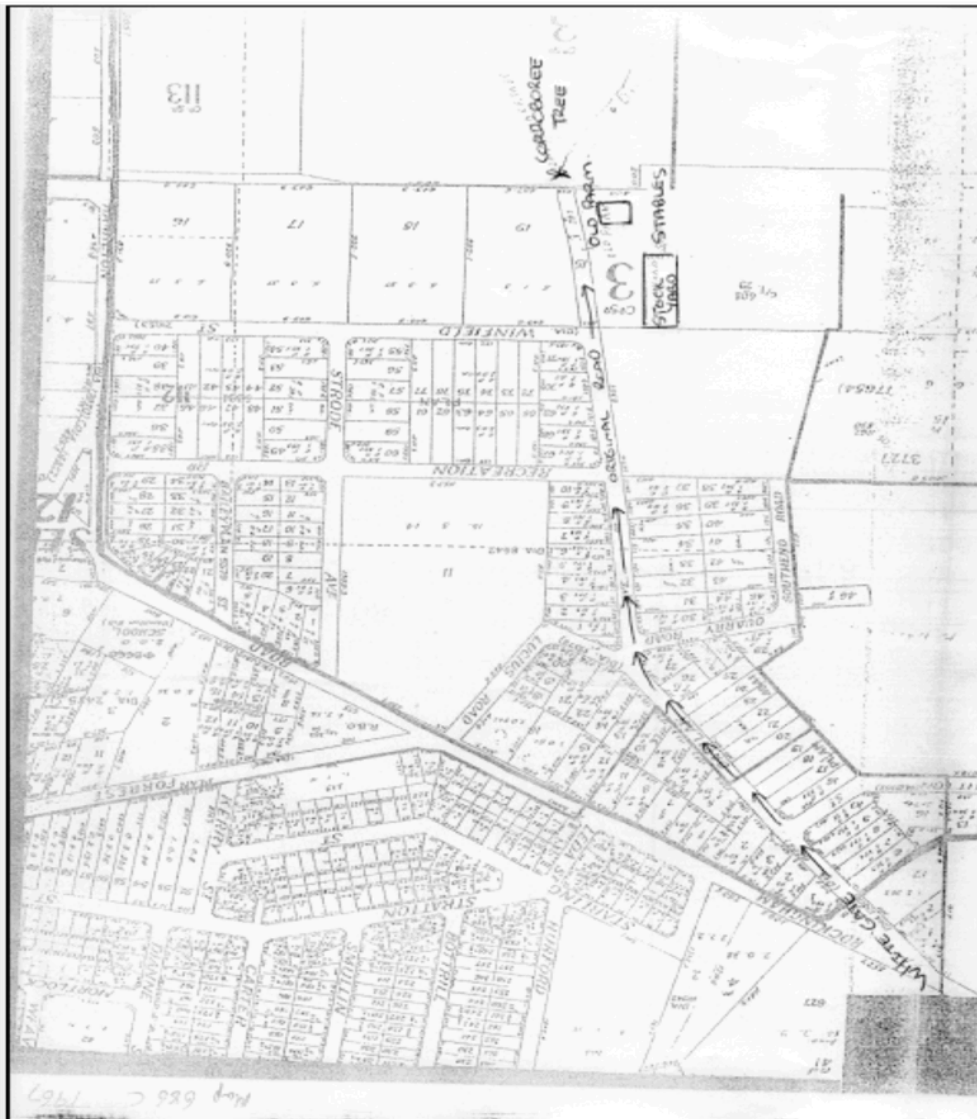
¹ Charles Alexander Manning, in LW [Lucius Windsor] Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13A

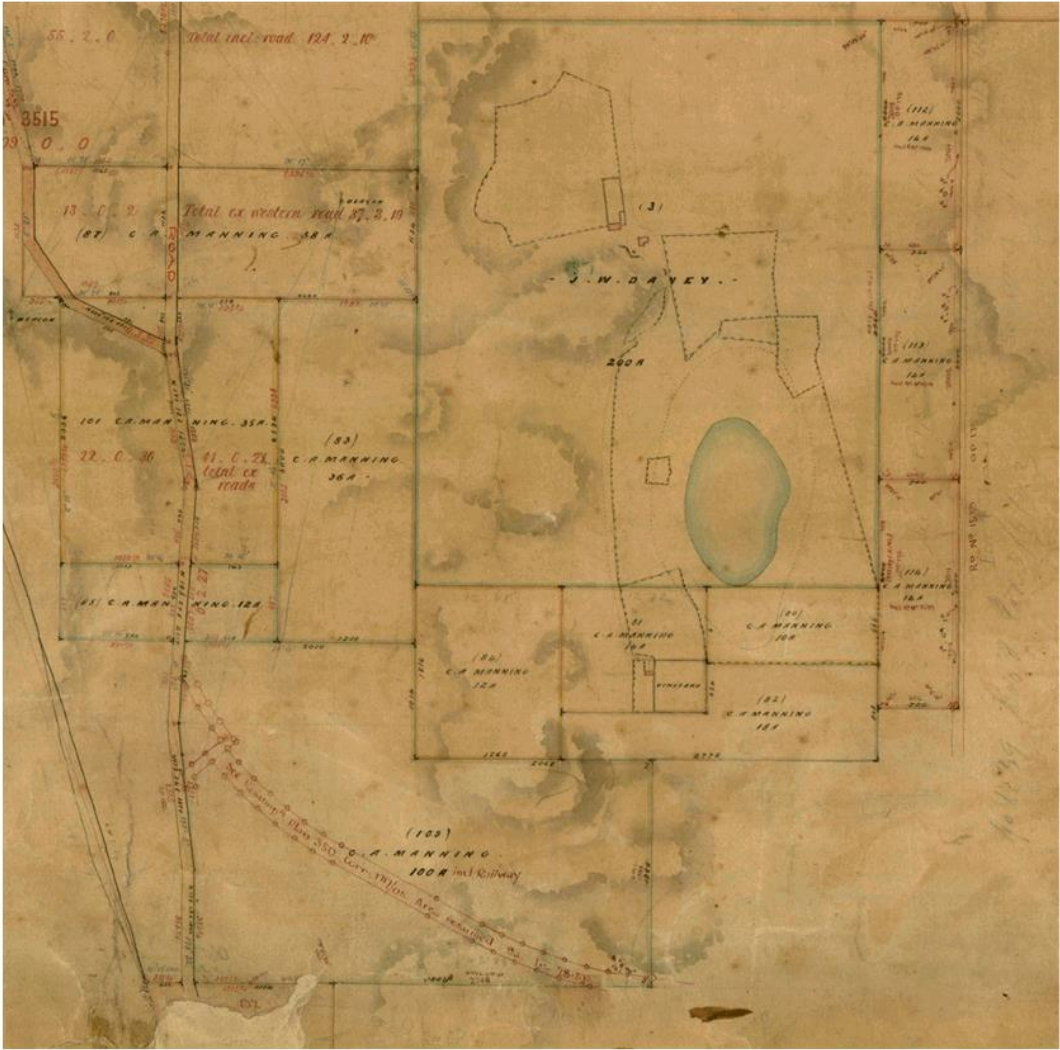
² Gaye Nayton, "Manning Estate, Hamilton Hill, Conservation Plan (Draft), prepared for City of Cockburn, 2011, 23.

³ Charles Alexander Manning, in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13A; Government of WA, Department of Justice, Births, Deaths and Marriages Online Index Search Tool, Charles Manning and Matilda Birkett.

⁴ Charles Alexander Manning, in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13A

⁵ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B







THE MANNINGS ALSO BOUGHT THE SOUTH-WEST CORNER OF ROBB'S LAND TO THE NORTH TO LINK THEIR PROPERTY TO ROCKINGHAM ROAD.⁶

1860s Charles Alexander Manning developed a second farm to the south of the lake, known as Davilak. "It was a long low house with very big stockyards with two storied stables and coach house, extensive servants' quarters and store houses, the walls were all built of sandstone [limestone] rocks, there was a square courtyard which separated the servants' areas and kitchen from the main house."⁷

The limestone for the buildings was quarried on the site and the timber was cut from the property. There were also lime kilns. Devon cattle and Arab horses grazed in the paddocks.⁸

According to a later housekeeper, Davilak House was built by convict workers in about 1866.⁹

⁶ Berson, *Cockburn: The Making of a Community*, 97.

⁷ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

⁸ Berson, *Cockburn: The Making of a Community*, 38.

⁹ Mrs EP Clayton, former housemaid for the Manning family at Davilak House, about 1922. Interview held at Azelia Ley Homestead Museum, AL.91.13.C

1869 Charles Alexander Manning died in February 1869.¹⁰ His son Lucius Alexander Manning carried on the family business until he died in 1888.¹¹

1869 In September 1869, Lucius Alexander Manning married Florence Bickley, of Kenwick Park, whose father was also a trader and ship-owner. Their first two children (Alfred and Azelia) were born in Fremantle then the family moved to Davilak.¹² Lucius Charles Manning oral history states that all the children were born at Davilak except Juanita (Nita).¹³

1873 Matilda Manning (Charles' widow) was admitted to the Fremantle Lunatic Asylum on 24 March 1873. She was "a thirty-six-year-old widow of unsound mind, subject to delusions, and certified as dangerous. Her history revealed she was 'not quite sane for four or five years past', and her 'present insanity originated in domestic trouble and has been aggravated by use of stimulants'." Matilda had frequently threatened people and was stated to be 'disposed to commit suicide'.¹⁴ ... Matilda Birkett married Charles, in Fremantle in 1855, and gave birth to six children from 1857 to 1864.¹⁵ Her firstborn, nine-month-old Amy Constance died in 1858, and both her four-year-old son, William, and her husband died in 1869. These deaths would have taken an emotional toll as it was during this period that her mental state deteriorated.¹⁶ She remained in the asylum and was transferred to Claremont Hospital for the Insane when it opened in 1908.¹⁷ Matilda died there in 1928.¹⁸

1870s-1880s Lucius Alexander Manning developed Davilak into a big farm with gardens and a vineyard surrounded by stone walls. As well as running the business, LA Manning bought other properties around Fremantle and on the Canning River. He also bought land near Geraldton and went into partnership in cattle and sheep stations in the Kimberley (Kimberley Pastoral Co) and Murchison (Lulagui and Nookawarra). He bred cattle and horses at Davilak, some of which can be seen in photos ALP 00116, ALP 00148 and ALP 00015.¹⁹

¹⁰ Charles Alexander Manning, in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13A

¹¹ Charles Alexander Manning, in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13A; "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

¹² "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B. Lucius Charles Manning oral history recorded in 1975 by J Slee states that all the children were born at Davilak except Juanita (Nita), , OH1005.

¹³ Lucius Charles Manning oral history recorded by J Slee on 10/1/1975, OH1005.

¹⁴ Register of Female Patients, 1858-1873, Fol. 176, 24 March 1873 in Alexandra Wallis, "Hysterical Women: Moral Treatment of Fremantle Patients in the Fremantle Lunatic Asylum, 1858-1908," PhD thesis, 2020, <https://researchonline.nd.edu.au/theses/260>, 223-4.

¹⁵ Births, Deaths and Marriages WA: Certificate of Marriage Matilda Birkett and Charles Alexander Manning (856/1855), Certificate of Birth Amy Constance (3751/1857), Henry Earnest (4601/1858), Inez Amelia (5410/1860), Arthur Nelson (5975/1861), Emily Constance Maud (6912/1863), William Edwin (128/1864) in Wallis, "Hysterical Women," 224.

¹⁶ Births, Deaths and Marriages WA: Certificate of Death Amy Constance Manning (1127/1858), William Edwin Manning (4378/186) and Charles Alexander Manning (4115/1869) in Wallis, "Hysterical Women," 224.

¹⁷ Case Book Female (Chronic), 1901-1908, Fol. 101, 9 June 1908 in Wallis, "Hysterical Women," 224, 260. Matilda Manning appears to have died in 1928. Births, Deaths and Marriages Online Index Search Tool.

¹⁸ "Death Certificate", Matilda Manning SROWA, Cons 3458, Item 1928/095, cited in Gaye Nayton, "Manning Estate, Hamilton Hill, Conservation Plan (Draft), prepared for City of Cockburn, 2011, 9.

¹⁹ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B



MAN AND HORSE IN PADDOCK AT DAVILAK, WITH HOUSE AND HILLS BEHIND, ABOUT 1900-1910. ALP 00148

1870s? Arthur Nelson Manning spent a lot of time at Davilak with his half-brother Lucius Alexander Manning. "It was Arthur who primed the old brass cannon situated near the flagpole on Monkey Hill with blasting powder and some stones and fired the lot across the top of the house into the long paddock in front."²⁰

"Coojimini Hill was known as Monkey Hill because a large monkey which belonged to a seaman who worked on the property was buried there. The children built a cairn of stones over it, the writer [LWM son of Lucius Manning of Peppermint Grove] can remember it when he used to go there in the mid twenties."²¹

"We had a lot of cattle at Davilak. We also had a lot of limestone. Father used to sell it to the Goldfields where it was used in the old floatation process I think."²² But his father died in 1888, before the goldrushes so perhaps he is talking about another relative selling it?

Lucius Charles Manning oral history states that "Davilak was left to Alfred, who left it to Victor, who sold it."²³ But "Story of Davilak" by Lucius Charles' son says it was left to Victor's son Colin Manning.

"Davilak had 1200 acres in the home paddock, and the land stretched down to Rockingham."²⁴

"James Rocks, only half a mile from Davilak, was part of the property. I [Lucius Charles Manning] sold it to the Road Board for public use, but it was never put to public use."²⁵

²⁰ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

²¹ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

²² Lucius Charles Manning oral history recorded by J Slee on 10/1/1975, OH1005.

²³ Lucius Charles Manning oral history recorded by J Slee on 10/1/1975, OH1005.

²⁴ Lucius Charles Manning oral history recorded by J Slee on 10/1/1975, OH1005.

²⁵ Lucius Charles Manning oral history recorded by J Slee on 10/1/1975, OH1005.



1891 A 'to let' notice was placed in the *West Australian* in 1891 by Alfred Manning. This provides a detailed description of the extent of Davilak, which consisted of:

large paddocks, 700 acres; 2 orchards, a vineyard, walled in; grass meadows, all well watered; dwelling house of 14 rooms; numerous and substantial stone outhouses, consisting of stables, coach-houses, dairy, poultry-houses, laundry, servants lodge (14 rooms); deep well of pure water with windmill, with piping laid on to house, laundry and private garden; carpenter shop; small forge; a good road running through the estate; valuable lime kilns. Paddocks suitable for butchers or grazing horses. The house would be let separate or with the whole. It is a pleasant country residence. The farm has every advantage for dairy, market garden and poultry-breeding.²⁶

1895 600 camels in quarantine, many at the Davilak Paddock, an area leased to the cameleers by the Manning family that stretched from the crest of the limestone ridge down to Catherine Point.²⁷

²⁶ *West Australian*, 1 April 1891, quoted in Heritage Council, Register of Heritage Places Assessment Documentation for Manning Estate, Hamilton Hill.

²⁷ "Camels in Quarantine," Lookouts and Spine signage, Manning Park, 2021.



[HTTPS://TROVE.NLA.GOV.AU/VERSION/50071364](https://trove.nla.gov.au/version/50071364)





1888 Lucius Alexander Manning died in 1888 and Davilak began to gradually decline. His wife Florence was left with 7 children between 2 and 18 years old, and she was not a businesswoman. The executors did little to look after the estate.²⁸

1897 Florence Manning remarried in 1897 and moved with her husband Mr Strode-Hall to Singapore, returning to Davilak in 1911.²⁹

1898 Railway line from Fremantle to Robb Jetty but this would not have affected access to the sea and Robb Jetty from Davilak property.³⁰

1903 The railway was extended from Robb Jetty to Woodman Point.³¹

1888 – 1924 Alfred Manning was in charge of the estate and lived there with his sisters Olive, Azelia and brother Lucius Charles.³² Each day Alfred went to the Fremantle office of the estate, and he was also a Fremantle Municipal Councillor. Olive was 25 and kept house, including making beds, making jam and tomato sauce, helping with the laundry, and looking after the dairy, including making butter. "Olive Manning's diary gives a strong sense that life at Davilak was very much life in the country. The household produced almost everything that appeared on its table".³³ Victor also spent time at Davilak until his marriage in 1910.³⁴

1920-23 Azelia Ley (nee Manning) and her husband Jack Ley built Manningtree House, which is now Azelia Ley Homestead Museum. Azelia moved there in 1927?

About 1922 According to an oral history with Mrs EP Clayton, former housemaid for the Manning family at Davilak House, "most of the land bordered by Davilak Road and Hamilton Road was used as a holding paddock for bullocks."³⁵ This is most likely on flat ground to the east of the ridge. See photo below.

²⁸ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

²⁹ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

³⁰ Berson, *Cockburn: The Making of a Community*, 102.

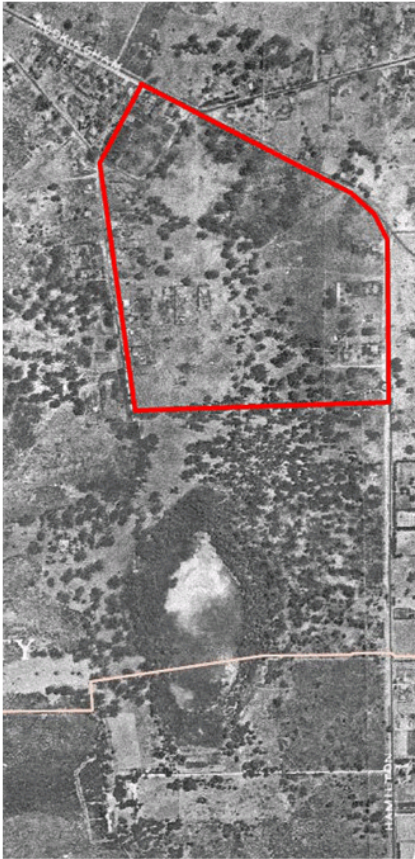
³¹ Berson, *Cockburn: The Making of a Community*, 102.

³² Berson, 7.

³³ Olive Manning's diary, cited in Berson, *Cockburn: The Making of a Community*, 97-99.

³⁴ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

³⁵ Mrs EP Clayton, former housemaid for the Manning family at Davilak House, interview held at Azelia Ley Homestead Museum, AL.91.13.C



36

THIS PHOTO IS THE 1950 AERIAL PHOTO FROM INTRAMAPS.

1922 According to an oral history with Mrs EP Clayton, former housemaid for the Manning family at Davilak House, in 1922, Mrs Florence Strode-Hall, her sister Mrs Blanche Ashton, and her son Major Victor Manning lived at Davilak. The only animal she mentioned was a house cow.³⁷

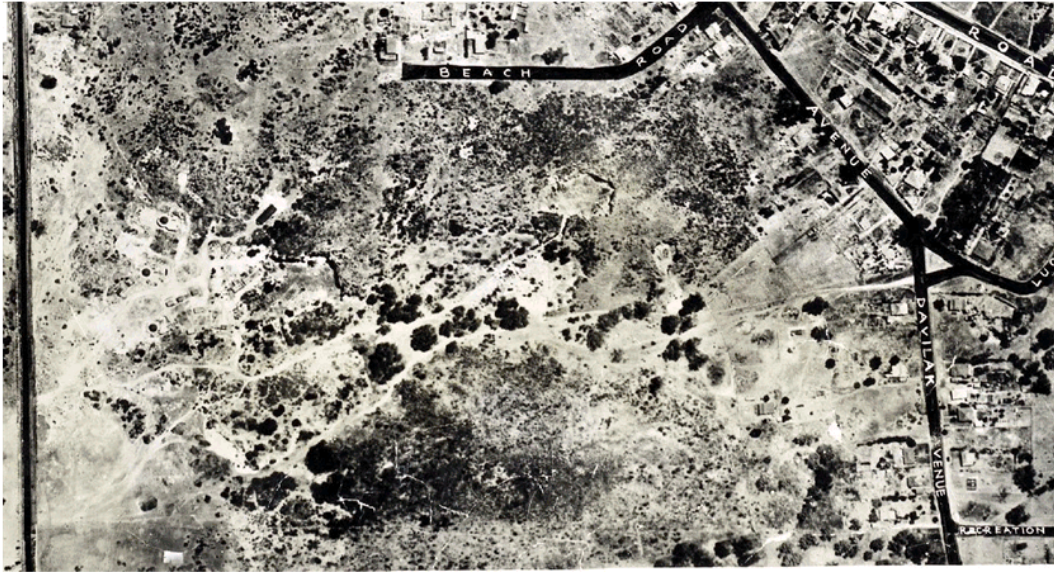
Early 1900s? Berson, in *Cockburn: the Making of a Community*, says that "Forrest, Emmanuel and Co's paddocks extended along the limestone ridge from the Newmarket Hotel to Coogee taking up the western half of the Manning Estate".³⁸ As the Manning estate went to the water's edge, the western portion might not include much of what we currently call Manning Park.

1942

³⁶ Mrs EP Clayton, former housemaid for the Manning family at Davilak House, interview held at Azelia Ley Homestead Museum, AL.91.13.C

³⁷ Mrs EP Clayton, former housemaid for the Manning family at Davilak House, interview held at Azelia Ley Homestead Museum, AL.91.13.C

³⁸ Berson, *Cockburn: the Making of a Community*, 101.



1946 Florence Strode-Hall lived at Davilak until her death in 1946 at the age of 97.³⁹ Her grandson, Colin Manning, inherited the property. Having been farming in Kenya, he decided to come and farm Davilak but found it too difficult without cheap labour. He decided to sell, and Azelia Ley, who was living nearby at what is now Azelia Ley Homestead Museum, bought the property to keep "Italian" gardeners from living nearby. A caretaker lived at Davilak, which nonetheless became overgrown.⁴⁰

1954 Azelia Ley died, and Colin Manning inherited and sold Davilak a second time.⁴¹

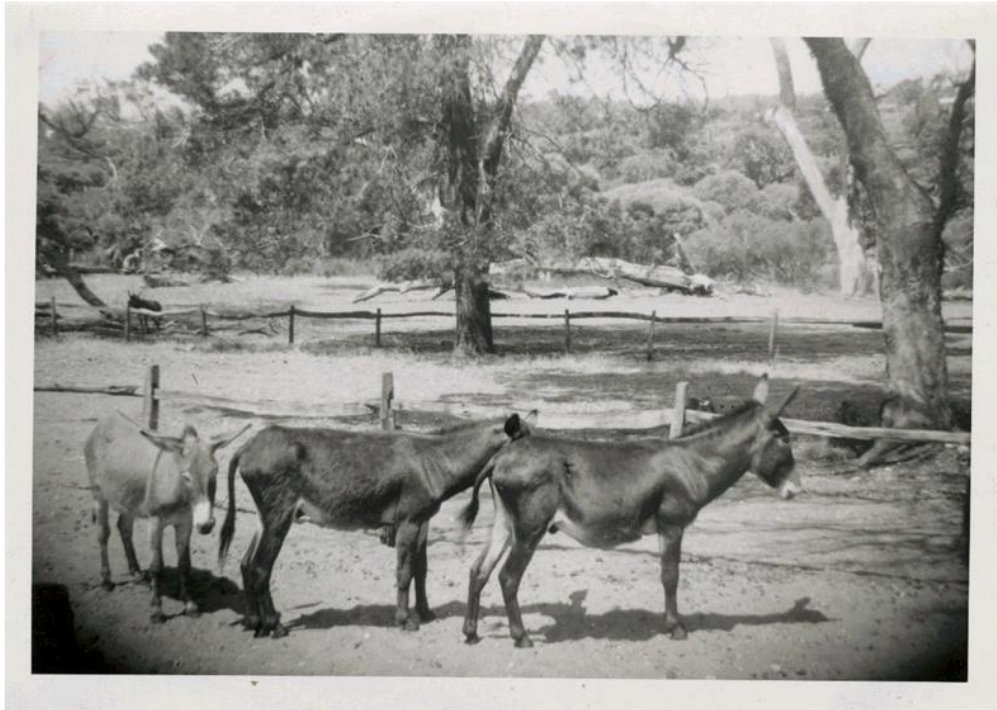
1954 – 1970 Azelia Ley's former home rented by the Leslie family. Their 99-year lease on the property cost \$1, in return for doing some improvements to the house every year! They kept a range of animals on the property, mostly donkeys and chickens.⁴²

³⁹ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

⁴⁰ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

⁴¹ "Story of Davilak," in LW Manning compilation of LC Manning family history notes, Azelia Ley Museum, AL91.13B

⁴² Keith Leslie, oral history recorded by Denise Cook for City of Cockburn, 1 June 2021, 20-21, 29.



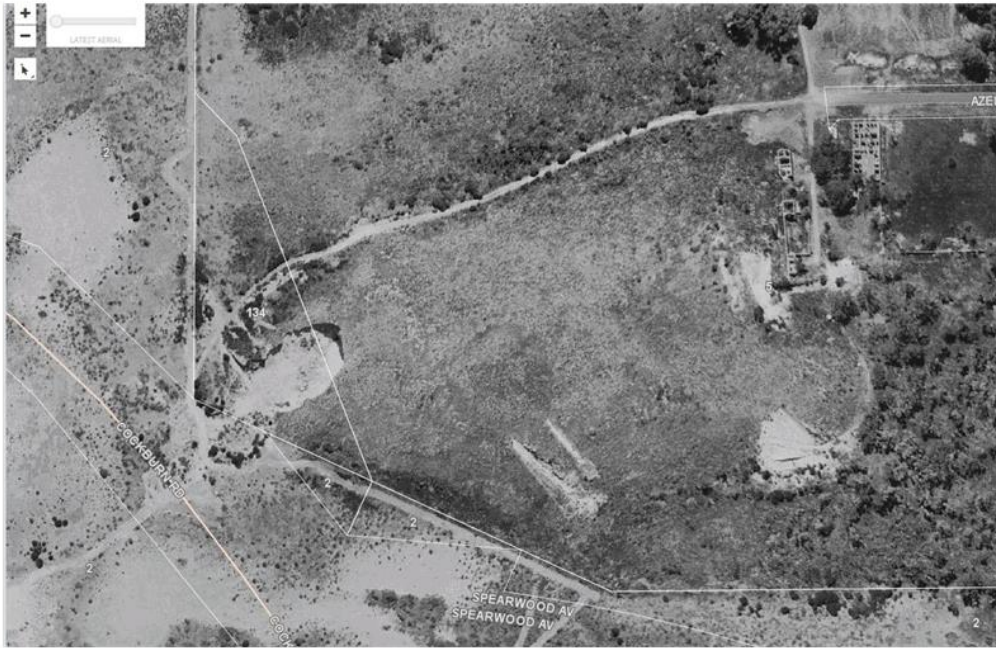
1965 By the time of the 1965 aerial photograph, the land around Azelia Ley's house was mostly cleared of vegetation. For many years Azelia had been living there as a semi-recluse and it is likely that the family with x children, as well as up to 70 donkeys, horses, goats, sheep and cows reduced the vegetation.⁴³

The aerial photographs from the 1940s and 50s show the ridge to be largely free of tracks. By 1965 there was a lot more development in the area and many more tracks. The Leslie's had a car, a wooden-spoked Whippet and Keith Leslie said "we did some terrible things in that".⁴⁴

⁴³ Keith Leslie, oral history recorded by Denise Cook for City of Cockburn, 1 June 2021, 29, 67.

⁴⁴ Keith Leslie, oral history recorded by Denise Cook for City of Cockburn, 1 June 2021, 12





1960 Davilak house was destroyed by bushfire.⁴⁵



⁴⁵ *The West Australian*, 1/12/1960, p.7 cited in Gaye Nayton, "Manning Estate, Hamilton Hill, Conservation Plan (Draft), prepared for City of Cockburn, 2011, 12.





2020 Manning Park memories from Cockburn Reflects Facebook page

<https://www.facebook.com/groups/2283520345293589/permalink/2474170916228530/>

Mae Dadley

I grew up there played in the swamp with canoes Best fun was sliding in the mud with bikes when it dried
When we got home we'd get a belting

Mae Dadley

Every school holidays we'd walk over the two hills on the donkey tracks and go and swim at the beach

Ross Hitchcock

My daughter was conceived there. 😊

Ross Hitchcock

I remember the carnaby cockys flying over our house in the hundreds and roosting in the trees down there, not anymore though.

Peter Baker

🤩 the tree at be back. I also learned how to ride a motorcycle there.

Mark Cunningham

Used to practice my junior speedway car at that lake in summer when it dried up

Naomi O'Hara

We used to ride our bikes on the tracks through there. Once we found a whole bunch of yellow pages dumped along the tracks, we picked up some and took them home. I have no idea why

15. Finance

15.1 (2022/MINUTE NO 0086) Payments Made from Municipal Fund and Local Procurement Summary - March 2022

Author Stuart Downing

Attachments 1. Payments Listing for March 2022 [↓](#)
2. Credit Cards Listing for February 2022 [↓](#)

RECOMMENDATION

That Council:

- (1) RECEIVES the list of payments made from the Municipal Fund during the month of March 2022, as attached to the Agenda.

Council Decision

MOVED Cr C Stone SECONDED Cr P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0

Background

Council has delegated its power to make payments from the Municipal or Trust Fund to the Chief Executive Officer and other sub-delegates under Delegated Authority 'Local Government Act 1995 - Payment from Municipal and Trust Funds'.

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid under this delegation to be prepared and presented to Council each month.

It should be noted that the City no longer holds any funds within the Trust Fund, following legislative amendments requiring public open space (POS) cash in lieu contributions to now be held in Municipal reserves.

Submission

N/A

Report

Payments made under delegation during the month of March totalled \$15.931 million, and a listing of these is attached to the agenda for review by Council.

These comprise:

- EFT payments (suppliers and sundry creditors) - \$17.730 million (802 payments)
- Payroll payments - \$4.657 million (3 fortnights)



- Corporate credit cards – total of \$81,815 (63 cards used)
- Bank transactional fees (BPay and merchant fees) - \$11,240.

The City processes several payment runs each month to ensure its trade suppliers are paid on a timely basis, particularly those that are local and small businesses.

Also attached is a cardholder summary of credit card spending for the month of February (settled in March).

There were no transactions on the CEO's credit card for the month.

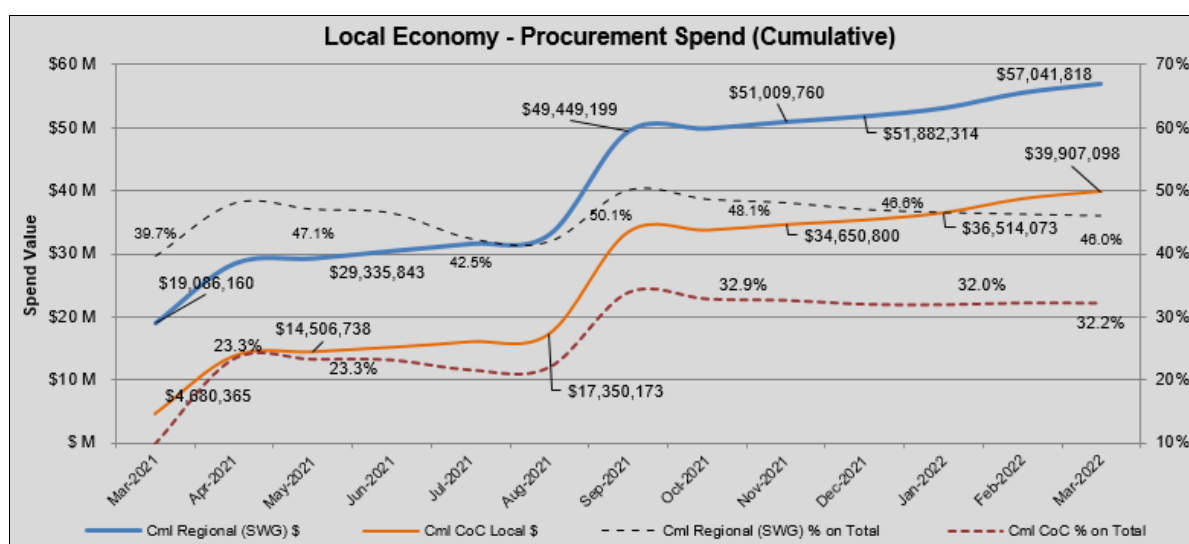
Local Procurement

Monthly statistics on local and regional procurement spend are summarised below, showing the spend amounts and percentages against total spend:

Procurement Report - Local Buy Summary & Trends					March 2022
Monthly Statistics	Total SWG Spend	\$1,428,724	CoC Local \$	31.1%	Local/Regional \$ 38.1%
	CoC Local Spend	\$1,166,387	CoC Local %	32.0%	Local/Regional % 38.7%

In March, local spending within Cockburn made up 31% of the City's total spend, comprising 32% of all procurement transactions (38% of spend from 39% of transactions within the SWG region).

The following one year rolling chart to March 2022 tracks the City's procurement spend with businesses located within Cockburn and the South West Group (SWG) region:



The rolling 12-month cumulative SWG regional spend was \$57.04 million, representing 46.0% of the City's spend, with \$39.91 million or 32.2% within the local Cockburn region.



These results track the City's performance in achieving Council's "local and regional economy" principle contained within its Procurement Policy (i.e. a buy local procurement preference).

Strategic Plans/Policy Implications

Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment

- Thriving local commercial centres, local businesses, and tourism industry.

Listening and Leading

A community focused, sustainable, accountable, and progressive organisation

- Best practice Governance, partnerships, and value for money
- High quality and effective community engagement and customer service experiences.

Budget/Financial Implications

All payments made have been provided for within the City's Annual Budget, as adopted and amended by Council.

Legal Implications

This item ensures compliance with s6.10(d) of the *Local Government Act 1995* and Regulations 12 and 13 of the *Local Government (Financial Management) Regulations 1996*.

Community Consultation

N/A

Risk Management Implications

Council is receiving the list of payments already made by the City under delegation in meeting its contractual obligations.

This is a statutory requirement and allows Council to review and clarify any payment that has been made.

Advice to Proponents/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil



MARCH 2022 PAYMENT LISTING

MUNICIPAL FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF147756	10244	Building & Const Industry Training Fund	Levy Payment	1/03/2022	14,484.14
EF147757	10279	Castrol Australia Pty Ltd	Grease/Lubricants	1/03/2022	1,402.53
EF147758	10535	Workpower Incorporated	Employment Services - Planting	1/03/2022	5,223.24
EF147759	11036	Northlake Electrical Pty Ltd	Electrical Services	1/03/2022	4,618.21
EF147760	11483	St John Ambulance Aust Wa Operations	First Aid Courses	1/03/2022	160.00
EF147761	11557	Technology One Ltd	It Consultancy Services	1/03/2022	5,390.00
EF147762	11787	Department Of Transport	Vehicle Search Fees	1/03/2022	139.20
EF147763	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	1/03/2022	400.00
EF147764	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	1/03/2022	1,653.98
EF147765	26987	Cti Risk Management	Security - Cash Collection	1/03/2022	917.30
EF147766	27179	Plunge & Co Cafe	Catering Services	1/03/2022	87.50
EF147767	27246	Veale Auto Parts	Spare Parts Mechanical	1/03/2022	666.40
EF147768	27401	Emprise Mobility	Mobility Equipment	1/03/2022	145.00
EF147769	27499	Hodge Collard Preston Architects	Architects	1/03/2022	4,629.62
EF147770	27850	Dowsing Group Pty Ltd	Concreting Services	1/03/2022	4,628.25
EF147771	27856	My Flex Health International	Nursing Services	1/03/2022	2,000.97
EF147772	27976	Melville Toyota	Motor Cars	1/03/2022	160.70
EF147773	28027	Likeable Creative Pty Ltd	Marketing/Advertising	1/03/2022	2,750.00
EF147774	28144	Baby Bunting	Sanitary Supplies	1/03/2022	722.60
EF147775	28246	Hendercare	Nursing Services	1/03/2022	512.95
EF147776	28258	Garden Care West	Gardening Services	1/03/2022	330.00
EF147777	28264	Garden Organics	Organics Processing	1/03/2022	29,800.45
EF147778	10152	Aust Services Union	Payroll Deductions	4/03/2022	964.20
EF147779	10154	Australian Taxation Office	Payroll Deductions	4/03/2022	469,837.00
EF147780	10305	Child Support Agency	Payroll Deductions	4/03/2022	829.15
EF147781	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	4/03/2022	61.50
EF147782	19726	Health Insurance Fund Of Wa	Payroll Deductions	4/03/2022	1,385.50
EF147783	27874	Smartsalary	Salary Packaging/Leasing Administration	4/03/2022	12,443.46
EF147784	88888	Sundry Creditor Eft	Bond Refund	8/03/2022	500.00
EF147785	99997	Fremantle Port Authority	Sponsorships For Financial Year	8/03/2022	7,040.61
EF147786	99997	Janelle Ellement	Nappy And Sanitary Product J Ellement	8/03/2022	50.00
EF147787	99997	GI Holland	Refund Br1918	8/03/2022	410.00
EF147788	99997	Judy Van Alebeek	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147789	99997	Sascha Buttgerreit	Compost Bin Rebate - S Buttgerreit	8/03/2022	45.00
EF147790	99997	Kelly Brown	Nappy And Sanitary Product Rebate	8/03/2022	49.90
EF147791	99997	Renee And William Triplett	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147792	99997	Lt Trinh And Aj Mcnickle	Nappy And Sanitary Product Rebate	8/03/2022	50.00

EF147793	99997	Katherine Jacobs	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147794	99997	Peter And Lynsey Duff	Nappy And Sanitary Product Rebate	8/03/2022	49.48
EF147795	99997	Tanya Parkin	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147796	99997	Jh Ep Kerr	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147797	99997	Jessica And Aaron Fleury	Refund Request Arc Jess Fleury	8/03/2022	310.00
EF147798	99997	Chad Robins	Refund Request Arc Chad Robins	8/03/2022	94.00
EF147799	99997	Tenille Teakle	Faulty Goggles	8/03/2022	40.00
EF147800	99997	Zara Macqueen	Nappy And Sanitary Product Rebate	8/03/2022	35.48
EF147801	99997	Robert Labbi Ducali	Petty Cash Refund - Uniform	8/03/2022	212.85
EF147802	99997	Gg & Lj Main	Bird Bath Rebate - Gareth Main	8/03/2022	37.50
EF147803	99997	Annette Heritage	Bird Bath Rebate - Annette Heritage	8/03/2022	20.00
EF147804	99997	Kenlee Bowe	Bird Bath Rebates - Kenlee Bowe	8/03/2022	50.00
EF147805	99997	Laura Egerton	Bird Bath Rebate - Laura Egerton	8/03/2022	50.00
EF147806	99997	Janet Rose Renting	Bird Bath Rebate - Janet Renting	8/03/2022	47.49
EF147807	99997	Marissa Darling	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147808	99997	Daniel And Jess Personal Account	Nappy And Sanitary Product Rebate	8/03/2022	50.00
EF147809	99997	Tr Pa Hardy	Nappy And Sanitary Product Rebate	8/03/2022	42.50
EF147810	99997	Kendall Price	Nappy And Sanitary Product Rebate	8/03/2022	42.00
EF147811	99997	Mariam Porwell	Crossover Contribution - Mariam Porwell	8/03/2022	150.00
EF147812	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	8/03/2022	42,532.04
EF147813	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	8/03/2022	19,693.13
EF147814	10597	Flexi Staff Pty Ltd	Employment Services	8/03/2022	3,859.72
EF147815	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	8/03/2022	46.56
EF147816	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	8/03/2022	528.00
EF147817	11208	Quick Corporate Australia	Stationery/Consumables	8/03/2022	23.44
EF147818	11795	Western Power	Street Lighting Installation & Service	8/03/2022	1,825.01
EF147819	13558	Engineering Technology Consultants	Consultants Services	8/03/2022	1,452.00
EF147820	17279	Aussie Cool Shades Sails Awnings & Home Security	Shade Sails & Awnings	8/03/2022	6,880.50
EF147821	21744	Jb Hi Fi - Commercial	Electronic Equipment	8/03/2022	509.00
EF147822	25940	Leaf Bean Machine	Coffee Bean Supply	8/03/2022	220.00
EF147823	26614	Marketforce Pty Ltd	Advertising	8/03/2022	6,071.99
EF147824	26761	The Sand Card Company	Entertainment Services	8/03/2022	900.00
EF147825	26782	Soft Landing	Recycling Services	8/03/2022	6,928.50
EF147826	26987	Cti Risk Management	Security - Cash Collection	8/03/2022	990.00
EF147827	27346	Office Line	Furniture Office	8/03/2022	1,257.30
EF147828	27427	Home Chef	Cooking/Food Services	8/03/2022	45.00
EF147829	27567	Chorus Australia Limited	Health Care Services	8/03/2022	145.20
EF147830	27622	Truegrade Medical Supplies	Medical Supplies	8/03/2022	4,642.00
EF147831	27676	Blue Force Pty Ltd	Security Services	8/03/2022	685.00
EF147832	27809	Ra-One Pty Ltd	Software	8/03/2022	19,503.00
EF147833	28118	Mccorkell Constructions (W.A.) Pty Ltd	Building Services - Construction	8/03/2022	795,537.62
EF147834	28214	Beyond Skateboarding	Skateboarding Clinics	8/03/2022	1,870.00
EF147835	28215	Complete Office Supplies Pty Ltd	Stationery	8/03/2022	555.70

EF147836	28227	Profounder Turfmaster Pty Ltd	Turf Services	8/03/2022	6,182.00
EF147837	27951	Programus Limited	Software	8/03/2022	14,876.40
EF147838	99997	Family Day Care	Fdc Payments We 06/03/22	10/03/2022	40,159.25
EF147839	11867	Kevin John Allen	Monthly Elected Member Allowance	15/03/2022	1,106.35
EF147840	27871	Tom Widenbar	Monthly Elected Member Allowance	15/03/2022	754.91
EF147841	28238	Tarun Dewan	Monthly Elected Member Allowance	15/03/2022	680.58
EF147842	99996	Helping Minds Ltd	Rates And Property Related Refunds	15/03/2022	275.00
EF147843	99996	Avivo Live Life Inc	Rates And Property Related Refunds	15/03/2022	700.00
EF147844	99996	Geppetots Carpentry And Alterations	Rates And Property Related Refunds	15/03/2022	56.65
EF147845	99996	Ecovision Constructions Pty Ltd	Rates And Property Related Refunds	15/03/2022	269.00
EF147846	99996	Thomas Building Pty Ltd	Rates And Property Related Refunds	15/03/2022	1,596.19
EF147847	99996	Thomas Building Pty Ltd	Rates And Property Related Refunds	15/03/2022	1,422.88
EF147848	99996	J Corp Pty Ltd	Rates And Property Related Refunds	15/03/2022	3,440.28
EF147849	99996	Homebuyers Centre	Rates And Property Related Refunds	15/03/2022	835.38
EF147850	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	15/03/2022	36.86
EF147851	99996	Peter Andrew Scott	Rates And Property Related Refunds	15/03/2022	1,000.00
EF147852	99996	Acton Coogee Trust Account	Rates And Property Related Refunds	15/03/2022	404.00
EF147853	99996	Acton Projects Fremantle	Rates And Property Related Refunds	15/03/2022	387.00
EF147854	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	15/03/2022	590.00
EF147855	99996	Rent Choice Pty Ltd	Rates And Property Related Refunds	15/03/2022	903.00
EF147856	99996	Rent Choice Pty Ltd	Rates And Property Related Refunds	15/03/2022	1,758.38
EF147857	99996	Georita	Rates And Property Related Refunds	15/03/2022	49.54
EF147858	99996	Hendri Limanta	Rates And Property Related Refunds	15/03/2022	401.00
EF147859	99996	Maria Jose Alves Goncalves	Rates And Property Related Refunds	15/03/2022	1,500.00
EF147860	99996	Peak Central	Rates And Property Related Refunds	15/03/2022	490.00
EF147861	99996	Kym Van Rongen	Rates And Property Related Refunds	15/03/2022	204.77
EF147862	99996	Cheryl Hubbard	Rates And Property Related Refunds	15/03/2022	490.00
EF147863	99996	Michael Robert Pitt	Rates And Property Related Refunds	15/03/2022	409.78
EF147864	99996	Christopher Young	Rates And Property Related Refunds	15/03/2022	2,935.08
EF147865	99996	Anjia Settlements Trust Account	Rates And Property Related Refunds	15/03/2022	1,206.38
EF147866	99996	Anne-Marie Carlyon	Rates And Property Related Refunds	15/03/2022	102.74
EF147867	88888	Jesse Pesch	Bond Refund	15/03/2022	500.00
EF147868	88888	Beeliar Management Pty Ltd	Bond Refund	15/03/2022	31,595.51
EF147869	99997	P & M.I Meuwissen	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147870	99997	Marilyn Burns	Senior Security Subsidy Scheme	15/03/2022	100.00
EF147871	99997	Angelo Monaco	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147872	99997	H And Wg Garlich	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147873	99997	Mrs Justine Stulic	Senior Security Subsidy Scheme	15/03/2022	300.00
EF147874	99997	Ka Jones	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147875	99997	D.M. Silich	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147876	99997	Lj & Mk Hawkins	Senior Security Subsidy Scheme	15/03/2022	40.00
EF147877	99997	N Garbin	Senior Security Subsidy Scheme	15/03/2022	200.00
EF147878	99997	P&Md Lomax	Senior Security Subsidy Scheme	15/03/2022	200.00

EF147879	99997	S&E Brown	Senior Security Subsidy Scheme	15/03/2022	140.00
EF147880	99997	Lg And Me Hine	Fleet Bus Refund	15/03/2022	600.00
EF147881	99997	Roberta Bunce	Volunteer Reimbursement - R Bunce	15/03/2022	26.55
EF147882	99997	The Wetlands Centre - Cockburn	Sponsorship - Second Installment 2021/22	15/03/2022	52,147.73
EF147883	99997	Melville Cockburn Chamber Commerce (Mccc	Sponsorship Mccc 2021/22	15/03/2022	22,000.00
EF147884	99997	Sweethart Group Pty	Invoice Number 27022022	15/03/2022	3,500.00
EF147885	99997	Stephanie Pontet	Refund Request Arc - Andrea Violi	15/03/2022	49.00
EF147886	99997	Courtney Doyle	Refund Request Arc - Courtney Doyle	15/03/2022	41.00
EF147887	99997	Perron Investments Pty Ltd	Invoice Coc00017 - 2/03/2022	15/03/2022	500.00
EF147888	10058	Alsco Pty Ltd	Hygiene Services/Supplies	15/03/2022	250.84
EF147889	10091	Aslab Pty Ltd	Asphalting Services/Supplies	15/03/2022	7,261.10
EF147890	10118	Australia Post	Postage Charges	15/03/2022	40,013.33
EF147891	10170	Macri Partners	Auditing Services	15/03/2022	3,410.00
EF147892	10201	Big W Discount Stores	Various Supplies	15/03/2022	47.00
EF147893	10207	Boc Gases	Gas Supplies	15/03/2022	641.33
EF147894	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	15/03/2022	32,128.16
EF147895	10226	Bridgestone Australia Ltd	Tyre Services	15/03/2022	27,359.89
EF147896	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	15/03/2022	1,249.91
EF147897	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	15/03/2022	1,090.45
EF147898	10255	Cabcharge Australia Pty Ltd	Cabcharges	15/03/2022	40.58
EF147899	10279	Castrol Australia Pty Ltd	Grease/Lubricants	15/03/2022	1,837.83
EF147900	10321	City Of Canning	Lost/Damaged Book Fees	15/03/2022	4,079.22
EF147901	10359	Cockburn Painting Service	Painting Supplies/Services	15/03/2022	1,595.00
EF147902	10375	Veolia Environmental Services	Waste Services	15/03/2022	6,794.28
EF147903	10483	Landgate	Mapping/Land Title Searches	15/03/2022	479.74
EF147904	10526	E & Mj Rosher Pty Ltd	Mower Equipment	15/03/2022	143.42
EF147905	10528	Easifleet	Vehicle Lease	15/03/2022	507.16
EF147906	10535	Workpower Incorporated	Employment Services - Planting	15/03/2022	13,728.00
EF147907	10589	Fines Enforcement Registry	Fines Enforcement Fees	15/03/2022	3,418.50
EF147908	10597	Flexi Staff Pty Ltd	Employment Services	15/03/2022	23,643.10
EF147909	10655	Ghd Pty Ltd	Consultancy Services	15/03/2022	5,500.00
EF147910	10679	Grasstrees Australia	Plants & Planting Services	15/03/2022	35,387.00
EF147911	10879	Les Mills Aerobics	Instruction/Training Services	15/03/2022	1,536.48
EF147912	10888	Lj Caterers	Catering Services	15/03/2022	2,965.05
EF147913	10903	Lovegrove Turf Services Pty Ltd	Turf Maintenance Services	15/03/2022	42,240.00
EF147914	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	15/03/2022	4,215.67
EF147915	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	15/03/2022	184.72
EF147916	10938	Mrp Pest Management	Pest & Weed Management	15/03/2022	2,437.16
EF147917	10944	Mcleods	Legal Services	15/03/2022	18,715.90
EF147918	10991	Beacon Equipment	Mowing Equipment	15/03/2022	1,551.70
EF147919	11028	Neverfail Springwater Ltd	Bottled Water Supplies	15/03/2022	238.95
EF147920	11036	Northlake Electrical Pty Ltd	Electrical Services	15/03/2022	23,052.03
EF147921	11244	Research Solutions Pty Ltd	Research Services	15/03/2022	7,950.59

EF147922	11247	Richgro Wa	Gardening Supplies	15/03/2022	256.08
EF147923	11248	Ricoh Australia	Office Equipment	15/03/2022	185.79
EF147924	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	15/03/2022	1,094.50
EF147925	11307	Satellite Security Services Pty Ltd	Security Services	15/03/2022	7,889.18
EF147926	11334	Shenton Pumps	Pool Equipment/Services	15/03/2022	21,426.78
EF147927	11425	Resource Recovery Group	Waste Disposal Gate Fees	15/03/2022	690.00
EF147928	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	15/03/2022	660.00
EF147929	11483	St John Ambulance Aust Wa Operations	First Aid Courses	15/03/2022	1,321.60
EF147930	11496	Stanlee Hospitality Supplies	Catering Equipment/Supplies	15/03/2022	5,447.31
EF147931	11511	Statewide Bearings	Bearing Supplies	15/03/2022	57.20
EF147932	11625	Nutrien Water	Reticulation Supplies	15/03/2022	7,672.10
EF147933	11701	Vibra Industrial Filtration Australasia	Filter Supplies	15/03/2022	526.24
EF147934	11715	Wa Bluemetal	Roadbase Supplies	15/03/2022	7,587.42
EF147935	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	15/03/2022	1,437.91
EF147936	11726	Wa Limestone	Limestone Supplies	15/03/2022	3,801.19
EF147937	11738	Wa Rangers Association	Conferences/Seminars	15/03/2022	130.00
EF147938	11739	Wa Spit Roast Company	Catering Services	15/03/2022	5,934.50
EF147939	11789	Walga	Advertising/Training Services	15/03/2022	16,872.31
EF147940	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	15/03/2022	9,201.46
EF147941	11795	Western Power	Street Lighting Installation & Service	15/03/2022	30,289.00
EF147942	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	15/03/2022	3,421.10
EF147943	11828	Worldwide Online Printing - O'connor	Printing Services	15/03/2022	5,998.95
EF147944	11854	Zipform Pty Ltd	Printing Services	15/03/2022	4,983.79
EF147945	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	15/03/2022	679.25
EF147946	12153	Hays Personnel Services Pty Ltd	Employment Services	15/03/2022	23,460.17
EF147947	12207	Civica Pty Ltd	Software Support/Licence Fees	15/03/2022	2,142.62
EF147948	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	15/03/2022	7.87
EF147949	12565	Southern Metro Regional Council - Loans	Loan Repayment	15/03/2022	403,692.16
EF147950	12589	Australian Institute Of Management	Training Services	15/03/2022	1,053.00
EF147951	12796	Isentia Pty Ltd	Media Monitoring Services	15/03/2022	1,496.00
EF147952	13102	Michael Page International (Australia) Pty Ltd	Employment Services	15/03/2022	5,621.50
EF147953	13764	Ddls Australia Pty Ltd	Computer Software	15/03/2022	5,280.00
EF147954	13825	Jackson Mcdonald	Legal Services	15/03/2022	524.15
EF147955	13849	Mcmullen Nolan Group Pty Ltd	Surveying Services	15/03/2022	2,244.00
EF147956	13873	Cockburn Ses	Traffic Management Services	15/03/2022	1,650.00
EF147957	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	15/03/2022	16,937.25
EF147958	15393	Stratagreen	Hardware Supplies	15/03/2022	3,022.42
EF147959	15550	Apac Aid Inc	Plants & Landscaping Services	15/03/2022	859.38
EF147960	15588	Natural Area Consulting Management Services	Weed Spraying	15/03/2022	13,643.44
EF147961	16107	Wren Oil	Waste Disposal Services	15/03/2022	16.50
EF147962	16396	Mayday Rental	Road Construction Machine Hire	15/03/2022	10,448.90
EF147963	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	15/03/2022	462.00
EF147964	17471	Pirtek (Fremantle) Pty Ltd	Hoses & Fittings	15/03/2022	1,435.45

EF147965	17553	Altus Traffic Pty Ltd	Traffic Control Services	15/03/2022	6,439.58
EF147966	17555	Maia Financial	Equipment Lease Payments	15/03/2022	36,837.34
EF147967	17600	Lightforce Asset Pty Ltd (Erections!)	Guard Rails	15/03/2022	2,893.00
EF147968	17608	Nu-Trac Rural Contracting	Beach Cleaning/Firebreak Construction	15/03/2022	9,105.56
EF147969	18203	Natsync Environmental	Pest Control	15/03/2022	780.00
EF147970	18272	Austraclear Limited	Investment Services	15/03/2022	108.89
EF147971	18962	Sealanes (1985) P/L	Catering Supplies	15/03/2022	1,707.46
EF147972	19496	Officer Woods Architects Pty Ltd	Architects	15/03/2022	22,748.00
EF147973	19533	Woolworths Ltd	Groceries	15/03/2022	1,286.26
EF147974	19762	Australian Training Management Pty Ltd	Training Services	15/03/2022	575.00
EF147975	19856	Western Tree Recyclers	Shredding Services	15/03/2022	46,714.49
EF147976	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	15/03/2022	495.00
EF147977	21139	Austrafic Wa Pty Ltd	Traffic Surveys	15/03/2022	4,455.00
EF147978	21294	Cat Haven	Animal Services	15/03/2022	445.50
EF147979	21371	Ld Total Sanpoint Pty Ltd	Landscaping Works/Services	15/03/2022	24,597.16
EF147980	21577	Lavan	Legal Services	15/03/2022	8,250.00
EF147981	21627	Manheim Pty Ltd	Impounded Vehicles	15/03/2022	231.00
EF147982	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	15/03/2022	22,767.43
EF147983	21744	Jb Hi Fi - Commercial	Electronic Equipment	15/03/2022	14,056.00
EF147984	21798	The Civil Group	Consultancy - Engineering	15/03/2022	3,300.00
EF147985	21946	Ryan's Quality Meats	Meat Supplies	15/03/2022	513.11
EF147986	22553	Brownes Food Operations	Catering Supplies	15/03/2022	330.16
EF147987	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	15/03/2022	2,550.87
EF147988	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	15/03/2022	42,443.83
EF147989	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	15/03/2022	12,095.33
EF147990	23457	Totally Workwear Fremantle	Clothing - Uniforms	15/03/2022	1,805.54
EF147991	23550	Henricks Consulting Pty Ltd	Consultancy Services - Human Resources	15/03/2022	990.00
EF147992	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	15/03/2022	6,930.00
EF147993	23579	Daimler Trucks Perth	Purchase Of New Truck	15/03/2022	1,807.79
EF147994	23930	West Bin	Hook Truck Hire	15/03/2022	8,340.75
EF147995	23971	Find Wise Location Services	Locating Services - Underground	15/03/2022	2,945.25
EF147996	24281	Eco Logical Australia Pty Ltd	Mapping Services	15/03/2022	14,788.40
EF147997	24595	Contemporary Image Photography Pty Ltd	Photography Services	15/03/2022	649.00
EF147998	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	15/03/2022	1,044.33
EF147999	24655	Automasters Spearwood	Vehicle Servicing	15/03/2022	348.80
EF148000	24734	Myriad Images	Photography Services	15/03/2022	3,025.00
EF148001	24974	Scott Print	Printing Services	15/03/2022	15,018.30
EF148002	25063	Superior Pak Pty Ltd	Vehicle Maintenance	15/03/2022	5,662.01
EF148003	25121	Imagesource Digital Solutions	Billboards	15/03/2022	2,272.60
EF148004	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	15/03/2022	48,007.82
EF148005	25264	Acurix Networks Pty Ltd	Wifi Access Service	15/03/2022	6,360.20
EF148006	25415	Jandakot Stock & Pet Supplies	Pet Supplies	15/03/2022	1,663.55
EF148007	25418	Cs Legal	Legal Services	15/03/2022	7,543.01

EF148008	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	15/03/2022	1,200.00
EF148009	25733	Miracle Recreation Equipment	Playground Installation / Repairs	15/03/2022	11,095.70
EF148010	25813	Lg Connect Pty Ltd	Erp Systems Development	15/03/2022	2,861.06
EF148011	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	15/03/2022	76.78
EF148012	25832	Exteria	Street And Park Infrastructure	15/03/2022	17,023.60
EF148013	26114	Grace Records Management	Records Management Services	15/03/2022	1,306.98
EF148014	26195	Play Check	Consulting Services	15/03/2022	330.00
EF148015	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	15/03/2022	13,496.60
EF148016	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	15/03/2022	159,640.11
EF148017	26314	Cpe Group	Temporary Employment Services	15/03/2022	1,874.32
EF148018	26416	Coolbellup Newsagency The Trustee For Dawkins Family Trust	Newspaper Delivery Services	15/03/2022	318.27
EF148019	26470	Scp Conservation	Fencing Services	15/03/2022	4,543.00
EF148020	26533	Curtin University Of Technology	Program Assessments	15/03/2022	2,400.00
EF148021	26582	Road Specialist Australia	Hydraulic Repairs	15/03/2022	2,288.00
EF148022	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	15/03/2022	52,185.14
EF148023	26614	Marketforce Pty Ltd	Advertising	15/03/2022	6,970.48
EF148024	26667	Tangelo Creative	Graphic Design	15/03/2022	3,465.00
EF148025	26735	Shane McMaster Surveys	Survey Services	15/03/2022	6,270.00
EF148026	26739	Kerb Doctor	Kerb Maintenance	15/03/2022	2,719.75
EF148027	26743	Statewide Turf Services	Turf Renovation	15/03/2022	1,595.00
EF148028	26778	Robert Walters	Recruitment Services	15/03/2022	7,256.49
EF148029	26782	Soft Landing	Recycling Services	15/03/2022	21,320.07
EF148030	26843	Ergolink	Ergonomic Office Furniture	15/03/2022	555.45
EF148031	26929	Elan Energy Matrix Pty Ltd	Recycling Services	15/03/2022	1,380.25
EF148032	26940	Floorwest Pty Ltd	Floor Coverings	15/03/2022	1,540.00
EF148033	26946	Av Truck Services Pty Ltd	Truck Dealership	15/03/2022	1,227.49
EF148034	26957	Jbs & G Australia Pty Ltd	Consultancy - Enviromental	15/03/2022	5,918.00
EF148035	26963	Logikal Projects Pty Ltd	Project Management	15/03/2022	1,100.00
EF148036	26985	Access Icon Pty Ltd	Drainage Products	15/03/2022	1,549.85
EF148037	26987	Cti Risk Management	Security - Cash Collection	15/03/2022	2,054.79
EF148038	26989	P & M Automotive Equipment	Service & Maintenance Mechanical	15/03/2022	159.50
EF148039	27002	Cockburn Party Hire	Hire Services	15/03/2022	748.00
EF148040	27015	Intelli Trac	Gps Tracking	15/03/2022	2,491.50
EF148041	27031	Downer Edi Works Pty Ltd	Asphalt Services	15/03/2022	90,412.11
EF148042	27034	Adelby Pty Ltd	Firebreak Construction	15/03/2022	242.00
EF148043	27046	Tfh Hire Services Pty Ltd	Hire Fencing	15/03/2022	1,117.32
EF148044	27054	Vocus Pty Ltd	Telecommunications	15/03/2022	2,323.20
EF148045	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	15/03/2022	330.00
EF148046	27065	Westbooks	Books	15/03/2022	2,053.09
EF148047	27093	Magnetic Automation Pty Ltd	Gates/Barriers	15/03/2022	451.00
EF148048	27130	Adline Media Pty Ltd	Digital Marketing & Software Service Pro	15/03/2022	709.82
EF148049	27138	Marina Industries Association Ltd	Accreditation	15/03/2022	550.00
EF148050	27194	Animal Care Equipment & Services Australia Pty Ltd	Animal Handling & Catching Equipment	15/03/2022	443.08

EF148051	27205	Cameron Chisholm Nicol	Architectural Services	15/03/2022	687.50
EF148052	27237	Lobel Events	Event Lighting	15/03/2022	13,248.68
EF148053	27241	Landscape Elements	Landscaping Services	15/03/2022	54,824.33
EF148054	27246	Veale Auto Parts	Spare Parts Mechanical	15/03/2022	170.00
EF148055	27261	Tudor House	Flags & Banners	15/03/2022	543.00
EF148056	27269	Integrpay Pty Ltd	Payment Processing	15/03/2022	13,480.28
EF148057	27308	Jatu Clothing & Ppe Pty Ltd	Clothing Ppe	15/03/2022	182.69
EF148058	27334	Westcare Print	Printing Services	15/03/2022	143.00
EF148059	27348	Message Media	Telecommunications	15/03/2022	361.79
EF148060	27351	Programmed Property Services	Property Maintenance	15/03/2022	11,398.20
EF148061	27355	Playmaster	Playground Equipment	15/03/2022	53,900.00
EF148062	27377	Accidental Health And Safety - Perth	First Aid Supplies	15/03/2022	624.65
EF148063	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	15/03/2022	52.83
EF148064	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	15/03/2022	511.50
EF148065	27444	Veev Group Pty Ltd	Consultancy	15/03/2022	3,872.00
EF148066	27448	Selectro Services Pty Ltd	Electrical	15/03/2022	418.00
EF148067	27455	Site Protective Services	Cctv Parts	15/03/2022	15,938.72
EF148068	27497	Taycon Group Pty Ltd	Building Surveying	15/03/2022	5,473.88
EF148069	27507	Facilities First Australia Pty Ltd	Cleaning Services	15/03/2022	61,714.39
EF148070	27518	Kyocera Document Solutions Australia Pty Ltd	Photocopying Machines	15/03/2022	2,599.44
EF148071	27523	Robert Lawrence Toohey	High Pressure Cleaning	15/03/2022	350.00
EF148072	27531	Simplylogical.Net	Software System	15/03/2022	11,061.58
EF148073	27539	Jasmin Carpentry & Maintenance	Carpentry	15/03/2022	6,655.00
EF148074	27546	Bpa Engineering	Consultancy - Engineering	15/03/2022	8,426.00
EF148075	27551	Incognito Catering	Catering Services	15/03/2022	1,804.00
EF148076	27567	Chorus Australia Limited	Health Care Services	15/03/2022	145.20
EF148077	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	15/03/2022	5,551.70
EF148078	27592	Hey Jay Fix It!! Home Maintenance Service	Home Maintenance	15/03/2022	750.00
EF148079	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	15/03/2022	5,830.00
EF148080	27613	Redimed Pty Ltd	Medical & Health Services	15/03/2022	4,123.63
EF148081	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	15/03/2022	15,062.30
EF148082	27684	Jani Murphy Pty Ltd	Training	15/03/2022	2,915.00
EF148083	27695	Qtm Pty Ltd	Traffic Management	15/03/2022	48,757.02
EF148084	27701	Perth Better Homes	Shade Sails	15/03/2022	29,110.79
EF148085	27706	Fluffy Cloud Media	Production Services, Videoe, Ad,S	15/03/2022	17,022.50
EF148086	27726	Jdsi Consulting Engineers	Consultancy - Engineering	15/03/2022	20,790.00
EF148087	27749	Advisian	Consulting - Enginnering	15/03/2022	4,328.28
EF148088	27767	Altus Group Consulting Pty Ltd	Surveying Services	15/03/2022	3,107.50
EF148089	27783	Cadgroup Australia Pty Ltd	Software	15/03/2022	1,619.75
EF148090	27784	Rops Engineering Australia Pty Ltd	Crane Repairs	15/03/2022	3,559.49
EF148091	27803	Born To Sparkle	Entertainment	15/03/2022	581.39
EF148092	27825	Wespray On Paving	Concrete Works	15/03/2022	275.00
EF148093	27827	Abc Containers	Sea Containers	15/03/2022	238.70

EF148094	27829	Smec Australia Pty Ltd	Consultancy - Engineering	15/03/2022	18,869.40
EF148095	27831	Butler And Brown	Event Management	15/03/2022	16,500.00
EF148096	27850	Dowsing Group Pty Ltd	Concreting Services	15/03/2022	25,889.77
EF148097	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	15/03/2022	46,898.18
EF148098	27856	My Flex Health International	Nursing Services	15/03/2022	2,418.26
EF148099	27887	The Wilding Project	Sports/Exercise Classes	15/03/2022	1,425.00
EF148100	27913	Emerge Associates	Environmental Consulting	15/03/2022	7,920.00
EF148101	27917	Go Doors Advanced Automation	Door Maintenance & Repair	15/03/2022	9,772.18
EF148102	27953	Truckline	Spare Parts, Truck/Trailer	15/03/2022	26.99
EF148103	27959	Plastic Free Foundation	Enviromental	15/03/2022	3,850.00
EF148104	27963	Buffalo Solutions	Training	15/03/2022	341.00
EF148105	27978	Frontline Safety Australia Pty Ltd	Clothing - Uniforms	15/03/2022	8,114.29
EF148106	28003	Taylor Made Design	Graphic Design	15/03/2022	286.00
EF148107	28009	Classic Hire	Equipment Hire	15/03/2022	774.40
EF148108	28036	Noddy The Waterman	Water Supplies	15/03/2022	130.00
EF148109	28048	Harvey Norman Av/It O'connor	Household Retail	15/03/2022	479.00
EF148110	28049	Copy Magic	Printing Services	15/03/2022	2,337.30
EF148111	28055	Alison Bannister Career Coaching	Career Coaching	15/03/2022	544.50
EF148112	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	15/03/2022	5,414.75
EF148113	28092	Livepro Australia Pty Ltd	Customer Knowledge Management	15/03/2022	12,936.00
EF148114	28129	Rodney Dickinson	Entertainment - Musician	15/03/2022	600.00
EF148115	28130	Geoffrey London Architectural Consultant	Architectural Consultant	15/03/2022	360.00
EF148116	28144	Baby Bunting	Sanitary Supplies	15/03/2022	722.60
EF148117	28168	Sifting Sands	Sand Cleaning	15/03/2022	496.65
EF148118	28184	Spearwood Veterinary Hospital	Veterinary Hospital	15/03/2022	210.00
EF148119	28191	Enviro Sweep	Sweeping Services	15/03/2022	4,499.00
EF148120	28214	Beyond Skateboarding	Skateboarding Clinics	15/03/2022	6,160.00
EF148121	28215	Complete Office Supplies Pty Ltd	Stationery	15/03/2022	611.49
EF148122	28233	Western Maze Wa Pty Ltd	Waste Collection Services	15/03/2022	51,422.25
EF148123	28235	Otium Planning Group Pty Ltd	Management Consulting	15/03/2022	25,693.80
EF148124	28241	Swift Flow Pty Ltd	Plumbing	15/03/2022	18,052.99
EF148125	28246	Hendercare	Nursing Services	15/03/2022	4,037.53
EF148126	28258	Garden Care West	Gardening Services	15/03/2022	371.25
EF148127	28260	The Human Connection	Training/Workshops	15/03/2022	1,342.00
EF148128	28262	Karen Anne White	Education/Training	15/03/2022	925.00
EF148129	28265	Tree Care Wa	Vegetation Maintenance Services	15/03/2022	30,912.20
EF148130	28273	Ae Hoskins Building Services	Construction Services	15/03/2022	67,396.65
EF148131	28275	Farrington Dry Cleaners	Dry Cleaning	15/03/2022	100.00
EF148132	28277	Gesha Coffee Co	Coffee Supplies	15/03/2022	334.00
EF148133	28283	Mills Recruitment	Recruitment Services	15/03/2022	2,107.51
EF148134	28285	Port Catherine Developments Pty Ltd	Land Developer	15/03/2022	77,901.07
EF148135	28287	All Lines	Linemarking	15/03/2022	6,490.00
EF148136	10047	Alinta Energy	Natural Gas & Electricity Supply	15/03/2022	205.30

EF148137	11794	Synergy	Electricity Usage/Supplies	15/03/2022	80,784.48
EF148140	10152	Aust Services Union	Payroll Deductions	21/03/2022	912.40
EF148141	10154	Australian Taxation Office	Payroll Deductions	21/03/2022	481,210.00
EF148142	10305	Child Support Agency	Payroll Deductions	21/03/2022	1,318.44
EF148143	11001	Local Government Racing & Cemeteries Employees Union Lgrceu	Payroll Deductions	21/03/2022	66.00
EF148144	19726	Health Insurance Fund Of Wa	Payroll Deductions	21/03/2022	1,385.50
EF148145	27874	Smartsalary	Salary Packaging/Leasing Administration	21/03/2022	15,144.20
EF148146	99997	Rex Xiaochen Lin	Crossover Contribution - Rex Lin	21/03/2022	300.00
EF148147	99997	Cockburn Senior Citizens Centre	Purchasing Of Fuel - Reimbursement	21/03/2022	110.00
EF148148	99997	Servau Offcl. Departmental Recpts & Pay	Document Number : 180131329	21/03/2022	229.68
EF148149	99997	Pippa Jasmina Montoya	Invoice Number 00002650 - P Montoya	21/03/2022	200.00
EF148150	99997	A Starving	Sanitary Product Rebate	21/03/2022	40.50
EF148151	99996	Linkforce Engineering	Rates And Property Related Refunds	21/03/2022	36.86
EF148152	10483	Landgate	Mapping/Land Title Searches	21/03/2022	8,870.79
EF148153	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	21/03/2022	5,520,589.50
EF148154	11036	Northlake Electrical Pty Ltd	Electrical Services	21/03/2022	3,106.18
EF148155	11307	Satellite Security Services Pty Ltd	Security Services	21/03/2022	50.00
EF148156	13558	Engineering Technology Consultants	Consultants Services	21/03/2022	671.00
EF148157	16064	Cms Engineering	Airconditioning Services	21/03/2022	7,412.43
EF148158	17798	Western Diagnostic Pathology	Analytical Services	21/03/2022	1,052.37
EF148159	18126	Dell Australia Pty Ltd	Computer Hardware	21/03/2022	61.60
EF148160	22682	Beaver Tree Services Pty Ltd	Tree Pruning Services	21/03/2022	267.64
EF148161	22854	Lgiswa	Insurance Premiums	21/03/2022	6,618.17
EF148162	25418	Cs Legal	Legal Services	21/03/2022	383.25
EF148163	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	21/03/2022	400.00
EF148164	26416	Coolbellup Newsagency The Trustee For Dawkins Family Trust	Newspaper Delivery Services	21/03/2022	1,908.18
EF148165	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	21/03/2022	8,275.23
EF148166	26739	Kerb Doctor	Kerb Maintenance	21/03/2022	3,050.30
EF148167	26745	Embroidme Myaree	Embroidery	21/03/2022	253.00
EF148168	26987	Cti Risk Management	Security - Cash Collection	21/03/2022	955.95
EF148169	27032	Wtp Australia Pty Ltd	Quantity Surveyors	21/03/2022	2,574.00
EF148170	27622	Truegrade Medical Supplies	Medical Supplies	21/03/2022	340.44
EF148171	27965	Stantec Australia Pty Ltd	Engineering Services	21/03/2022	577.50
EF148172	28013	Rps Aap Consulting Pty Ltd	Project Management	21/03/2022	2,079.00
EF148173	28189	Mercury Messengers Pty Ltd	Courier Service	21/03/2022	318.89
EF148174	28202	Carers Plus Australia Pty Ltd	Employment Services	21/03/2022	1,047.86
EF148175	28215	Complete Office Supplies Pty Ltd	Stationery	21/03/2022	476.86
EF148176	99997	Family Day Care	Fdc Payments We 20/03/22	24/03/2022	46,599.86
EF148177	26535	Janetia Knapp	Purchase Of Artwork	24/03/2022	850.00
EF148178	27492	Superchoice Services Pty Limited	Payroll Deductions	22/03/2022	616,261.17
EF148179	26987	Cti Risk Management	Security - Cash Collection	28/03/2022	1,606.60
EF148180	99997	Gary Anderson	Hammond Road Widening Compensation	31/03/2022	58,520.00
EF148182	11867	Kevin John Allen	Monthly Elected Member Allowance	31/03/2022	2,639.83

EF148183	12740	Logan Howlett	Monthly Elected Member Allowance	31/03/2022	11,439.09
EF148184	25353	Philip Eva	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148185	26696	Chamonix Terblanche	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148186	27326	Michael Separovich	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148187	27327	Chontelle Stone	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148188	27475	Lara Kirkwood	Monthly Elected Member Allowance	31/03/2022	2,759.83
EF148189	27871	Tom Widenbar	Monthly Elected Member Allowance	31/03/2022	4,509.66
EF148190	27872	Phoebe Corke	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148191	28238	Tarun Dewan	Monthly Elected Member Allowance	31/03/2022	2,639.83
EF148192	99996	Gail Dawson	Rates And Property Related Refunds	31/03/2022	481.00
EF148193	99996	Belinda Brown	Rates And Property Related Refunds	31/03/2022	436.94
EF148194	99996	Port Commercial	Rates And Property Related Refunds	31/03/2022	3,664.00
EF148195	99996	Maksud Zaman	Rates And Property Related Refunds	31/03/2022	533.16
EF148196	99996	Rebecca Jaszczuk	Rates And Property Related Refunds	31/03/2022	30.00
EF148197	99996	Josephine McMahon	Rates And Property Related Refunds	31/03/2022	30.00
EF148198	99996	Renae Cato	Rates And Property Related Refunds	31/03/2022	150.00
EF148199	99996	Virginia Howard	Rates And Property Related Refunds	31/03/2022	100.00
EF148200	99996	Sharon Spence	Rates And Property Related Refunds	31/03/2022	24.80
EF148201	99996	Thomas Building Pty Ltd	Rates And Property Related Refunds	31/03/2022	1,446.99
EF148202	99996	Thomas Building Pty Ltd	Rates And Property Related Refunds	31/03/2022	1,446.99
EF148203	99996	Complete Approvals	Rates And Property Related Refunds	31/03/2022	237.30
EF148204	99996	John Erkins	Rates And Property Related Refunds	31/03/2022	357.00
EF148205	99996	Robert Scorer	Rates And Property Related Refunds	31/03/2022	407.00
EF148206	99996	Seemple Property Group	Rates And Property Related Refunds	31/03/2022	524.00
EF148207	99996	Highridepty Ltd	Rates And Property Related Refunds	31/03/2022	437.00
EF148208	99996	Highride Pty Ltd	Rates And Property Related Refunds	31/03/2022	430.00
EF148209	99996	G & L La Rosa	Rates And Property Related Refunds	31/03/2022	253.74
EF148210	99996	Mp Settlement Service	Rates And Property Related Refunds	31/03/2022	308.03
EF148211	99996	Yakas Pty Ltd	Rates And Property Related Refunds	31/03/2022	590.00
EF148212	99996	Paramount Patios	Rates And Property Related Refunds	31/03/2022	147.00
EF148213	99996	Lawrence George	Rates And Property Related Refunds	31/03/2022	171.65
EF148214	99996	Patricia Blakey-Scholes	Rates And Property Related Refunds	31/03/2022	511.00
EF148215	99996	Revenuewa	Rates And Property Related Refunds	31/03/2022	61.45
EF148216	99996	Hongbin Chen	Rates And Property Related Refunds	31/03/2022	233.30
EF148217	99996	Rwka Baker Pty Ltd	Rates And Property Related Refunds	31/03/2022	1,186.51
EF148218	99996	Kurt Cailes	Rates And Property Related Refunds	31/03/2022	482.00
EF148219	99996	Leia Chester	Rates And Property Related Refunds	31/03/2022	975.44
EF148220	99996	Diamond Field Superannuation Pty Ltd	Rates And Property Related Refunds	31/03/2022	653.00
EF148221	99996	Judith Brennan	Rates And Property Related Refunds	31/03/2022	430.00
EF148222	99996	Gail Leighton Beavis	Rates And Property Related Refunds	31/03/2022	470.00
EF148223	99996	Jacinta Lee	Rates And Property Related Refunds	31/03/2022	1,041.85
EF148224	99996	Shallcross Street Project 2020 Pty Ltd	Rates And Property Related Refunds	31/03/2022	15,472.39
EF148225	99996	Chenbo Yu	Rates And Property Related Refunds	31/03/2022	402.00

EF148226	10082	Armandos Sports	Sporting Goods	31/03/2022	105.00
EF148227	10207	Boc Gases	Gas Supplies	31/03/2022	616.72
EF148228	10226	Bridgestone Australia Ltd	Tyre Services	31/03/2022	772.67
EF148229	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	31/03/2022	1,732.95
EF148230	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	31/03/2022	2,432.34
EF148231	10320	City Of Bayswater	Lost Book Fees	31/03/2022	2,854.87
EF148232	10333	Cjd Equipment Pty Ltd	Hardware Supplies	31/03/2022	1,867.83
EF148233	10359	Cockburn Painting Service	Painting Supplies/Services	31/03/2022	9,218.00
EF148234	10368	Cockburn Wetlands Education Centre	Community Grant	31/03/2022	269.50
EF148235	10375	Veolia Environmental Services	Waste Services	31/03/2022	2,454.58
EF148236	10384	Progility Pty Ltd	Communication Services	31/03/2022	163,026.16
EF148237	10483	Landgate	Mapping/Land Title Searches	31/03/2022	5,698.36
EF148238	10526	E & Mj Rosher Pty Ltd	Mower Equipment	31/03/2022	8,918.15
EF148239	10528	Easifleet	Vehicle Lease	31/03/2022	1,337.70
EF148240	10535	Workpower Incorporated	Employment Services - Planting	31/03/2022	12,705.00
EF148241	10589	Fines Enforcement Registry	Fines Enforcement Fees	31/03/2022	5,247.00
EF148242	10597	Flexi Staff Pty Ltd	Employment Services	31/03/2022	24,344.41
EF148243	10679	Grasstrees Australia	Plants & Planting Services	31/03/2022	3,652.00
EF148244	10794	Jason Signmakers	Signs	31/03/2022	38,800.22
EF148245	10888	Lj Caterers	Catering Services	31/03/2022	2,453.55
EF148246	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	31/03/2022	1,244.76
EF148247	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	31/03/2022	64,547.82
EF148248	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	31/03/2022	270.52
EF148249	10938	Mrp Pest Management	Pest & Weed Management	31/03/2022	547.62
EF148250	10944	Mcleods	Legal Services	31/03/2022	16,576.14
EF148251	10991	Beacon Equipment	Mowing Equipment	31/03/2022	2,462.50
EF148252	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	31/03/2022	1,709.40
EF148253	11028	Neverfail Springwater Ltd	Bottled Water Supplies	31/03/2022	349.08
EF148254	11036	Northlake Electrical Pty Ltd	Electrical Services	31/03/2022	56,802.44
EF148255	11077	P & G Body Builders Pty Ltd	Plant Body Building Services	31/03/2022	649.00
EF148256	11112	Perth Airport Municipalities Group	Membership Renewal	31/03/2022	500.00
EF148257	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	31/03/2022	4,370.30
EF148258	11235	Reinforced Concrete Pipes Pty Ltd	Concrete Pipe Supplies	31/03/2022	561.00
EF148259	11307	Satellite Security Services Pty Ltd	Security Services	31/03/2022	5,560.44
EF148260	11308	Boss Industrial Formally Sba Supplies	Hardware Supplies	31/03/2022	1,455.00
EF148261	11333	Shelford Constructions Pty Ltd	Construction Services	31/03/2022	526,531.23
EF148262	11334	Shenton Pumps	Pool Equipment/Services	31/03/2022	429.52
EF148263	11447	Spearwood Dalmatinac Club Inc	Community Grant	31/03/2022	2,243.50
EF148264	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	31/03/2022	15,048.00
EF148265	11511	Statewide Bearings	Bearing Supplies	31/03/2022	1,071.89
EF148266	11531	Sunny Industrial Brushware Pty Ltd	Brush/Road Broom Supplies	31/03/2022	335.50
EF148267	11557	Technology One Ltd	It Consultancy Services	31/03/2022	3,880.80
EF148268	11625	Nutrien Water	Reticulation Supplies	31/03/2022	11,248.12

EF148269	11642	Trailer Parts Pty Ltd	Trailer Parts	31/03/2022	1,461.30
EF148270	11701	Vibra Industrial Filtration Australasia	Filter Supplies	31/03/2022	480.48
EF148271	11702	Villa Dalmacia Association Inc.	Spical Club Activities	31/03/2022	1,940.00
EF148272	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	31/03/2022	1,480.38
EF148273	11789	Walga	Advertising/Training Services	31/03/2022	412.00
EF148274	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	31/03/2022	22,880.00
EF148275	11873	Wattleup Tractors	Hardware Supplies	31/03/2022	5,297.54
EF148276	12024	Access Office Industries	Furniture - Storage	31/03/2022	311.08
EF148277	12153	Hays Personnel Services Pty Ltd	Employment Services	31/03/2022	11,048.01
EF148278	12207	Civica Pty Ltd	Software Support/Licence Fees	31/03/2022	69,838.62
EF148279	12394	Mp Rogers & Associates	Consultancy Services - Marine	31/03/2022	15,179.75
EF148280	13102	Michael Page International (Australia) Pty Ltd	Employment Services	31/03/2022	2,555.85
EF148281	13462	Ati-Mirage Pty Ltd	Training Services	31/03/2022	6,374.00
EF148282	13764	Ddls Australia Pty Ltd	Computer Software	31/03/2022	2,331.00
EF148283	13825	Jackson Mcdonald	Legal Services	31/03/2022	13,585.55
EF148284	14297	Artref Pty Ltd	Printing Cartridges	31/03/2022	1,283.65
EF148285	14350	Baileys Fertilisers	Fertiliser Supplies	31/03/2022	1,400.96
EF148286	15271	Ple Computers Pty Ltd	Computer Hardware	31/03/2022	38.91
EF148287	15588	Natural Area Consulting Management Services	Weed Spraying	31/03/2022	3,085.50
EF148288	15746	Western Australia Police Service	Police Clearances	31/03/2022	133.60
EF148289	15786	Ad Engineering International Pty Ltd	Signs - Electronic	31/03/2022	528.00
EF148290	16064	Cms Engineering	Airconditioning Services	31/03/2022	12,450.69
EF148291	16107	Wren Oil	Waste Disposal Services	31/03/2022	946.00
EF148292	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	31/03/2022	488.72
EF148293	16846	Action Glass & Aluminium	Glazing Services	31/03/2022	3,747.15
EF148294	16985	Wa Premix	Concrete Supplies	31/03/2022	3,725.92
EF148295	17471	Pirtek (Fremantle) Pty Ltd	Hoses & Fittings	31/03/2022	4,221.79
EF148296	17555	Maia Financial	Equipment Lease Payments	31/03/2022	12,065.73
EF148297	17798	Western Diagnostic Pathology	Analytical Services	31/03/2022	1,072.34
EF148298	18126	Dell Australia Pty Ltd	Computer Hardware	31/03/2022	319.00
EF148299	18533	Friends Of The Community Inc.	Donation	31/03/2022	636.00
EF148300	18801	Fremantle Bin Hire	Bin Hire - Skip Bins	31/03/2022	450.00
EF148301	19533	Woolworths Ltd	Groceries	31/03/2022	1,135.42
EF148302	19776	Josh Byrne & Associates	Environmental Consultant	31/03/2022	3,480.00
EF148303	19821	Structerre Consulting	Structural Design Consultancy Services	31/03/2022	883.85
EF148304	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	31/03/2022	15,032.60
EF148305	20321	Riverjet Pty Ltd	Educting-Cleaning Services	31/03/2022	24,255.00
EF148306	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	31/03/2022	1,430.00
EF148307	21291	The Worm Shed	Environmental Education	31/03/2022	140.00
EF148308	21469	John Hughes Volkswagon	Purchase Of New Vehicle	31/03/2022	33,542.00
EF148309	21665	Mmj Real Estate (Wa) Pty Ltd	Property Management Services	31/03/2022	1,508.45
EF148310	21744	Jb Hi Fi - Commercial	Electronic Equipment	31/03/2022	2,130.00
EF148311	21946	Ryan's Quality Meats	Meat Supplies	31/03/2022	55.44

EF148312	22106	Intelife Group	Services - Daip	31/03/2022	13,755.58
EF148313	22553	Brownes Food Operations	Catering Supplies	31/03/2022	228.33
EF148314	22569	Sonic Health Plus Pty Ltd	Medical Services	31/03/2022	3,216.40
EF148315	22602	Densford Civil Pty Ltd	Civil & Electrical Works	31/03/2022	640.00
EF148316	22613	Vicki Royans	Artistic Services	31/03/2022	450.00
EF148317	22639	Shatish Chauhan	Training Services - Yoga	31/03/2022	1,860.00
EF148318	22682	Beaver Tree Services Pty Ltd	Tree Pruning Services	31/03/2022	6,170.73
EF148319	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	31/03/2022	86,939.56
EF148320	22903	Unique International Recoveries Llc	Debt Collectors	31/03/2022	409.60
EF148321	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	31/03/2022	7,040.20
EF148322	23457	Totally Workwear Fremantle	Clothing - Uniforms	31/03/2022	3,239.75
EF148323	23971	Find Wise Location Services	Locating Services - Underground	31/03/2022	3,883.00
EF148324	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	31/03/2022	6,079.06
EF148325	24506	Amaranti's Personal Training	Personal Training Services	31/03/2022	525.00
EF148326	24610	All Flags Signs & Banners	Signs, Flags, Banners	31/03/2022	1,793.00
EF148327	24655	Automasters Spearwood	Vehicle Servicing	31/03/2022	9,634.80
EF148328	24902	Crimson Wolf Fine Art	Artistic Services	31/03/2022	1,650.00
EF148329	24945	Bridge 42 Pty Ltd	Project Management Services	31/03/2022	21,130.81
EF148330	24978	Ambius	Plants Supplies	31/03/2022	607.74
EF148331	25063	Superior Pak Pty Ltd	Vehicle Maintenance	31/03/2022	810.93
EF148332	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	31/03/2022	1,474.00
EF148333	25418	Cs Legal	Legal Services	31/03/2022	13,672.17
EF148334	25586	Envirovap Pty Ltd	Hire Of Leachate Units	31/03/2022	43,477.50
EF148335	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	31/03/2022	800.00
EF148336	25733	Miracle Recreation Equipment	Playground Installation / Repairs	31/03/2022	931.70
EF148337	25832	Exteria	Street And Park Infrastructure	31/03/2022	2,957.90
EF148338	26195	Play Check	Consulting Services	31/03/2022	990.00
EF148339	26211	Amcom Pty Ltd	Internet/Data Services	31/03/2022	15,882.51
EF148340	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	31/03/2022	1,577.50
EF148341	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	31/03/2022	9,824.10
EF148342	26314	Cpe Group	Temporary Employment Services	31/03/2022	1,003.24
EF148343	26399	Paperscout The Trustee For Peters Morrison Family Trust	Graphic Design Services	31/03/2022	5,137.00
EF148344	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	31/03/2022	687.30
EF148345	26449	Eco Shark Barrier Pty Ltd	Leasing Fee For Shark Barrier	31/03/2022	22,250.00
EF148346	26470	Scp Conservation	Fencing Services	31/03/2022	176.00
EF148347	26558	Healthcare Australia Pty Ltd	Temporary Employment Services	31/03/2022	948.61
EF148348	26574	Eva Bellydance	Entertainment - Belly Dancing	31/03/2022	300.00
EF148349	26606	Enviro Infrastructure Pty Ltd	Construction& Fabrication	31/03/2022	30,348.03
EF148350	26610	Tracc Civil Pty Ltd	Civil Construction	31/03/2022	1,491,461.99
EF148351	26625	Andover Detailers	Car Detailing Services	31/03/2022	1,855.87
EF148352	26626	Senversa Pty Ltd	Environmental Auditing	31/03/2022	2,200.00
EF148353	26698	Melville Mitsubishi	Purchase Of New Vehicles & Maintenance	31/03/2022	63.80
EF148354	26709	Talis Consultants Pty Ltd	Waste Consultancy	31/03/2022	5,252.50

EF148355	26735	Shane McMaster Surveys	Survey Services	31/03/2022	3,300.00
EF148356	26736	Ghems Holdings Pty Ltd	Revegetation	31/03/2022	553.30
EF148357	26739	Kerb Doctor	Kerb Maintenance	31/03/2022	2,534.40
EF148358	26754	Insight Call Centre Services	Call Centre Services	31/03/2022	10,314.37
EF148359	26778	Robert Walters	Recruitment Services	31/03/2022	3,401.48
EF148360	26782	Soft Landing	Recycling Services	31/03/2022	5,162.85
EF148361	26800	The Goods	Retail	31/03/2022	537.60
EF148362	26836	Grey Means Well	Catering - Coffee - Mobile	31/03/2022	400.00
EF148363	26848	Melanie Maclou	Artistic Services	31/03/2022	14,000.00
EF148364	26849	Subcon Technologies Pty Ltd	Concrete Marine Solutions	31/03/2022	227,889.98
EF148365	26888	Media Engine	Graphic Design, Marketing, Video Product	31/03/2022	5,180.00
EF148366	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	31/03/2022	2,782.83
EF148367	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	31/03/2022	577.50
EF148368	26904	Green Services	Sustainability Education For Households	31/03/2022	3,400.00
EF148369	26909	West Coast Profilers Pty Ltd	Road Planing Cold Services	31/03/2022	6,730.34
EF148370	26929	Elan Energy Matrix Pty Ltd	Recycling Services	31/03/2022	250.29
EF148371	26940	Floorwest Pty Ltd	Floor Coverings	31/03/2022	11,220.00
EF148372	26946	Av Truck Services Pty Ltd	Truck Dealership	31/03/2022	1,633.14
EF148373	26985	Access Icon Pty Ltd	Drainage Products	31/03/2022	14,340.74
EF148374	26988	Bladon Wa Pty Ltd	Promotional Products	31/03/2022	8,907.25
EF148375	27006	Bibra Lake Iga Xpress	Liquor Supplies	31/03/2022	238.42
EF148376	27010	Quantum Building Services Pty Ltd	Building Maintenance	31/03/2022	13,660.28
EF148377	27011	Baileys Marine Fuel Australia	Fuel	31/03/2022	3,372.05
EF148378	27028	Technogym Australia Pty Ltd	Fitness Equipment	31/03/2022	12,012.00
EF148379	27031	Downer Edi Works Pty Ltd	Asphalt Services	31/03/2022	168,011.42
EF148380	27034	Adelby Pty Ltd	Firebreak Construction	31/03/2022	23,305.70
EF148381	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	31/03/2022	13,130.04
EF148382	27046	Tfh Hire Services Pty Ltd	Hire Fencing	31/03/2022	3,678.67
EF148383	27065	Westbooks	Books	31/03/2022	3,587.27
EF148384	27092	Sprayline Spraying Equipment	Spraying Equipment	31/03/2022	45.91
EF148385	27154	Suez Recycling & Recovery Pty Ltd	Waste Services	31/03/2022	39,069.92
EF148386	27165	Lypa	Nature Play Style Equipment	31/03/2022	2,174.05
EF148387	27168	Nightlife Music Pty Ltd	Music Management	31/03/2022	465.53
EF148388	27169	Natural Power Solutions Pty Ltd	Power Supply Protection, Products & Serv	31/03/2022	13,918.30
EF148389	27179	Plunge & Co Cafe	Catering Services	31/03/2022	101.50
EF148390	27189	Healthstrong Pty Ltd	Home Care	31/03/2022	440.00
EF148391	27198	Green Promotions Pty Ltd	Promotional Supplies	31/03/2022	2,439.25
EF148392	27212	A&L Sauna & Steam Wa	Carpentry - Sauna	31/03/2022	3,363.00
EF148393	27243	Arjohuntleigh Pty Ltd	Supply, Repairs Health Equipemnt	31/03/2022	610.39
EF148394	27246	Veale Auto Parts	Spare Parts Mechanical	31/03/2022	686.00
EF148395	27261	Tudor House	Flags & Banners	31/03/2022	118.00
EF148396	27308	Jatu Clothing & Ppe Pty Ltd	Clothing Ppe	31/03/2022	2,683.78
EF148397	27325	National Trade Supplier	Building Modifications & Editions	31/03/2022	682.00

EF148398	27334	Westcare Print	Printing Services	31/03/2022	1,281.50
EF148399	27346	Office Line	Furniture Office	31/03/2022	74,869.30
EF148400	27355	Playmaster	Playground Equipment	31/03/2022	63,222.50
EF148401	27364	Balshaws Florist	Florist	31/03/2022	480.00
EF148402	27366	The Henna Leaf	Artistic - Henna	31/03/2022	540.00
EF148403	27374	Southern Cross Cleaning	Commercial Cleaning	31/03/2022	10,303.62
EF148404	27381	Fit For Life Exercise Physiology	Exercise Classes	31/03/2022	2,160.00
EF148405	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	31/03/2022	21.45
EF148406	27401	Emprise Mobility	Mobility Equipment	31/03/2022	7,898.00
EF148407	27402	Messages On Hold Australia Pty Ltd	Telephone Marketing	31/03/2022	3,955.80
EF148408	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	31/03/2022	13,329.55
EF148409	27427	Home Chef	Cooking/Food Services	31/03/2022	507.95
EF148410	27439	Pumpeng Pty Ltd	Pumps	31/03/2022	293.67
EF148411	27450	Aaa Production Services	Hire Pa/Satge Systems	31/03/2022	3,677.24
EF148412	27455	Site Protective Services	Cctv Parts	31/03/2022	111,650.55
EF148413	27499	Hodge Collard Preston Architects	Architects	31/03/2022	12,454.75
EF148414	27507	Facilities First Australia Pty Ltd	Cleaning Services	31/03/2022	3,664.35
EF148415	27512	Agent Sales & Services Pty Ltd	Pool Chemicals	31/03/2022	5,797.00
EF148416	27513	Micropower Pty Ltd	Software	31/03/2022	1,346.40
EF148417	27523	Robert Lawrence Toohey	High Pressure Cleaning	31/03/2022	2,739.00
EF148418	27539	Jasmin Carpentry & Maintenance	Carpentry	31/03/2022	10,483.00
EF148419	27548	Standing Fork	Catering	31/03/2022	3,317.60
EF148420	27566	Thuroona Services	Asbestos Removal	31/03/2022	629.75
EF148421	27592	Hey Jay Fix It!! Home Maintenance Service	Home Maintenance	31/03/2022	80.00
EF148422	27602	Rawlinsons (Wa)	Surveying Services	31/03/2022	4,255.16
EF148423	27617	Galaxy 42 Pty Ltd	Consultancy - It	31/03/2022	16,500.00
EF148424	27618	Christmas 360	Christmas Decorations	31/03/2022	11,544.50
EF148425	27622	Truegrade Medical Supplies	Medical Supplies	31/03/2022	2,699.96
EF148426	27628	Fitness Australia Limited	Registration & Advocacy	31/03/2022	650.00
EF148427	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	31/03/2022	2,151.60
EF148428	27650	Datacom Systems (Au) Pty Ltd	It Sales, Consulting & Service	31/03/2022	527.00
EF148429	27657	Positive Balance Massage	Massage Therapy	31/03/2022	400.00
EF148430	27675	Wgawa Pty Ltd	Consultancy Engineering	31/03/2022	4,807.00
EF148431	27676	Blue Force Pty Ltd	Security Services	31/03/2022	215.20
EF148432	27684	Jani Murphy Pty Ltd	Training	31/03/2022	2,915.00
EF148433	27695	Qtm Pty Ltd	Traffic Management	31/03/2022	84,682.54
EF148434	27722	Metra Australia	Software	31/03/2022	2,303.10
EF148435	27767	Altus Group Consulting Pty Ltd	Surveying Services	31/03/2022	8,800.00
EF148436	27804	Redfish Technologies	Audio Visual Systems	31/03/2022	10,857.00
EF148437	27809	Ra-One Pty Ltd	Software	31/03/2022	20,410.50
EF148438	27814	Kinesis	Consultancy - Sustainability	31/03/2022	16,500.00
EF148439	27829	Smec Australia Pty Ltd	Consultancy - Engineering	31/03/2022	1,782.00
EF148440	27831	Butler And Brown	Event Management	31/03/2022	13,398.00

EF148441	27837	Bicycle Network	Consultancy - Bicycles Services	31/03/2022	8,992.50
EF148442	27850	Dowsing Group Pty Ltd	Concreting Services	31/03/2022	125,267.83
EF148443	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	31/03/2022	56,366.20
EF148444	27856	My Flex Health International	Nursing Services	31/03/2022	2,065.48
EF148445	27879	Precision Badges Wa	Badges	31/03/2022	666.55
EF148446	27894	Homecare Physiotherapy	Healthcare	31/03/2022	13,821.17
EF148447	27917	Go Doors Advanced Automation	Door Maintenance & Repair	31/03/2022	13,367.91
EF148448	27940	A-Smart Pty Ltd	Service & Maintenance	31/03/2022	1,143.32
EF148449	27953	Truckline	Spare Parts, Truck/Trailer	31/03/2022	165.49
EF148450	27965	Stantec Australia Pty Ltd	Engineering Services	31/03/2022	1,019.70
EF148451	27969	Perfect Gym Solutions	Software For Gym's	31/03/2022	4,576.00
EF148452	27984	Sabrina Fenwick	Exercise Classes	31/03/2022	640.00
EF148453	27985	Rosmech Sales & Service Pty Ltd	Road Sweeper	31/03/2022	6,353.37
EF148454	28001	Corsign Wa Pty Ltd	Sign Making Material	31/03/2022	306.90
EF148455	28003	Taylor Made Design	Graphic Design	31/03/2022	1,254.00
EF148456	28009	Classic Hire	Equipment Hire	31/03/2022	819.57
EF148457	28015	Imprint Plastic	Badges	31/03/2022	1,346.40
EF148458	28031	Brandon's Shredding Boxes	Recycling	31/03/2022	45.00
EF148459	28032	Managed System Services	IT Services	31/03/2022	1,158.52
EF148460	28047	Mitchell Garlett	Ceremonial Services	31/03/2022	100.00
EF148461	28049	Copy Magic	Printing Services	31/03/2022	2,877.70
EF148462	28062	Marsh	Insurance Premiums	31/03/2022	4,064.50
EF148463	28118	Mccorkell Constructions (W.A.) Pty Ltd	Building Services - Construction	31/03/2022	327,407.34
EF148464	28125	Daisy Productions	Master Ceremonies	31/03/2022	360.00
EF148465	28139	Advance Scanning Services	Locating Services - Cables/Pipes Etc.	31/03/2022	1,897.50
EF148466	28152	Mack 1 Motorcycles	Purchase of Motorcycles	31/03/2022	89,544.04
EF148467	28168	Sifting Sands	Sand Cleaning	31/03/2022	8,570.87
EF148468	28169	Nexacu	Excel Courses	31/03/2022	990.00
EF148469	28171	Smc Marine Pty Ltd	Construction Services	31/03/2022	635,332.03
EF148470	28181	Seaview Rentals	Aquarium Servicing	31/03/2022	50.00
EF148471	28189	Mercury Messengers Pty Ltd	Courier Service	31/03/2022	2,043.64
EF148472	28196	Brightmark Group Pty Ltd	Cleaning Services	31/03/2022	22,532.27
EF148473	28197	Lite N Easy Pty Ltd	Food Supplies	31/03/2022	700.03
EF148474	28201	Select Fresh	Food Supplies	31/03/2022	617.24
EF148475	28202	Carers Plus Australia Pty Ltd	Employment Services	31/03/2022	3,033.36
EF148476	28211	Nordic Fitness Equipment	Fitness Equipment	31/03/2022	3,749.00
EF148477	28215	Complete Office Supplies Pty Ltd	Stationery	31/03/2022	2,773.51
EF148478	28218	Laminar Capital Pty Ltd	Financial Services	31/03/2022	1,540.00
EF148479	28227	Profounder Turfmaster Pty Ltd	Turf Services	31/03/2022	6,182.00
EF148480	28233	Western Maze Wa Pty Ltd	Waste Collection Services	31/03/2022	14,322.00
EF148481	28241	Swift Flow Pty Ltd	Plumbing	31/03/2022	12,222.36
EF148482	28246	Hendecare	Nursing Services	31/03/2022	1,850.28
EF148483	28250	Midland Brick Pty Ltd	Bricks/Pavers	31/03/2022	214.74

EF148484	28258	Garden Care West	Gardening Services	31/03/2022	1,938.75
EF148485	28265	Tree Care Wa	Vegetation Maintenance Services	31/03/2022	6,396.10
EF148486	28277	Gesha Coffee Co	Coffee Supplies	31/03/2022	12,172.00
EF148487	28281	Motobility Osborne Park	Mobility Equipment	31/03/2022	5,810.00
EF148488	28283	Mills Recruitment	Recruitment Services	31/03/2022	1,375.74
EF148489	28287	All Lines	Linemarking	31/03/2022	2,420.00
EF148490	28289	Grafton General Products	Mobility Equipment	31/03/2022	300.65
EF148491	28291	Brigid Lowry	Writing Workshops	31/03/2022	450.00
EF148492	28292	Emerg Solutions Pty. Ltd.	Emergency Management	31/03/2022	2,400.00
EF148493	88888	Gm Coogee Pty Ltd	Bond Refund	31/03/2022	20,813.97
EF148494	88888	Steven Fearn	Bond Refund	31/03/2022	500.00
EF148495	88888	Mr Robert Harben	Bond Refund	31/03/2022	500.00
EF148496	88888	Thomas Building Pty Ltd	Bond Refund	31/03/2022	1,446.99
EF148497	88888	Project Pax - Veterans Of W.A.	Bond Refund	31/03/2022	500.00
EF148498	88888	Refund Of Maintenance Bond	Bond Refund	31/03/2022	20,063.17
EF148499	88888	Sundry Creditor Eft	Bond Refund	31/03/2022	50,489.38
EF148500	88888	Beeliar Management Pty Ltd	Bond Refund	31/03/2022	257,653.88
EF148501	99997	Hayley Michelle Staples	Compost Bin Rebate	31/03/2022	50.00
EF148502	99997	Daman Singh	Donation	31/03/2022	200.00
EF148503	99997	Coogee Beach Progress Association	February 2022 Newsletter	31/03/2022	572.00
EF148504	99997	Rebecca Middleton	Compost Bin Rebate Rebecca Middleton	31/03/2022	45.00
EF148505	99997	Sarah Barrow	Bird Bath Rebate - Sarah Barrow	31/03/2022	8.80
EF148506	99997	Sixian Yip	Bird Bath Rebate - Sixian Yip	31/03/2022	41.00
EF148507	99997	Dominique Virgo	Cloth Nappy Rebate - Dominique Virgo	31/03/2022	50.00
EF148508	99997	Nicole Verney	Cloth Nappy Rebate - Nicole Verney	31/03/2022	32.97
EF148509	99997	Charlotte Cain	Cloth Nappy Rebate - Charlotte Cain	31/03/2022	46.80
EF148510	99997	Sian Fitzpatrick	Cloth Nappy Rebate - Sian Fitzpatrick	31/03/2022	50.00
EF148511	99997	Joanna Tan	Cloth Nappy Rebate - Joanna Tan	31/03/2022	49.98
EF148512	99997	Jessica Harry	Cloth Nappy Rebate - Jess Harry	31/03/2022	33.75
EF148513	99997	Ashley De Freitas	Cloth Nappy Rebate - Ashley De Freitas	31/03/2022	45.50
EF148514	99997	Trish Budarick	Cloth Nappy Rebate - Trish Budarick	31/03/2022	44.90
EF148515	99997	Mrs Ann Gerlach	Cloth Nappy Rebate - Ann Gerlach	31/03/2022	50.00
EF148516	99997	Roslyn Fairless	Cloth Nappy Rebate - Roslyn Fairless	31/03/2022	29.95
EF148517	99997	M A Chisakula	Cloth Nappy Rebate - Margaret Chisakula	31/03/2022	35.00
EF148518	99997	Sonja Macmath	Cloth Nappy Rebate - Sonja Macmath	31/03/2022	50.00
EF148519	99997	Miss Kirsten S Peel	Cloth Nappy Rebate - Kirsten Peel	31/03/2022	50.00
EF148520	99997	M Kelly	Compost Bin Rebate - Melissa Kelly	31/03/2022	50.00
EF148521	99997	Mr Karl Hogan	Compost Bin Rebate - Karl Hogan	31/03/2022	49.00
EF148522	99997	S And M Lewinski	Compost Bin Rebate - Stacey Lewinski	31/03/2022	50.00
EF148523	99997	Axel White	Compost Bin Rebate - Samantha Stapleton	31/03/2022	50.00
EF148524	99997	Coogee Beach Progress Association	Lgacs7	31/03/2022	139.00
EF148525	99997	Benjamin Hay	Compost Bin Rebate - Benjamin Hay	31/03/2022	50.00
EF148526	99997	Miss G E Fox	Return Partial Infringement Payment	31/03/2022	200.00

EF148527	99997	South Coogee Vol Bush Fire Brigade	Invoice 110222-001	31/03/2022	5,781.23
EF148528	99997	South Coogee Vol Bush Fire Brigade	Invoice 110222002	31/03/2022	211.37
EF148529	99997	Jandakot Volunteer Bush Fire Brigade	Invoice 345	31/03/2022	2,417.40
EF148530	99997	Nenad And Vesna Milanovic	Reimbursement For Treeby Purchases	31/03/2022	659.40
EF148531	99997	Katalin Dobos	Bird Bath Rebate - Katalin Dobos	31/03/2022	37.50
EF148532	99997	Ca House	Bird Bath Rebate - Carolee House	31/03/2022	50.00
EF148533	99997	Patrick J Flanagan	Bird Bath Rebate - Patrick J Flanagan	31/03/2022	49.50
EF148534	99997	Jessica Curtin	Bird Bath Rebate - Jessica Curtin	31/03/2022	45.00
EF148535	99997	Russell Phillips	Bird Bath Rebate - Russell Phillips	31/03/2022	50.00
EF148536	99997	Kerryn Lyndon	Purchasing Of Face Masks	31/03/2022	75.00
EF148537	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	31/03/2022	150.00
EF148538	99997	Jaye Snowden	Resource Code Cos001	31/03/2022	100.00
EF148539	99997	R S & G V Joyner	Junior Sport Travel Assistant Grant	31/03/2022	400.00
EF148540	99997	Trudy Kinita	Junior Sport Travel Assistant Grant	31/03/2022	400.00
EF148541	99997	Gavin & Xanthe Leach	Junior Sport Travel Assistant Grant	31/03/2022	400.00
EF148542	99997	Mr A G & Mrs D Milne	Junior Sport Travel Assistant Grant	31/03/2022	400.00
EF148543	99997	Janet Lovreta	Junior Sport Travel Assistant Grant	31/03/2022	400.00
EF148544	99997	Ashah Tanoa	Resource Code Cos001	31/03/2022	100.00
EF148545	99997	Guardian Exercise Rehabilitation Pty Ltd	Refund Request Arc - Guardian Exercise	31/03/2022	404.50
EF148546	99997	Nenad And Vesna Milanovic	Treeby Play Area Toys	31/03/2022	506.96
EF148547	99997	Sheridan Rowe	Cloth Nappy Rebate - Sheridan Rowe	31/03/2022	50.00
EF148548	99997	Rhea Doig	Cloth Nappy Rebate - Rhea Doig	31/03/2022	49.90
EF148549	99997	Smith Philip Alwyne White Claire Margare	Compost Bin Rebate - Claire White	31/03/2022	50.00
EF148550	99997	Corrina J Mantegna	Compost Bin Rebate - Corrina Mantegna	31/03/2022	50.00
EF148551	99997	Port Coogee Community Association	Summer/Autumn 2022 Newsletter	31/03/2022	779.02
EF148552	99997	Priyangani De Silva	Crossover Contribution 4 Pavarotti Vista	31/03/2022	300.00
EF148553	99997	Cp Hill & Lf Smith	Crossover Contribution 63 Yellowtail Gro	31/03/2022	300.00
EF148554	99997	Sumit Arora	Crossover Contribution 9 Woolwich Way	31/03/2022	300.00
EF148555	99997	Mahendran Rajendran	Crossover Contribution 15 Westwood	31/03/2022	300.00
EF148556	99997	J.D. And S.M Midalia	Interview With Author Ros Thomas	31/03/2022	200.00
EF148557	10047	Alinta Energy	Natural Gas & Electricity Supply	31/03/2022	14,442.45
EF148558	11794	Synergy	Electricity Usage/Supplies	31/03/2022	290,539.56
EF148559	12025	Telstra Corporation	Communications Services	31/03/2022	26,756.57
EF148561	27874	Smartsalary	Salary Packaging/Leasing Administration	31/03/2022	20,814.83
		TOTAL OF 802 EFT PAYMENTS			17,740,812.98
		<u>LESS: CANCELLED EFT PAYMENTS:</u>			
EF147429	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	1/03/2022 -	7,040.61
EF147492	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	1/03/2022 -	50.00

EF147784	88888	Sundry Creditor Eft	Refund	9/03/2022	-	500.00
EF147850	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	16/03/2022	-	36.86
EF147854	99996	Rates And Property Related Eft Refunds (Not Bonds)	Rates And Property Related Refunds	18/03/2022	-	590.00
EF148139	11760	Water Corporation	Sewer Easement	21/03/2022	-	2,187.90
		TOTAL CANCELLED EFT PAYMENT			-	10,405.37
		TOTAL EFT PAYMENTS (EXCL. CANCELLED PAYMENTS)				17,730,407.61
		<u>ADD: BANK FEES</u>				
		BPAY BATCH FEE				12.60
		MERCHANT FEES COC				1,671.88
		MERCHANT FEES MARINA				116.21
		MERCHANT FEES ARC				2,101.38
		MERCHANT FEES VARIOUS OUT CENTRES				1,034.30
		NATIONAL BPAY CHARGE				5,349.12
		RTGS/ACLR FEE				-
		NAB TRANSACT FEE				954.82
		MERCHANDISE / OTHER FEES				-
						11,240.31
		<u>ADD: CREDIT CARD PAYMENTS</u>				81,815.02
		<u>ADD: PAYROLL PAYMENTS</u>				
		COC-03/03/22 Pmt 000201280407 City of Cockburn		3/03/2022		2,395.16
		COC-07/03/22 Pmt 000201685826 City of Cockburn		10/03/2022		4,280.98
		COC-11/03/22 Pmt 000202085272 City of Cockburn		16/03/2022		11,800.70
		COC-13/03/22 Pmt 000202098241 City of Cockburn		16/03/2022		1,553,805.74
		COC-17/03/22 Pmt 000202198321 City of Cockburn		17/03/2022		482.07
		COC-17/03/22 Pmt 000202639964 City of Cockburn		24/03/2022		2,440.58
		COC-18/03/22 Pmt 000202286641 City of Cockburn		18/03/2022		497.91
		COC-23/02/22 Pmt 000201160767 City of Cockburn		2/03/2022		15,600.72
		COC-24/03/22 Pmt 000203008782 City of Cockburn		30/03/2022		7,577.85
		COC-25/02/22 Pmt 000201167379 City of Cockburn		2/03/2022		8,243.55
		COC-27/02/22 Pmt 000201168984 City of Cockburn		2/03/2022		1,525,232.38
		COC-27/03/22 Pmt 000203018112 City of Cockburn		30/03/2022		1,519,519.14
		COC-28/01/22 Pmt 000201159680 City of Cockburn		2/03/2022		501.30

		COC-28/02/22 Pmt 000201512882 City of Cockburn		8/03/2022	2,095.30
		COC-31/03/22 Pmt 000203133554 City of Cockburn		31/03/2022	2,853.41
		274713412090203001 SuperChoice P/L CITY OF COCKBURN		3/03/2022	163.06
		274713412090203002 SuperChoice P/L CITY OF COCKBURN		3/03/2022	24.15
		274713412090203003 SuperChoice P/L CITY OF COCKBURN		3/03/2022	359.60
					4,657,873.60
		TOTAL PAYMENTS MADE FOR THE MONTH			22,481,336.54



Credit Card Statement Feb 2022	
Card Holder	Amount
ADRIAN CHESTER	1,309.04
ADRIANNE VASILE	720.82
ALEXANDRA K MORTON	3,411.00
ALISON WATERS	44.55
ANDREW TOMLINSON	1,816.59
ANTON LEES	242.00
ASANKA VIDANAGE	943.70
BENJAMIN TANOA	88.80
BIANCA BRENTON	181.50
BRITTANY COVER	3,949.17
CHERYL JUDITH TAVEIRA	379.58
DAVID KEEFE	1,757.50
DEAN BURTON	105.90
DEBORAH RIGBY	1,075.60
FIONA LOGAN	1,594.73
JAYNE MCENIRY	376.45
JOSHUA L GARDNER	651.75
KAREN O'REILLY	271.83
KAROLINE JAMIESON	16.20
LINDA WALKER	255.00
LYNETTE SPEARING	2,302.35
MARIE LA FRENAIS	1,402.98
MATTHEW ARGAT	1,989.55
MICHAEL EMERY	698.74
MICHAEL FAULKNER	78.20
MISS JESSICA DONALD	1,944.54
MISS KAYLA MALONEY	4,113.41
MISS SARAH J WHITELEY	1,788.99
MR ANTONIO NATALE	14,685.51
MR BRETT FELLOWS	292.48
MR C MACMILLAN	83.92
MR CLIFFORD RYAN	1,209.71
MR CLIVE J CROCKER	1,095.91
MR DANIEL ARNDT	211.05
MR GLEN WILLIAMSON	410.75
MR JOHN WEST	372.00
MR LYALL DAVIESON	725.00
MR NELSON MAURICIO	1,120.00
MR NICHOLAS JONES	791.55
MR S ATHERTON	1,331.71
MRS GLORIA ASKANDER	283.30
MRS JULIE MCDONALD	855.92
MRS KIM HUNTER	1,454.04
MRS S SEYMOUR-EYLES	1,170.81
MRS SANDRA TAYLOR	1,781.00
MRS SARAH KAHLE	55.15
MS BARBARA FREEMAN	331.16
MS CAROLINE LINDSAY	3,985.77
MS CLARE COURTAULD	873.46
MS E MILNE	55.00
MS GAIL M BOWMAN	33.00
MS JILL ZUMACH	812.08
MS MICHELLE CHAMPION	127.16
MS SAMANTHA STANDISH	260.58
MS SANDRA EDGAR	1,419.29
MS SIMONE SIEBER	1,470.50
PAUL DANIEL NORLIN	792.08
PIETER QUARTERMAINE	568.02
ROGER HARIPERSAD	347.75
SANDRA SWANN	2,026.57
SHANE PIKE	621.15
STUART DOWNING	4,573.67
TERRY GREEN	2,077.50
Total	81,815.02
Number of Credit Card used	63.00

15.2 (2022/MINUTE NO 0087) Monthly Financial Reports - March 2022**Author** Stuart Downing**Attachments** 1. Monthly Financial Report - March 2022 [↓](#)**RECOMMENDATION**

That Council:

- (1) ADOPTS the Monthly Financial Reports containing the Statements of Financial Activity and other financial information for the month of March 2022, as attached to the Agenda; and
- (2) AMENDS the FY22 Municipal Budget as detailed in the Monthly Financial Reports and summarised below:

Nature	Amount \$	Budget Surplus Impact
Existing Budget Surplus	133,819	
Revenue from operating activities	118,926	Increase
Expenditure from operating activities	(2,000)	Decrease
Net Budget Surplus impact	116,926	Increase
Amended Budget Surplus	250,745	

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**Council Decision**

MOVED Cr C Stone SECONDED Cr T Dewan

That the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0**Background**

Local Government (Financial Management) Regulations 1996 prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

Regulation 34(2) requires the Statement of Financial Activity to be accompanied by documents containing:

1. Details of the composition of the closing net current assets (less restricted and committed assets);
2. Explanation for each material variance identified between YTD budgets and actuals; and
3. Any other supporting information considered relevant by the Local Government.



Regulation 34(4)(a) prescribes that the Statement of Financial Activity and accompanying documents be presented to Council within two months after the end of the month to which the statement relates.

The regulations require the information reported in the statement to be shown either by nature or type, statutory program, or business unit.

The City has chosen to report the information according to nature or type and its organisational business structure.

Local Government (Financial Management) Regulations 1996 - Regulation 34 (5) states "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting.

Council adopted to continue with a materiality threshold of \$300,000 for the FY22 at the August 2021 Ordinary Council Meeting.

This is applied based on relevance to capital works programs, significant projects, and distinct service areas.

Remedial action is sometimes required to address budget variances, including budget cash flow timing adjustments or budget amendments (either submitted to Council each month via this standing agenda item or included in the City's mid-year budget review as legislated).

Submission

N/A

Report

The attached Monthly Financial Report for March 2022 has been prepared in accordance with the Local Government Act and the associated Financial Management Regulations.

This has been reviewed by management, with the following commentary addressing key results contained within the report and the City's budgetary performance to the end of the month.

Opening Surplus

The budget and actual opening surplus amount of \$8.59 million primarily includes the funding for the City's carry forward works of \$8.344 million.



An additional \$0.243 million was confirmed by audit and included in the City's recent mid-year budget review.

Closing Surplus

The City's revised closing surplus budget currently sits at \$133,817, slightly down on the surplus of \$160,114 from the Council adopted annual budget.

To the end of March, the YTD surplus was \$51.75 million, versus a YTD budget of \$36.60 million.

This favourable variance of \$15.15 million is the product of all variances across the operating and capital programs, separately reviewed in this report.

The YTD surplus is at its largest in July when the annual rates are levied, then progressively reduced throughout the year by the City's net spending.

Operating Revenue

Operating revenue of \$155.39 million to the end of March was \$0.66 million behind YTD budget.

The following table summarises the operating revenue budget performance by nature:

Revenue from operating activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Rates	112,176,757	112,073,959	112,202,535	128,576
Specified Area Rates	564,582	569,438	585,824	16,386
Operating Grants, Subsidies, Contributions	15,914,254	10,369,979	9,122,159	(1,247,820)
Fees and Charges	37,218,278	29,123,603	30,105,160	981,557
Interest Earnings	1,770,000	1,470,187	1,674,199	204,012
Profit/(Loss) on Asset Disposals	6,107,517	2,449,786	1,708,795	(740,991)
Total	173,751,388	156,056,952	155,398,672	(658,280)

Significant variances identified in the City's operating revenue were identified as follows:

- Fees and Charges (\$0.98 million over YTD budget):
 - Lease revenue from land and commercial leases was \$0.32 million ahead of YTD budget (budget timing issue).
 - Animal and parking infringement revenue was \$0.32 million ahead of the YTD budget (budget performance issue).



- Operating Grants, Subsidies, Contributions (\$1.25 million under YTD budget):
 - State funding for the Roe 8 land rehabilitation project was \$0.24 million under YTD budget (timing issue related to spending):
 - Childcare subsidies received were \$0.67 million under the YTD budget target, with this including \$0.30 million for the In-Home care program that has now been closed (to be reviewed by Expenditure Review Committee).
- Profit/(Loss) on Asset Disposals (\$0.74 million under YTD budget)
 - Land sale related profit was reporting a variance of \$0.97 million under YTD budget, although this is only an accounting related book profit issue (to be reviewed by Expenditure Review Committee).

Operating Expenditure

Operating expenditure to 31 March of \$112.49 million was under YTD budget by \$10.87 million.

The following table summarises the operating expenditure budget variance performance by nature:

Expenditure from operating activities	Amended		YTD Actual \$	YTD Variance \$
	Full Year Budget \$	YTD Budget \$		
Employee costs	(65,776,973)	(48,291,377)	(46,141,672)	2,149,705
Materials and contracts	(39,569,432)	(29,932,127)	(23,938,086)	5,994,041
Utility charges	(6,236,541)	(4,720,107)	(4,404,390)	315,717
Depreciation on non-current assets	(38,055,405)	(27,331,255)	(25,981,567)	1,349,688
Interest expenses	(642,341)	(306,600)	(310,206)	(3,606)
Insurance expenses	(2,325,200)	(2,338,319)	(2,313,915)	24,404
Other expenditure	(14,073,695)	(10,437,805)	(9,398,951)	1,038,854
Total	(166,679,587)	(123,357,590)	(112,488,787)	10,868,803

Significant variances identified in the City's operating expenditure were identified as follows:

- Employee Costs (\$2.15 million under YTD budget):
 - The forecast superannuation guarantee charge (SGC) liability for In Home Care providers has been budgeted at \$0.79 million, with \$0.74 million yet to be invoiced by the Australian Taxation Office (as at the end of March).
 - There is an aggregate \$1.13 million favourable variance across the City in salaries and oncosts, without any one business unit showing a material variance (\$0.30m). This is mainly from delays in filling vacant positions, inclusive of a deliberate oversight process coordinated through the Executive Committee to manage staff costs.

- Materials and Contracts (\$5.99 million under YTD budget):
 - Operations & Maintenance were showing a \$1.37 million underspend of their YTD budget, with the following material items:
 - parks, streetscapes, POS & bushland maintenance collectively under by \$0.88 million.
 - Waste services and landfill related contract costs under by \$0.46 million.
 - The Community Development business unit showing a collective underspend of \$1.19 million against YTD budget:
 - Childcare related spending under by \$0.55 million.
 - Sustainability & Environment - \$0.94 million under YTD budget:
 - Roe 8 land rehabilitation project under by \$0.37 million.
 - Coastal related maintenance projects (including Port Coogee sand bypassing) under by \$0.43 million (timing difference).
 - Recreation Infrastructure & Services - \$0.77 million under YTD budget:
 - Cockburn ARC under by \$0.39 million.
- Depreciation/amortisation under YTD budget by \$1.35 million:
 - Depreciation on building assets lower by \$1.74 million due to formal revaluation completed in June 2021 (to be reviewed by Expenditure Review Committee).
- Other Expenditure (\$1.04 million under YTD budget):
 - Community Grants program had a YTD underspend variance of \$0.50 million.
 - Landfill levy was showing a \$0.41 million variance under YTD budget.

Capital Expenditure

Council adopted a capital program of \$36.19 million for the FY22 annual budget, with the revised budget currently sitting at \$85.23 million (including carry-forward capital projects and other Council decisions throughout the year).

At the end of March, \$42.64 million (50.0 percent) had been spent on the capital program, representing a YTD underspend of \$12.01 million.

This continues to indicate a large carried forward works program at year's end (although less than last year's \$58.7 million).

The following table shows the budget performance by asset class:

Capital acquisitions	Amended		YTD Actual \$	YTD Actual Variance \$
	Budget \$	YTD Budget \$		
Land	2,520,000	840,000	840,000	0
Buildings	22,274,435	15,015,114	13,720,718	(1,294,396)
Furniture and equipment	132,000	42,000	0	(42,000)



Capital acquisitions	Amended		YTD Actual \$	YTD Actual Variance \$
	Budget \$	YTD Budget \$		
Plant and equipment	7,286,076	3,969,284	1,964,458	(2,004,826)
Information technology	1,853,890	1,479,890	727,243	(752,647)
Infrastructure - roads	28,081,737	17,894,953	14,972,674	(2,922,279)
Infrastructure - drainage	1,902,400	1,257,448	437,142	(820,306)
Infrastructure - footpath	3,204,308	2,705,808	1,243,342	(1,462,466)
Infrastructure - parks hard	4,707,783	3,937,757	2,559,929	(1,377,828)
Infrastructure - landscaping	2,460,359	1,627,466	1,347,550	(279,916)
Infrastructure - landfill site	3,130,709	213,181	107,117	(106,064)
Infrastructure - marina	6,607,201	5,045,476	4,374,499	(670,977)
Infrastructure - coastal	1,074,987	619,487	343,827	(275,660)
Total	85,235,885	54,647,865	42,638,499	(12,009,366)

The following asset classes contained projects showing material variances:

- Road infrastructure was showing an overall budget variance of \$2.92 million under YTD budget and included the following project material variances (timing issues):

Project	Amended Annual Budget \$	YTD Amended Budget \$	YTD Actual \$	YTD Variance \$
Rockingham Road and Phoenix Roundabout	1,141,507	1,141,507	70,617	1,070,890
Hammond Road Branch to Bartram	8,747,007	4,150,000	3,335,021	814,979

- Building construction had a net budget variance of \$1.29 million under YTD budget and included the following project material variances (timing issues):

Project	Amended Annual Budget	YTD Amended Budget	YTD Actual \$	YTD Variance \$
Goodchild Park Upgrades	1,305,493	691,905	148,015	543,890
Consultancy Services - Health and Fitness Expansion	660,335	430,335	2,973	427,362
Beale Park Redevelopment	329,107	329,107	24,252	304,855

- Parks hard infrastructure had a YTD budget variance of \$1.38 million, with the following projects showing a material variance:

Project	Amended Annual Budget	YTD Amended Budget	YTD Actual \$	YTD Variance \$
Aubin Grove Skate Facility	587,258	587,258	29,436	557,822
Len Packham Park Sports Lighting	487,530	364,130	8,485	355,645

- The plant replacement programs for both heavy plant and light fleet have a combined YTD budget variance of \$2.0 million, although this is a timing issue with \$4.2 million currently on order.
- Information technology capital spending is \$0.75 million under YTD budget, with the Cyber Security Incident & Event Management (SIEM) project under by \$0.30 million.
- The footpath construction program is showing a \$1.46 million YTD underspend, while drainage construction is \$0.82 million under (with no single project having a material variance more than \$0.30 million).

Non-Operating Grants, Subsidies and Contributions

The City's budget for capital grants and contributions is \$32.33 million, with \$6.39 million accounted for against a YTD budget of \$6.33 million.

This is mostly for road and building construction projects with the recognition of revenue tied to project completion (as per Australian Accounting Standards).

Financial Reserves

A detailed schedule of the City's financial reserves is included in the financial report, showing a balance of \$164.68 million in total reserves held at the end of March (\$165.59 million last month).

Council funded reserves make up \$125.54 million of this balance, with the remaining \$39.14 million held for externally restricted purposes (i.e. grant funded, developer contributions, specified area rates).

Transfers into reserves to the end of the month totalled \$16.80 million, and these included:

- \$8.34 million for last year's carried forward projects
- \$2.63 million from sale of land proceeds
- \$5.0 million in developer contribution plan receipts
- \$0.63 million for the Cockburn integrated health and community facility maintenance fund.



YTD transfers out of reserves totalled \$23.53 million, with \$21.85 million of this funding delivery of capital projects.

Cash and Financial Assets

The City's closing cash and financial assets investment holding at month's end totalled \$226.30 million (down from \$229.55 million last month).

This included financial assets (term deposits and investments) of \$206.90 million, with the balance of \$19.39 million representing cash and cash equivalent holdings.

\$170.10million of these funds were internally and externally restricted, representing the City's financial reserves and liability for bonds and deposits.

The remaining \$56.20 million represented unrestricted funding for the City's operating activities and liabilities.

Investment Performance, Ratings and Maturity

The City's term deposit portfolio running yield has continued increasing to an annualised 0.90 percent as of 31 March (up from 0.82% last month and 0.75% the month before).

This outperformed the City's KPI target rate of 0.60 percent (comprising RBA cash rate of 0.10% plus a 0.50% performance margin).

Interest earnings on investments to the end of the month were \$0.97 million, well on track to surpass the revised full year budget of \$1.1 million.

During March, the RBA firmed its guidance that the cash rate will rise later this year.

The RBA was still holding out for more evidence that wage and Consumer Price Index (CPI) movements indicated inflation consistently within its 2-3 percent target band.

That evidence is now crystal clear after the release of the Q1 CPI at 5.1 percent nationally. The RBA's first rate hike is unlikely to be later than June and is now a real possibility in May.

Banks are increasingly offering stronger rates for longer dated fixed term deposits on the view the RBA will lift rates aggressively later this year.

Although it should be acknowledged these rates are still considerably below the long-term trends achieved in previous years.

With the City's strong financial position and high level of reserves, this is creating opportunity for the City to lift its investment yield through placing longer dated term deposits.



New investments for the month were placed at rates ranging from 1.0 percent for nine months through to 2.39 percent for two years.

Current investments held are fully compliant with Council's Investment Policy, other than several reverse mortgage securities purchased under previous policy and statutory provisions:

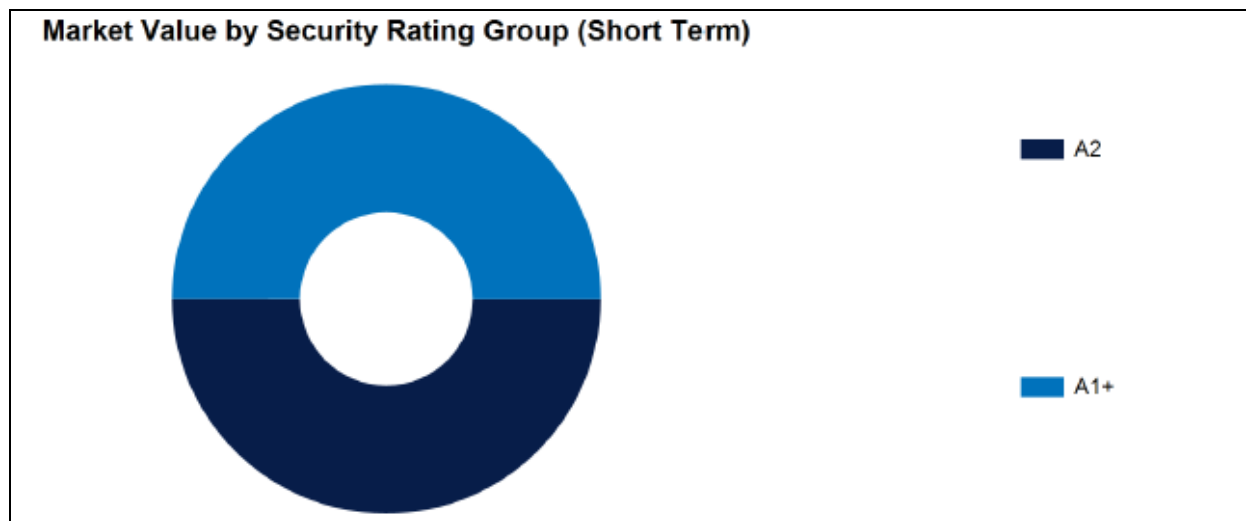
Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

The mortgage securities have a face value of \$2.48 million and market value of \$1.62 million, although the City is carrying them at a book value of \$0.91 million (net of a \$1.575 million impairment provision).

The City continues receiving interest and capital payments, with \$0.52 million returned to date of the original \$3.0 million invested.

The City's short-term deposits (less than 12 months) made up 43.0% (\$97.20 million) of the City's portfolio, down from 46.6% (\$106.18 million) last month.

These are classified under the following credit ratings:



Deposits invested between 1 and 3 years made up 57.0% (\$128.93 million) of the City's portfolio, up from 53.4 % (\$121.83 million) last month, and classified under following credit ratings:



Market Value by Security Rating Group (Long Term)

The City's investment portfolio is allocated across the following institutions, demonstrating a sound level of diversification:

Issuer	Market Value	% Total Value
AMP Bank Ltd	18,050,712.76	7.98%
Bank of Queensland Ltd	31,071,535.08	13.74%
Commonwealth Bank of Australia Ltd	63,135,342.23	27.92%
Defence Bank Ltd	3,006,324.66	1.33%
Emerald Reverse Mortgage Trust	1,617,996.50	0.72%
Macquarie Bank	10,000,000.00	4.42%
Members Equity Bank Ltd	8,033,150.72	3.55%
MyState Bank Ltd	22,550,817.57	9.97%
National Australia Bank Ltd	36,600,113.15	16.19%
Suncorp Bank	6,009,515.64	2.66%
Westpac Banking Corporation Ltd	26,060,407.13	11.52%
Portfolio Total	226,135,915.44	100.00%

Investment in Fossil Fuel Free Banks

At month end, the City held 17.1% or \$38.98 million of its investment portfolio with banks considered non-funders of fossil fuel related industries (down from 18.9% last month).

The amount invested with fossil fuel free banks fluctuates depending on the competitiveness of deposit rates being offered and the capacity of fossil fuel free banks to accept funds.

The City will always preference a fossil fuel free investment, given the same or a higher rate.

Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period	
Fossil Fuel Lending ADIs					
AMP Bank Ltd	8.0%	18,016,890.86	7.9%	18,013,147.73	
Bank of Queensland Ltd	13.7%	31,000,000.00	15.8%	36,000,000.00	
Commonwealth Bank of Australia Ltd	27.8%	63,000,000.00	27.6%	63,000,000.00	
Macquarie Bank	4.4%	10,000,000.00	4.4%	10,000,000.00	
National Australia Bank Ltd	16.1%	36,500,000.00	16.0%	36,500,000.00	
Westpac Banking Corporation Ltd	11.5%	26,000,000.00	11.4%	26,000,000.00	
	81.5%	184,516,890.86	82.9%	189,513,147.73	
Non Fossil Fuel Lending ADIs					
Defence Bank Ltd	1.3%	3,000,000.00	1.3%	3,000,000.00	
Emerald Reverse Mortgage Trust	1.1%	2,480,765.10	1.1%	2,480,765.10	
Members Equity Bank Ltd	3.5%	8,000,000.00	4.6%	10,500,000.00	
MyState Bank Ltd	9.9%	22,500,000.00	9.2%	21,000,000.00	
Suncorp Bank	2.7%	6,000,000.00	0.9%	2,000,000.00	
	18.5%	41,980,765.10	17.1%	38,980,765.10	
Total Portfolio		226,497,655.96		228,493,912.83	

All amounts shown in the table and charts are Current Face Values for fixed interest holdings and Market Values for unit trust holdings (if included).

Rates Debt Recovery

The collectible rates and charges for 2021-22 (comprising arrears, annual levies and part year rating) totals \$138.32 million.

At the end of March, the City had \$12.24 million (8.8%) of this balance outstanding (excluding rates paid in advance of \$1.53 million).

In terms of overdue and delinquent rates accounts under formal or legal debt recovery processes, the City had 417 properties owing a total of \$1.60 million (460 properties last month owing \$1.65 million).

Formal debt recovery activities are commenced when ratepayers have not committed to instalment or other payment arrangements or sought relief under the City's Financial Hardship Policy.



Trade and Sundry Debtors

The City had \$2.62 million in outstanding debtors to the end of March.

Those debts overdue by more than 90 days made up \$372k (14.2%), down from \$464k (13.9%) last month.

The 90-day debtors included State Government related debts totalling \$177k, lease monies owing from naval base tenants totalling \$128k, and \$28k for commercial landfill debtors.

Budget Amendments - FY22 Budget Year

With the recent establishment of the Expenditure Review Committee, budget amendments for increased expenditure will now be referred to that committee before Council adoption. Minor amendments and increases to revenue only will continue being included in this report.

There are only two budget amendments proposed for this month as outlined below:

- Royalty income not included in annual budget of \$118,926 (increase budget surplus).
- Customer satisfaction survey budget was increased by \$20,000 last month, but this should have been \$22,000 (\$2,000 reduction in budget surplus).

The following table summarises the effect of these budget changes by classification (as detailed under note 8 of the attached Monthly Financial Report):

Classification	Amount \$	Budget Surplus Impact
Revenue from operating activities	118,926	Increase
Expenditure from operating activities	(2,000)	Decrease
Net Budget Surplus impact	116,926	Increase

Elected Member Budget Contingency

The FY22 Municipal Budget does not currently include a contingency provision.

Any additional expenditures sought will now be referred to the Expenditure Review Committee for determination and recommendation to Council for adoption.

Strategic Plans/Policy ImplicationsListening and Leading

A community focused, sustainable, accountable and progressive organisation

- Best practice Governance, partnerships and value for money.



Budget/Financial Implications

The City's revised budget surplus of \$133,819 for FY22 will be increased by \$116,926 to \$250,745 with the budget amendments proposed in this report.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

It is important that Council reviews the performance of its adopted budget each month for revenue, expenditure, and the closing financial position.

Any recommended budget amendments not adopted by Council could lead to misrepresentation of financial outcomes and disrupt the City's services and project delivery.

Advice to Proponents/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil



CITY OF COCKBURN**MONTHLY FINANCIAL REPORT****(Containing the Statement of Financial Activity)****For the period ending 31 March 2022****LOCAL GOVERNMENT ACT 1995****LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****TABLE OF CONTENTS**

Monthly Summary Information	2
Statement of Financial Activity by Nature or Type	4
Statement of Financial Activity by Business Unit	6
Basis of Preparation	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Disposal of Assets	10
Note 4 Capital Acquisitions	11
Note 5 Borrowings	12
Note 6 Cash Reserves	13
Note 7 Other Current Liabilities	15
Note 9 Budget Amendments	16
Note 10 Explanation of Material Variances	17

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2022

SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.59 M	\$8.59 M	\$8.59 M	\$0.00 M
Closing	\$0.13 M	\$36.60 M	\$51.75 M	\$15.15 M

Refer to Statement of Financial Activity

Cash and financial assets		
	\$226.30 M	% of total
Unrestricted Cash	\$56.20 M	24.8%
Restricted Cash	\$170.10 M	75.2%

Refer to Note 2 - Cash and Financial Assets

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$36.64 M	\$60.54 M	\$72.08 M	\$11.53 M

Refer to Statement of Financial Activity

Employee Cost		
YTD Actual	(\$46.14 M)	% Variance
YTD Budget	(\$48.29 M)	(4.5%)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$112.79 M	% Variance
YTD Budget	\$112.64 M	0.0%

Refer to Statement of Financial Activity

Fees and Charges		
YTD Actual	\$30.11 M	% Variance
YTD Budget	\$29.12 M	3.4%

Refer to Statement of Financial Activity

Materials & Contracts		
YTD Actual	(\$23.94 M)	% Variance
YTD Budget	(\$29.93 M)	(20.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$45.93 M)	(\$45.21 M)	(\$33.24 M)	\$11.97 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$3.01 M	%
Amended Budget	\$6.98 M	43.1%

Refer to Note 3 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$42.64 M	% Spent
Amended Budget	\$85.24 M	50.0%

Refer to Note 4 - Capital Acquisition

Capital Grants		
YTD Actual	(\$6.39 M)	% Received
Amended Budget	(\$32.33 M)	19.8%

Refer to Note 4 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.83 M	\$12.69 M	\$4.33 M	(\$8.36 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$2.39 M
Interest expense	\$0.31 M
Principal due	\$13.04 M

Refer to Note 5 - Borrowings

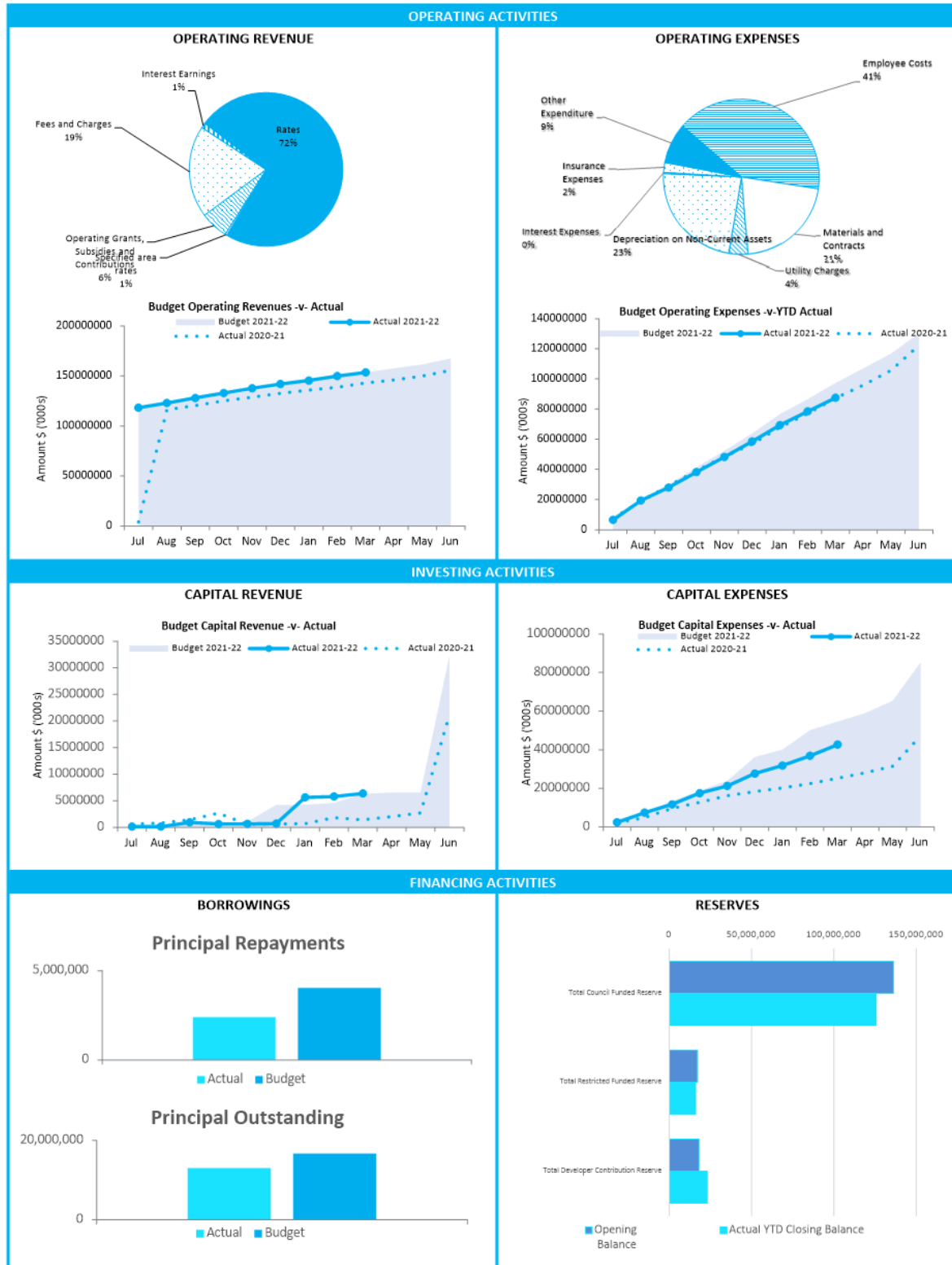
Reserves	
Reserves balance	\$164.68 M
Interest earned	\$0.08 M

Refer to Note 6 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2022**

SUMMARY INFORMATION - GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	8,588,182	8,588,182	8,588,182	0	0.00%	
Revenue from operating activities							
Rates		112,176,757	112,073,959	112,202,535	128,576	0.11%	
Specified area rates		564,582	569,438	585,824	16,386	2.88%	
Operating grants, subsidies and contributions		15,914,254	10,369,979	9,122,159	(1,247,820)	(12.03%)	▼
Fees and charges		37,218,278	29,123,603	30,105,160	981,557	3.37%	▲
Interest earnings		1,770,000	1,470,187	1,674,199	204,012	13.88%	
Profit/(loss) on disposal of assets		6,107,517	2,449,786	1,708,795	(740,991)	(30.25%)	▼
		173,751,388	156,056,952	155,398,672	(658,280)		
Expenditure from operating activities							
Employee costs		(65,776,973)	(48,291,377)	(46,141,672)	2,149,705	4.45%	▲
Materials and contracts		(39,569,432)	(29,932,127)	(23,938,086)	5,994,041	20.03%	▲
Utility charges		(6,236,541)	(4,720,107)	(4,404,390)	315,717	6.69%	▲
Depreciation on non-current assets		(38,055,405)	(27,331,255)	(25,981,567)	1,349,688	4.94%	▲
Interest expenses		(642,341)	(306,600)	(310,206)	(3,606)	(1.18%)	
Insurance expenses		(2,325,200)	(2,338,319)	(2,313,915)	24,404	1.04%	
Other expenditure		(14,073,695)	(10,437,805)	(9,398,951)	1,038,854	9.95%	▲
		(166,679,587)	(123,357,590)	(112,488,787)	10,868,803		
Non-cash amounts excluded from operating activities							
	1(a)	29,571,146	27,841,444	29,165,170	1,323,727	4.75%	▲
Amount attributable to operating activities		36,642,947	60,540,806	72,075,055	11,534,250		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		32,332,003	6,333,594	6,390,157	56,563	0.89%	
Proceeds from disposal of assets	3	6,976,593	3,101,593	3,005,104	(96,489)	(3.11%)	
Payments for property, plant and equipment and infrastructure	4	(85,235,885)	(54,647,865)	(42,638,499)	12,009,366	21.98%	▲
Amount attributable to investing activities		(45,927,289)	(45,212,678)	(33,243,238)	11,969,440		
Financing Activities							
Proceeds from new debentures	5	5,277,400	5,277,400	0	(5,277,400)	(100.00%)	▼
Transfer from reserves	6	50,642,359	24,818,388	23,529,257	(1,289,130)	(5.19%)	▼
Repayment of debentures	5	(4,020,624)	(2,016,846)	(2,393,928)	(377,082)	(18.70%)	▼
Transfer to reserves	6	(51,069,157)	(15,391,670)	(16,803,260)	(1,411,590)	(9.17%)	▼
Amount attributable to financing activities		829,978	12,687,272	4,332,069	(8,355,202)		
Closing funding surplus / (deficit)	1(c)	133,819	36,603,581	51,752,069	15,148,488		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 9 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2022

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

STATUTORY REPORTING BY BUSINESS UNIT

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	8,588,182	8,588,182	8,588,182	0	0.00%	
Revenue from operating activities							
Governance, Risk & Compliance		800	600	2,437	1,837	306.17%	
Finance		120,260,089	116,837,114	117,000,044	162,930	0.14%	
Information & Technology		1,500	1,125	91	(1,054)	(91.91%)	
Library & Cultural Services		153,050	85,988	63,680	(22,308)	(25.94%)	
Recreation Infrastructure & Services		12,722,054	10,115,104	10,650,749	535,645	5.30%	▲
Community Development & Services		8,518,247	6,404,483	5,476,904	(927,579)	(14.48%)	▼
Community Safety & Ranger Services		1,050,050	833,772	1,268,461	434,689	52.14%	▲
Development Assessment & Compliance		3,333,833	2,585,454	2,687,445	101,991	3.94%	
Planning		231,180	174,724	92,393	(82,331)	(47.12%)	
Sustainability & Environment		928,118	668,693	422,646	(246,047)	(36.80%)	
Operations & Maintenance		17,832,548	13,371,759	13,250,401	(121,358)	(0.91%)	
Projects		80,000	80,000	77,458	(2,542)	(3.18%)	
Property & Assets		8,342,319	4,674,937	4,069,438	(605,499)	(12.95%)	▼
Customer Experience		600	450	0	(450)	(100.00%)	
Human Resources		97,000	72,750	153,291	80,541	110.71%	
Workplace Health & Safety		200,000	150,000	183,234	33,234	22.16%	
		173,751,388	156,056,953	155,398,672	(658,281)		
Expenditure from operating activities							
Executive Support		(3,282,274)	(2,449,261)	(2,178,442)	270,819	11.06%	
Civic Services		(2,030,127)	(1,580,628)	(1,359,709)	220,919	13.98%	
Corporate Strategy		(304,887)	(223,400)	(127,955)	95,445	42.72%	
Governance, Risk & Compliance		(572,053)	(426,654)	(449,860)	(23,206)	(5.44%)	
Finance		(6,908,035)	(5,871,127)	(5,894,920)	(23,793)	(0.41%)	
Information & Technology		(7,692,535)	(5,944,891)	(5,992,776)	(47,885)	(0.81%)	
Procurement		(841,206)	(623,955)	(559,337)	64,618	10.36%	
Library & Cultural Services		(5,622,656)	(4,350,634)	(3,873,855)	476,779	10.96%	▲
Recreation Infrastructure & Services		(15,670,868)	(11,734,498)	(10,143,488)	1,591,010	13.56%	▲
Community Development & Services		(13,600,820)	(10,530,875)	(7,877,415)	2,653,460	25.20%	▲
Community Safety & Ranger Services		(5,924,353)	(4,454,575)	(3,815,196)	639,379	14.35%	▲
Development Assessment & Compliance		(6,110,327)	(4,494,241)	(4,356,171)	138,070	3.07%	
Planning		(2,171,134)	(1,608,112)	(1,239,525)	368,587	22.92%	▲
Sustainability & Environment		(3,575,391)	(2,734,785)	(1,927,505)	807,280	29.52%	▲
Operations & Maintenance		(72,589,099)	(52,528,816)	(51,053,973)	1,474,843	2.81%	▲
Projects		(2,205,813)	(1,293,002)	(1,218,783)	74,219	5.74%	
Property & Assets		(12,130,630)	(8,659,701)	(6,873,472)	1,786,229	20.63%	▲
Stakeholder Management		(660,375)	(407,442)	(424,466)	(17,024)	(4.18%)	
Communications & Marketing		(1,563,471)	(1,123,224)	(1,022,807)	100,417	8.94%	
Customer Experience		(1,296,427)	(947,882)	(719,270)	228,612	24.12%	
Business & Economic Development		(417,025)	(275,191)	(186,349)	88,842	32.28%	
Grants & Research		0	0	0	0	0.00%	
Human Resources		(2,193,035)	(1,624,763)	(1,554,309)	70,454	4.34%	
Workplace Health & Safety		(748,922)	(555,453)	(513,575)	41,878	7.54%	
Transformation, Culture & Innovation		(240,812)	(185,018)	(155,894)	29,124	15.74%	
Internal Recharging		1,672,688	1,270,537	1,030,267	(240,270)	(18.91%)	
		(166,679,587)	(123,357,591)	(112,488,785)	10,868,806		
Non-cash amounts excluded from operating activities	1(a)	29,571,146	27,841,444	29,165,170	1,323,727	4.75%	▲
Amount attributable to operating activities		36,642,947	60,540,806	72,075,057	11,534,252		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions		32,332,003	6,333,594	6,390,157	56,563	0.89%	
Proceeds from disposal of assets	3	6,976,593	3,101,593	3,005,104	(96,489)	(3.11%)	
Payments for property, plant and equipment and infrastructure	4	(85,235,885)	(54,647,865)	(42,638,499)	12,009,366	21.98%	▲
Amount attributable to investing activities		(45,927,289)	(45,212,678)	(33,243,238)	11,969,440		
Financing Activities							
Proceeds from new debentures	5	5,277,400	5,277,400	0	(5,277,400)	(100.00%)	▼
Transfer from reserves	6	50,642,359	24,818,388	23,529,257	(1,289,130)	(5.19%)	▼
Repayment of debentures	5	(4,020,624)	(2,016,846)	(2,393,928)	(377,082)	(18.70%)	▼
Transfer to reserves	6	(51,069,157)	(15,391,670)	(16,803,260)	(1,411,590)	(9.17%)	▼
Amount attributable to financing activities		829,978	12,687,272	4,332,069	(8,355,202)		
Closing funding surplus / (deficit)	1(c)	133,819	36,603,581	51,752,069			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 9 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$300,000 or 0.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 March 2022

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: (Profit)/loss on asset disposals	3	(6,107,517)	(2,449,786)	(1,708,795)
Less: Movement in liabilities associated with restricted cash		(2,476,742)	2,959,975	5,051,013
Less: Movement in leased liabilities			0	(137,865)
Movement in pensioner deferred rates (non-current)		0	0	74,663
Movement in employee benefit provisions (non-current)		0	0	(134,127)
Movement in HWRP Rehab provision (non-current)		100,000		
Add: Public Open Space payment (non-current)		0	0	38,714
Add: Depreciation on assets		38,055,405	27,331,255	25,981,567
Total non-cash items excluded from operating activities		29,571,146	27,841,444	29,165,170

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2021	This Time Last Year 31 March 2021	Year to Date 31 March 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	6	(171,410,639)	(153,064,406)	(164,684,642)
Less: Bonds & deposits		(5,720,406)	(5,770,866)	(5,412,061)
Add: Borrowings	5	4,020,624	879,757	1,626,696
Add: Lease liabilities		218,182	21,517	80,317
Add: Financial assets at amortised cost - non-current	2	941,521	941,521	905,765
Total adjustments to net current assets		(171,950,718)	(156,992,477)	(167,483,925)
Cash and cash equivalents	2	4,606,858	11,563,511	19,390,750
Financial assets at amortised cost	2	197,500,000	196,500,000	206,000,000
Rates receivables		2,153,253	18,765,549	10,888,639
Receivables		4,604,250	4,777,603	5,972,184
Other current assets		5,436,822	617,831	2,819,910
Less: Current liabilities				
Payables		(13,471,132)	(7,100,546)	(7,950,888)
Borrowings	5	(4,020,624)	(879,757)	(1,626,696)
Contract liabilities	7	(6,552,672)	(5,229,910)	(7,032,356)
Lease liabilities		(218,182)	(21,517)	(80,317)
Provisions	7	(9,499,673)	(8,792,715)	(9,145,228)
Less: Total adjustments to net current assets	1(b)	(171,950,718)	(156,992,477)	(167,483,925)
Closing funding surplus / (deficit)		8,588,182	53,207,572	51,752,069

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
Cash on hand						
Cash at bank	Cash and cash equivalents	1,364,497	0	1,364,497		NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	26,253	0	26,253		
Term deposits - current	Cash and cash equivalents	8,000,000		8,000,000		AMP
Term deposits - current	Financial assets at amortised cost	1,000,000	30,000,000	31,000,000		BANK OF QUEENSLAND
Term deposits - current	Cash and cash equivalents	10,000,000	0	10,000,000		MACQUARIE BANK
Term deposits - current	Financial assets at amortised cost	0	8,000,000	8,000,000		MEMBERS EQUITY BANK
Term deposits - current	Financial assets at amortised cost	6,500,000	30,000,000	36,500,000		NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	3,000,000		3,000,000		DEFENCE BANK
Term deposits - current	Financial assets at amortised cost	7,500,000	15,000,000	22,500,000		MYSTATE BANK
Term deposits - current	Financial assets at amortised cost		10,000,000	10,000,000		AMP
Term deposits - current	Financial assets at amortised cost	7,903,297	55,096,703	63,000,000		COMMONWEALTH BANK
Other investment - non current	Financial assets at amortised cost	905,765	0	905,765		BARCLAYS BANK
Term deposits - current	Financial assets at amortised cost	4,000,000	2,000,000	6,000,000		SUNCORP
Term deposits - current	Financial assets at amortised cost	6,000,000	20,000,000	26,000,000		WESTPAC
Total		56,199,812	170,096,703	226,296,515	0	
Comprising		Unrestricted	Restricted	Total Cash	Trust	
		\$	\$	\$	\$	
Cash and cash equivalents		19,390,750	0	19,390,750	0	
Financial assets at amortised cost		36,809,062	170,096,703	206,905,765	0	
		56,199,812	170,096,703	226,296,515	0	

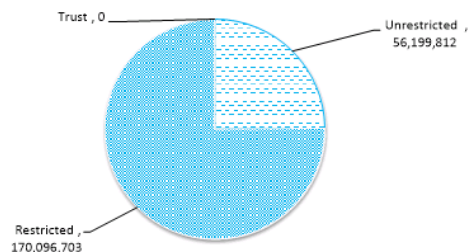
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

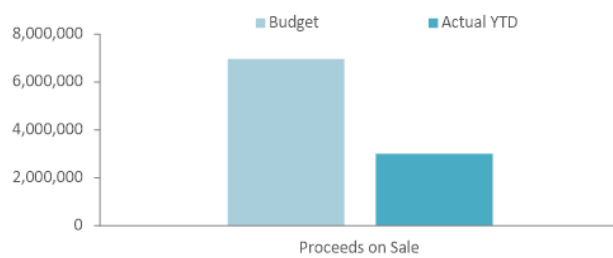
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES
NOTE 3
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment	869,076	1,466,033	596,957	0	306,310	578,050	271,740	0
	Freehold Land	0	5,510,560	5,510,560	0	990,000	2,427,055	1,437,055	0
		869,076	6,976,593	6,107,517	0	1,296,310	3,005,104	1,708,795	0



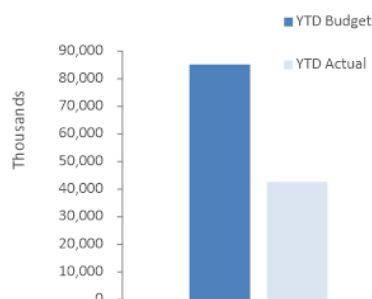
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**INVESTING ACTIVITIES
NOTE 4
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	2,520,000	840,000	840,000	0
Buildings	22,274,435	15,015,114	13,720,718	(1,294,396)
Furniture and equipment	132,000	42,000	0	(42,000)
Plant and equipment	7,286,076	3,969,284	1,964,458	(2,004,826)
Information technology	1,853,890	1,479,890	727,243	(752,647)
Infrastructure - roads	28,081,737	17,894,953	14,972,674	(2,922,279)
Infrastructure - drainage	1,902,400	1,257,448	437,142	(820,306)
Infrastructure - footpath	3,204,308	2,705,808	1,243,342	(1,462,466)
Infrastructure - parks hard	4,707,783	3,937,757	2,559,929	(1,377,828)
Infrastructure - parks landscaping	2,460,359	1,627,466	1,347,550	(279,916)
Infrastructure - landfill site	3,130,709	213,181	107,117	(106,064)
Infrastructure - marina	6,607,201	5,045,476	4,374,499	(670,977)
Infrastructure - coastal	1,074,987	619,487	343,827	(275,660)
Payments for Capital Acquisitions	85,235,885	54,647,865	42,638,499	(12,009,366)
Total Capital Acquisitions	85,235,885	54,647,865	42,638,499	(12,009,366)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	(32,332,003)	(6,333,594)	(6,390,157)	(56,564)
Borrowings	(5,277,400)	(5,277,400)	0	5,277,400
Other (disposals & C/Fwd)	(6,976,593)	(3,101,593)	(3,005,104)	96,489
Cash backed reserves				
Plant & Vehicle Replacement	(4,788,840)	(1,975,503)	(1,382,726)	592,777
Information Technology	(285,000)	(255,000)	(244,826)	10,174
Major Building Refurbishment	(834,157)	(378,664)	(343,769)	34,895
Waste & Recycling	(3,690,709)	(593,181)	(107,117)	486,064
Land Development and Investment Fund	(6,337,594)	(2,512,002)	(2,397,189)	114,813
Roads & Drainage Infrastructure	(4,997,897)	(1,468,367)	(4,133,678)	(2,665,311)
Community Infrastructure	(4,310,572)	(2,807,393)	(3,487,818)	(680,424)
Greenhouse Action Fund	(35,300)	(35,300)	0	35,300
Aged and Disabled Asset Replacement	(46,213)	(46,213)	(35,159)	11,054
Port Coogee Special Maintenance - SAR	(37,907)	(37,907)	(4,190)	33,717
Community Surveillance	(220,000)	0	0	0
Bibra Lake Management Plan	(191,882)	(191,882)	(73,209)	118,673
Restricted Grants & Contributions	(34,936)	(21,300)	(34,937)	(13,637)
CIHCF Building Maintenance	(450,000)	0	(6,050)	(6,050)
Cockburn ARC Building Maintenance	(100,000)	0	0	0
Carry Forward Projects	(13,169,394)	(11,871,986)	(9,570,533)	2,301,452
Port Coogee Marina Assets Replacement	(174,000)	(28,000)	0	28,000
Public Open Space - Various	(592,026)	(579,641)	(34,204)	545,437
Contribution - operations	(353,462)	(17,132,939)	(11,387,833)	5,745,107
Capital funding total	(85,235,885)	(54,647,865)	(42,638,499)	12,009,366

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

FINANCING ACTIVITIES

NOTE 5

BORROWINGS

Repayments - borrowings

Information on borrowings		1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
To assist fund the stage 2 of Marina infrastructure expansion	9	0	0	5,277,400	0	0	0	5,277,400	0	0
Community amenities										
SMRC		2,929,222	0	0	1,143,928	1,520,624	1,785,294	1,408,598	78,324	105,000
Recreation and culture										
To assist fund the Cockburn Central West development	8	12,500,000	0	0	1,250,000	2,500,000	11,250,000	10,000,000	229,038	434,500
C/Fwd Balance		15,429,222	0	5,277,400	2,393,928	4,020,624	13,035,294	16,685,998	307,361	539,500
Total		15,429,222	0	5,277,400	2,393,928	4,020,624	13,035,294	16,685,998	307,361	539,500
Current borrowings		3,226,983					1,626,696			
Non-current borrowings		12,202,239					11,408,598			
		15,429,222					13,035,294			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES

NOTE 6

CASH RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Council Funded									
Staff Payments & Entitlements	1,593,128	0	0	0	0	(831,092)	(89,495)	762,036	1,503,633
Plant & Vehicle Replacement	11,869,994	0	0	2,000,000	0	(4,809,740)	(1,382,726)	8,822,472	10,487,268
Information Technology	926,599	0	0	1,000,000	0	(285,000)	(244,826)	1,732,034	681,773
Major Building Refurbishment	17,341,289	0	0	1,500,000	0	(834,157)	(343,769)	18,954,255	16,997,520
Waste & Recycling	12,523,659	0	0	3,841,934	0	(3,720,709)	(107,117)	9,888,533	12,416,541
Land Development and Investment Fund	12,863,720	0	0	5,778,674	2,629,079	(6,447,594)	(2,397,189)	12,506,298	13,095,611
Roads & Drainage Infrastructure	12,203,545	0	0	3,789,864	0	(5,397,897)	(4,158,237)	9,890,576	8,045,308
Naval Base Shacks	1,242,899	0	0	18,287	18,287	0	0	1,198,213	1,261,186
Community Infrastructure	21,757,381	0	0	13,556,124	0	(4,380,572)	(3,490,028)	27,964,419	18,267,354
Insurance	2,672,674	0	0	0	0	0	0	2,659,263	2,672,674
Greenhouse Action Fund	708,938	0	0	200,000	0	(35,300)	0	1,053,734	708,938
HWRP Post Closure Management & Contam	2,915,674	0	0	500,000	0	(70,000)	(16,980)	3,869,276	2,898,694
Municipal Elections	151,420	0	0	150,000	0	(150,000)	(150,000)	151,420	1,420
Community Surveillance	932,870	0	0	200,000	0	(365,000)	(145,000)	789,480	787,870
Waste Collection	6,512,856	0	0	1,800,000	0	(10,000)	0	7,963,528	6,512,856
Environmental Offset	248,759	0	0	0	0	0	0	308,011	248,759
Bibra Lake Management Plan	192,968	0	0	0	0	(191,882)	(73,209)	161,243	119,759
CIHCF Building Maintenance	10,688,137	0	0	720,779	633,703	(450,000)	(6,050)	10,672,499	11,315,790
Cockburn ARC Building Maintenance	5,218,365	0	0	1,500,000	0	(150,000)	(43,317)	6,568,365	5,175,048
Carry Forward Projects	11,867,222	0	0	8,523,422	8,344,612	(13,352,034)	(9,651,102)	5,954,065	10,560,732
Port Coogee Marina Assets Replacement	1,784,887	0	0	300,000	0	(174,000)	0	1,610,887	1,784,887
Total Council Funded Reserve	136,216,987	0	0	45,379,084	11,625,681	(41,654,977)	(22,299,045)	133,480,607	125,543,623
Restricted Funded									
Aged and Disabled Asset Replacement	422,872	4,257	1,153	76,596	57,447	(46,213)	(35,159)	452,140	446,313
Welfare Projects Employee Entitlements	1,850,773	18,465	1,389	0	0	(29,273)	(519,636)	2,279,463	1,332,525

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES

NOTE 6

CASH RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Port Coogee Special Maintenance - SAR	1,980,900	22,245	4,985	380,000	0	(388,380)	(166,419)	1,665,236	1,819,466
Port Coogee Waterways - SAR	146,257	1,291	388	98,000	0	(50,000)	0	152,222	146,644
Family Day Care Accumulation Fund	11,560	0	31	0	0	0	0	11,549	11,590
Naval Base Shack Removal	792,815	7,998	2,159	30,477	30,477	0	0	725,695	825,451
Restricted Grants & Contributions	5,174,134	0	0	0	10,735	(325,651)	(433,391)	691,434	4,751,478
Public Open Space - Various	5,458,078	0	14,420	0	0	(592,026)	(34,204)	4,925,444	5,438,294
Port Coogee Waterways - WEMP	1,246,537	15,831	3,265	0	0	(257,668)	(31,014)	1,068,699	1,218,788
Cockburn Coast SAR	50,644	465	117	45,000	0	(11,429)	(10,389)	49,043	40,373
Total Restricted Funded Reserve	17,134,568	70,551	27,907	630,073	98,659	(1,700,640)	(1,230,212)	12,020,925	16,030,922
Developer Contribution Plans									
Community Infrastructure DCP 13	6,832,991	17,282	20,176	3,000,000	3,033,334	(6,554,235)	0	2,075,713	9,886,502
Developer Contribution Plans - Various	11,226,093	162,167	30,904	1,810,000	1,966,599	(732,507)	0	11,993,240	13,223,596
Total Developer Contribution Reserve	18,059,084	179,449	51,080	4,810,000	4,999,933	(7,286,742)	0	14,068,953	23,110,097
Total Cash Reserve	171,410,639	250,000	78,987	50,819,157	16,724,273	(50,642,359)	(23,529,257)	159,570,484	164,684,642

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES
NOTE 7
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 31 March 2022
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- non-operating		6,552,672.00	7,403,390.27	(6,923,706.20)	7,032,356
Total unspent grants, contributions and reimbursements		6,552,672	7,403,390	(6,923,706)	7,032,356
Provisions					
Annual leave		5,078,573	45,004,542	(45,358,987)	4,724,128
Long service leave		4,421,100	0	0	4,421,100
Total Provisions		9,499,673	45,004,542	(45,358,987)	9,145,228
Total other current assets		16,052,345	52,407,933	(52,282,693)	16,177,584
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus				160,114
GL 445	Adjustment to grant income	09/09/21 0150	Operating Revenue			(666,212)	(506,098)
GL 445	Adjustment to Home Care Packages due to reduction in grant income	09/09/21 0150	Operating Expenses		8,961		(497,137)
GL 445	Adjustment to transfer to reserve from Home Care Packages due to reduction in grant income	09/09/21 0150	Transfer to Reserve		657,251		160,114
GL 414	Unspent grant carried forward from 20/21	09/09/21 0150	Transfer from Reserve		25,000		185,114
GL 414	Increase in NDIS expenditure from unspent grant	09/09/21 0150	Operating Expenses			(25,000)	160,114
GL 505	Strategic Planning recoup of DCA admin fee	09/09/21 0150	Operating Revenue		153,980		314,094
OP9080/1	Reduction in DCA review fees recouped	09/09/21 0150	Operating Revenue			(97,972)	216,122
OP9080/1	Reduction in DCA review fees	09/09/21 0150	Operating Expenses		97,972		314,094
CW1678	Transfer Executives mobile phones to OP as they are under the capitalisation threshold.	09/09/21 0150	Capital Expenses		40,000		354,094
OP4941	Purchase of Executives mobile phones	09/09/21 0150	Operating Expenses			(40,000)	314,094
CW6128	Release of partial quarantined fund for Santich Park	09/09/21 0150	Transfer from Reserve		100,000		414,094
CW6128	Development at Santich Park	09/09/21 0150	Capital Expenses			(100,000)	314,094
OP4991/2/4	Water and electricity cost at Bibra Lake Scouts, Cockburn						
OP4991/2/4	Wetlands Centre and Native Arc	09/09/21 0150	Operating Expenses			(132,000)	182,094
OP4991/2/4	Reimbursements from community groups for water and electricity costs	09/09/21 0150	Operating Revenue		132,000		314,094
OP4944	WALGA Urban Canopy Grant grant #2	09/09/21 0150	Operating Revenue		18,723		332,817
OP4944	Urban canopy expenditure	09/09/21 0150	Operating Expenses			(18,723)	314,094
OP7696	Lease revenue at Success Fire Station from DFES for 6 months	09/09/21 0150	Operating Revenue		32,010		346,104
OP9503	Volunteer Week Events is a recurrent project	09/09/21 0150	Operating Expenses			(3,000)	343,104
CW4971	Removal of LRCI grant to LED Lighting project	09/09/21 0150	Operating Revenue			(3,723,182)	(3,380,078)
CW4971	LED Lighting project funded from Road Reserve	09/09/21 0150	Transfer from Reserve		3,723,182		343,104
CW3917	Removal Road Reserve funding to Jandakot Road (Berrigan to Solomon)	09/09/21 0150	Transfer from Reserve			(3,723,182)	(3,380,078)
CW3917	Jandakot Road (Berrigan to Solomon) funded from LRCI grant	09/09/21 0150	Operating Revenue		3,723,182		343,104

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
CW4149	Reduce expenditure to fund for Community Engagement salary	09/09/21 0150	Capital Expenses		110,000		453,104
CW4149	Reduce transfer from Land Development Reserve	09/09/21 0150	Transfer from Reserve			(110,000)	343,104
OP4939	Community Engagement salary and on-cost	09/09/21 0150	Operating Expenses			(110,000)	233,104
OP4939	Community Engagement salary funded from Land Development Reserve	09/09/21 0150	Transfer from Reserve		110,000		343,104
OP8190	Works on slip road between Warton & Jandakot Roads	09/09/21 0150	Operating Expenses			(300,000)	43,104
OP8190	Funding works on Warton & Jandakot Roads	09/09/21 0150	Transfer from Reserve		300,000		343,104
OP4942	Works on Woodman Point	09/09/21 0150	Operating Expenses			(24,760)	318,344
OP4942	Fairy Tern grant to fund works on Woodman Point	09/09/21 0150	Operating Revenue		24,760		343,104
OP9576	Mitigation works on CY O'Connor	09/09/21 0150	Operating Expenses			(53,667)	289,437
OP9576	Coastwest grant to fund works on CY O'Connor	09/09/21 0150	Operating Revenue		53,667		343,104
GL 965	DCP 4 Repmt for prefunded cost for Beeliar Drive [Spearwood/Stock]	14/10/21 0173	Transfer to Reserve			(190,000)	153,104
GL 895	Recognising the payment received from developer and reducing the City's liability	14/10/21 0173	Operating Revenue		190,000		343,104
GL 965	DCP5 Repmt for prefunded cost for Beeliar Drive [Spearwood/Stock]	14/10/21 0173	Transfer to Reserve			(231,864)	111,240
GL 896	Recognising the payment received from developer and reducing the City's liability	14/10/21 0173	Operating Revenue		231,864		343,104
GL 485	Waste income and levy adjustment	14/10/21 0173	Operating Revenue		1,480,000		1,823,104
GL 485	Transfer waste income to Waste Reserve	14/10/21 0173	Transfer to Reserve			(1,480,000)	343,104
GL 400	Grant adjustment and indexation	14/10/21 0173	Operating Revenue		4,244		347,348
GL 400	Expenditure adjustments due to increase in grant	14/10/21 0173	Operating Expenses			(4,244)	343,104
GL 330	Grant adjustment	14/10/21 0173	Operating Revenue		3,871		346,975
GL 330	Expenditure adjustments due to increase in grant	14/10/21 0173	Operating Expenses			(3,871)	343,104
CW4937	Jean Willis kitchen refurbishment funded from Reserve	14/10/21 0173	Capital Expenses			(20,000)	323,104
CW4937	Transfer from Asset Replacement Reserve to fund refurbishment at Jean Willis Centre	14/10/21 0173	Transfer from Reserve		20,000		343,104
CW3950	Reducing grant income due to change in funding source	14/10/21 0173	Capital Revenue			(566,403)	(223,299)
CW3950	Transfer from Road Reserve	14/10/21 0173	Transfer from Reserve		566,403		343,104
CW6300	Cockburn ARC temporary carpark funded from surplus	14/10/21 0173	Capital Expenses			(20,000)	323,104

CITY OF COCKBURN | 17

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
OP4940	Bore cleaning at Cockburn ARC	14/10/21 0173	Operating Expenses			(50,000)	273,104
OP4940	Transfer from ARC maintenance reserve to fund bore cleaning	14/10/21 0173	Transfer from Reserve		50,000		323,104
CW7318	Missed from carry forward - Welfare trailer for Jandakot Fire Brigade	11/11/21 0198	Capital Expenses			(7,032)	316,072
CW7318	Welfare trailer for Jandakot FB funded from proceeds of sale	11/11/21 0198	Capital Revenue		6,669		322,741
CW7318	Welfare trailer for Jandakot FB funded from reserve	11/11/21 0198	Transfer from Reserve		363		323,104
CW7710	Missed from carry forward - Refurbish IVECO Compactor Truck	11/11/21 0198	Capital Expenses			(232,943)	90,161
CW7710	Refurbish IVECO Compactor Truck funded from proceeds of sale	11/11/21 0198	Capital Revenue		109,091		199,252
CW7710	Refurbish IVECO Compactor Truck funded from reserve	11/11/21 0198	Transfer from Reserve		123,852		323,104
CW7746	Missed from carry forward - Low Profile Rear Loading Waste Truck	11/11/21 0198	Capital Expenses			(235,866)	87,238
CW7746	Low Profile Rear Loading Waste Truck funded from proceeds of sale	11/11/21 0198	Capital Revenue		59,091		146,329
CW7746	Low Profile Rear Loading Waste Truck funded from reserve	11/11/21 0198	Transfer from Reserve		176,775		323,104
CW7785	Missed from carry forward - Hino Sideload Recycle Truck	11/11/21 0198	Capital Expenses			(345,756)	(22,652)
CW7785	Hino Sideload Recycle Truck funded from proceeds of sale	11/11/21 0198	Capital Revenue		68,182		45,530
CW7785	Hino Sideload Recycle Truck funded from reserve	11/11/21 0198	Transfer from Reserve		277,574		323,104
CW6301	Shelter refurbishment at Omeo North funded from Frazer Development handover funds	11/11/21 0198	Capital Expenses			(41,585)	281,519
CW6301	Frazer Development handover funds	11/11/21 0198	Capital Revenue		41,585		323,104
CW2364	Transfer to OP Project for demolishing Ethel Cooper Kindy	11/11/21 0198	Capital Expenses		20,000		343,104
OP4933	Ethel Cooper Kindy demolition	11/11/21 0198	Operating Expenses			(20,000)	323,104
CW6026	Building accessible playground at Lucretia Park	11/11/21 0198	Capital Expenses			(15,000)	308,104
OP8930	Transfer to CW to build accessible playground at Lucretia Park	11/11/21 0198	Operating Expenses		15,000		323,104

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
OP7966	COVID-19 related expenditure and preparation for Delta variance	11/11/21 0198	Operating Expenses			(20,000)	303,104
OP9775	IAP2 Engagement Essentials training for 20 staff	11/11/21 0198	Operating Expenses			(15,225)	287,879
OP4934	Resourcing costs on administrative review	11/11/21 0198	Operating Expenses			(23,000)	264,879
Various	Balancing budget variances due to restructure	11/11/21 0198	Operating Expenses			(227,242)	37,637
CW4714	Fremantle Football Club contribution to ARC expansion project	11/11/21 0198	Capital Revenue		230,000		267,637
CW4714	ARC Expansion project attached to Kailis Oval	11/11/21 0198	Capital Expenses			(230,000)	37,637
GL 152	Transfer underspent in salaries to fund Advocacy Initiative and Community Engagement projects	9/12/21 0238	Operating Expenses		55,000		92,637
GL 518	Transfer underspent in salaries to fund Advocacy Initiative and Community Engagement projects	9/12/21 0238	Operating Expenses		55,000		147,637
OP4937	Advocacy Initiative and Community Engagement projects funded by underspent in Stakeholder Management and Business & Economic Development salaries	9/12/21 0238	Operating Expenses			(110,000)	37,637
GL 853	Recruiting 2.0 FTE as Community Infrastructure Planners funded by DCA	9/12/21 0238	Operating Expenses			(137,816)	(100,179)
Various	Transfer from distributed DCA's to fund 2.0 FTE Community Infrastructure Planners	9/12/21 0238	Transfer from Reserve		137,816		37,637
Various	Withdrawal from DCA Reserves to fund 2.0 FTE Community Infrastructure Planners	9/12/21 0238	Operating Revenue		137,816		175,453
Various	Reduction in DCA liabilities due to the funding of 2.0 FTE Community Infrastructure Planners	9/12/21 0238	Contract Liabilities			(137,816)	37,637
OP4932	Contribution received from WAPC to build footpath on crownland	9/12/21 0238	Operating Revenue		50,000		87,637
OP4932	Footpath construction on crownland	9/12/21 0238	Operating Expenses			(50,000)	37,637
OP4988	Renaming and repurposing CSRFP Projects to Port Coogee Centre Fit Out Design	9/12/21 0238	Non Cash Item				37,637
GL 136	Reallocate white pages cost to OP	10/2/2022 0007	Operating Expenses		6,600		44,237
OP9702	White pages cost reallocation	10/2/2022 0007	Operating Expenses			(6,600)	37,637
CW1484	Transfer to fund construction of jump pit at Botany Park	10/2/2022 0007	Capital Expenses		14,541		52,178
CW1705	Construction of Jump Pit Run Ups at Botany Park	10/2/2022 0007	Capital Expenses			(14,541)	37,637

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
CW5893	Project completed. Transfer unspent budget to fund construction of youth facility at Radiata Park	10/2/2022 0007	Capital Expenses		12,000		49,637
CW5893	Project completed. Transfer unspent reserve funding to fund construction of youth facility at Radiata Park	10/2/2022 0007	Transfer from Reserve			(12,000)	37,637
CW6039	Construction of Youth Facility at Radiata Park	10/2/2022 0007	Capital Expenses			(12,000)	25,637
CW6039	Reserve funding to fund the construction of Youth Facility at Radiata Park	10/2/2022 0007	Transfer from Reserve		12,000		37,637
CW1484	Transfer to fund function space redevelopment at Cockburn Bowling and Recreation Club	10/2/2022 0007	Capital Expenses		47,730		85,367
CW6289	Function space redevelopment at Cockburn Bowling and Recreation Club	10/2/2022 0007	Capital Expenses			(47,730)	37,637
CW4938	Transfer unspent capital budget to fund operating cost on Quarimor Ave	10/2/2022 0007	Capital Expenses		6,400		44,037
OP4929	Furniture removal on Quarimor Ave	10/2/2022 0007	Operating Expenses			(6,400)	37,637
CW1664	Transfer unspent CCTV budget to fund design cost at Frankland Recreation Centre oval	10/2/2022 0007	Capital Expenses		45,000		82,637
CW1664	Transfer unspent reserve funding to fund design cost at Frankland Recreation Centre oval	10/2/2022 0007	Transfer from Reserve			(45,000)	37,637
CW4676	Design cost of Frankland Recreation Centre oval	10/2/2022 0007	Capital Expenses			(45,000)	(7,363)
CW4676	Reserve funding to fund the design cost of Frankland Recreation Centre oval	10/2/2022 0007	Transfer from Reserve		45,000		37,637
GL230	Transfer from Family Day Care reserve for LSL Pay	10/2/2022 0007	Transfer from Reserve		29,273		66,910
GL230	Transfer from Family Day Care reserve for LSL Pay	10/2/2022 0007	Operating Expenses			(29,273)	37,637
CW4824	Internal Cladding Replacement -ARC Sport Stadium	10/3/2022 0044	Capital Expenses			(100,000)	(62,363)
CW4824	Internal Cladding Replacement -ARC Sport Stadium	10/3/2022 0044	Transfer from Reserve		100,000		37,637
OP4978	Savings in contract project officer role at ARC	10/3/2022 0044	Operating Expenses		56,475		94,112
OP8860	Savings Cockburn ARC Grounds Maintenance	10/3/2022 0044	Operating Expenses		8,000		102,112
CW4972	complete cabling geothermal rectification work ARC	10/3/2022 0044	Capital Expenses			(53,000)	49,112
CW4972	Transfer from Plant Replacement Reserve	10/3/2022 0044	Transfer from Reserve		53,000		102,112
OP4914	Consultant Investigate Power Supply Harmonics	10/3/2022 0044	Operating Expenses			(10,000)	92,112
OP4913	No Parking Signs for Waste Collection Purposes	10/3/2022 0044	Operating Expenses			(10,000)	82,112
OP4913	No Parking Signs for Waste Collection Purposes	10/3/2022 0044	Transfer from Reserve		10,000		92,112

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Various	Net Mid Year Budget Review	to OCM 14/04/2022	Opening Surplus(Deficit)		77,707		169,819
GL999	Non Current Contract Liability adjustment	to OCM 14/04/2022	Contract Liabilities			(1,364,682)	(1,194,863)
CW4715	Non Current Contract Liability adjustment	to OCM 14/04/2022	Operating Revenue		1,364,682		169,819
CW4715	Non Current Contract Liability adjustment	to OCM 14/04/2022	Transfer from Reserve			(1,364,682)	(1,194,863)
GL965	Non Current Contract Liability adjustment	to OCM 14/04/2022	Transfer from Reserve		1,364,682		169,819
GL999	HWRP Rehab Amortisation Exp 2022	to OCM 14/04/2022	Non Cash Item	1,626,288			169,819
GL485	HWRP Rehab Amortisation Exp 2022	to OCM 14/04/2022	Operating Expenses	(1,626,288)			169,819
GL485	HWRP Rehab Accretion Exp 2022	to OCM 14/04/2022	Operating Expenses	(100,000)			169,819
GL999	HWRP Rehab Accretion Exp 2022	to OCM 14/04/2022	Non Cash Item	100,000			169,819
CW4715	Transfer to OP 4917	to OCM 14/04/2022	Transfer to Reserve			(15,000)	154,819
CW4715	Transfer to OP 4917	to OCM 14/04/2022	Capital Expenses		15,000		169,819
OP4917	Transfer from CW4715	to OCM 14/04/2022	Operating Expenses			(12,500)	157,319
OP4917	Transfer from CW4715	to OCM 14/04/2022	Operating Expenses			(2,000)	155,319
OP4917	Transfer from CW4715	to OCM 14/04/2022	Operating Expenses			(500)	154,819
OP4917	Transfer from CW4715	to OCM 14/04/2022	Transfer from Reserve		15,000		169,819
CW6306	South Coogee Reserve Clubroom Upgrades	to OCM 14/04/2022	Capital Revenue		33,750		203,569
CW6306	South Coogee Reserve Clubroom Upgrades	to OCM 14/04/2022	Capital Expenses			(33,750)	169,819
CW7691	Purchase of Lease Car 1GGP946	to OCM 14/04/2022	Capital Expenses			(15,909)	153,910
CW7691	Purchase of Lease Car 1GGP946	to OCM 14/04/2022	Transfer from Reserve		15,909		169,819
OP9786	Project Closure Return Budget	to OCM 14/04/2022	Operating Expenses		4,000		173,819
CW4836	Video AV Fitout Project completion	to OCM 14/04/2022	Capital Expenses			(124,000)	49,819
CW4836	Video AV Fitout Project completion	to OCM 14/04/2022	Transfer from Reserve		124,000		173,819
OP4918	Purchase of Coffee Machine & Supplies	to OCM 14/04/2022	Operating Expenses			(20,900)	152,919
OP4918	Purchase of Coffee Machine & Supplies	to OCM 14/04/2022	Transfer from Reserve		20,900		173,819
OP4915	Enterprise Agreement FY22	to OCM 14/04/2022	Operating Expenses			(20,000)	153,819
OP9712	Qtrly Customer Satisfaction Survey	to OCM 14/04/2022	Operating Expenses			(20,000)	133,819
CW9978	Convert OP Project to a CW Project	to OCM 14/04/2022	Capital Expenses			(40,000)	93,819
CW9978	Convert OP Project to a CW Project	to OCM 14/04/2022	Transfer from Reserve		40,000		133,819
OP7972	Convert OP Project to a CW Project	to OCM 14/04/2022	Transfer to Reserve			(40,000)	93,819
OP7972	Convert OP Project to a CW Project	to OCM 14/04/2022	Operating Expenses		40,000		133,819

CITY OF COCKBURN | 21

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 8
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Project/ Activity	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
OP6270	Royalty Income Adjustment OP6270	to OCM 12/05/2022	Operating Revenue		118,926		252,745
OP9712	Qtrly Customer Satisfaction Survey	to OCM 12/05/2022	Operating Expenses			(2,000)	250,745
				0	17,101,460	(17,010,829)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**NOTE 9
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2021-22 year is \$300,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Revenue from operating activities				
Recreation Infrastructure & Services	535,645	5.30%	▲ Timing	Revenue brought forward
Community Development & Services	(927,579)	(14.48%)	▼ Timing	Revenue delayed
Community Safety & Ranger Services	434,689	52.14%	▲ Timing	Revenue brought forward
Property & Assets	(605,499)	(12.95%)	▼ Timing	Revenue delayed
Expenditure from operating activities				
Library & Cultural Services	476,779	10.96%	▲ Timing	Expenditure delayed
Recreation Infrastructure & Services	1,591,010	13.56%	▲ Timing	Expenditure delayed
Community Development & Services	2,653,460	25.20%	▲ Timing	Expenditure delayed
Community Safety & Ranger Services	639,379	14.35%	▲ Timing	Expenditure delayed
Planning	368,587	22.92%	▲ Timing	Expenditure delayed
Sustainability & Environment	807,280	29.52%	▲ Timing	Expenditure delayed
Operations & Maintenance	1,474,843	2.81%	▲ Timing	Expenditure delayed
Property & Assets	1,786,229	20.63%	▲ Timing	Expenditure delayed
Investing activities				
Financing activities				
Transfer from reserves	(1,289,130)	(5.19%)	▼ Timing	Expenditure delayed
Transfer to reserves	(1,411,590)	(9.17%)	▼ Timing	Revenue brought forward (DCP13)
Payments for property, plant and equipment and infrastructure	12,009,366	21.98%	▲ Timing	Expenditure delayed
Proceeds from new debentures	(5,277,400)	(100.00%)	▼ Timing	Revenue delayed
Repayment of debentures	(377,082)	(18.70%)	▼ Timing	Expenditure brought forward

15.3 (2022/MINUTE NO 0088) Change to the Method of Valuation for Rating Purposes

Author Stuart Downing

Attachments

1. Changes to Method of Valuation - Properties [↓](#)
2. Changes to Method of Valuation Used for Rating Purposes - Rating Information (**Confidential**)
3. Aerial Images of Properties [↓](#)

RECOMMENDATION

That Council:

- (1) REQUESTS the Minister for Local Government for a determination, pursuant to Section 6.28 (1) of the *Local Government Act 1995*, to change the basis of rates for properties detailed in Attachment 1, from unimproved value (UV) to gross rental value (GRV) as the predominant use of the land for these properties has been determined to be non-rural.

Council Decision

MOVED Cr C Stone SECONDED Cr P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0

Background

Under section 6.28 of the *Local Government Act 1995*, the City of Cockburn is required to review and make recommendations to the Minister for Local Government, as to the method of valuation to be used for rating purposes.

This report seeks Council endorsement to apply for Ministerial approval for the basis of rating for various rural properties (refer Attachment 1) to be changed from unimproved value (UV) to gross rental value (GRV).

Submission

No submissions were received during the 21-day consultation period.

Report

The City of Cockburn has made a commitment to review the method of valuation applied to improved residential and commercial/industrial properties with unimproved valuations.

This action is following the direction of the Valuer General that all properties in the metropolitan area should be valued using GRV, unless the property is rural/farm.



With growth and change in land uses within the City's rural areas, equitable rating has been an ongoing focus, particularly with properties that are rated using the property's unimproved value (UV) but are essentially residential or commercial/industrial properties in a rural area.

Operational guidelines developed by the Department of Local Government identify several guiding principles for local government to consider when developing or assessing their rating structures, these include:

- objectivity
- fairness and equity
- consistency
- transparency
- administrative efficiency.

As part of this recent review, improved residential properties and a carpark that are currently valued using the unimproved value method were assessed and the majority are proposed to change to gross rental value (GRV).

Those properties ascertained as being used predominantly for rural purposes, and the activities are allowed under the relevant Town Planning Scheme, will remain on the UV valuation method for rating purposes.

City Officers have undertaken both desktop reviews and consultation with affected landowners in determining which properties are being recommended to have the rating valuation method changed from UV to GRV.

In determining which properties to apply these changes to, the methods outlined in the Department of Local Government, Sport and Cultural Industries Process Guide - Valuation of Land (S.6.28) were used.

A complete listing of affected properties is included in Attachment 1. A detailed list providing the financial impact for each property has been provided as a Confidential Attachment (refer Attachment 2).

Strategic Plans/Policy Implications

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The change in basis of rating to GRV for the recommended properties will decrease rating revenue by \$5,535.

It is worth reiterating that the purpose of this review is not about the impact on rates revenue, rather it is about applying objectivity and consistency to the City's



differential rating model to ensure a fair and equitable outcome for all ratepayers of the City.

The review also aims to uphold the general principle for rating land based on its predominant use, as contained in the governing legislation.

There are no costs associated with the request to the Minister, however, costs will be incurred to advertise in the Government Gazette and may also be incurred when valuations are received from Landgate.

Legal Implications

Local government rating is regulated through Sections 6.28 to 6.82 of the *Local Government Act 1995*.

All land within a local government district is rateable land with the exceptions specified in Section 6.26 of the Act.

Section 6.28 of the *Local Government Act 1995* requires the Minister to determine the method of valuation of land to be used by a local government as the basis for a rate and publish a notice of the determination in the Government Gazette.

In determining the method of valuation to be used by a local government, the Minister is to have regard to the principle that the basis for a rate on any land is to be either:

- a. Where the land is used predominantly for rural purposes, the unimproved value (UV) of the land; and
- b. Where the land is used predominantly for non-rural purposes, the gross rental value (GRV) of the land.

Each local government has a role in ensuring that the rating principles of the *Local Government Act 1995* are correctly applied to rateable land within their district.

Community Consultation

Land Use Declaration forms were sent to all affected landowners with a covering letter explaining the process along with a copy of *Section 6.28 of the Local Government Act 1995* and a three page Frequently Asked Questions sheet in January 2022.

Property owners were given 21 days to return the form, although forms were still accepted after this time.

After the forms were sent out, questions from landowners were answered by City of Cockburn staff in person and on the phone.

Responses were recorded on a spreadsheet, detailing whether respondents considered their property usage to be non-rural, rural, or predominantly rural usage, and whether they derived their livelihood from the property.



Based on the responses provided on the Land Use Declaration Forms and officer assessments of properties, a second letter was sent to all property owners informing them whether a recommendation was being made to change their valuation method to GRV.

Property owners were given at least 21 days to object to this recommendation.

Letters were sent on 10 March 2022, with submissions closing 1 April 2022 (none were received).

Ratepayers were also provided with an indication of the overall likely financial impact of the changes.

Risk Management Implications

No risk implications have been identified because of this report or recommendation.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

9.56pm Cr Michael Separovich left the Chambers



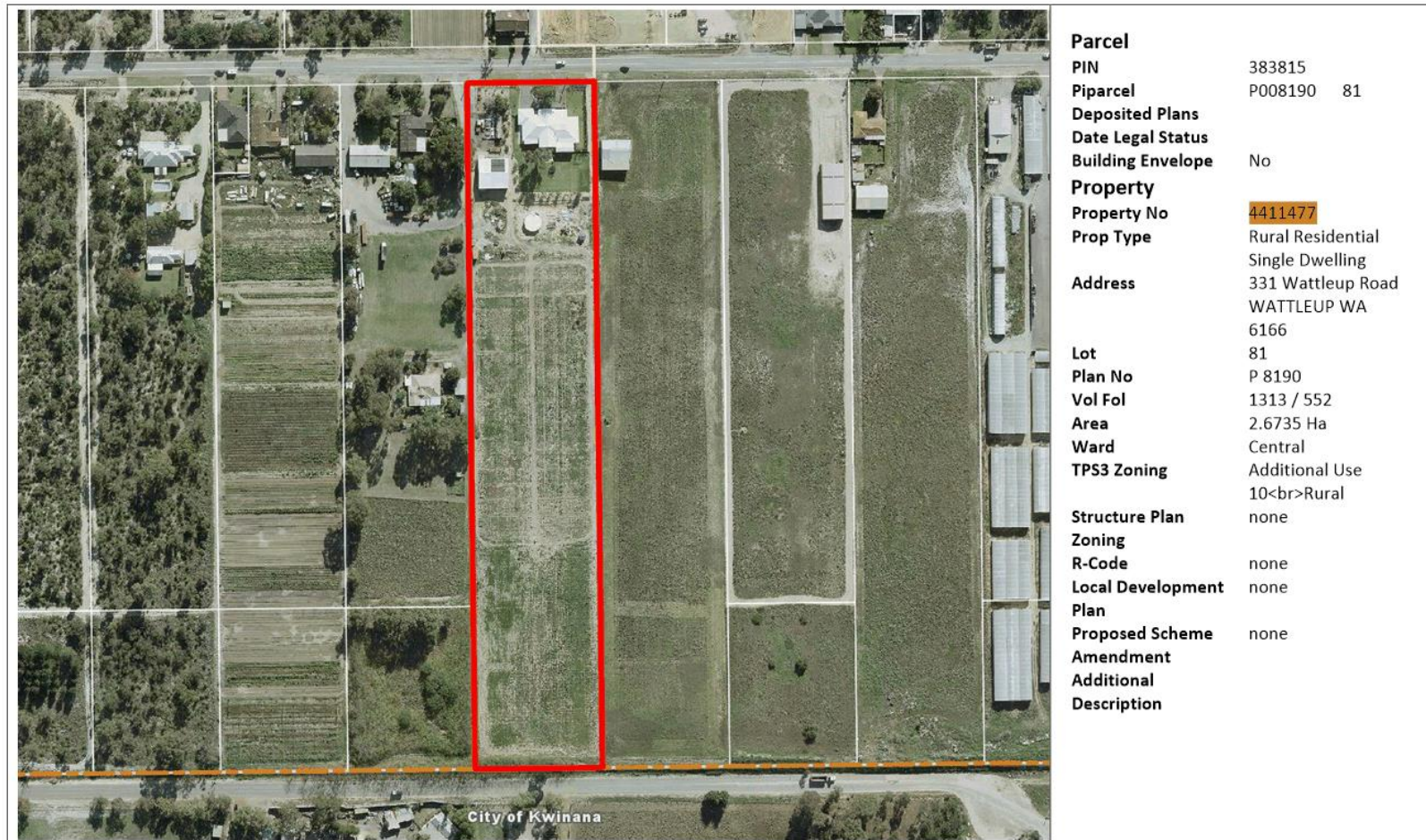
Attachment 1 - Changes to Method of Valuation Properties


Plan Type	Plan / Diagram#	Volume/ Folio	Lot #	Property Address
Plan	7113	Vol:223 Fol:49A	16	154 Henderson Road MUNSTER WA 6166
Plan	7232	Vol:1315 Fol:585	8	78 Holmes Road MUNSTER WA 6166
Plan	6520	Vol:1207 Fol:586	8	8L Collis Road WATTLEUP WA 6166
Plan	8190	Vol:1289 Fol:648	70	340 Wattleup Road WATTLEUP WA 6166
Plan	6520	Vol:1759 Fol:725	17	7 Lorimer Road WATTLEUP WA 6166
Diagram	29250	Vol:1274 Fol:761	57	24 Pearse Road WATTLEUP WA 6166
Diagram	26238	Vol:1251 Fol:142	4	87 Wattleup Road WATTLEUP WA 6166
Plan	8190	Vol:1313 Fol:552	81	331 Wattleup Road WATTLEUP WA 6166
Diagram	24427	Vol:1227 Fol:493	2	103 Phillips Road WATTLEUP WA 6166
Plan	6520	Vol:1191 Fol:137	1	71 Lorimer Road WATTLEUP WA 6166
Plan	15362	Vol:1722 Fol:607	103	159 Power Avenue WATTLEUP WA 6166
Deposited Plan	415678	Vol:2961 Fol:422	101	25 Snowden Street HAMMOND PARK WA 6164



Parcel	
PIN	287460
Piparcel	D026238 4
Deposited Plans	
Date Legal Status	
Building Envelope	No
Property	
Property No	4411441
Prop Type	Rural Residential Single Dwelling
Address	87 Wattleup Road WATTLEUP WA 6166
Lot	4
Plan No	D 26238
Vol Fol	1251 / 142
Area	1.4493 Ha
Ward	Central
TPS3 Zoning	Subject to HopeValleyWattleu p Redev Act 2000
Structure Plan	
Zoning	none
R-Code	none
Local Development Plan	none
Proposed Scheme Amendment	none
Additional Description	







Parcel

PIN 292027

Piparcel D024427 2

Deposited Plans

Date Legal Status

Building Envelope No

Property

Property No 4411489

Prop Type Rural Residential
Single Dwelling

Address 103 Phillips Road
WATTLEUP WA
6166

Lot 2

Plan No D 24427

Vol Fol 1227 / 493

Area 1.7732 Ha

Ward Central

TPS3 Zoning Subject to
HopeValleyWattleu
p Redev Act 2000

Structure Plan none

Zoning

R-Code none

Local Development Plan none

Proposed Scheme Amendment none


Additional Description





Parcel	
PIN	383090
Piparcel	P006520 1
Deposited Plans	
Date Legal Status	
Building Envelope	No
Property	
Property No	4411591
Prop Type	Rural Residential Multiple Dwelling
Address	71 Lorimer Road WATTLEUP WA 6166
Lot	1
Plan No	P 6520
Vol Fol	1191 / 137
Area	1.2242 Ha
Ward	Central
TPS3 Zoning	RR-Other Regional Roads Rural
Structure Plan	none
Zoning	
R-Code	none
Local Development	none
Plan	
Proposed Scheme	none
Amendment	
Additional	
Description	





Parcel

PIN 387265

Piparcel P015362 103

Deposited Plans

Date Legal Status 14/03/1986

Building Envelope No

Property

Property No 4412102

Prop Type Rural Residential
Single Dwelling

Address 159 Power Avenue
WATTLEUP WA
6166

Lot 103

Plan No P 15362

Vol Fol 1722 / 607

Area 2.0117 Ha

Ward Central

TPS3 Zoning Rural

Structure Plan none

Zoning


R-Code none

Local Development Plan none

Proposed Scheme Amendment none

Additional Description





PEARSE RD

26

24

290

16

Parcel

PIN 387298

Piparcel D029250 57

Deposited Plans

Date Legal Status

Building Envelope No

Property

Property No 4411382

Prop Type Rural Residential
Single Dwelling

Address 24 Pearse Road
WATTLEUP WA
6166

Lot 57

Plan No D 29250

Vol Fol 1274 / 761

Area 1.4216 Ha

Ward Central

TPS3 Zoning Rural Subject to
Hope Valley
Wattleup Redev Act
2000

Structure Plan none

Zoning

R-Code none

Local


Development None

Plan

Development Bush Fire Prone

Considerations Area





Parcel	
PIN	287012
Piparcel	P007113 16
Deposited Plans	
Date Legal Status	No
Building Envelope	
No	
Property	
Property No	4309593
Prop Type	Rural Residential Single Dwelling
Address	
154 Henderson Road MUNSTER WA 6166	
Lot	16
Plan No	P 7113
Vol Fol	223 / 49A
Area	1.9552 Ha
Ward	Central
TPS3 Zoning	Rural
Structure Plan	none
Zoning	
R-Code	none
Local	none
Development	
Plan	
Development	Bush Fire Prone
Considerations	Area





Parcel	
PIN	383086
Piparcel	P006520 17
Deposited Plans	
Date Legal Status	No
Building Envelope	
Property	
Property No	4411372
Prop Type	Rural Residential
Address	
Single Dwelling	
7 Lorimer Road	
WATTLEUP WA	
6166	
Lot	
17	
Plan No	
P 6520	
Vol Fol	
1759 / 725	
Area	
1.0669 Ha	
Ward	
Central	
TPS3 Zoning	
Rural	
Structure Plan	
none	
Zoning	
R-Code	
none	
Local	
none	
Development Plan	
Development	
Bush Fire Prone	
Considerations	
Area	
Proposed Scheme	
none	
Amendment	





Parcel	
PIN	287151
Piparcel	P007232 8
Deposited Plans	
Date Legal Status	
Building Envelope	No
Property	
Property No	4411116
Prop Type	Rural Residential
Single Dwelling	
Address	
78 Holmes Road	
MUNSTER WA	
6166	
Lot	8
Plan No	P 7232
Vol Fol	1315 / 585
Area	2.0285 Ha
Ward	Central
TPS3 Zoning	Rural
Structure Plan	none
Zoning	
R-Code	none
Local	none
Development Plan	
Development	Bush Fire Prone
Considerations	Area
Proposed Scheme	none
Amendment	

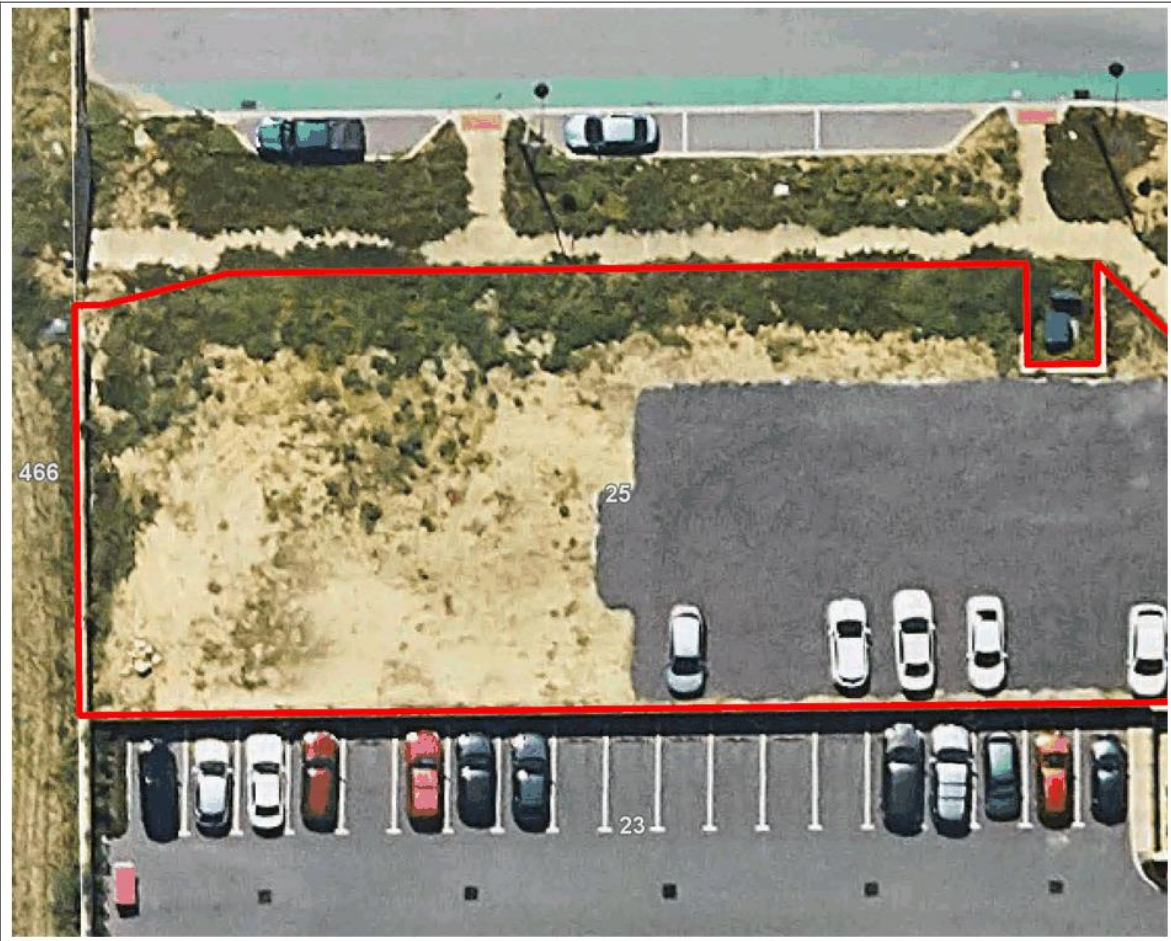




Parcel	
PIN	387276
Piparcel	P008190 70
Deposited Plans	
Date Legal Status	
Building Envelope	No
Property	
Property No	4411333
Prop Type	Rural Residential Single Dwelling
Address	340 Wattleup Road WATTLEUP WA 6166
Lot	70
Plan No	P 8190
Vol Fol	1289 / 648
Area	2.8328 Ha
Ward	Central
TPS3 Zoning	Rural
Structure Plan	none
Zoning	
R-Code	none
Local	none
Development Plan	
Development	Bush Fire Prone
Considerations	Area
Proposed Scheme	none
Amendment	



Parcel	
PIN	383077
Piparcel	P006520 8
Deposited Plans	
Date Legal Status	
Building Envelope	No
Property	
Property No	4411260
Prop Type	Rural Residential Single Dwelling
Address	8L Collis Road WATTLEUP WA 6166
Lot	8
Plan No	P 6520
Vol Fol	1207 / 586
Area	1.0497 Ha
Ward	Central
TPS3 Zoning	Rural
Structure Plan	none
Zoning	
R-Code	none
Local Development Plan	none
Development Considerations	Bush Fire Prone Area
Proposed Scheme Amendment	none



Parcel	
PIN	12345230
Piparcel	P415678 101
Deposited Plans	DP415678
Date Legal Status	21/01/2019
Building Envelope	No
Property	
Property No	6032583
Prop Type	Rural Residential
Address	
25 Snowden Street	
HAMMOND PARK	
WA 6164	
Lot	
101	
Plan No	DP 415678
Vol Fol	2961 / 422
Area	1192 m2
Ward	East
TPS3 Zoning	
DA 26 DCA	
13 DCA	
9 Development	
Zone	
Local Centre R80	
Structure Plan	
Zoning	
R-Code	R80
Local Development	
Plan	
Hammond Park--	
Snowden St-	
Marquis St-Lots1-54	
Development	
Considerations	
Bush Fire Prone	
Area Fire	
Management Plan	
Proposed Scheme	
Amendment	
none	



16. Operations

Nil



17. Community Services

Declarations of Interest

The Presiding Member advised he had received the following declarations of interest:

Type of Interest	Nature of Interest
Cr Allen submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Cr Allen is State Manager of Equifax, the organisation from which Council sought Financial Viability Reports, to assist officers and Council in its final determination of selecting a preferred tenderer.

17.1 (2022/MINUTE NO 0089) RFT06/2021 Supply & Install - Integrated Security and Access Control System

Author Gail Bowman

Attachments

1. Consensus Summary - Initial **(Confidential)**
2. Consensus Summary - Final **(Confidential)**
3. Consolidated Price Schedule **(Confidential)**
4. Value Engineering Presentation **(Confidential)**
5. RFT06 - Tender - Evaluation Selection Criteria **(Confidential)**

RECOMMENDATION

That Council:

- (1) ACCEPTS the tender submitted by Blue Force Pty Ltd for RFT06/2021 Supply and Installation of an Integrated Security and Access Control System, for endorsed Work Packages (1, 2, 4, 5 and 6) for an estimated contract sum of \$1,033,305 (Ex GST), in accordance with the submitted price Schedule and the Schedule of Rates for determining variations and/or additional services.

The initial contract value is based on selected locations on the revised specifications. This contract will be in force for an initial three (3) year period with Principal instigated options to extend to a maximum of five (5) years;

- (2) ACCEPTS Blue Force Pty Ltd as the preferred contractor for additional locations to supply and install further integrated security and access control systems as specified or similar to RFT06/2021.

Additional locations and work packages will be in accordance with the submitted Schedule of Rates, and the additional Schedule of Rates for determining variations and/or additional services.

All new locations must demonstrate value with an approved budget; and

- (3) NOT ACCEPT any Tender submissions for Work Package 3 (Installation, testing



and commissioning of electrical works) as specified in RFT06/2021 Supply and Installation of an Integrated Security and Access Control System.

The decision not to proceed reflects the change in scope and the reduction in locations.

Council Decision

MOVED Cr C Stone SECONDED Cr K Allen

That the recommendation be adopted.

CARRIED UNANIMOUSLY 8/0

Background

The City has over 40 buildings commonly leased or hired to community and public user groups, with varying levels of access control, security systems and Closed-Circuit Television (CCTV) to secure the premises.

The City identified community inefficiencies in booking these buildings and arranging keys and swipe cards for ad-hoc user groups.

This is compounded with buildings that have an aging access control system.

These works will provide the City the ability to integrate the building's access control and CCTV into the City's current booking management system.

As a result, this will increase the community's ability to hire and effectively access buildings while maintaining the overall security of the facilities.

Safety and security are continually rated high by residents in the yearly community scorecard surveys.

Due to the high community need for increased safety and security, the City has operated a rapidly expanding CCTV network since 2011. The City has over 500 CCTV cameras that include various camera brands and specifications at various fixed and mobile locations.

The City was one of the first local governments to trial the integration between its access control system and CCTV, at the Success Regional Sports Centre in 2020. The trial has been deemed successful and resulted in improvements to community hire experiences, efficiency gains and improved building security.

Since then, officers have robustly tested the system, which has informed the scope and specification for this Tender request.

The project is based on several commercially available products and tested solutions.

The Tender scope involved six (6) separate Works Packages as detail below:

Work Package 1	Installation and commissioning of Access Control System, audio, and CCTV Systems
Work Package 2	Design, supply and commission wireless communication links
Work Package 3	Installation, testing and commissioning of electrical works
Work Package 4	Supply, configure and commission cyber security hardware
Work Package 5	Integration of access control, artificial intelligence and CCTV integration
Work Package 6	Supply recording server hardware

Given the complexity of the scope, Tenderers were invited to submit a Tender for either one, multiple, or all the Work Packages as they deemed fit, according to their capabilities.

Tenderers were encouraged to apply for multiple Work Packages (with sub-contractors where necessary) with the awarding of Contracts to a sole or multiple Tenderer(s) based on quality and value-for-money considerations.

Tender Number RFT06/2021 - Supply and Installation of an Integrated Security and Access Control System, was advertised on Wednesday 9 June 2021 in the Local Government Tenders section of The West Australian newspaper.

The Tender was also displayed on the City's eTendering website between Wednesday 9 June and Thursday 22 July 2021.

Submission

Tenders closed at 2:00pm (AWST), Thursday 22 July 2021 and eleven tender submissions were received from:

Tenderer's Name	Registered Entity
ATI Australia	ATI Australia Pty Ltd
Blue Force	Blue Force Pty Ltd
Calibre Professional	Calibre Professional Services One Pty Ltd
CMAK Tech	CMAK Technologies Pty Ltd
Downer EDI	Downer EDI Engineering Power Pty Ltd
Fortis Security	Fortis Security Pty Ltd
Northlake Electrical	Northlake Electrical Pty Ltd
Progility Technologies	Progility Pty Ltd
Satellite Security	Satellite Security Services Pty Ltd
Telstra	Telstra Corporation Limited
Zenien	The Trustee for Astuta Trust



Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

Compliance Criteria	
(a)	Compliance with the Request document
(b)	Compliance with the Conditions of Responding and Tendering
(c)	Compliance with the General Conditions of Contract
(d)	Compliance with and completion of the Price Schedule in the format provided
(e)	Completion of Qualitative Criteria
(f)	Compliance with ACCC Requirements and completion of Certificate of Warranty

Compliance Tenderers

Procurement Services undertook an initial compliance assessment.

All eleven submissions were deemed compliant and released for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	20%
Tenderer's Resources	10%
Methodology	10%
Sustainability	10%
Local	10%
Tendered Price	40%
TOTAL	100%

Tender Intent/ Requirements

The intent of this tender is to appoint a suitably experienced contractor/s to integrate nominated building's access control and CCTV to the City's booking management system, therefore increasing the community's ability to hire buildings and maintain the overall security of these facilities.

Evaluation Panel



The tender submissions were evaluated by the following City of Cockburn officers.

Due to the large number of submissions and individual Work Packages the evaluation panel was split into two groups:

Group A: Evaluated Work Packages 1, 2 and 5

Name	Position
Mike Emery (Chair)	Head of Community Safety and Ranger Services
Gail Bowman	Chief of Community Services
Graham Bailey	Network Systems Administrator
Probity Role Only	
Caron Peasant	Contracts Coordinator

Group B: Evaluated Work Packages 3, 4 and 6

Name	Position
Mike Emery (Chair)	Head of Community Safety and Ranger Services
Cale Bant	City Facilities Technical Officer
Dean Burton	Recreation Services Manager
Probity Role Only	
Caron Peasant	Contracts Coordinator

All evaluation panel members attended a combined consensus meeting to review all six Work Packages' impact on the project.

Scoring Tables

The six (6) tables below represent the different scopes available from the tender.

Work Package 1 – Access Control and CCTV

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Blue Force	36.99%	36.02%	73.01%
Fortis Security	32.63%	40.00%	72.63%
Downer EDI	36.91%	28.27%	65.18%
Calibre Professional	32.64%	32.09%	64.73%
Satellite Security	30.89%	28.79%	59.67%
Zenien	25.39%	25.85%	51.24%

Work Package 2 - Wireless Communication



Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Downer EDI	35.57%	40.00%	75.57%
Calibre Professional	33.14%	35.33%	68.47%
Zenien	30.73%	31.19%	61.92%
ATI Australia	27.32%	33.08%	60.40%
Blue Force	35.99%	11.68%	47.67%

Work Package 3 – Electrical

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Blue Force	38.49%	40.00%	78.49%
Northlake Electrical	45.29%	31.04%	76.33%
Downer EDI	37.91%	24.12%	62.02%
Calibre Professional	24.47%	21.73%	46.20%
Zenien	21.73%	23.11%	44.83%

Work Package 4 – Cyber Security

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Progrity Technologies	39.57%	33.41%	72.98%
Telstra	26.19%	40.00%	66.19%
Zenien	33.06%	32.06%	65.12%
CMAK Tech	26.92%	33.41%	60.33%
Blue Force	34.99%	22.39%	57.38%
Calibre Professional	29.81%	22.30%	53.01%
Downer EDI	32.24%	17.45%	49.69%

Work Package 5 – Integration

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
CMAK Tech	36.09%	40.00%	76.09%
Calibre Professional	34.81%	36.13%	70.94%
Zenien	29.73%	34.21%	63.94%
Downer EDI	34.07%	27.29%	61.36%
Blue Force	33.33%	27.89%	61.22%
Fortis Security	29.80%	21.51%	51.31%

Work Package 6 – Recording Hardware Servers

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Downer EDI	35.41%	37.35%	72.76%
Zenien	34.89%	36.62%	71.51%
CMAK Tech	30.59%	40.00%	70.59%
Blue Force	36.99%	31.09%	68.08%
Calibre Professional	32.31%	31.78%	64.09%
Fortis Security	34.47%	25.39%	59.86%

The initial qualitative evaluation was conducted on all work packages and phases expected to complete the identified locations with noted hold points across the five (5) year term of the contract.

The phases were dependent on future funding and included sites and locations with different requirements.

Due to the overall cost impact exceeding the budget and an increase in the number of locations to what was included in the initial scope, a decision was made to review the specification, scope of work and locations.

The review concluded a changed scope which focusses on the original intent of the project and included a reduction in the number of locations.

The value engineering process removed 19 locations from the scope while retaining 36 locations.

From the retained locations, 10 of these are truly "BETTI" sites (including SRSF), with a significant review of Work Package 1 and reduced CCTV sites, plus a review of Work Package 2 with reduced scope to 11 wireless links.



The review of Work Package 3 determined all works were not required with the proposed change.

The review of Work Package 4 confirmed the scope was unchanged with a reduction of 10 sites.

The review of Work Package 5 determined the scope was unchanged.

The review of Work Package 6 resulted in a change in the specification.

The review recommended the non-award of Work Package 3 with the withdrawal based on the assessment of the selected locations and the identification of alternatives.

The retained locations and sites are listed below grouped by the level of integration.

Fully Integrated BETTI Locations

1. Atwell Community Centre
2. Aubin Grove Sport and Community Centre
3. Beeliar Community Centre
4. Bibra Lake Community Centre
5. Coogee Hall (Community Centre)
6. Harvest Lakes Community Centre
7. Jandakot Hall
8. Len Packham Clubroom
9. Yangebup Community Centre

Access Control (Comprehensive) & CCTV Sites

1. Banjup Community Centre
2. Tempest Park Clubrooms
3. Botany Park
4. Meller Park Clubrooms
5. Santich Park Clubrooms & Play factory
6. Anning Park Clubrooms
7. Lucius Park Clubrooms
8. Watson Reserve Clubrooms
9. Bakers Square Clubrooms
10. Enright Reserve Clubroom
11. Southwell Community Centre
12. Nicholson Change rooms
13. Davilak Clubrooms
14. South Lake Ottey Centre
15. Cockburn Community Mens Shed

Limited Access Control & CCTV Sites

1. CVES Headquarters



2. Azelia Ley Museum
3. Wally Hagen
4. Jean Willis Aged Care & Respite House

Access Control & No CCTV

1. Jandakot Bushfire Brigade Station*
2. Coolbellup Community Hub*
3. Cockburn Bowling Club*
4. Disability Resource Centre*
5. 219 Winterfold Rd
6. Pine View Kindergarten
7. Lakeland Hockey Centre*

*Existing and adequate CCTV coverage

The removed locations and sites are listed below including the reasons for removal.

	Facility	Reason for removal
1	Naval Base Ablution Block	Not in original scope
2	South Coogee Agricultural Change rooms	Separate CW project underway
3	Beale Park Clubrooms	Incorporated into redevelopment
4	Cockburn ARC	Unique use, not in original scope
5	Integrated Health Clinic	Unique use
6	Success Regional Sports Facility	Completed
7	Old Jandakot School	Limited use
8	Portuguese Culture and Welfare Centre	Possible demolition
9	Ethel Cooper Kindergarten	Demolished
10	South Lake Activity and Child Care Centre	Limited use
11	Yangebup Family Centre	Limited use
12	Administration Building Complex (Spearwood Library & Senior Centre incl.)	Not in original scope
13	Operations Centre	Not in original scope
14	Port Coogee Marina Building	Not in original scope
15	Coogee Surf Life Saving Club	Not in original scope
16	Cockburn Youth Centre	Not in original scope
17	Edwards Park Clubrooms	Incorporated in redevelopment
18	Goodchild Park Clubrooms	Incorporated in redevelopment
19	Senior Citizen Centre (Young Place)	Limited use

Following the confirmation of the value engineering exercise all tenderers were invited to extend the validity of their tender submissions, review the revised scope



and price schedule and requested to attend a project update meeting to confirm their intention to proceed or withdraw their tender.

All tenderers had the opportunity to continue the process.

Following the project update meeting, Downer EDI, Fortis Security and Zenien decided to withdraw from the tender process. ATI Australia, Progility, Telstra and Northlake Electrical failed to submit a revised submission for further consideration.

The following scoring table illustrates the Value Engineered (revised price schedules) received combined with their previous qualitative evaluation for the three tenderers who submitted a revised submission.

Scoring Tables – Combined Totals (Value Engineered)

Work Package 1 – Access Control and CCTV

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Blue Force**	36.99%	38.66%	75.66%
Satellite Security	30.89%	40.00%	70.89%
Calibre Professional	32.64%	11.32%	43.96%

**Recommended submission

Work Package 2 – Wireless Communication

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Blue Force**	35.99%	40.00%	75.99%
Calibre Professional	33.14%	27.52%	60.66%

**Recommended submission

Work Package 3 – Electrical - this scope was removed

Work Package 4 – Cyber Security



Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Blue Force**	34.99%	32.56%	67.55%
CMAK Tech	26.92%	40.00%	66.92%
Calibre Professional	29.81%	27.97%	57.78%

**Recommended submission

Work Package 5 - Integration

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
CMAK Tech	36.09%	40.00%	76.09%
Blue Force**	33.33%	32.54%	65.87%
Calibre Professional	34.81%	27.94%	62.75%

**Recommended submission

Work Package 6 – Recording Hardware Servers

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
CMAK Tech	36.99%	36.02%	73.01%
Blue Force**	32.63%	40.00%	72.63%
Calibre Professional	36.91%	28.27%	65.18%

**Recommended submission

Summation

Awarding all work packages (excluding Work Package 3) to Blue Force Pty Ltd will be the most advantageous result for the City.

It will allow the City to manage the project via one contractor, which will deliver an overall better outcome for the City. This methodology will reduce the risk of contractors failing to deliver individual work packages.

The overall result of this project will improve access to community buildings by user groups, local sporting clubs, staff and contractors.

The proactive use of AI CCTV cameras will minimise the risk of burglaries and damage to the City's community facilities.



The evaluation panel recommends that Council accepts the submission from Blue Force Pty Ltd for all approved work packages as being the most advantageous submission to deliver RFT06/2021 – Supply and Installation of an Integrated Security and Access Control System. Blue Force Pty Ltd achieved the highest overall score for the majority of Work Packages.

A financial assessment of the preferred tenderer was undertaken by Corporate Scorecard, the Council's financial assessment provider.

The report indicates the preferred tenderer has a "strong financial capacity to undertake the contract in question" (RFT006/2021).

The recommendation is based on:

- Well demonstrated experience in performing similar works
- A range of personnel and resources that have the experience and capacity in managing services associated with the requirements
- Clear understanding of the methodology, procedures and OH&S requirements to undertake the services
- The best overall value for money that provides the most advantageous outcome to the City in performing the works associated with the specific scopes.

This recommendation has considered all information gathered in the tender process, which reflected Blue Force Pty Ltd has the capability to deliver the entire programme of works, within the budget and quality expected by the City.

For locations that have not been included or removed from the scope, separate quotations and value for money assessment will be undertaken at a later date if required.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- A safe and healthy community that is socially connected.

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The City has \$260,000 available in the 2021-22 financial year for this project and a request for \$420,000 in the City's Municipal Budget Proposal for 2022-23.

The remainder of project costs will be requested in the 2023-24 Municipal Budget, depending on Council approval and the success of the project.



The overall cost of this project has been included in the Corporate Business Plan and the Long-Term Financial Plan with funds coming from the annual cost saving created by the revised CoSafe operating model which commenced in 2020.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996 refers.

Community Consultation

N/A

Risk Management Implications

The City was one of the first local governments to integrate its access control system and CCTV at the Success Regional Sports Centre in 2020.

Since that time, officers have been able to robustly test the system, which has informed the tender scope for this project and reduced risk.

The project is based on several commercially available products and tested solutions. With current labour and hardware shortages, there is a 'likely' risk of some project delays, however, these delays will have a low risk to the overall health of the project.

The CCTV cameras will be installed in accordance with Council Policy and relevant legislation and are not viewing any sensitive areas.

Cameras will not have direct access to the internet which further mitigates cybersecurity risk.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 12 May 2022 Ordinary Council Meeting.

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

9.58pm Cr Michael Separovich returned to the Chambers



Adjournment of Meeting

The Presiding Member made the following announcement:

‘Due to time restrictions, this meeting will now be adjourned and reconvened, in the Council Chambers, at 7.00pm on Tuesday, 17 May 2022.

9.58pm Mayor Howlett adjourned the meeting.



Note: The 12 May 2022 Ordinary Council meeting was reconvened on Thursday, 17 May 2022 at 7pm.

Ordinary Council Meeting (Adjourned)

Reconvened Tuesday, 17 May 2022 at 7pm

Minutes

Present

Elected Members

Mr L Howlett	-	Mayor (Presiding Member)
Mr T Widenbar	-	Deputy Mayor
Mr K Allen	-	Councillor
Ms P Corke	-	Councillor
Mr T Dewan	-	Councillor
Mr P Eva	-	Councillor
Ms L Kirkwood	-	Councillor
Mr M Separovich	-	Councillor
Ms C Stone	-	Councillor

In Attendance

Mr T Brun	-	Chief Executive Officer
Mr S Downing	-	Chief Financial Officer (eMeeting)
Mr A Lees	-	Chief of Operations
Mrs G Bowman	-	Chief of Community Services
Ms E Milne	-	Executive Governance and Strategy
Ms V Green	-	Executive Corporate Affairs (eMeeting)
Ms M Todd	-	Manager Legal and Compliance
Mr M Lee	-	System Support Officer (IT Support)
Mr S Cecins	-	Media and Communications Officer
Mrs B Pinto	-	Governance Officer
Mrs S D'Agnone	-	Council Minute Officer

1. Declaration of Meeting

The Presiding Member declared the meeting open at 7.00pm.

“Kaya, Wanju Wadjuk Budjar” which means “Hello, Welcome to Wadjuk Land”

The Presiding Member acknowledged the Nyungar People who are the traditional custodians of the land on which the meeting was being held and paid respect to the Elders of the Nyungar Nation, both past and present and extended that respect to Indigenous Australians who were present and online.



18. Governance and Strategy

Declarations of Interest

Type of Interest	Nature of Interest
Mayor Howlett submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Mayor Howlett and his wife are social members of the Spearwood Dalmatinac Sport and Community Club
Cr Dewan submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Cr Dewan has been a member of the Dalmatic Club for a few months and knows a few members of the Club.
Cr Eva submitted a Declaration of Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.2.	Cr Eva is a paid-up member of the Club.

18.1 (2022/MINUTE NO 0090) Request - Part Funding for the Dalmatinac Sport Facility Upgrade

Author Stuart Downing
Attachments N/A

RECOMMENDATION

That Council:

- (1) REFERS the request for part funding of the upgrade to the Dalmatinac Sporting Facility to the Expenditure Review Committee to examine the request.

Council Decision

MOVED Cr K Allen SECONDED Cr P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0

Background

Cr Eva submitted the following request:

That Council give consideration to part funding the Dalmatinac Sporting Facility upgrade for \$1.5m.

Reason

The Dalmatinac Sporting Club has been a part of the local community for many years and has largely been self-funded.

The Club has drawn up a plan to upgrade the facility after many years of use and has asked if the Council would consider part funding of the upgrade to the facility.

The Club has also made similar requests to the State and Commonwealth governments.

Submission

N/A

Report

This request for reference direct to one of the City's Committees, set up under the new governance structure, is similar to another request.



As there is a financial implication in the request, as such there should be a requirement for Council to determine the matter prior to it being presented to the relevant committee, in this case the Expenditure Review Committee.

Please note this request is not on the Elected Member list of priorities and additional resources would be required to complete this project in the FY23 financial year.

It could be appropriate for the referral to be deferred to FY24.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

A vibrant healthy, safe, inclusive, and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

Budget/Financial Implications

The request for part funding is for \$1.5m.

This has not been factored into the FY23 Municipal Budget nor the current Long Term Financial Plan.

Legal Implications

N/A

Community Consultation

There has been no community consultation on this request.

Risk Management Implications

As part of any assessment for the consideration of the provision of funds to the Club, a risk assessment would be undertaken.

As this report is for a referral to the ERC there are no risk management implications.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 12 May 2022 Ordinary Council Meeting.

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

18.2 (2022/MINUTE NO 0091) FY22 Chief Executive Officer Corporate Key Performance Indicators and Corporate Business Plan Key Performance Indicators Progress Status Reports

Author

Emma Milne

Attachments

1. Corporate KPIs Progress Status Report [↓](#)
2. Corporate Business Plan KPIs Progress Status Report
[↓](#)

RECOMMENDATION

That Council:

- (1) NOTES the third FY22 quarterly Status Report on the progress of the Chief Executive Officer Corporate Key Performance Indicators and Corporate Business Plan Key Performance Indicators.

Council Decision

MOVED Cr T Dewan SECONDED Cr P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0**Background**

At the 22 July 2021 Chief Executive Officer Performance Review and Key Projects Appraisal Committee and the 12 August 2021 Ordinary Council Meeting, Council endorsed the FY22 Chief Executive Officer (CEO) Corporate Key Performance Indicators and Corporate Business Plan (CBP) Key Performance Indicators.

Part of the recommendation requires that a quarterly status update be included in a report to an Ordinary Council Meeting on the progress of the Key Performance Indicators (KPIs).

Submission

N/A

Report

The CEO and Executive Team (ExCo) identified the series of KPIs which involved associating each strategic objective with an accountable ExCo member.

In addition, where required, these further cascade to a Senior Leadership Team (SLT) member or a direct report to an ExCo officer.



The third quarterly status report on the progress of the KPIs for FY22 (31 December 2021 to 31 March 2022) has been provided (refer Attachments 1 and 2).

The KPIs, as listed in the attachments, reflect more contemporary management measures of success and are also more easily measurable and defined.

The KPI framework is based on three key principles:

- Ensuring that all objectives have a defined measure of success (KPI)
- All objectives and KPIs have an assigned executive who is accountable for its delivery; and
- Reporting of the KPIs become transparent and reported publicly via a quarterly update contained in a report to an Ordinary Council Meeting.

Achievement of the Corporate and CBP KPIs form part of the ExCo and Senior Leadership Team annual review process with the Corporate KPIs accounting for 30% and the CBP KPIs for 50% of personal performance.

Attachment 1 is colour coded to indicate the progress and status of the Corporate KPIs:

- Green indicates the KPI is complete
 - Blue indicates the KPI is on track.
- Progress notes are included in the report by the relevant ExCo or direct report.

Attachment 2 is colour coded to indicate the progress and status of the CBP KPIs:

- Green indicates the KPI is complete
 - Yellow indicates the KPI is on track
 - Red indicates the KPI is delayed/not commenced.
- Progress notes are included in the report by the relevant ExCo or direct report.

In summary, the third quarterly status report identifies the majority of the Corporate and CBP KPIs are on track. Please see summaries in the tables below:

Corporate KPIs

Status	No	Percentage
Completed	3	21%
On track	11	79%
Delayed/not commenced	0	0%

CBP KPIs

Status	No	Percentage
Completed	47	36%
On track	83	63%
Delayed/not commenced	1	1%

Since the second quarterly update noted at 10 February 2022 Ordinary Council Meeting, the completed CBP KPIs have significantly increased and doubled. Currently there is only one KPI that is delayed, the reason for the delay has been summarised below:

Strategic Objective	Corporate Project/Projects	KPI and Target	Outperformance	Reason for delay
2.2	Deliver general waste to East Rockingham Energy and Waste Facility	Facility Project completion date Jun 2022, waste commencing Jan 2022	N/A	KPI currently unable to be achieved due to delay of the plant's construction. Proposed commencement of waste November 2022.

At the 21 April 2022 Organisational Performance Committee (OPCo) and Governance Committee (GOVCo) meetings, the terms of references and annual calendar of businesses were adopted and accepted by the Committees.

They will be recommended for adoption and acceptance by Council at the 12 May 2022 Ordinary Council Meeting.

OPCo is responsible for setting and monitoring the CEO and Organisational Strategic KPIs throughout the financial year.

As per the OPCo annual calendar of business, the process of setting the CEO and Organisational Strategic KPIs will be undertaken at the next meeting to be held on 16 June 2022.

In accordance with the GOVCo terms of reference, the Committee will be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendations to Council.

The Committee will review the newly developed Corporate Business Plan KPIs for FY23 at the next meeting to be held on 16 June 2022.

Strategic Plans/Policy Implications

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- Employer of choice focusing on equity, innovation and technology.

Budget/Financial Implications

Nil



Legal Implications

Sections 5.38 and 5.39A (1) (b) of the *Local Government Act 1995* and Division 3 Schedule 2 of Regulation 18FA of the *Local Government (Administration) Regulations 1996* refer.

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Compliance” risk associated with this item.

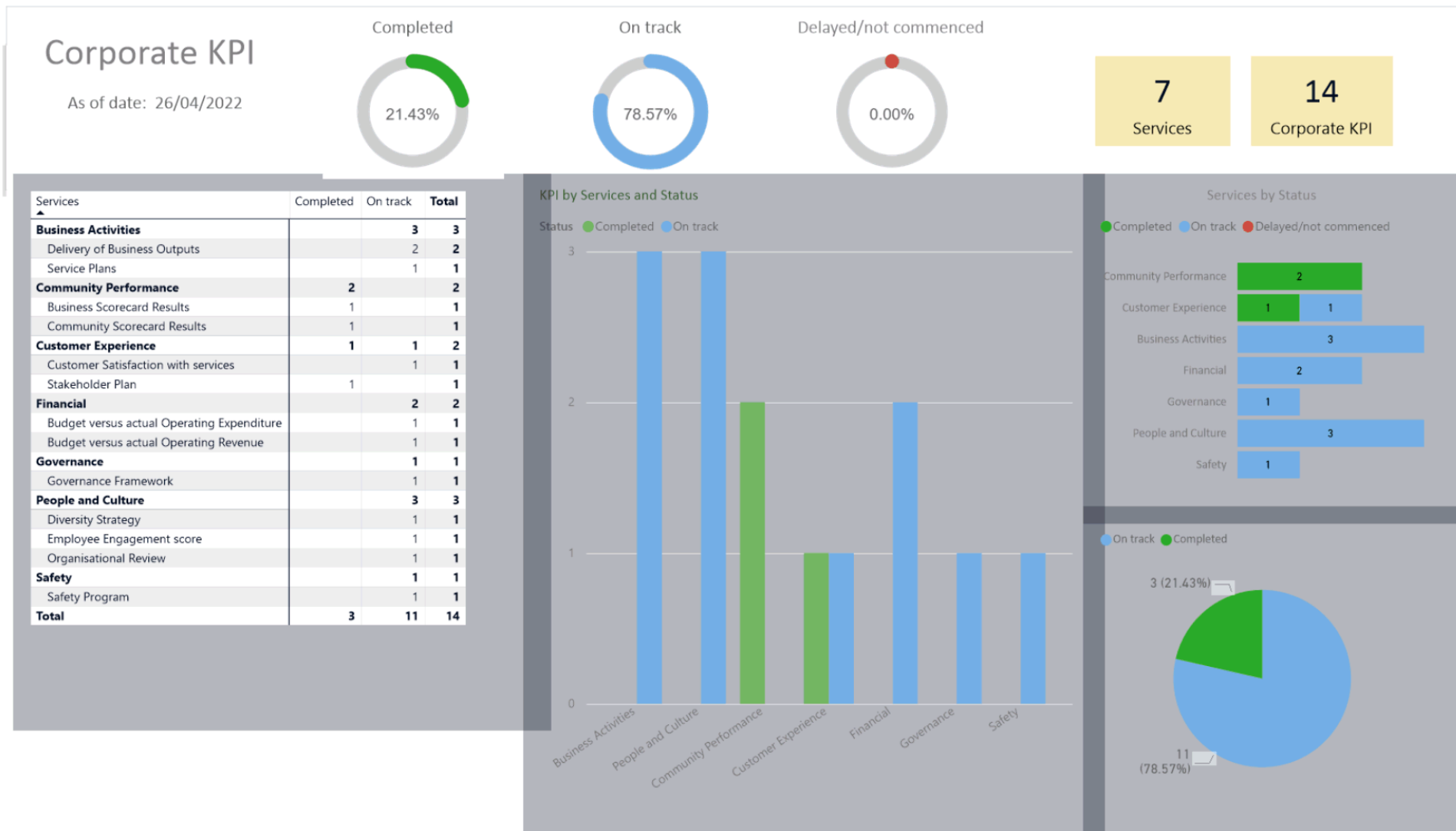
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil





Corporate KPI

Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
Business Activities	Service Plans		By decision of Council	N/A	Emma Milne	Courtnee Thomson	01/04/2022	Delivery	FY22 mid-year service plan reviews adopted by Council at 10 Feb 22 OCM. FY23 service plans currently being developed and will be adopted by Council at the June Special Council Meeting.
Business Activities	Delivery of Business Outputs	Delivery of major (>\$500k) projects against targets (Registered in PPM)	0.8	5% improvement	Anton Lees	Terry Green	01/04/2022	Delivery	Major projects progressing in accordance with approved internal or grant timelines
Business Activities	Delivery of Business Outputs	Delivery of planned services against targets (CAMMS)	0.55	0.7	Emma Milne	Courtnee Thomson	01/04/2022	Delivery	61% of FY22 Service Plan KPIs on target with 24% of measurements not being available till end of FY. FY23 Service Plan targets currently being developed and will be adopted by Council at the June Special Council Meeting.
Community Performance	Community Scorecard Results	Performance Scorecard results (place to live and governing organisation) maintained	73 performance indicator score	Additional 1 point	Victoria Green	Samantha Seymour-Eyles	01/04/2022	Complete	Scorecard completed and sent to community 3 March 2022. Data collation/review and development of report from 24 March. Looking to present findings to management 3 May 2022.
Community Performance	Business Scorecard Results	Performance Scorecard results (place to work or operate a business and as a governing organisation) maintained	71 performance indicator score	Additional 2 points	Victoria Green	Michael Faulkner	01/04/2022	Complete	Benchmark of 72 achieved. Currently.
Customer Experience	Customer Satisfaction with services	Average customer satisfaction levels maintained from the Customer Satisfaction surveys (internal and external), Internal Customer satisfaction levels maintained	External average 89.1%, and, Internal average 81.5% on KPI of 7	additional 2%	Victoria Green	Colleen Miller	01/04/2022	Delivery	External research provider briefed. All surveys infield as planned throughout the year. Seniors survey - complete 07/10/2021, research provider analysing results Intercept and phone surveys in field Oct/Nov 2021 : Youth Services survey - commence week of 19/10/2021 HWRP Commercial and Domestic survey - commenced week 9/10/2021 (subject to weather conditions) Sports Field Hire / Bookings Management / Casual & Regular hirers Winter season survey - commence week 19/10/2021 Front counter - commence 04/11/2021 Strategic Planning - commence week 19/10/2021
Customer Experience	Stakeholder Plan		By decision of Council	N/A	Victoria Green	Daniel Newman	01/04/2022	Complete	

Corporate KPIs - 26/04/2022

Page 1 of 3



Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
Financial	Budget versus actual Operating Expenditure	No Budget Variance	+ or – 2% Variance	+ or - 1% Variance	Stuart Downing	Nelson Mauricio	01/04/2022	Delivery	The actual KPI for the 9 months to 31/3/22 is -9.0%. This is under spending, which should increase operating budget surplus and EBITDA
Financial	Budget versus actual Operating Revenue	No Budget Variance	+ or – 2% Variance	+ or - 1% Variance	Stuart Downing	Nelson Mauricio	01/04/2022	Delivery	The actual KPI for the 8 months to 28/2/22 is +0.2%. Additional income is in line with AMB
Governance	Governance Framework	Ensure the Council and City's governance and communication processes provide a best practice framework and are supported with appropriate training., Performance Scorecard results (place to live and governing organisation) maintained	By decision of Council	N/A	Emma Milne	Joseph Fiori	01/04/2022	Delivery	The City of Cockburn Governance Framework has been developed and accepted by Council [ECM Doc Set ID 10281746]. Conflict of Interest training was conducted by the in-house for all staff by the Public Sector Commission in November 2020. Fraud Awareness training was conducted in-house by LGIS in November 2020. CoC inductions for all staff in conflict of interest and governance are currently being reviewed. reviewed. Following the 14 April 2020 authorised inquiry into the City of Cockburn by the Department of Local Government, Sport and Cultural Industries, the City commissioned Cole Corporate to conduct an independent governance review in 2021. An interim report was presented to Elected Members on 30 September 2021, with the final report presented to Elected Members on 28 October 2021 for their consideration. CoC officers have conducted presentations and training for Elected Members on topics recommended in the Coles Report - this should conclude in April 2022.
People and Culture	Employee Engagement score	Employees promote the City as the Employer of choice from the Culture Scorecard	0.75	additional 2%	Jemma Iles	Michael Swanepoel	01/04/2022	Planning	Culture Roadmap initiatives in development through SLT. Manager Transformation (Culture and Innovation) commenced Nov 2021. Research into different employee survey options. 12.01.22 Research into different employee survey options to be completed January 2022. A proposed approach will be developed by end of January 2022. 14.02.22 A proposed concept is being finalised around an innovative and transformative approach to employee engagement. 01.04.22 A pitch to ExCo for the proposed concept will be presented in April.
People and Culture	Diversity Strategy	Increased senior leadership gender diversity	30% composition of either gender in leadership roles	additional 5%	Jemma Iles	Chantelle Hanrahan	01/04/2022	Delivery	ExCo has met 50/50 gender diversity. SLT has ratio of 35% (including ExCo Members)

Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
People and Culture	Organisational Review	Completion of organisational review and implementation of appropriate training.	By decision of Council	N/A	Jemma Iles	Chantelle Hanrahan	01/04/2022	Delivery	Organisational Review in progress. ExCo and SLT appointments completed. Relevant SLT's have commenced business unit transformation processes with a number of structure proposals being presented to ExCo.
Safety	Safety Program	Deliver Safety program against targets	5<LTI	3<LTI	Jemma Iles	Cheryl Taveira	01/04/2022	Delivery	Current 24 month rolling LTIFR is 1.74



Anton Lees

Daniel Arndt

Emma Milne

Gail Bowman

Jemma Iles

Stuart Downing

Victoria Green



CBP KPI

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Local Economy	1.1	Review and update the Local Commercial and Activity Centres Strategy 2011	Local Commercial and Activity Centres Strategy is presented for consideration by Council	OCM report drafted (with working draft LCACS for consultation)	Daniel Arndt	Delivery	Carol Catherwood	will not longer remain a strategy centre assessment tool made and being applied/tested On track for June OCM
Complete	Local Economy	1.1	Strategic research and partnerships focused on new investments	Undertake one strategic research project to inform Economic Development Action plan and advocacy for new investment - subject to commencement of the Economic Development & Business Manager with adequate time to deliver	N/A	Victoria Green	Complete	Michael Faulkner	Report received and circulated. To be integrated into the EDIP.
Complete	Local Economy	1.1	Progress planning and advocacy to support development Latitude 32 and Australian Marine Complex	Advocacy plan developed - subject to commencement of Stakeholder Management Manager with adequate time to deliver	One piece of collateral developed to progress advocacy plan	Victoria Green	Complete	Daniel Newman	Advocacy Book signed off by ExCo and distributed to Council. High-level plan is being implemented to support these advocacy priorities.
Complete	Local Economy	1.1	Leverage off national defence programs to position Cockburn as the destination of choice for investment	Develop destination marketing plan, subject to commencement of Economic Development & Business Manager with adequate time to deliver	Produce at least one piece of printed collateral and information on website	Victoria Green	Complete	Michael Faulkner	Defence Hub development underway. Meetings with MATCH and Defence Science, AMC and Defence West. Upskilling programs to be delivered to promote new industry/ investment attraction to Cockburn. Building Defence network for the City. Attended Defence Expo in Sydney May 2022.
Complete	Local Economy	1.1	Work with South West Group, innovators, community and industry to explore development of clusters, innovation and co-working hubs	Undertake one strategic research project to assess existing programs and opportunities for collaboration and support	Develop a partnership proposal to support development of clusters, innovation and co-working hubs	Victoria Green	Complete	Michael Faulkner	Working with SWG on Invest & Trade grant, cluster development for Education. Research project undertaken by Y-Research to identify cluster development opportunities to benefit Local & Regional business attraction/investment. SWG also attending the upcoming Indo Con Gen visit to Cockburn and tour of AMC (13/6).

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
Complete	Local Economy	1.1	Provision of new Economic Development area to support the Economic Development Framework	Economic Development & Business Manager is recruited	Economic Development & Business Manager commences in 2021	Victoria Green	Complete	Michael Faulkner	
On track	Local Economy	1.1	Prepare an infrastructure and funding advocacy plan that underpins economic and growth strategic priorities for Cockburn	An infrastructure and funding advocacy plan is developed, subject to commencement of Economic Development & Business Manager with adequate time to deliver	Two pieces of collateral relating to priority projects are developed	Victoria Green	Delivery	Michael Faulkner	Draft advocacy strategy and plans received and a number of activities underway. Awaiting prioritisation and ExCo sign-off
Complete	Local Economy	1.1	Develop the Economic Development Framework and Action Plan	Economic Development Framework and Action plan is adopted by Council	N/A	Victoria Green	Complete	Michael Faulkner	
Complete	Local Economy	1.2	Advocate for education and training opportunities to support business and industry	Undertake or facilitate research to determine business & industry requirements - subject to commencement of Stakeholder Management Manager with adequate time to deliver	Undertake at least one advocacy piece	Victoria Green	Complete	Daniel Newman	Part of Business Scorecard research
Complete	Local Economy	1.2	Promote programs to build innovation skills and pathways	Sponsorship of two Cockburn businesses in existing innovation program (ie. Curtin Ignition) (subject to funding)	Sponsorship of three Cockburn businesses in existing innovation programs (ie. Curtin Ignition or other) (subject to funding)	Victoria Green	Complete	Michael Faulkner	
Complete	Local Economy	1.2	Identify general education and training gaps in Children and Families Strategy	Included in scope of the review process and reviewed Strategy (not due until 2023/24)	N/A	Gail Bowman	Complete	Karoline Jamieson	
On track	Local Economy	1.2	Develop a Tourism Plan as part of the Economic Development Framework.	Engagement is undertaken to develop a Tourism Plan - subject to commencement of Economic Development & Business Manager with adequate time to deliver	A Tourism plan is developed	Victoria Green	Planning	Michael Faulkner	Scoping for initial RFQ underway to identify the tourism/destination makeup of the City.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Local Economy	1.2	Develop the City's new Visitor Information Service as part of the Aboriginal Cultural and Visitors Centre (ACVC).	ACVC Centre design and management plan includes Visitor Information Service (2022/23) in conjunction with Tourism Plan	Visitor Information Service plan begins when construction commences.	Gail Bowman	Delivery	Karoline Jamieson	Due to be completed when Aboriginal Cultural and Visitors Centre design is completed and in parallel with construction in 2023/24 FY
Complete	Local Economy	1.2	Support buying local through policies and practices	An annual campaign to buy local is run in the community	N/A	Victoria Green	Complete	Michael Faulkner	
On track	Local Economy	1.2	Deliver grants to support Economic Development Policy and Guidelines	Take up of 80% of budget provision for business grants to support Local Economic Development	Take up of 100% of budget provision for business grants to support Local Economic Development	Victoria Green	Delivery	Michael Faulkner	Final grants roll out launched April. As at 14/4 11 applications received. On target to complete.
Complete	Local Economy	1.2	Embed economic development principles into the Grants and Donations sponsorship program	Economic development principles are embedded into the Grants and Donations sponsorship program	N/A	Victoria Green;Gail Bowman	Complete	Michael Faulkner	ED principles provided to Community Development to feed in to grants and sponsorship process
Complete	Local Economy	1.2	Promote the revised Procurement Policy which supports the City buying locally.	At least 35% of the City's procurement spend is within the City and SWG region.	At least 40% of the City's procurement spend is within the City and SWG region.	Stuart Downing	Complete	Tony Natale	Oct 21 - 52.6% Nov 21 - 50.8% Dec 21 - 47.8% Jan 22 - 46.7% Feb 22 - 46.1% March 22 45.2%
Complete	Local Economy	1.3	Ensure the City is 'easy to do business with' through improved business focused processes.	Review community events approvals and processes and Small Business Friendly Approvals Project	Implement new processes	Victoria Green;Daniel Arndt	Complete	Nick Jones	Small Business Friendly Approvals project complete and review of events approvals undertaken
Complete	Local Economy	1.3	Develop a new commercial food waste collection service	Completed	Completed	Anton Lees	Complete	Lou Vieira	Project complete.
On track	Environmental Responsibility	2.1	Sustainably manage our environment by protecting and enhancing our unique natural areas, coast, bushland, wetlands and native wildlife.	Annually report progress against the 10 Strategic Community Plan Objectives for biodiversity., Annually report progress against 14 SCP Strategic Objectives., Annually report progress toward the 3 SCP Strategic Objectives to reduce emissions., Green Hydrogen feasibility study completed by June 2022, 2% diverted from landfill	6 objectives achieved with 4 in progress.	Daniel Arndt	Delivery	Christopher Beaton	Actions and works continue to be implemented by operations staff and staff within the S & E business unit. Major project fringing reef currently being installed. CB 1/4/22

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
Complete	Environmental Responsibility	2.1	Construct Wetlands Education Centre/Native Arc	Complete by September 2021	Aug 2021	Anton Lees	Complete	Terry Green	Occupancy Certificate received
On track	Environmental Responsibility	2.1	Review and Implement Natural Areas Management Strategy 2012-2022	Complete a minimum of 10 actions annually. Review strategy every 5 years	18 actions completed in FY22. Review due 2022.	Daniel Arndt	Delivery	Christopher Beaton	Actions continue to be implemented by operations staff and staff within S & E BU. Review of strategy to take place in late 2022. CB 1/4/22
Complete	Environmental Responsibility	2.1	Review City's Bushfire Risk Management Plan 2015-2022	Plan review complete by 30 Jun 2022	Early delivery	Gail Bowman	Complete	Michael Emery	Plan has been reviewed and new 2022-2027 Plan has been drafted. Feedback is currently being sought by the City's BFARG.
On track	Environmental Responsibility	2.1	Review and Implement Urban Forest Plan 2018-2028	3 actions completed	5 actions completed	Daniel Arndt	Delivery	Christopher Beaton	Tree planting and watering continues to be implemented by operation staff. Due for review in 2023. CB 1/4/22
Complete	Environmental Responsibility	2.1	Develop and Implement Citywide Entry Statement Program	Program developed by 30 June 2022	Mar 2022	Anton Lees	Complete	Lou Vieira	Project concept designs are complete, including a peer review by Cardno. Waiting on comment from Main Roads on concept design and locations.
Complete	Environmental Responsibility	2.1	Improve our urban forest and streetscapes across the City	375 street trees planted	500 street trees planted	Anton Lees	Complete	Lou Vieira	513 trees have been planted YTD since 1 July 2021.
On track	Environmental Responsibility	2.1	Implement and Review Cash in Lieu Plan 2017-2020 for Public Open Spaces	Completed by July 2022.	Mar 2022	Anton Lees	Delivery	Lou Vieira	Radiata Park Youth Facility projects due to start late February 2022.
On track	Environmental Responsibility	2.1	Provide accessible high-quality open spaces and parks for community benefit - Develop Aubin Grove Youth Facilities	Delivery Aubin Grove Youth Facility by June 2022 (subject to Council adoption of plan)	Mar 2022	Anton Lees;Gail Bowman	Delivery	Terry Green	Tender awarded. Construction scheduled to commence February / March 2022. Construction scheduled for completion late June 2022
On track	Environmental Responsibility	2.1	Provide accessible high-quality open spaces and parks for community benefit - Undertake Yandjet Park Yangebup Improvements	Develop detailed designs for Yandjet Park by June 2022 (subject to availability of resources)	Mar 2022	Anton Lees;Gail Bowman	Delivery	Terry Green	Project transitioning to Project Services ongoing. Schematic design scheduled for November to January with detailed design to commence in April
Complete	Environmental Responsibility	2.1	Implement and Review Public Open Space Strategy 2014-2024	Implement actions and Review every 5 Years	Due to review 2024	Daniel Arndt	Complete	Carol Catherwood	Will not stay as a strategy Document review indicates much is operational rather than strategy. Relevant planning elements will be incorporated into City Wide Plan
On track	Environmental Responsibility	2.2	Sustainably manage water, energy and other resources and promote the use of environmentally responsible technologies.	Annually report progress against 14 SCP Strategic Objectives.	11 objectives completed and 3 in progress.	Daniel Arndt	Delivery	Christopher Beaton	Ongoing. Hydrogen Feasibility Study with Minister awaiting approval. Waterwise Council Action Plan submitted to Water Corporation. Hydrogen Fuelled Transport EOI unsuccessful. CB 1/4/22

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Environmental Responsibility	2.2	Plan and implement initiatives to reduce building and facility and plant non-renewable energy consumption and greenhouse gas emissions,	Annually report progress against 14 SCP Strategic Objectives.	2 Objectives achieved, 1 in progress.	Daniel Arndt	Delivery	Christopher Beaton	Actions identified in the Climate Change Strategy continue to be implemented. CB 1/4/22
On track	Environmental Responsibility	2.2	Research and develop position on alternative fuelled waste trucks	Green Hydrogen feasibility study completed by June 2022	Mar 2022	Daniel Arndt	Delivery	Christopher Beaton	Green Hydrogen Feasibility Study completed and currently with Minister awaiting approval for release. EOI for Hydrogen Fuelled Transport Grants unsuccessful. Vehicle Transition Plan to be developed. CB 1/4/22
On track	Environmental Responsibility	2.2	Water Efficiently Action Plan 2018-2028	Complete required number of actions identified within the Water Efficiency Action Plan to maintain annual Gold Waterwise Council Accreditation	Platinum Waterwise Council accreditation achieved in 21/22. This is a level above Gold.	Daniel Arndt	Delivery	Christopher Beaton	Gold Waterwise Accreditation Report on progress of actions submitted to Water Corporation in November. Awaiting feedback. CB 1/4/22.
Complete	Environmental Responsibility	2.2	Undertake feasibility study for use of hydrogen powdered waste trucks	Green Hydrogen feasibility study completed by June 2022	Mar 2022	Anton Lees	Complete	Lou Vieira	Jobs, Tourism, Science and Innovation (JTSI), To release knowledge sharing of the document after the ministers review in 6 months. EOI for H2 transport grants submitted.
Complete	Environmental Responsibility	2.2	Invest in Henderson Waste Recovery Park onsite renewable energy generation	Green Hydrogen feasibility study completed by June 2022	Mar 2022	Anton Lees	Complete	Lou Vieira	The EOI for H2 transport grants was unsuccessful. Ongoing discussion with ATCO and others in the H2 industry continue.
Complete	Environmental Responsibility	2.2	Minimise the City's waste to landfill through reducing, re-using, re-purposing, re-gifting and recycling of waste.	2% diverted from landfill	5% diverted	Anton Lees	Complete	Lou Vieira	Current diversion rate at 5.2%
On track	Environmental Responsibility	2.2	Henderson Waste Recovery Park Leachate Evaporation Plan	3 activities completed	5 activities completed	Anton Lees	Delivery	Lou Vieira	Two new accelerated evaporation units operable and leachate management functions underway to take advantage of high evaporation rates
On track	Environmental Responsibility	2.2	Review and Implement Waste Strategic Plan 2020-2030	2 activities completed	3 activities completed	Anton Lees	Delivery	Lou Vieira	2 activities complete; Consultation on pre-booked verge collection services and conversion on the Commercial Food Waste Trial to a commercial service.
Complete	Environmental Responsibility	2.2	Final Capping of Northern Landfill Cell, Final Capping of Southern Landfill Cell	Cell will not be capped until the airspace is fully utilised.	N/A	Anton Lees	Complete	Lou Vieira	Southern section capping planned for 2032, northern section capping due 2040.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
Delayed/not commenced	Environmental Responsibility	2.2	Deliver general waste to East Rockingham Energy from Waste Facility	Facility Project completion date Jun 2022, waste commencing Jan 2022.	N/A	Anton Lees	Delayed	Lou Vieira	East Rockingham Waste to Energy facility 4 month delay due to material availability and supply chain challenges. Proposed commencement of Waste November 2022
Complete	Environmental Responsibility	2.2	Construct a new community drop-off facility at Henderson Waste Recovery Park	Business case and Financial Model completed by Jun 2022	Mar 2022	Anton Lees	Complete	Lou Vieira	Business case approved Development Application documentation is complete and waiting lodgement.
On track	Environmental Responsibility	2.3	Address climate change through planning, adaptation, mitigation, infrastructure and ecological management.	Number of actions identified within the Climate Change Strategy that are complete or in progress.	80 Actions identified in the Climate Change Strategy are completed or in progress	Daniel Arndt	Delivery	Christopher Beaton	Actions identified in the Climate Change Strategy and Natural Area Management Strategy continue to be implemented. CB 1/4/22
On track	Environmental Responsibility	2.3	Review and implement City's Coastal Management and Adaption Plan,	Number of actions completed or in progress and review completed.	Of the 20 actions 1 is complete and 5 are in progress. Review due 2024.	Daniel Arndt	Delivery	Christopher Beaton	Actions continue to be implemented. Fringing currently being installed. Sand Bypass Contract awarded. CB 1/4/22
On track	Environmental Responsibility	2.3	Develop and Implement Climate Change Strategy 2020-2030	Implement 4 actions, subject to resource and funding allocations	6 resourced actions implemented	Daniel Arndt	Delivery	Christopher Beaton	Actions continue to be implemented. Ongoing. CB 1/4/22
On track	Community, Lifestyle and Security	3.1	Provide a diverse range of accessible, inclusive and targeted community services, recreation programs, events and cultural activities that enrich our community.	Customer satisfaction results Included in Corporate KPI	N/A	Gail Bowman	Delivery	Brittany Cover;Michael Emery;Karoline Jamieson;Andrew Tomlinson	Review of Community Safety and Crime Prevention Plan has included a number of proposed activities accessible to the community. The Plan is scheduled to be presented to Council at the December OCM. 1,628 members of the public attended library events just in December with an additional 51,318 loans actioned across Library services. In relation to events, approximately 4000 people attended Christmas on the green.
On track	Community, Lifestyle and Security	3.1	Review Age Friendly Strategy 2016-2021	2 of resourced actions completed and Strategy review commenced by Jun 2022	4 of resourced actions completed	Gail Bowman	Delivery	Karoline Jamieson	Resourced actions completed, review set to commence July 22 if resourced
Complete	Community, Lifestyle and Security	3.1	Review Children and Families Strategy 2016-2021	3 of resourced actions completed	6 of resourced actions completed	Gail Bowman	Complete	Karoline Jamieson	
On track	Community, Lifestyle and Security	3.1	Implement and review Disability Access and Inclusion Plan 2017-2022	4 FY22 resourced actions completed	6 of resourced actions completed	Gail Bowman	Delivery	Karoline Jamieson	6 Resourced actions completed, review scheduled for commencement July 2022 dependant on resourcing

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
Complete	Community, Lifestyle and Security	3.1	Implement Youth Services Strategy 2017-2022	4 resourced actions completed for FY22	100% of resourced actions completed	Gail Bowman	Complete	Karoline Jamieson	100% complete
On track	Community, Lifestyle and Security	3.1	Map the application and approval process for external run events and implement improvements	Process review complete. With Environmental Health to develop application process by Dec 21	Amalgamate with 1.3.1	Daniel Arndt	Delivery	Lorenzo Santoriello	
Complete	Community, Lifestyle and Security	3.1	Foster local community identity and connection through social inclusion, community development, and volunteering opportunities. Review and implement Community Development Strategy 2016-2020, Develop Volunteering Strategy	Development / Review of Strategies Completed for Council adoption by July 2021	4 FY22 resourced actions complete by Jun 2021	Gail Bowman	Complete	Karoline Jamieson	
On track	Community, Lifestyle and Security	3.1	Facilitate and support health and well-being outcomes for our community. Develop a Public Health Plan	Local Public Health Plan is set for completion at the end of the 21/22 FY (Pushed back due to Covid)	N/A	Daniel Arndt	Planning	Nick Jones	In progress
On track	Community, Lifestyle and Security	3.1	Provide community, sport, recreational, and cultural facilities and infrastructure to meet community needs.	Current community needs identified in the review of the Community, Sport and Recreation Facilities plan and integrated into the City-Wide infrastructure plan	Early completion of reviewed plan by Jun 22	Gail Bowman; Daniel Arndt; Anton Lees	Delivery	Carol Catherwood; Terry Green; Andrew Tomlinson	collating info from existing plans and documents - noting very clearly that detailed prioritisation or programming of the items will not occur from those documents (limit to short-medium-long term only) and ensuring reviews of those documents adhere to timeframes only (not dates)
On track	Community, Lifestyle and Security	3.1	Review Community, Sport and Recreation Facilities Plan 2018-2033,	Community, Sport and Recreation Facilities Plan review commenced by June 2022	Early completion of reviewed plan by Jun 22	Gail Bowman	Planning	Andrew Tomlinson	Internal consultation ongoing. Demographic analysis underway and community consultation being planned
On track	Community, Lifestyle and Security	3.1	Port Coogee Community Space Concept Design	Concept completed by June 22, subject to resourcing and funding	Early delivery March 22	Gail Bowman	Planning	Andrew Tomlinson	Negotiations with Frasers to concepts ensure street frontage and ground floor activation for CoC
Complete	Community, Lifestyle and Security	3.1	Wally Hagan Recreation Centre Development (concept development and business case)	Complete business case, subject to resourcing and funding	Complete business case and concept plan subject to resourcing and funding allocation	Gail Bowman	Complete	Andrew Tomlinson	Business Case submit to Pracsys for feedback on 21 December 2021

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
Complete	Community, Lifestyle and Security	3.1	Provide accessible high-quality open spaces and parks for community benefit - Treeby Community Centre Construction	Complete construction of Treeby Community and Sport Centre Jun 22, subject to funding and resourcing	Early delivery May 22	Gail Bowman;Anton Lees	Complete	Karoline Jamieson;Terry Green	Project construction complete, early practical completion occurred March 2022, occupancy scheduled for April 2022.
Complete	Community, Lifestyle and Security	3.1	Complete peer review of the draft design of Coogee Golf Course	Completed Jun 2022 ready for ExCo and Council briefing	Early delivery March 22	Anton Lees;Gail Bowman	Complete	Andrew Tomlinson	Peer Review completed
Complete	Community, Lifestyle and Security	3.1	Investigate opportunities to repurpose the Roe 9 corridor for community infrastructure and development.	Prepare draft concept for ExCo consideration by February2022	Early delivery of draft concept	Daniel Arndt;Gail Bowman	Complete	Carol Catherwood;Terry Green;Andrew Tomlinson	Early delivery achieved - Draft concept prepared. Presented to Exco (23 Feb) to by strategic and rec services (joint presentation). Feedback received.
On track	Community, Lifestyle and Security	3.1	Provide accessible high-quality open spaces and parks for community benefit - Extension of Port Coogee Marina	Construction of Port Coogee Marina expansion complete Jun 22, subject to funding and resources	Early delivery May 22	Gail Bowman;Anton Lees	Delivery	Terry Green;Andrew Tomlinson	Two of the Three new Jetty's on track for June 1 PC. The final pushed back to August due to material delays from China.
On track	Community, Lifestyle and Security	3.1	Provide accessible high-quality open spaces and parks for community benefit - Frankland Park Construction	Construction of Frankland Park complete Jun 22, subject to funding and resourcing	Early delivery May 22	Gail Bowman;Anton Lees	Delivery	Terry Green;Andrew Tomlinson	Working through handover to Operations team and Clubs. Opening on April 23.
On track	Community, Lifestyle and Security	3.1	Provide accessible high-quality open spaces and parks for community benefit - Design Cockburn ARC Expansion	Detailed design complete Cockburn ARC expansion Jun 22, subject to funding and resourcing	Early delivery May 22	Gail Bowman;Anton Lees	Delivery	Terry Green;Andrew Tomlinson	Working through VE options toward schematic design signoff, DA application and commencing design development. Funding HOA development with FFC underway.
On track	Community, Lifestyle and Security	3.1	Review Cultural Strategy (Art, Culture and Heritage & Events) 2016-2020,	Strategy Review commenced by Jun 22 for Council consideration	Consolidate into Library and Culture Plan	Gail Bowman	Delivery	Brittany Cover	Strategy continues to be rolled out with a review scheduled for 2022 to align with new approach to divisional strategies and possible business unit realignment.
On track	Community, Lifestyle and Security	3.1	Implement Libraries Strategic Plan 2020-2025.	4 resourced actions completed for FY22	Consolidate into Library and Culture Plan	Gail Bowman	Delivery	Brittany Cover	Library strategy continues to be rolled out with a review scheduled for 2022 to align with new approach to divisional strategies and possible business unit realignment.
Complete	Community, Lifestyle and Security	3.1	Undertake feasibility study for arts and cultural spaces in Cockburn	Feasibility Study commenced by June 22 subject to resources and funding	Commence by February 22. Subject to resources & funding.	Gail Bowman	Complete	Brittany Cover	Arts and Cultural facilities review has been completed, with funds budgeted in 22/23 to commence feasibility in line with C4 scope.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Community, Lifestyle and Security	3.1	Provide accessible high-quality open spaces and parks for community benefit - Beale Park		Early delivery May 22	Gail Bowman;Anton Lees	Delivery	Terry Green;Andrew Tomlinson	Community consultation of concept design complete, design team mobilised to progress design development.
On track	Community, Lifestyle and Security	3.2	Facilitate and advocate for increased community safety	Customer satisfaction results included in Corporate KPI	Exceeded by 5%	Gail Bowman	Delivery	Michael Emery	Facilitated working groups with Cockburn Gateways, Crime Prevention Reference Group. Commenced advocacy for more Policing resources to be located in Cockburn.
Completed	Community, Lifestyle and Security	3.2	Review City's Community Safety and CCTV Strategy 2017-2022	Review completed by Jun 22	Early Delivery by Apr 22	Gail Bowman	Complete	Michael Emery	Existing Plan has been completed and the new Community Safety and Crime Prevention Plan 2022 - 2027 has been created and awaiting Council's decision as to whether to adopt the plan.
On track	Community, Lifestyle and Security	3.2	Review City's Local Emergency Management Arrangements 2018 (not due for review until 2023)	Continue to implement LEMA subject to resourcing and funding allocations	Assist with Covid-19 response and lead Recovery phase.	Gail Bowman	Delivery	Michael Emery	Annual exercise being prepared and review to ensure SEMP compliance is underway. Outperformance activities are currently being finalised and seeking a review of the internal CMT structure.
On track	Community, Lifestyle and Security	3.2	Finalise the development of a Smart City facility security and access control system and commence roll-out of preselected locations.	Tender awarded and rollout of system commences by Jun 22, subject to funding and resource allocation	Roll out ahead of program	Gail Bowman	Delivery	Michael Emery	Tender under evaluation with preferred respondent identified. Installation scheduled to occur on time.
Completed	Community, Lifestyle and Security	3.3	Recognise and celebrate the significance of cultural, social and built heritage including local indigenous and multicultural groups	Implement 4 Reconciliation Action Plan Recognition actions and provide a range of cultural events, subject to funding and resources.	Raise awareness of Sorry Day and other culturally significant days	Gail Bowman	Complete	Karoline Jamieson	
On track	Community, Lifestyle and Security	3.3	Design and construct the Aboriginal Cultural and Visitors Centre	Design completed and funding secured by June 2022 (subject to funding and resource allocation)	Early delivery March 22	Gail Bowman;Anton Lees	Delivery	Karoline Jamieson;Terry Green	Detailed design phase and contract documentation phase scheduled for July to September 2022.
On track	Community, Lifestyle and Security	3.3	Commence operation of the new Aboriginal Cultural and Visitors Centre Services (not due until 23/24 financial year)		Commence by February 22. Subject to resources & funding.	Gail Bowman	Delivery	Karoline Jamieson	Planning underway for Staffing and operational plan developed, not due to commence operation until 2024.



Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Community, Lifestyle and Security	3.3	Azella Ley Museum management model (and tenure) review	Review complete by Jun 22, subject to land tenure issues	Early delivery April 22	Gail Bowman	Planning	Brittany Cover	Final draft has been received and findings will be presented to council in April. Project has been complex with multiple revisions of scope required.
On track	City Growth & Moving Around	4.1	Plan to provide residents with great places to live, activated social connections and high quality open spaces	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early Delivery by June 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.1	Review and Implement the Land Management Plan	Review completed Jun 22	April 2022	Anton Lees	Planning	Joe Saraceni	Previous strategy under review and project plan for new strategy being prepared
On track	City Growth & Moving Around	4.1	Prepare the new Local Planning Strategy and Scheme for the District	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.1	Australian Building Cladding Audit	Target for Jun 22	Early delivery March 2022	Daniel Arndt	Delivery	Lorenzo Santoriello	
On track	City Growth & Moving Around	4.1	Sustainably revitalise urban areas to deliver high levels of amenity and to cater for population growth	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.1	Implement the Phoenix Central, Hamilton Hill, Coolbellup, the Lakes Revitalisation Strategies, Review City's approach to future revitalisation strategies	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.1	Undertake stage 2 of the My Best Home project (disability focus)	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.1	Plan and facilitate diverse and affordable housing choices for residents and vulnerable communities. Implement and Review the Housing Affordability and Diversity Strategy	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	City Growth & Moving Around	4.1	Progress planning and advocacy for the redevelopment of the South Fremantle Power Station site (and the associated electrical sub-station).	Prepare discussion (white) paper for ExCo consideration by May 2022	Early delivery	Daniel Arndt;Victoria Green	Delivery	Carol Catherwood	Draft discussion paper prepared and discussed with advocacy. booked for Exco presentation (28 April) to be presented by strategic and advocacy (joint presentation)
On track	City Growth & Moving Around	4.2	Develop Cockburn Central as our City centre and strengthen local area localities through planning and activation.	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.2	Prepare an intervention framework to promote growth, good design and viable outcomes in our activity centres	Draft Local Planning Strategy – receive advertising consent from WAPC by Jun 22C by Jun 22	Early consent by Jun 2022	Daniel Arndt	Delivery	Carol Catherwood	3rd round of feedback from DPLH - intent (apparently) to take to SPC (committee) before end of FY to consider request to advertise. Has been regularly escalated with DPLH directors.
On track	City Growth & Moving Around	4.2	Design of the New Council and Administration Centre	Concept by June 22 (Subject to funding, resources and confirmation of relocation)	March 2022	Anton Lees	Planning	Joe Saraceni	High level plan for Future Accommodation Strategy presented to ExCo in Nov 21, further steps to be implemented by April 22
On track	City Growth & Moving Around	4.3	Advocate and plan for reduced traffic congestion	Elevate advocacy actions to State Government as per Integrated Transport Strategy by June 2022	Early delivery by Dec 2021	Daniel Arndt	Delivery	Carol Catherwood	Advocacy campaign currently live, media release (4 Feb), T&T liaising with advocacy team discuss letters/meetings with PTA, MRWA, SWG and DoT
On track	City Growth & Moving Around	4.3	Review and update the City's District Traffic Study 2018	Review by June 2022	March 2022	Daniel Arndt	Delivery	Carol Catherwood	Initial review suggests full review will be needed - new project for the 22/23 FY with engagement of consultant to undertake. Project Plan drafted and submitted
On track	City Growth & Moving Around	4.3	Advocate for the analysis and planning to support the delivery of the Fremantle to Cockburn Transit Link	Elevate advocacy actions to State Government as per Integrated Transport Strategy by June 2022	Early delivery by Dec 2021	Daniel Arndt;Victoria Green	Delivery	Carol Catherwood	Draft discussion paper drafted - booked 28 April Exco to present (strategic and advocacy) Undertaken as part of South West Group mid-tier transport advocacy program Advocacy campaign currently live, media release (4 Feb), T&T meeting advocacy team 11 Feb to discuss letters/meetings with PTA, MRWA, SWG and DoT
On track	City Growth & Moving Around	4.3	Plan, develop and advocate for safe, sustainable, integrated local transport networks, public transport and regional transport networks. Road Projects 2019-2033	Elevate advocacy actions to State Government as per Integrated Transport Strategy by June 2022	Early delivery by Dec 2021	Daniel Arndt	Delivery	Carol Catherwood	Advocacy campaign currently live, media release (4 Feb), T&T liaising with advocacy team to discuss letters/meetings with PTA, MRWA, SWG and DoT



Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	City Growth & Moving Around	4.3	Advocate for improvements to public transport	Elevate advocacy actions to State Government as per Integrated Transport Strategy by June 2022	Early delivery by Dec 2021	Daniel Arndt	Delivery	Carol Catherwood	Advocacy campaign currently live, media release (4 Feb), T&T liaising with advocacy team to discuss letters/meetings with PTA, MRWA, SWG and DoT
On track	City Growth & Moving Around	4.3	Review and implement the Integrated Transport Strategy	Provide status report of achievement of ITS objective areas by June 2022 (note significant review not due till 2030)	Early Delivery by March 2022 - Note significant review not due till 2030	Daniel Arndt;Anton Lees	Delivery	Carol Catherwood	OCM item on track for June OCM to report on progress Advocacy campaign currently live, media release (4 Feb), T&T liaising with advocacy team to discuss letters/meetings with PTA, MRWA, SWG and DoT
Complete	City Growth & Moving Around	4.3	Continue to complete the coverage of accessible cycleways, footpaths, parking and end of trip facilities, and trail networks across the City	Provide status report of achievement of ITS objective areas by June 2022 (note significant review not due till 2030)	Early Delivery by March 2022 - Note significant review not due till 2030	Daniel Arndt;Anton Lees	Complete	Carol Catherwood;Lou Vieira	Recent independent audit indicates good progress. Significant input of information to independent consultant who assessed, audited and noted findings.
On track	City Growth & Moving Around	4.3	Construct new and refurbished footpaths	75% FY22 program completed	95% completed	Anton Lees	Delivery	Lou Vieira	Program is approximately 30% complete YTD.
On track	City Growth & Moving Around	4.3	Complete Bicycle Network Infrastructure 2017-2026	Input provided into City Wide Plan to align to growth areas and availability of DCP funding (where applicable)	Input provided into City Wide Plan to align to growth areas and availability of DCP funding	Daniel Arndt	Delivery	Carol Catherwood	recent independent audit indicates good progress
On track	City Growth & Moving Around	4.3	Progress concept development and advocacy for coastal corridor & east-west public transport options.	Prepare discussion (white) paper for ExCo consideration by May 2022	Early delivery of discussion paper	Daniel Arndt	Delivery	Carol Catherwood	discussion paper drafted and reviewed with Corp Affairs. Exec briefing scheduled 28 April to present (joint presentation Planning and Advocacy)
Complete	City Growth & Moving Around	4.3	Develop information campaigns and education resources about traffic congestion, road safety and alternative transport mode	Communication plan and material developed and implemented for broader community	Two priority areas are targeted specifically	Victoria Green;Daniel Arndt	Complete	Samantha Seymour-Eyles	Campaign rolled out 1 Feb across various platforms, finishes 31 March 2022. Results to follow.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.1	Ensure good governance through transparent and accountable planning, processes, reporting, policy and decision making.	Complete Review of Policies and Delegated Authorities by November 2021	Review completed by September 2021	Emma Milne	Delivery	Joseph Fiori	<p>Governance Team is gathering the documentation required to assign owners of specific documents for review.</p> <p>Annual Compliance Audit Returns are completed by the relevant City officers, independently validate by an external service provider, presented to A&SF Committee, COM and then submitted to the DLGSC.</p> <p>All reports to Council and Committees are subject to review through the Agenda Settlement meeting and then Agenda Briefing to Elected Members before reports are taken to Committee or OCM. With an increase in Team resources being planned, it is expected that further work in this area will be developed.</p>
On track	Listening and Leading	5.1	Knowledge Management Project	Complete KMP for Management Accounting and Corporate Affairs by EOY 21/22	Completion of another department as determined by project steering committee by end of EOY 21/22	Stuart Downing	Delivery	Brett Fellows	<p>Weekly clean-up sessions continue, folder size reporting will commence in September 17/11/2021 - two weeks remaining with Corp Affairs and Mgmt Accounting.</p> <p>Management Accounting: Location 11/05/2021 16/11/2021 S Drive 48.9 GB 20.8 GB H Drives 22.6 GB 15.5 GB Outlook Mailboxes 90.2 GB 52.4 GB</p> <p>Corporate Affairs: Location 17/05/2021 16/11/2021 S Drive 660 GB 787 GB H Drives 92.1 GB 45.4 GB Outlook Mailboxes 108 GB 79.5 GB</p>
On track	Listening and Leading	5.1	Develop, implement and maintain a four-year corporate planning cycle and new Strategy Software System (SSC)	Complete Review of SCP by June 2024, Complete input of data into new SSC and verify by December 2021	Review completed earlier, Data input and verification achieved earlier	Emma Milne	Delivery	Courtnee Thomson	<p>Issues identified with SSC. Negotiations underway to terminate contract. Solution developed using M365 Lists and Power BI. Review currently underway for a new SSC/investigating where M365 or any current systems the City currently has could be utilised.</p>

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.1	Consolidate the existing strategies and strategic documents into a cohesive framework of strategies	Plan completed to consolidate existing strategies and strategic documents by December 2021	Plan completed earlier	Emma Milne	Delivery	Courtnee Thomson	Transformation Team has been created to assist with development of templates and framework for seven divisional strategies. Executive Governance & Strategy and Corporate Strategy Team to receive draft report developed by the team by 29/4 for review.
Complete	Listening and Leading	5.1	Review and continual management of the Enterprise Risk Management Framework	Review of Framework completed by August 2021	N/A	Emma Milne	Complete	Joseph Fiori	At its 15 July 2021 meeting, Audit and Strategic Finance Committee adopted the ERM Framework - subsequently adopted at Council's 12 August 2021 meeting.
On track	Listening and Leading	5.1	Organisational Risk Management Maturity Review	Review completed by December 2021	Review completed earlier	Emma Milne	Planning	Joseph Fiori	Risk maturity review will be planned after the new RMSS solution is implemented across the organisation. Currently working with RMSS to implement Version 16 on the system. The new RMSS Version 16 is proposed to be online in 26 April 2022.
Complete	Listening and Leading	5.1	Review, access and apply new or amended legislative requirements from the LG Act Review	Any requirements completed by December 2021	Requirements completed earlier	Emma Milne	Complete	Bernadette Pinto	All statutory requirements for publication are available on the City's website. Website updated to include Register of Electoral Gifts.
Complete	Listening and Leading	5.1	Deliver value for money through sustainable financial management, planning and asset management.	Financial Health Indicator (FHI) score of at least 70% representing sound financial health	Financial Health Indicator (FHI) score greater than 80%	Stuart Downing;Gail Bowman;Anton Lees	Complete	Nelson Mauricio	FHI being calculated as part of annual financial reporting process and will also be audited. The FHI is 77 compared with 62 last year
On track	Listening and Leading	5.1	Review and Implement Asset Management Strategy 2017	2 Action completed	3 Actions completed	Anton Lees	Delivery	Joe Saraceni	
Complete	Listening and Leading	5.1	Create and Review an Asset Management Plan for Marine and Coastal assets	Completed	N/A	Anton Lees	Complete	Joe Saraceni	Adopted OCM June 2021
Complete	Listening and Leading	5.1	Create and review the Asset Management Plan for Cockburn ARC	Developed June 22	March 22	Anton Lees	Complete	Joe Saraceni	Adopted OCM September 2021
On track	Listening and Leading	5.1	Office of the Auditor General performance audits	Local Government performance audit findings are considered by the City and reported to the Audit & Strategic Finance Committee 2021	N/A	Emma Milne	Delivery	Joseph Fiori	These types of audits are presented to A&SFC meetings when the OAG finalises an audit. CoC officers will review ant OAG audits and continue to present these to the Audit , Risk and Compliance Committee as they become available.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.1	Refine the long-term financial planning methods to integrate with the City's SCP objectives, Implement COVID-19 financial measures	LTFP is integrated with and aligned to the City's 4-year corporate business plan (CBP) annually	N/A	Stuart Downing;Emma Milne	Planning	Nelson Mauricio;Courtne e Thomson	Initial discussions to capture SCP and COVID19 implications. Review base case assumptions Awaiting the review of the CSRFP Plan and WFP update. The majority of the work has now been completed apart from WFP.
On track	Listening and Leading	5.1	Actively advocate and seek regional collaboration focused on growing the wellbeing and self-sufficiency of the community to better meet their social, environmental and economic needs	Advocacy plan focussed on growing the wellbeing and self-sufficiency of the community is developed, subject to engagement of the Stakeholder Management Manager	N/A	Victoria Green;Gail Bowman	Delivery	Daniel Newman	Advocacy plan for 21/22 developed and being implemented
Complete	Listening and Leading	5.1	Apply for areas to be included in funding for underground power	Applications lodged as appropriate to funding rounds and internal resourcing	Applications lodged as appropriate to funding rounds and internal resourcing	Daniel Arndt	Complete	Carol Catherwood	no rounds currently open
Complete	Listening and Leading	5.1	Participate in the Westport Local Government Reference Group	City attendance at meetings as scheduled	N/A	Daniel Arndt	Complete	Carol Catherwood	Attendance as required occurs - or proxy sent
Complete	Listening and Leading	5.1	Develop and implement a Stakeholder Management Plan	Plan developed subject to resourcing and funding allocation	N/A	Victoria Green	Complete	Daniel Newman	
Complete	Listening and Leading	5.1	Review and implement the Corporate Governance Framework	Review completed by September 2021.	Review completed by August 2021	Emma Milne	Complete	Joseph Fiori	At its 27 May 2021 meeting the Delegated Authorities and Policies Committee adopted the Governance Framework. The current Governance review will look to determine if the framework requires any further amendment.
Complete	Listening and Leading	5.1	Five year review and update of the Drainage Management and Maintenance Strategy 2018-2028.	Completed	N/A	Daniel Arndt	Complete	Lorenzo Santoriello	
On track	Listening and Leading	5.2	Listen to, communicate, consult and engage with our residents, businesses and community in a timely, open and collaborative manner	Review the Community Engagement Policy and Framework	N/A	Victoria Green	Planning	Daniel Newman	Engaged Aha! Consulting to review policy inline with EM recommendations and IAP2 principles. Stage two review and consultation to be undertaken in 2022.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.2	Provide high quality accessible customer service and experiences for all our community - undertake requirements gathering for a single view of the customer /CRM and implement a solution	Research options for a CRM using the requirements gathering information	N/A	Victoria Green	Complete	Colleen Miller	Customer Experience Audit by an external consultancy has identified a number of improvement opportunities, including requirements and options for a CRM.
On track	Listening and Leading	5.2	Undertake research to review the Communication Strategy 2017-2022 and incorporate City's new vision	Undertake research for the strategy subject to Council funding and resources	N/A	Victoria Green	Delivery	Samantha Seymour-Eyles	External research consultancy has been engaged to undertake this review and support delivery of the new Strategic Communications Framework.
On track	Listening and Leading	5.3	Attract, engage, develop, support and retain our employees to provide exceptional services for the community	70% satisfaction with the City as a place to work	80% satisfaction	Jemma Iles	Delivery	Chantelle Hanrahan	Employee Engagement and Culture Survey scheduled May 2022
On track	Listening and Leading	5.3	Review and implement Workforce Plan 2017-2022	Engage with stakeholders and review WFP for endorsement by May 2022	Endorsement by March 2022	Jemma Iles	Planning	Chantelle Hanrahan	Directorate Restructures in progress to determine workforce needs for future. Business Unit consultation to commence Feb 2022
On track	Listening and Leading	5.3	Focus on providing a workplace that supports diversity	Meet 80% diversity targets as per WFP	Meet 100% diversity targets as per WFP	Jemma Iles	Delivery	Chantelle Hanrahan	50/50 gender diversity target met at ExCo level. 35% ratio at SLT level (includes ExCo members). Transformation Team created for Diversity.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.3	Build an organisational culture that encourages innovation in both digital and non-digital mediums, and utilisation of technology to increase efficiency and effectiveness	Form working group to develop initiatives by June 2022	Implement 2 initiatives to organisation by Jun 22	Jemma Iles	Delivery	Michael Swanepoel	<p>Manager Transformation commenced Nov 21. Review of Task Teams being undertaken, expected to be completed end of December ready to be implemented in January 2022.</p> <p>12.01.22 - Review of Task teams completed. Implementation commences Jan 2022. Transformation Framework is also being drafted expected to be finalised end of January 2022.</p> <p>14.02.22 - Transformation Teams continuing to be either tested, initiated, implemented, under review of being closed. A new Transformation Team was initiated in the past month - the Diversity, Inclusion, Equity & Belonging Team. The Transformation Framework is almost finished.</p> <p>01.04.22 - Transformation Framework endorsed in March 2022. Two new Transformation Teams initiated with a focus on commercialising assets and services and decluttering our strategies. Digital Transformation Board established. Draft Collaboration Spectrum prepared. Development of a Leadership Capability Framework begun.</p>
On track	Listening and Leading	5.3	Implement and review Sustainability Strategy 2017-2022	Annually report progress towards the 16 Sustainability Objectives contained within the SCP. Review in 2022.	All objectives are in progress with Sustainability becoming further imbedded in the organisation across all services. Strategy to be reviewed in 2022	Daniel Arndt	Delivery	Christopher Beaton	Actions from existing strategy continue to be implemented. Strategy to be incorporated into overall division strategy in 2022. CB 1/4/22
On track	Listening and Leading	5.3	Review and implement the Information Services Strategy 2016-2020	Draft the Information & Technology Strategy 2020+ by Dec 2021	Complete 25% of objective actions listed in the 2020+ plan	Stuart Downing	Delivery	Brett Fellows	Currently working on new I&T Strategy which will be designed to be reviewed biennially to maintain currency with City direction and goals. 17/11/2021 - Draft strategy presented to CEO. To be raised at next SLT Forum.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.3	Review and update the existing customer request system to meet current business processes	Review of customer request system requirements completed by Dec 2021	New customer request system categories and pre-work completed ready to start CIA project in Jul 2022	Stuart Downing	Planning	Brett Fellows	Discussions on efficacy of current CR system. Meeting the basic needs of Customer Services SU. Actively seeking to expedite the rollout of the CR System in Ci-A.
On track	Listening and Leading	5.3	Develop an Innovation Framework and Culture	Framework drafted, with new Executive to review and then implement Jun 2022	Framework drafted, with new Executive to review and then implement Mar 2022	Jemma Iles	Delivery	Michael Swanepoel	<p>Research being conducted into Innovation Programs. Trialling innovation process with new Wellbeing and Social Committee.</p> <p>12.01.22 Review of Task Teams completed December 2021. Changes being implemented in January 2022. A draft Transformation Framework will be finalised end of January 2022. This framework should be considered the building block of having the organisation prepared for establishing an innovation culture.</p> <p>14.02.22 Hearts & Minds Committee has launched. This committee has a remit to seek out small win innovative ideas. Transformation Teams will continue to be initiated, implemented and delivered, with the remit of normalising cross functional collaboration in problem solving. The Transformation Framework will be finalised soon. In it, it will recommend an innovation system to be implemented.</p> <p>01.04.22 Transformation Framework endorsed in March 2022. Innovation is a theme included in the Framework. The Double Diamond process has been adopted in the Framework as the Innovation system for the City. This will be developed in more detail now that the Framework has been endorsed. A draft Collaboration Spectrum has been prepared as collaboration is key to innovation.</p>

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.3	Review and Implement Digital Strategy 2019-2024	Strategy reviewed for relevance and currency in a COVID environment by Sep 21, 50% implementation of objective actions where still relevant	75% implementation of objective actions where still relevant	Stuart Downing	Delivery	Brett Fellows	1.Implemented "Sherlock" for the Single view of our customer. This was implemented for and is used by Customer Services. This covers, Tech One data bases and Intelliesure. Further work is being planned to integrate with Spydus (Library). 2.Implemented LoRaWan gateway. 3.Working on an open data framework. 4. Implemented ESRI (GIS) solutions to assist staff to work smart 5. Continue to support free public WIFI.
On track	Listening and Leading	5.3	Transformation Projects	Undertake organisational analysis to determine future needs by Jun 2022	Develop plan stating key projects, outcomes and resourcing requirements by June 2022	Jemma Iles	Delivery	Michael Swanepoel	Manager Transformation commenced Nov 21. Review of Transformation Teams being completed, which will finalised Dec 21. Transformation Framework being developed to clarify scope and process for initiating transformation projects. 12.01.22 Review of Task Teams completed end of December 2021. Changes to be implemented in January 2022. A draft Transformation Framework to be completed by end of January 2022. 14.02.22 Transformation Teams are now up and running using the new documentation and terms of reference now in place. Hearts & Minds Committee has launched, which will seek out small win innovative, transformative, initiatives. The Transformation Framework will finalise the approach for further transformation projects to be initiated. 01.04.22 Transformation Framework endorsed by ExCo in March 2022. Code of Conduct also endorsed by ExCo in March 2022. Transformation Teams are operating as planned with new teams being initiated, incumbent teams closing and Town Hall meetings being run. Hearts & Minds Committee is established and testing ideas. Digital Transformation Board has been established. Draft Collaboration Spectrum completed. Leadership Capability Framework work has begun. Purpose Led Management project has been completed.

Status	Strategic Outcome	Strategic Objective	Informing Strategies/Corporate Project/Projects	KPI and Target	Outperformance	Executive (Accountable)	Progress	Executive direct report (Responsible)	Notes
On track	Listening and Leading	5.3	Undertake 3 Strategic service reviews	3 Reviews completed and presented for Council consideration by Jun 22	Reviews completed and endorsed by Council earlier in 2022	Emma Milne	Delivery	Courtnee Thomson	Service reviews for People Experience and Transformation and Corporate Affairs currently underway, report to be presented to the Expenditure Review Committee (ERC) at the 19 May Meeting.



7.06pm Cr Michael Separovich left the Chambers

Declarations of Interest

The Presiding Member advised he had received the following declarations of interest:

Type of Interest	Nature of Interest
Cr Separovich submitted a Declaration of Financial Interest, pursuant to Section 5.60A of the <i>Local Government Act 1995</i> for Item 18.3.	Cr Separovich is the recipient of reimbursement of legal fees should the officer's recommendation be adopted.

18.3 (2022/MINUTE NO 0092) Reimbursement of Legal Fees - Cr Separovich

Author Emma Milne

Attachments 1. Policy - Legal Services for Elected Members and Employees [↓](#)

RECOMMENDATION

That Council:

- (1) REIMBURSES Cr Michael Separovich for application fees of \$605 associated with a review by the State Administrative Tribunal of Local Government Standards Panel decisions.

Council Decision

MOVED Cr C Stone SECONDED Cr L Kirkwood

That the recommendation be adopted.

CARRIED ON CASTING VOTE OF PRESIDING MEMBER 4/4

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr K Allen, Cr C Stone

Against: Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood

Background

At the 9 December 2021 Ordinary Council Meeting, a recommendation was made to Council to NOT REIMBURSE Cr Michael Separovich for application fees of \$605 associated with a review by the State Administrative Tribunal (SAT) of Local Government Standards Panel decisions.

Council determined to:

- (1) DEFER the application for reimbursement of expenses until paperwork has received from the State Administrative Tribunal; and
- (2) REQUEST preparation a policy to clarify the conditions of claiming compensation from escalating complaints to the State Administrative Tribunal.

The reason for this was that Council was still awaiting paperwork from the State Administrative Tribunal to be able to make a fully informed decision.

Submission

N/A

Report

The Executive Governance and Strategy was unable to obtain the report by SAT due to legal privilege.

Cr Separovich was able to provide his copy of the outcome from SAT for review by the City.

An extract of the report is below.

42. *In this case, the nature of the applicant's posts, and the circumstances in which he posted them, lead to the conclusion that he was not making use of his office in posting the comments on Facebook, for the following reasons.*
 - (a) *Firstly, all of the applicant's posts were made from his personal Facebook account and at no time did he refer to himself as an elected member.*
 - (b) *Secondly, the applicant's posts related to issues which did not relate specifically to the City or to the Council of the City.*
43. *As stated above, in view of the Tribunal's decision in Paine, the mere fact that the applicant was recognised as a councillor, while making the posts from his personal Facebook profile, is not, on its own, sufficient to bring his actions within the scope of regulation 7(1)(b).¹³*
44. *Accordingly, the Intervener contends that in posting the June posts and August posts the applicant did not make improper use of his office as councillor of the City.*

Conclusion

45. *For the reasons set out above, the applicant's actions in posting the June posts and August posts did not contravene regulation 7(1)(b) of the Rules of Conduct Regulations.*



Therefore, the Tribunal should allow the application for review, set aside the decisions of the respondent, and substitute an order dismissing the complaints against the applicant.

At the 10 March 2022 Ordinary Council Meeting, the minutes of the 17 February 2022 Delegated Authorities and Policies Committee Meeting were endorsed by Council.

These included the new Council Policy - Legal Services for Elected Members and Employees.

Under section four (4) Extent of Executive Governance and Strategy's Authority, the policy outlines that "financial assistance may include reimbursing legal costs, or SAT appeal lodgement fees incurred by an Elected Member or Employee or taking action on their behalf".

Strategic Plans/Policy Implications

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Should Council resolve to support the claim for reimbursement to Cr Separovich, funds are available within the City's Municipal Budget

Legal Implications

Pursuant to sections 5.65 and 5.67 of the *Local Government Act 1995*, Cr Separovich has a financial interest in this item and is required to disclose this prior to consideration of the item.

Community Consultation

N/A

Risk Management Implications

Low risk of Financial Impact and / or Brand Reputation impact.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil



7.20pm Cr Michael Separovich returned to the Chambers

The Presiding Member advised Cr Separovich of the Council Decision for Item 18.3



Title	Access to Legal Services for Elected Members and Employees
--------------	-------------------------------------------------------------------



Policy Type

Council

Policy Purpose

The local government environment is highly regulated and from time to time, it can be complex. Section 9.56 of the *Local Government Act 1995* (the **Act**) provides protection from actions of tort for anything an Elected Member or Employee has done in good faith, in the performance of a function under the Act or any other written law. The Act further provides that the general function of a local government is to provide for good government of persons in its district and that money held in the municipal fund may be applied towards the performance of the functions and the exercise of powers conferred on the local government by the Act.

Usually, seeking Legal Services would be facilitated by the Executive Governance and Strategy in the course of their administrative role and this Policy does not apply to Legal Services obtained by the City of Cockburn (the **City**) in relation to the day-to-day management of the City's affairs.

However, there may be occasion when individual Elected Members or Employees require Legal Services arising from the course of their lawful functions and duties. The City is committed to protecting the interests of Elected Members and Employees and the objective of this Policy is to provide a framework for the:

- (1) provision of financial assistance by the City to an Elected Member or Employee for Legal Services. The Policy principle is that an Elected Member or Employee including the CEO, should not incur legal expenses for Legal Services arising because of performing and discharging their official functions and duties; and
- (2) process for obtaining legal advice where it has been declined by the Executive Governance and Strategy.

Policy Statement

Where an Elected Member or Employee requires Legal Services arising from carrying out their lawful functions and duties, the City may assist them in meeting reasonable legal fees and expenses arising in relation to those Legal Services.

In each case it will be necessary to determine whether assistance with legal fees and expenses are justified for the good government of persons in the City's district. This Policy seeks to provide the parameters in which an Elected Member or Employee can seek Legal Services where the City will meet the reasonable costs arising from those Legal Services.

[1]

Title	Access to Legal Services for Elected Members and Employees
--------------	-------------------------------------------------------------------



The City **will not** provide financial assistance to an Elected Member or Employee with Legal Services in relation to:

- (1) Personal matters outside the scope of their role as an Elected Member or Employee; or
- (2) Criminal matters; or
- (3) Responding to or defending Legal Proceedings alleging breaches of their obligations under the Code of Conduct, the Act, Health and Safety Legislation or the *Fair Work Act 2009* and any relevant subsidiary legislation; or
- (4) The initiation of defamation proceedings by an Elected Member or Employee without approval of the Executive Governance and Strategy, in consultation with the CEO and Mayor; or
- (5) A complaint of serious or minor misconduct under the *Corruption, Crime and Misconduct Act 2003*.

For the avoidance of doubt, the exclusion in Clause (2) (iii) does not apply where the conduct which led to the allegation of a breach, was in the course of the relevant Elected Member or Employee carrying out in good faith, their lawful functions and duties.

(1) Criteria

1. The City may provide financial assistance for Legal Services of an Elected Member or Employee based on the following criteria:
 - i. the requirement for Legal Services arises from and assists the performance and/or discharge by a Member or Employee of their lawful functions and duties; or
 - ii. arises from an individual conflict of interest; or
 - iii. the Legal Services' costs in respect of Legal Proceedings must be for Legal Proceedings that have been, or may be, commenced; or
 - iv. the Elected Member or Employee must have acted reasonably, in good faith, and in accordance with the requirements of the Code of Conduct, Act, any relevant subsidiary legislation, Health and Safety Legislation, FW Act and other written laws applicable to the Elected Member or Employee; and
 - v. any monies that the Elected Member or Employee is paid by way of costs, damages, or settlement, if successful in Legal Proceedings in respect of a matter for which the City has covered the costs of Legal Services, the City will require the Elected Member or Employee to reimburse the City for the costs for the Legal Services incurred by the City.
2. The above criteria are indicative only and do not preclude matters outside these criteria being referred to Council for consideration.

(2) Types of costs that may be approved

1. Without limitation, the City may provide financial assistance for the following types of Legal Services:

[2]

Title	Access to Legal Services for Elected Members and Employees
--------------	-------------------------------------------------------------------



- i. If not previously obtained, legal advice required by an Elected Member or Employee to assist the Elected Member or Employee in performing or discharging their official functions and duties; or
 - ii. Legal Proceedings brought by Elected Members and Employees to enable them to carry out their functions under the Act and subsidiary legislation (e.g. where a Member or Employee seeks a banning order or a misconduct or violence restraining order against a person who has used threatening or inappropriate language or behaviour); or
 - iii. Legal Proceedings brought against Elected Members or Employees in their personal capacity but by reason of a decision made either by Council or its delegate and which has caused an aggrieved person to commence legal action (e.g. refusing a development application); or
 - iv. Legal Proceedings brought against Elected Members or Employees where their conduct in carrying out their function is considered detrimental to a third party (e.g. defending defamation actions); or
 - v. Statutory or other inquiries where representation or attendance of an Elected Member or employee is either compulsory or justified; or
 - vi. Attendance at Legal Proceedings as a witness in circumstances like those described above.
 - vii. Standards Panel and State Administrative Tribunal (SAT) appeals application fees.
2. Notwithstanding the above Clause (2)(iv), the City in its absolute discretion, may provide access to Legal Services and/or reimburse legal fees for Legal Proceedings taken by Elected Members or Employees for substantial, unwarranted and ongoing comments or criticisms levelled at their conduct in their respective roles. Such Legal Proceedings may include action in defamation and/or steps taken to stop bullying.

Examples include:

- i. Where a person or organisation is potentially lessening the confidence of the community in the City by publicly making adverse personal comments about Elected Members or Employees; or
- ii. Where the adverse personal comments by a person or organisation about Elected Members or Employees are resulting in an unsafe workplace.

(3) Application for Legal Services and Payment

1. An Elected Member or Employee is to make a written application requesting Legal Services to the Executive Governance and Strategy who will make the determination in consultation with the CEO and Mayor.
2. If a request is to be made, it is to be lodged with the Executive Governance and Strategy as soon as possible and it must give details of:
 - i. the matter for which Legal Services are sought.
 - ii. how the matter relates to the functions of the Elected Member or Employee making the application.
 - iii. the nature of the Legal Services sought (e.g., advice, preparation of a document or Legal Proceedings); and

[3]

Document Set ID: 4133527
Version: 8, Version Date: 30/03/2022

Title	Access to Legal Services for Elected Members and Employees
--------------	-------------------------------------------------------------------



iv. why it is in the interests of the City for the Legal Services to be obtained and why the City should pay for the Legal Services.

3. If the Legal Services are instigated prior to approval being obtained from the Executive Governance and Strategy, the City will require the Elected Member or Employee to provide to the City copies of all documents created prior to the Executive Governance and Strategy's approval including any legal advice obtained. In the case of Elected Members, approval will be required by Council for the reimbursement of expenses incurred without the Executive Governance and Strategy's prior approval.
3. The City will determine the law firm to whom the Legal Services are to be directed and will manage the instructions to that law firm and retain ownership of any legal advice provided.
4. Where the legal advice obtained relates to an individual Elected Member or Employee, the advice will not be distributed to all Elected Members to maintain legal professional privilege over that advice. Where the legal advice pertains to a matter before Council it will be provided in confidence to Elected Members or if it contains information that the Executive Governance and Strategy considers is highly sensitive, the advice will be made available for Elected Members to view at the City's office.
5. The City will not fund 'forum shopping' for further Legal Services in the event the Elected Member or Employee does not accept or agree with the legal advice provided, including legal advice previously sought on the same subject matter.

(4) Extent of Executive Governance and Strategy's Authority

1. The Executive Governance and Strategy is to receive, assess and decide any requests for financial assistance for Legal Services by an Elected Member or Employee which may include a cap on the financial assistance to be provided and will make the determination in consultation with the CEO and Mayor.
2. Financial assistance may include reimbursing legal costs, or SAT appeal lodgement fees incurred by an Elected Member or Employee or taking action on their behalf.
3. The payment of Legal Services' costs to an Elected Member or Employee, in respect of each application, is not to exceed \$25,000 without the approval of Council.
4. When considering the request for Legal Services, the Executive Governance and Strategy at their discretion, may consider the following:
 - i. whether alternate actions/means are available to resolve the matter.
 - ii. whether prior legal advice has been received on the matter.
 - iii. the seriousness of the matter; and
 - iv. any history relevant to the matter.

[4]

Document Set ID: 4133527
Version: 8, Version Date: 30/03/2022

Title	Access to Legal Services for Elected Members and Employees
--------------	-------------------------------------------------------------------



5. In the event an Elected Member's request for financial assistance to obtain Legal Services is declined by the Executive Governance and Strategy, the Elected Member may take the request to Council in the form of a notice of motion for it to determine the request for Legal Services and financial payment by the City for those services.
6. Where there is a conflict in the application, the CEO replaces Executive Governance and Strategy, Executive Corporate Affairs replaces the CEO, and the Deputy Mayor replaces the Mayor.
7. The Executive Governance and Strategy is to report all Legal Services obtained by Elected Members and Employees including details of the action and payments made under this Policy by confidential memo, or email (also to be uploaded on the Hub) at as soon as practical, or within a month of the expenditure.

(5) Insured Risk

1. In assessing an application, the Executive Governance and Strategy is to have regard to whether the claim is an insured risk and must be first referred to the City's insurer.
2. It will be at the Executive Governance and Strategy's discretion as to whether to take any action to either grant or decline financial assistance until the matter has been reviewed by the City's insurer.

(6) Repayment of Cost for Legal Services

Assistance to an Elected Member or an Employee will be withdrawn, and that Elected Member or Employee will be required to repay any costs for Legal Services incurred by the City where the Council determines, upon legal advice, that the Elected Member or Employee has:

- i. not acted reasonably, in good faith, and in accordance with the Code of Conduct, the Act, any relevant subsidiary legislation, Health and Safety Legislation, the Fair Work Act and other applicable written laws; and/or
- ii. given false or misleading information in respect of the application for financial assistance from the City.

DEFINED TERMS

Act means the *Local Government Act 1995* (WA) as amended from time to time.

Administration Regulations means the *Local Government (Administration) Regulations 1996* (WA).

CEO means the Chief Executive Officer of the City of Cockburn.

City means the City of Cockburn.

Code of Conduct means the City's code of conduct as amended from time to time.

[5]

Title	Access to Legal Services for Elected Members and Employees
-------	------------------------------------------------------------



Elected Member means a current or former elected member of the City of Cockburn.

Employee means a current or former employee of the City of Cockburn.

FW Act means the *Fair Work Act 2009* (Cth) as amended from time to time.

Legal Proceedings means civil, criminal, or investigative proceedings brought in a court, tribunal, or authorised body within the jurisdiction of Western Australia.

Legal Services includes advice, required attendance at Legal Proceedings or inquiries, Legal Proceedings representation or documentation provided to an Elected Member or Employee, the cost of which may or has been covered by the City of Cockburn.

Policy means POL-C-044 Access to Legal Services for Elected Members and Employees.

Rules of Conduct means the *Local Government (Rules of Conduct) Regulations 2007* (WA) as amended from time to time.

Subsidiary legislation means any subsidiary legislation made under the Act and as amended from time to time, including but not limited to the Rules of Conduct and the Administration Regulations.

Strategic Link:	Governance Framework
Category	Governance
Lead Business Unit:	Governance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	10 March 2022
Next Review Due: (Governance Purpose Only)	March 2024
ECM Doc Set ID: (Governance Purpose Only)	4133527

[6]

Document Set ID: 4133527
Version: 8, Version Date: 30/03/2022

18.4 (2022/MINUTE NO 0093) Minutes - Governance Committee Meeting 21 April 2022

Author Emma Milne

Attachments

1. Minutes - Governance Committee Meeting 21 April 2022 [↓](#)
2. Minutes - Governance Committee Meeting 21 April 2022 - Confidential Attachments (**Confidential**)

RECOMMENDATION

That Council:

- (1) RECEIVES the Minutes of the Governance Committee meeting of 21 April 2022; and
- (2) ADOPTS the recommendations contained therein.

Council Decision

MOVED Cr L Kirkwood SECONDED Cr P Eva

That Council:

- (1) RECEIVES the Minutes of the Governance Committee held on 21 April 2022; and
- (2) ADOPTS the recommendations contained therein subject to the following items being withdrawn and considered separately:
 1. Minute No. 2022/0004 – Elected Member Leave of Absence Policy,
 2. Minute No. 2022/0011 – Review of City of Cockburn Parking and Parking Facilities Local Law 2007.

CARRIED 6/3

For: Mayor L Howlett, Cr P Corke, Cr T Dewan, Cr P Eva, Cr L Kirkwood, Cr M Separovich

Against: Deputy Mayor T Widenbar, Cr K Allen, Cr C Stone

Reason for Decision

To consider those items separately to the original recommendation.

Background

The Governance Committee (Gov Co) is a formally appointed Committee of Council.

Section 2.7 (2) (b) of the *Local Government Act 1995* (The Act) stipulates that it is the role of the Council to “determine the local government’s policies”.

Section 3.11 of the Act provides for the making of Local Laws under the Act and other Acts of State Parliament, as well as the procedures for doing so.

Section 5.56 of the Act and Regulation 19DA of the *Local Government (Administration) Regulations 1996* requires Council to develop a Corporate Business Plan which will cover the period of at least four financial years.

The Plan is reviewed annually and must be consistent with the priorities set out in the Strategic Community Plan, for the organisational operations related to asset management, workforce planning and long-term financial planning.

Submission

N/A

Report

The Governance Committee (GovCo) meeting was held on 21 April 2022.

The Minutes of the meeting are attached for consideration by Council and include the following items:

1. Appointment of Presiding Member
2. Adoption of Amended Local Planning Policy - Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts
3. Elected Member Leave of Absence Policy - Proposed Amendments
4. Civic Hospitality and Gifts Policy – Proposed Amendments
5. Update on the Review of the Corporate Business Planning and Corporate Strategy
6. Review of Local Laws - Action Status
7. Review of Policies - Action Status
8. Terms of Reference – Governance Committee
9. Annual Calendar of Events – Governance Committee
10. Review of City of Cockburn Parking and Parking Facilities Local Law 2007

Strategic Plans/Policy Implications

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

As referred to in the Minutes



Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Compliance” risk and a “Substantial” level of “Brand / Reputation” risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

**(2022/MINUTE NO 0094) Minutes of the Governance Committee –
21 April 2022 – Policy ‘Elected Member Leave of Absence (Minute
No.0004) - Cr Lara Kirkwood**

Council Decision

MOVED Cr L Kirkwood SECONDED Cr T Dewan

That Council adopts Policy ‘Elected Member Leave of Absence’ subject to amending Clause (5) of the Policy as follows:

- (5) The monthly meeting attendance fee will not be paid to elected members who are granted a period of leave which includes the dates of any ordinary Council Meetings, except in the circumstances of parental leave or on compassionate grounds as determined by Council.

MOVED Cr C Stone SECONDED Cr M Separovich

That Council:

- (1) as recommended;
- (2) ADDS the following edits to Clause (5) of the Policy:
 - (5) Council may consider the non-payment of the monthly attendance fee for Elected Members who are granted a

period of leave which includes the dates of any Ordinary Council Meetings, based on the details contained in the application.

CARRIED 6/3

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr C Stone, Cr K Allen, Cr P Corke and Cr M Separovich

Against: Cr P Eva, Cr L Kirkwood and Cr T Dewan

Officer Comment

On the basis that the City's Allowances Policy provides for monthly payment of the allowance entitlements, there is scope for Council to consider amending its "Elected Member Leave of Absence" Policy to include a proviso that members granted a leave of absence will not be paid a Meeting attendance fee during the relevant period of absence from Council duties.

To validate this proposal, the City sought legal advice on the capacity of Council to apply this measure, as a consequence of members seeking extended periods of leave from Council related responsibilities.

The legal advice received emphasises that the meeting attendance fee is designed as a payment for those Elected Members who attend meetings and the methodology available for paying a predetermined annual payment (in monthly increments) does not alter the fact that the entitlement to a meeting fee is dependent on the member attending the meeting.

Furthermore, the opinion supports that the annual meeting fee should be adjusted in circumstances where the Council makes a predetermined decision to grant leave to a member, the effect of which would be for the meeting fee to be withheld from Elected Members who do not attend Council Meetings during periods of leave granted to them by Council decision.

The decision is therefore open for Council to make to recommend that the principle of withholding the meeting fee payable to any Elected Member, who is granted formal leave of absence from their Council duties, to be applied proportionately to the annual fee which is otherwise paid monthly except in predetermined circumstances.

7.53pm Cr Kevin Allen left the Chambers.
7.55pm Cr Kevin Allen returned to the Chambers.



8.17pm Cr Philip Eva left the Chambers.
8.20pm Cr Philip Eva returned to the Chambers

**(2022/MINUTE NO 0095) Minutes of the Governance Committee –
21 April 2022 – Review of the City of Cockburn Parking and Parking
Facilities Local Law 2007’ (Minute No 0011) - Cr Lara Kirkwood**

Council Decision

MOVED Cr L Kirkwood SECONDED Cr P Eva

That Council:

- (1) PROPOSES to make the City of Cockburn Parking and Parking Facilities Local Law 2022, the purpose and effect of which is summarised in the notice, pursuant to Section 3.12 of the Local Government Act 1995, (the Act);
- (2) ADVERTISES the proposed Parking and Parking Facilities Local Law 2022 for a period of six (6) weeks, giving local public notice calling for submissions to be made before the closure date specified in the notice, in accordance with s3.12 (3) (a) of the Act; and
- (3) PROVIDES a copy of the proposed Local Law, together with the public notice, to the Minister for Local Government, in accordance with s3.12 (3) (b) of the Act.

MOVED Cr M Separovich SECONDED Cr C Stone

That Council:

- (1) DEFERS review of the City of Cockburn Parking and Parking Facilities Local Law 2007 to a future Governance Committee Meeting, pending a workshop to be held for all Elected Members, to guide the direction of this Local Law and Policy.

CARRIED 5/4

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr C Stone, Cr K Allen and Cr M Separovich

Against: Cr P Eva, Cr L Kirkwood, Cr T Dewan and Cr P Corke

Reason for Decision

A workshop would be beneficial to define what the Council is delegating in relation to parking signs, and for a policy to be developed that aligns with the local law.





City of Cockburn
Governance Committee
Minutes

For Thursday, 21 April 2022

These Minutes are subject to confirmation

Presiding Member's signature

Date: 16 June 2022

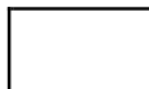
GOVCO 21/04/2022

**The Council of the City of Cockburn
Governance Committee Meeting
Thursday, 21 April 2022 at 7.30pm**

Table of Contents

	Page
1. Declaration of Meeting.....	4
2. Appointment of Presiding Member.....	5
(2022/MINUTE NO 0001) Appointment of Presiding Member.....	5
3. Acknowledgement of Receipt of Written Declarations of Financial Interests and Conflict of Interest (by Presiding Member).....	5
4. Apologies & Leave of Absence	5
5. Confirmation of Minutes.....	6
5.1 (2022/MINUTE NO 0002) Minutes of the Delegated Authorities and Policies Committee Meeting -17 February 2022	6
6. Business Left Over from Previous Meeting (if adjourned)	6
7. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting	6
8. Built and Natural Environment.....	7
8.1 (2022/MINUTE NO 0003) Adoption of Amended Local Planning Policy 4.6 Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts	7
9. Finance	80
10. Operations.....	80
11. Community Services.....	80
12. Governance and Strategy.....	81
12.1 (2022/MINUTE NO 0004) Elected Member Leave of Absence Policy - Proposed Amendments	81
12.2 (2022/MINUTE NO 0005) Civic Hospitality and Gifts Policy - Proposed Amendments	89
12.3 (2022/MINUTE NO 0006) Update on the Review of the Corporate Business Planning and Corporate Strategy	97
12.4 (2022/MINUTE NO 0007) Review of Local Laws - Action Status	100
12.5 (2022/MINUTE NO 0008) Review of Policies - Action Status.....	105
12.6 (2022/MINUTE NO 0009) Terms of Reference - Governance Committee	120
12.7 (2022/MINUTE NO 0010) Annual Calendar of Events - Governance Committee	125
13. Corporate Affairs	128
14. Office of the CEO	128
15. Motions of Which Previous Notice Has Been Given.....	128
16. Notices Of Motion Given At The Meeting For Consideration At Next Meeting.....	129
16.1 Review - Corporate Governance Framework - October 2022	129

2 of 162



GOVCO 21/04/2022

17.	New Business of an Urgent Nature Introduced by Members or Officers	130
17.1	(2022/MINUTE NO 0011) Review of City of Cockburn Parking and Parking Facilities Local Law 2007.....	130
18.	Matters to be Noted for Investigation, Without Debate	162
19.	Confidential Business	162
20.	Closure of Meeting	162

GOVCO 21/04/2022

**The Council of the City of Cockburn
Governance Committee Meeting
Thursday, 21 April 2022 at 7.30pm**

Minutes

Present**Elected Members**

Ms C Stone	-	Councillor (Presiding Member)
Mr T Widenbar	-	Deputy Mayor (eMeeting)
Ms P Corke	-	Councillor
Ms L Kirkwood	-	Councillor (eMeeting)
Mr M Separovich	-	Councillor

Observer

Mr L Howlett	-	Mayor
--------------	---	-------

In Attendance

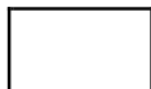
Mr T Brun	-	Chief Executive Officer
Ms J Iles	-	Executive People Experience and Transformation
Ms E Milne	-	Executive Governance and Strategy
Mr M Lee	-	Systems Support Officer (Technical Support)
Mrs B Pinto	-	Governance Officer
Mrs S D'Agnone	-	Council Minute Officer

1. Declaration of Meeting

The Executive Governance and Strategy declared the meeting open at 6.00pm and welcomed all in attendance.

"Kaya, Wanju Wadjuk Budjar" which means "Hello, Welcome to Wadjuk Land"

The Executive Governance and Strategy acknowledged the Nyungar People who are the traditional custodians of the land on which the meeting is being held and extend that respect to the Elders of the Nyungar Nation, both past and present and extend that respect to Indigenous Australians who are present tonight.



GOVCO 21/04/2022

2. Appointment of Presiding Member

The Executive Governance and Strategy advised one nomination for the position of Presiding Member had been received from Cr Stone, and invited any further nominations.

No further nominations were forthcoming.

(2022/MINUTE NO 0001) Appointment of Presiding Member**RECOMMENDATION**

The Committee APPOINTS Cr Stone as Presiding Member of the Governance Committee.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0

3. Acknowledgement of Receipt of Written Declarations of Financial Interests and Conflict of Interest (by Presiding Member)

Nil

4. Apologies & Leave of Absence

Cr P Eva - Apology

5 of 162

283 of 483

GOVCO 21/04/2022

5. Confirmation of Minutes

5.1 (2022/MINUTE NO 0002) Minutes of the Delegated Authorities and Policies Committee Meeting -17 February 2022

RECOMMENDATION

That the Committee CONFIRMS the minutes of the Delegated Authority and Policies Committee Meeting – 17 February 2022.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0

6. Business Left Over from Previous Meeting (if adjourned)

Nil

7. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting

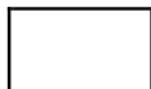
Nil

En Bloc Resolutions

6.06pm The following Items were carried by En Bloc Resolution of Council:

8.1	12.2
	12.3
	12.7

6 of 162



Item 8.1

GOVCO 21/04/2022

8. Built and Natural Environment**8.1 (2022/MINUTE NO 0003) Adoption of Amended Local Planning Policy 4.6 Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts****Author** Daniel Arndt

Attachments

1. Draft Amended Local Planning Policy 4.6 'Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts' [↓](#)
2. Schedule of Submissions - Amendments to LPP 4.6 [↓](#)

Recommendation of the Committee

That Council:

- (1) ADOPTS the proposed amendments to Local Planning Policy 4.6 'Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts' for final approval as shown in Attachment 1 of the Agenda in accordance with Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
- (2) PUBLISHES a notice of the policy in accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

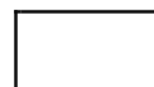
CARRIED UNANIMOUSLY 5/0**Background**

The Cockburn Coast area has been the subject of extensive planning, commencing with the adoption of the Cockburn Coast District Structure Plan (CCDSP) by the Western Australian Planning Commission (WAPC) in 2009.

The CCDSP Plan (Part 2) was adopted by Council in 2012 and provided a refinement of the 2009 District Structure Plan to guide local structure plans.

The Robb Jetty Structure Plan (RJSP) was subsequently adopted to guide land use and development of the area west of Cockburn Road, bound by Rollinson Road to the north, and McTaggart Cove to the south.

Local Planning Policy 4.6 'Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts' (LPP 4.6) was adopted to guide the development and urban form of the Robb Jetty and Emplacement Structure Plan areas to ensure that the



7 of 162



GOVCO 21/04/2022

Item 8.1

design principles of those structure plans are achieved, and it has undergone various amendments since its adoption.

To correct an anomaly with regards to the 'Mixed Business' area, proposed amendments were adopted for the purposes of advertising in accordance with Clause 4(1) of *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) at the Delegated Authorities and Policies Committee Meeting held on 25 November 2021.

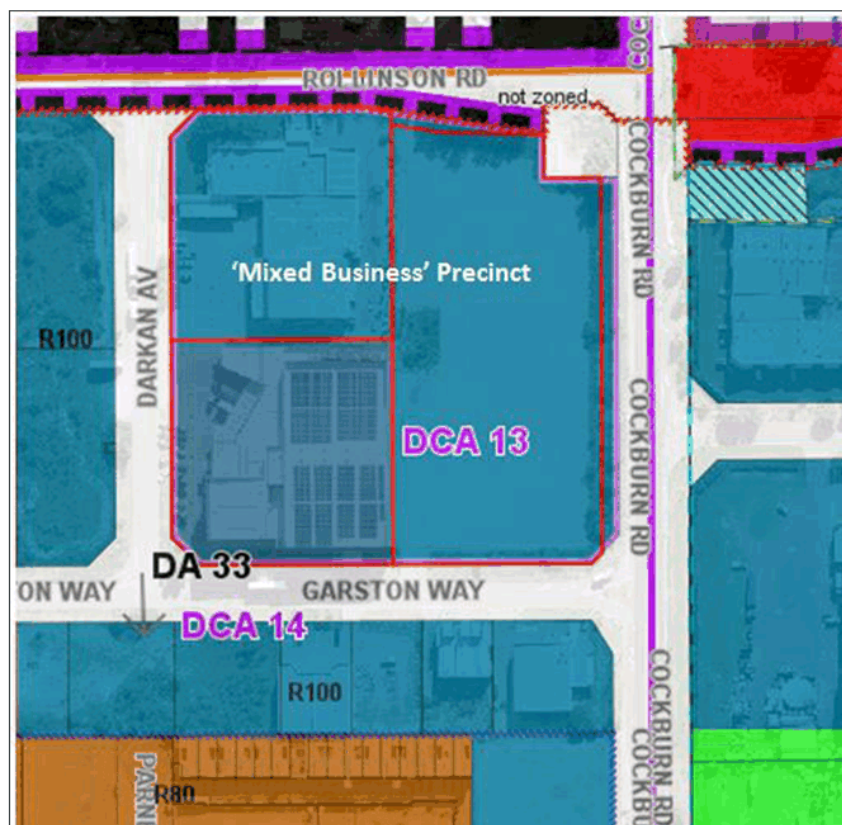
Submission

N/A

Report

The purpose of this report is to consider adopting proposed modifications to LPP 4.6 to correct an anomaly regarding the 'Mixed Business' precinct of the RJSP area.

The 'Mixed Business' precinct comprises three lots, 1 and 3 Darkan Avenue, and 2 Garston Way, North Coogee, as shown below:



8 of 162



Item 8.1

GOVCO 21/04/2022

The area is subject to the RJSP, and in accordance with Clause 27(1) of *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 'deemed provisions' and Development Area 33 (DA33), the City will have 'due regard' to the Structure Plan in decision-making.

The Structure Plan identifies residential uses as 'X' (not permitted) uses for the 'Mixed Business' zone. This aligns with the CCDSP (2009) which states that the mixed business classification has been applied in this location for the following reasons:

- to protect areas with existing industrial uses from pressure to relocate, as a result of any perceived or actual co-location of incompatible uses
- to ensure employment opportunities in the project area by providing enough suitably zoned and serviced land to allow the level of economic self-sufficiency sought for the Cockburn Coast.

This is further reiterated in the CCDSP Part 2 which states that the mixed business area has been nominated to facilitate a transition from the existing industrial business to lighter industry and commercial uses that do not have a detrimental impact on the future amenity of the surrounding residential uses.

LPP 4.6 is intended to provide more detailed guidance on development standards for the area. In accordance with Clause 67(2) of the 'deemed provisions', in considering an application for development approval, the local government is to have due regard to local planning policies.

LPP 4.6 includes the 'Mixed Business' and 'Mixed Use' zones together, providing for a mixed-use typology that includes residential (see Figure 5), conflicting with the Structure Plan.

Given that the Structure Plan is clear that residential uses are not to be supported in the 'Mixed Business' precinct, this is considered to be an anomaly that requires correction.

Accordingly, the table below sets out the recommended modifications to provide clarity regarding this matter.

Section	Proposed changes (red)	Reason
1.2 Vision for Cockburn Coast – 'Robb Jetty LPP Area'	Update to include reference to a 'Mixed Business' precinct and activity centre main street, as follows: The Robb Jetty LSP area will contain elements of mixed-use development along significant road links including Cockburn Road, an activity centre main-street, and a 'Mixed Business' precinct , but is otherwise set aside for medium to high density residential development.	Currently the vision is incomplete and does not reference the 'Mixed Business' precinct or activity centre main street. This change will make the vision more complete, reflecting the range of uses within the structure plan (not just residential and mixed use on Cockburn Road).
2. Typology Specific	Add a new section under a heading - 'Mixed Business Typology'	To provide clarity regarding the typology of the 'Mixed Business'

 9 of 162

 287 of 483

GOVCO 21/04/2022

Item 8.1

Section	Proposed changes (red)	Reason
Guidelines	Facilitating a transition from the existing industrial businesses to lighter industrial or commercial uses that do not have a detrimental impact on the amenity of future surrounding residential uses. All new built form proposals shall provide an interface that is compatible and complementary with surrounding existing or future mixed-use development.	precinct and to ensure any proposals are cognisant of the interface with future residential or mixed-use development.
Clause 2.2 Mixed Use Typology	Delete reference to Figure 6 applying to both the 'Mixed Use' and 'Mixed Business' zone (so it will only apply to the 'Mixed Use' zone), as follows: The 'Mixed Use – Cockburn Road Typology' as shown in Figure 06 below, applies to both the Mixed Use and Mixed Business zones as shown on the approved Robb Jetty Local Structure Plan.	To ensure the 'Mixed Use' typology (with residential) does not apply to the 'Mixed Business' zone, in line with the permissible uses set out in the Structure Plan.
Figure 3 Built Form Typologies	Remove the 'Mixed Business' precinct from the 'Mixed Use' area (currently coloured blue) and hatch the precinct and annotate as 'Mixed Business'.	To ensure the 'Mixed Use' typology (with residential) does not apply, in line with the permissible uses set out in the Structure Plan.
Figure 6 Mixed Use built form typology	Remove the 'Mixed Business' precinct from the 'Mixed Use' area (currently coloured blue).	To ensure the 'Mixed Use' typology (with residential) does not apply, in line with the permissible uses set out in the Structure Plan.

Consultation

The draft amended LPP 4.6 was advertised in accordance with Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for 21 days.

This included letters to landowners within the 'Mixed Business' precinct itself and the adjacent area, a notice on Comment on Cockburn, and hardcopy available for inspection at the City's administration building.

No submissions were received on the proposed changes from landowners of the subject area.

Three objections were received – one from the Manning Park Ridge Group Inc. and two from residents of Hamilton Hill, and these are included in the Schedule of Submissions (refer Attachment 2).

These submissions each objected to LPP 4.6 as being premature on the basis that it does not protect the environmental values of the area.

The submissions raise concerns regarding the process followed for the rezoning of the Cockburn Coast area and adoption of local structure plans.

10 of 162



Item 8.1GOVCO 21/04/2022

However, the zonings and structure plans are in force and are part of the statutory framework in this area, and they are not being revisited at this stage.

The zonings and structure plans followed due process and were subject to a thorough statutory process, which included referral to the Environmental Protection Authority and other environmental agencies.

LPP 4.6 provides design guidelines for land that is already zoned and structure planned for development.

It does not have a role in determining the future of the 'Primary Regional Road' reservation (often referred to as 'Cockburn Coast Drive') or the adjacent 'Parks and Recreation' reserve.

Furthermore, the proposed advertised changes to LPP 4.6 will not have a negative environmental impact, as they merely reflect what is contained within the adopted Structure Plan for the 'Mixed Business' precinct to ensure there is no ambiguity.

Conclusion

Currently LPP 4.6 conflicts with the RJSP as it relates to the 'Mixed Business' zone and residential land uses.

To correct this anomaly and ensure clarity in the planning framework it is recommended that the proposed amended LPP 4.6 be adopted for final approval.

Given the submissions received are not directly relevant to what was consulted upon, there are no changes recommended to the advertised draft policy changes.

Strategic Plans/Policy Implications

Local Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Increased Investment, economic growth and local employment.
- Thriving local commercial centres, local businesses and tourism industry.

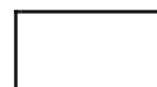
Community, Lifestyle and Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.

Budget/Financial Implications

Costs involved with advertising the proposed amendment to LPP 4.6 were met by the Strategic Planning advertising budget.



11 of 162



289 of 483

GOVCO 21/04/2022

Item 8.1

Legal Implications

N/A

Community Consultation

Consultation was undertaken in accordance with the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as outlined in this report.

Risk Management Implications

The risk of not adopting the recommendation is that the local planning framework for the CCRJSP is conflicting, creating uncertainty for landowners and developers regarding what land uses are permitted in the area.

There is also a risk that unintended residential uses will be proposed in the 'Mixed Business' area without an appropriate interface being achievable.

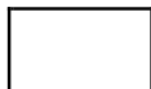
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

12 of 162



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Policy Type**

Local Planning Policy

Policy Purpose

The Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement Precinct have been prepared to guide the development and urban form (including subdivision) of Robb Jetty Local Structure Plan and Emplacement Local Structure Plan (LSP) areas.

The Design Guidelines will guide the creation of a quality development that ensures the design principles of the Robb Jetty and Emplacement LSP's are achieved.

Policy Statement

Appendix 1 contains the Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement Precinct.

Development applications will be assessed under the Design Guidelines in conjunction with the Residential Design Codes of Western Australian (R-Codes), the approved structure plan, an approved local development plan and any other relevant local planning policy.

[1]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



[2]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Appendix 1: LPP 4.6 Cockburn Coast Design Guidelines for Robb Jetty and Emplacement

1. Background	4
1.1 Introduction	4
1.2 Vision for Cockburn Coast	4
1.3 Context	6
1.4 Approach	7
1.5 Objectives	7
1.6 Purpose	8
1.7 Design Guideline Policy Area	8
1.8 Relationship to Relevant Planning Documents	8
1.9 Relationship to the Robb Jetty LSP and Emplacement LSP	9
1.10 Guideline Framework	9
1.11 Discretion	9
1.12 Definitions	10
1.13 Development Process	10
2. Typology Specific Guidelines	11
2.1 Activity Centre – Main Street Typology	13
2.2 Mixed Use – Cockburn Road Typology	18
2.3 High Density Residential Typology	23
2.4 Medium Density Residential Typology	28
2.5 Mixed Residential Typology	33
3. General Provisions	40
3.1 Built Form Requirements	40
3.1.1 Building Height	40
3.1.2 Facades	41
3.1.3 Roof Form	43
3.1.4 Lighting	43
3.1.5 Acoustics and Vibration	44
3.1.6 Active Edges and Street Relationship	45
3.1.7 Heritage Considerations	45
3.2 Service Infrastructure and Access	47
3.2.1 Internal Access	47
3.2.2 Parking	47
3.2.3 Parking Location and Access	47
3.2.4 Sleeved Parking	48
3.2.5 End of Trip Facilities	48
3.2.6 Site Services	49
3.3 Sustainability Requirements	49
3.3.1 Sustainable Travel	49
3.4 Laneways	50
3.4.1 Residential and Commercial Laneways	50
3.5 Communal Open Space	51

[3]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



1. Background

1.1 Introduction

The Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement precincts (henceforth referred to as the Design Guidelines) have been prepared to guide the development and urban form (including subdivision) of *Robb Jetty Local Structure Plan* (Robb Jetty LSP) and *Emplacement Local Structure Plan* (Emplacement LSP) areas. The design guidelines are focused on the creation of a quality development that ensures the design principles of the Robb Jetty and Emplacement LSP's are achieved.

The design guidelines will bring to fruition a lively and sustainable urban centre set amongst dense residential development. The design guidelines introduce standards for development to create the intended character and amenity within the Robb Jetty LSP and Emplacement LSP areas. Although some of the criteria are mandatory, the general approach is to provide a series of broad principles for development to follow while allowing flexibility in design outcomes over the project life span.

The design guidelines are a performance orientated assessment tool. Each design element is expressed as a design objective and one or more assessment criteria. Where a stated assessment criterion is proposed to be varied, development must demonstrate that it meets the related design objective. In this way a performance approach to design and assessment is facilitated.

The design guidelines are divided into two main sections:

Typology Specific Guidelines

A series of built form typologies are established in defined areas where specific guideline provisions apply that may expand on or vary the general provisions.

General Provisions

Contain the design guideline general provisions which are applicable to all development.

1.2 Vision for Cockburn Coast

Capitalising on a rare opportunity, these design guidelines set out to inform the development of an exciting mixed use community that celebrates the best of the Western Australian coastal lifestyle.

Cockburn Coast will be different from its neighbouring suburbs; it will be a place that offers choice and variety of living, recreation and working opportunities. Core to the success of the redevelopment is a well-connected Bus Rapid Transit (BRT) system which is intended to link the development to its surrounding areas. As well as connecting the design guideline area to its surrounds, this system will provide an internal system of movement which encourages more sustainable personal transportation choices.

The City of Cockburn's *Cockburn Coast District Structure Plan* (DSP) and *Cockburn Coast District Structure Plan Part 2* (DSP2) nominates three local structure plan areas being Robb Jetty, Emplacement and Power Station. Each of these areas is distinct in character and function. These design guidelines introduce standards for development to create the intended character and amenity within the Robb Jetty and Emplacement LSP areas following a detailed local structure planning process.

[4]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Robb Jetty LSP Area

The Robb Jetty LSP area forms the north-western portion of the site and stretches from Rollinson Road in the north, to the Parkland Corridor in the south and Cockburn Road in the east. The area stretches west of Robb Road but excludes the beach.

The Robb Jetty LSP area will contain elements of mixed use development along significant road links including Cockburn Road an activity centre main-street, and a 'Mixed Business' precinct, but is otherwise set aside for medium to high density residential development. The area will also house supporting community facilities in the form of the two storey urban primary school and the area's key active playing field. A coastal character is proposed to complement the adjacent foreshore and areas of open space contained within it.

The BRT public transport alignment is set to pass through the heart of the area and be well connected to Fremantle and the rapidly emerging Cockburn Central. A variety of small but connected public spaces will offer a range of experiences from the quiet to the communal, the sheltered to the open and the organic to the formal.

Emplacement LSP Area

The Emplacement LSP area forms the north-east portion of the project area and stretches from the northern boundary of the master plan area, to the middle parkland corridor to the south, to Cockburn Coast Drive in the east, and Cockburn Road in the west.

The distinct character of the Emplacement LSP area is a product of its elevated topography and this landform influences how it shall be treated. Development will be responsive to the topography and shall aim to retain as much of the existing natural character of the site as possible. The Emplacement LSP area will be predominantly mixed use in its north, residential in its south, and contain the east-west linear parks, providing strong connections from Beeliar Park and through Robb Jetty LSP area to the coastal foreshore.

The Emplacement LSP area will be the new highpoint, a manufactured horizon line that offers the opportunity for a new architectural topography and an integrated landscape of nature and built form.

[5]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

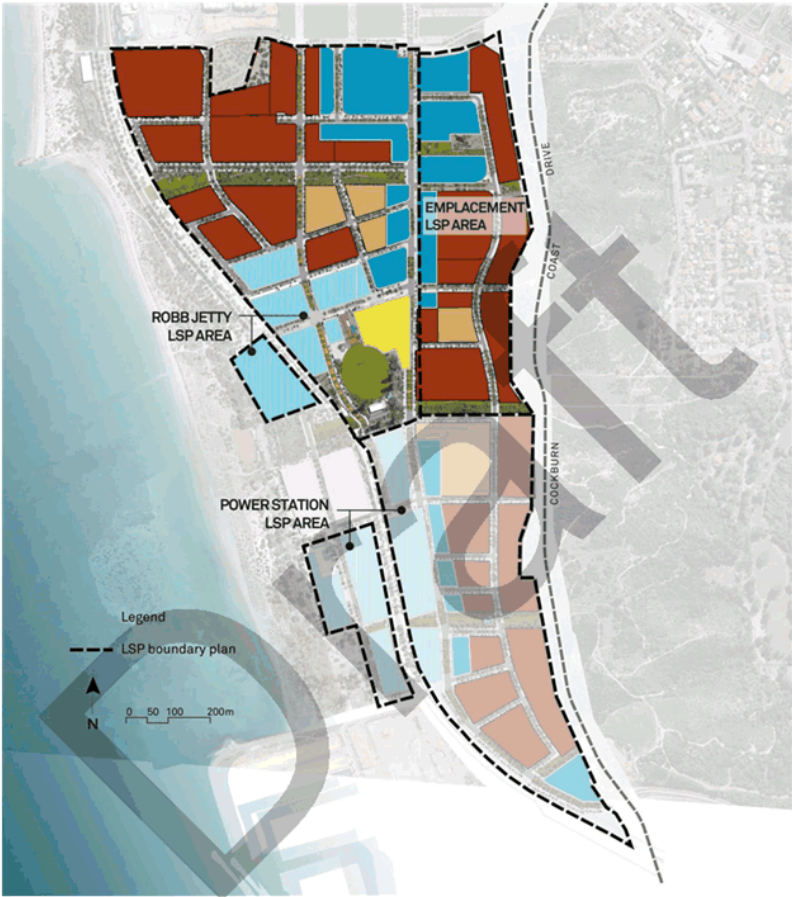


Figure 01_Cockburn Coast Local Structure Plan areas

The design guidelines complete a complex process of strategic planning to capitalise on the opportunity for redeveloping Cockburn Coast identified in the Western Australian Planning Commission's strategic planning document '*Directions 2031 and Beyond*'. The adoption of the DSP and later DSP2 2012 served to solidify the recognition of the Cockburn Coast's potential and identifies a number of key drivers and opportunities that underpin the vision and intent of the DSP and DSP2. Following an amendment (Amendment 89) to the City of Cockburn Town Planning Scheme No. 3 (The Scheme), which aligns the City of Cockburn's (the City) planning framework with that as proposed in the DSP and DSP2, local structure plans were produced for the Robb Jetty LSP and

[6]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Emplacement LSP areas which establishes a development agenda and expands on the foundations of the DSP and DSP2.

These design guidelines bring to fruition a vision established and carried forward through a number of strategic planning documents and processes.

1.4 Approach

The DSP established a vision which remains relevant to the ongoing planning of Cockburn Coast:

“To create a vibrant, landmark destination that is connected, integrated, diverse and accessible.”

The vision seeks to create a place that offers new and exciting living, employment and recreation opportunities, whilst providing an appropriate level of compatibility and support for adjoining residents and existing enterprises in the area. These design guidelines are set to establish this vision by creating a sustainable community that celebrates the area's past as well as taking on creative ideas, innovation and development. Cockburn Coast will be an easily accessible place, with an integrated transit system offering contemporary lively cafes, restaurants, shops, residential and commercial areas, tourism, cultural and recreation activities.

Integral to the vision of Cockburn Coast is the intention to establish a new benchmark for sustainable urban development. This means creating a place where people not only want to live and work today, but also in the future. Sustainable communities cater to the different needs of all its residents; they are safe and inclusive and offer equality of opportunity, they are sensitive to their environment and contribute to a high quality of life.

1.5 Objectives

The development of Cockburn Coast is guided by a number of key objectives or drivers which will bring to fruition the vision of a sustainable landmark destination. These objectives have influenced the preparation of the design guidelines and underpin their purpose, being to:

- create a hierarchy of coastal nodes providing for the needs of local residents and visitors alike;
- create physical and emotional links between the urban environment and the coast allowing the coastal experience to translate into the urban setting;
- provide attractive, pedestrian-oriented streets and public spaces that create an environment for positive community engagement and business exchange;
- enable buildings and public realm to engage with pedestrians and facilitate a comfortable and safe urban environment;
- allow for activation at ground level by retail and hospitality uses in key streets identified by the Local Structure Plans;
- optimise residential development potential whilst maintaining the intended character of the Cockburn Coast;
- minimise the impact of car parking on the pedestrian experience and quality of the public realm;
- create a sustainable environment that allows for the implementation of green infrastructure; and
- promote the use of sustainable modes of transport and a health way of living through active engagement with the urban environment.

[7]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



1.6 Purpose

These design guidelines have been prepared to guide development within the Robb Jetty LSP and Emplacement LSP areas under the Scheme. Implementation of the guidelines will ensure the realisation of Cockburn Coast as an urban environment providing both local and district centre activity centres.

1.7 Design Guideline Policy Area

These design guidelines apply to the area of land within the Robb Jetty LSP and Emplacement LSP, henceforth referred to as the policy area. The policy area is bound by:

- Rollinson Road to the north;
- South Fremantle Power Station and the Western Power Switchyard to the south;
- Beeliar Regional Park to the east; and
- The foreshore reserve to the west.



Figure 02_Design Guidelines Policy Area

1.8 Relationship to Relevant Planning Documents

The design guidelines are adopted under the provisions of section 4 of the Planning and Development Regulations 2015 Procedures for Making Local Planning Policy. The provisions of these design guidelines vary the requirements of the State Planning Policy

[8]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



7.3 Residential Design Codes (R-Codes). Where these design guidelines are silent the provisions of the R-Codes and relevant local planning policies apply. It should be noted that the plot ratios of the R-Codes are varied and plot ratio will not form part of the assessment criteria for proposals in these precincts.

These design guidelines should be read in conjunction with the Scheme, the Robb Jetty LSP, the Emplacement LSP, any relevant Local Development Plan (LDP) and the R-Codes. In determining any application for development approval, the City will utilise these design guidelines in conjunction with the Scheme, any relevant LDP and policies.

1.9 Relationship to the Robb Jetty LSP and Emplacement LSP

The Robb Jetty LSP and Emplacement LSP set out a number of development objectives relating to the DSP2 redevelopment area. In particular they establish land use, movement, activity, urban form and resource enhancement development standards to ensure Cockburn Coast operates as an effective urban environment.

These design guidelines build upon both LSPs and provide more detailed guidance on development standards in the form of an adopted local planning policy.

1.10 Guideline Framework

The detailed design guidelines contained in the General Provisions section are set out with the following framework:

Design Objective:

Statements outlining the design philosophy and intent of the assessment criteria. It is mandatory for development to meet the design objective.

Assessment Criteria:

Standards that sets out the specific criteria to satisfy an associated design objective. Compliance with the applicable assessment criteria will achieve the design objective. However individual criteria are not mandatory and alternative solutions for complying with the design objective will be considered on a performance basis subject to supporting evidence.

The typology specific section of the design guidelines contains character statements. The character statements guide both the design objective and assessment criteria and as such, all development shall be consistent with the relevant character statement.

1.11 Discretion

An important provision within the design guidelines is the opportunity for the applicant or owner to meet the design objective through an alternative solution.

The City may approve a development application or Local Development Plan where the applicant or owner has departed from the recommended assessment criteria. Variations may be considered where, in the City's opinion, the applicant or owner has demonstrated that the alternative solution is consistent with the Robb Jetty LSP or Emplacement LSP where relevant and meets the design objective. Variations will be considered where a proposal does not include an affordable housing component, but will be considered more favourably where it does.

[9]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Where a development proposal is determined to be inconsistent with a design objective in a manner that may impact on the public realm or adjoining properties then the proposal may be refused or referred to Council for determination.

Where the applicant or owner has provided a sufficient affordable housing component, a relaxation of the assessment criteria may be considered where the alternative solution is consistent with the relevant LSP and meets the design objective. These design guidelines provide further guidance on those criteria considered suitable for variation.

Each application for development approval will be assessed on an individual basis and the approval of an alternative solution will not set a precedent for other developments.

1.12 Definitions

Noise Sensitive Premises (as defined in the Environmental Protection (Noise) Regulations 1997) includes premises occupied solely or mainly for residential or accommodation purposes, and premises used for the purpose of a hospital, sanatorium, educational establishment, public worship, aged care or child care.

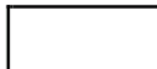
Commercial Laneway includes any laneway within the mixed use or activity centre typology areas as set out by these design guidelines.

All definitions included in the R-Codes are applicable to land affected by these Design Guidelines.

1.13 Development Process

Owners, developers and/or agents are encouraged to arrange pre-application meetings with the City's Planning Department prior to lodgement of a formal development application. Once a development application is lodged, it will be assessed by the City to verify it meets all applicable design objectives and assessment criteria.

[10]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Activity Centre – Main Street Typology



Mixed Use – Cockburn Road Typology



High Density Residential Typology



Medium Density Residential Typology

2. Typology Specific Guidelines

The policy area is divided into a number of built form typologies each with their own distinct character and function. There are also a number of landmark and gateway sites identified by the built form typology location plan. These sites are to be developed with a diverse and active facade to facilitate way finding and reflect the natural hierarchy and land use of the area.

Activity Centre - Main Street Typology

Development in this area addresses and activates the identified pedestrian oriented "main" street whilst a high quality public realm creates a comfortable place in which locals meet and conduct business. This area provides a key link between the ocean and urban environment as well as providing for the retail and local service needs of the local community.

[11]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

*Mixed Use - Cockburn Road Typology*

A range of retail and commercial functions complemented by residential development are to be accommodated within this mixed use area. The presence of Cockburn Road informs the scale and built form of development and necessitates the promotion of an active ground floor.

High Density Residential Typology

The most intensely developed residential typology to afford the greatest access to the proposed bus rapid transit system. High density residential development is to create a new skyline in Cockburn Coast.

Medium Density Residential Typology

Providing a mix of housing opportunities near the Activity Centre, this typology will feature soft landscape public realm and contemporary urban development ranging from terrace housing to medium scale apartment style buildings.

Mixed Residential Typology

A special urban precinct designed around exploring contemporary urban forms, featuring a mix of housing opportunities, with living choices ranging from high density apartments to compact terrace housing, punctuated by innovative shared access streets and open spaces.

Mixed Business Typology

Facilitating a transition from the existing industrial businesses to lighter industrial or commercial uses that do not have a detrimental impact on the amenity of future surrounding residential uses. All new built form proposals shall address an interface that is compatible and complementary with surrounding existing or future residential or mixed use development.

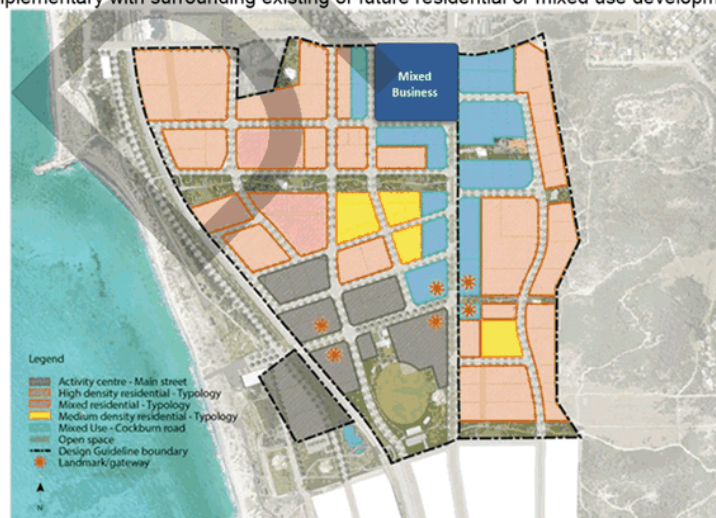


Figure 03_Built Form Typologies

[12]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



2.1 Activity Centre – Main Street Typology

The activity centre typology is primarily a place for local residents and businesses, a walkable village that is intimate in scale and 'soft' in character. The beach comes to the main street and a variety of small but connected public spaces offer a range of experiences from the quiet to the communal. Buildings and land use will facilitate the creation of a central shopping and activity zone resulting in a walkable community hub.

The Main Street provides a convenient and inviting local shopping experience intended to be serviced by a rapid bus transit system. Street trading and active retail is concentrated in the western portion of the area creating a vibrant community hub. A diverse and contiguous streetscape will be developed with civic, business and retail services ensuring a suitable business mix. The oval and park within the activity centre typology represents the traditional village green and is therefore the focus of active recreation at Cockburn Coast. It is a place to be shared harmoniously by many for diverse purposes.

The built form is encouraged to take advantage of the abundant natural assets and create a comfortable outdoor environment that encourages social interactions in a relaxed and personal environment. Future built form should embody the feeling of seamless transition, from indoor to outdoor, from formal to informal, from exposed to protected. Respectful of nature, built form should reflect the natural characteristic of the vegetation and landscape.

Buildings generally of 5 to 8 storeys in height will promote a pedestrian friendly place through podium style built form and a focus on ground floor activation. Development embodies a warm architectural finish through the use of natural materials, whilst street awnings, wide footpaths and soft landscaped edges create a sense of intimacy and shelter pedestrians.

Opportunities for laneway development enhance and celebrate the distinctive environment by reflecting the neighbourhood character whilst allowing for it to be developed as a secondary small street. Laneways containing commercial uses will be characterised by small scale tenancies, evolving over time to provide an intimate and unique experience.

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Figure 04 Activity Centre built form typology

Building Setbacks**Design Objective**

- II. Building setbacks help create highly urban streetscapes

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Street (minimum and maximum)	Side/Rear(minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-5	Nil	Nil	Nil	4m to wall and 2m to balconies (cantilevered/Light weight only)
Levels 6+	5m to wall and 2m to balconies (cantilevered/light weight only)	3m	3m	5m to wall and 2m to balconies (cantilevered/light weight only)

* Where there is a commercial laneway the minimum setback above 3 storeys should be a distance equivalent to the width of lane unless a variation to the assessment criteria outlined in clause 3.4.1(ii)c of the general provisions is granted

Table 01_ Building Setbacks for Activity Centre

[14]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- ii. The public open space setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 4m setback to public parkland to maximum of 2m into the setback area
- iv. Balconies will be supported within the nil setback on levels 1-5 where a substantial facade is provided to ensure a continuous built form
- v. Balconies for Levels 6+ proposed to be setback between 2-5m shall be lightweight/cantilevered only

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. For commercial street level frontages a minimum of 80% of the frontage shall be glazed. For the street frontage for all upper floors a minimum of 40% of the frontage shall be glazed
- iii. Mixed use buildings should provide separate entries for non-residential and residential uses for legibility of pedestrian access
- iv. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- v. Corner buildings are to address both frontages through the provision of:
 - a) distinct roof form at corners;
 - b) variation in materials and colours; and
 - c) varied balcony treatments.

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. Floor to floor heights on the ground floor should be 4.5m to allow for commercial use. Apartments shall achieve minimum floor to ceiling levels as outlined in Clause 4.3 of the Residential Design Codes Volume 2 – Apartments.
- ii. All other floors shall maintain a 3.1m floor to floor height for residential use and a 3.6m floor to floor height for commercial use
- iii. The ground floor should be flush with the adjacent footpath at the boundary
- iv. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable

[15]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



rooms and the provision of basement parking are exempt from the finished floor level stated above

Awnings

Design Objective

- I. To encourage a pedestrian scale of development
- II. To provide shelter from environmental conditions
- III. To encourage a seamless flow of the use and function of a building from internal to external
- IV. To maintain a safe separation between passing traffic and awnings

Assessment Criteria

- i. Awnings over footpaths are to be provided for no less than 80% of the primary and secondary street frontage. This requirement does not apply to laneways
- ii. The vertical clearance of awnings shall be consistent and generally 3.2m from pavement level
- iii. Awnings shall project 3.5m from the building line except where this results in a setback between to the awning and the outer edge of the road pavement of less than 0.6m
- iv. Adjoining awnings are to form continuous coverage over the footpath
- v. Awnings are to be provided with non-structural veranda posts along the Robb Jetty Main street. In this respect awnings are to be suspended by cantilevered construction and not use load bearing posts

Building Height

Design Objective

- I. Building heights help create a compact urban built environment
- II. Consistent building heights create a recognisable urban character
- III. Building heights mean the Activity Centre Typology area is highly visible from a distance
- IV. Building heights do not visually overwhelm the streetscape
- V. Building heights avoids continual overshadowing of the streetscape

Assessment Criteria

- i. Building heights shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys and six storeys (depending on site)

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast.
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

[16]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Open Space

Design Objective

- I. To ensure that development provides an attractive and engaging interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Landmark Sites

Design Objective

- I. To encourage a sense of place and identity
- II. To increase the legibility of place
- III. To demarcate the natural hierarchy of an area by identifying those places which are of significance

Assessment Criteria

- i. Sites in key locations have been nominated as landmark sites as shown in Figure 04
Built Form Typologies shall:
 - a) Promote prominent architectural form on corner elements to provide a reference point in the built form and landscape;
 - b) Encourage additional height elements where appropriate to create a point of difference with the balance of the development area and demarcate points of entry and prominence; and
 - c) Variations to setback requirements will be considered in order to create prominent feature elements.

Fencing

Design Objective

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. Fencing is not permitted forward of the building line adjacent to the primary or secondary street frontage
- ii. The interface between private lots and the public open space may be fenced to a maximum height of 1.2m from natural ground level, but must be visually permeable above a height of 1.0m above natural ground level

[17]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Figure 05_Typical cross section for activity centre development

2.2 Mixed Use – Cockburn Road Typology

Cockburn Road is the main arterial road through Cockburn Coast and the policy area. Cockburn Road will be the focus of a mixed use form of development allowing for commercial, residential and retail uses. An active ground floor through retail and commercial uses will be encouraged with primarily residential development occupying the upper levels. The impact of the busy Cockburn Road will be softened by landscaping and an active footpath. Alfresco dining opportunities will be encouraged and facilitated by the built forms and land uses. The Mixed Use – Cockburn Road Typology as shown in Figure 06 below, applies to the Mixed Use zone as shown on the approved Robb Jetty Local Structure Plan.

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

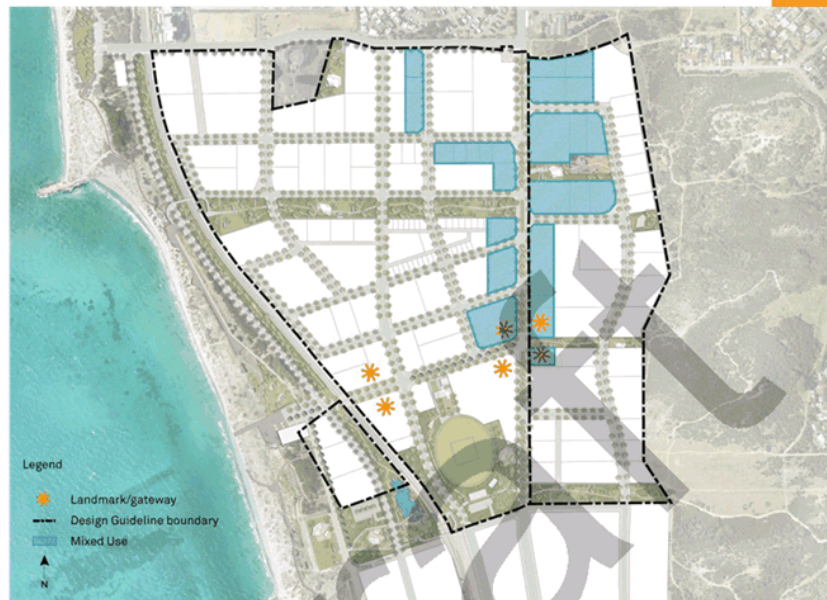


Figure 06_Mixed Use built form typology

Building Setbacks

Design Objective

- I. Building setbacks promote tightly framed streetscapes and public open spaces
- II. Building setbacks help create highly urban streetscapes

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Table 02_Building Setbacks for Mixed Use development

Setback	Street (minimum and maximum)	Side/Rear (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	Nil	Nil	Nil	4m to wall and 2m to balconies (cantilevered/light weight only)
Levels 4+	5m to wall and 2m to balconies (cantilevered/light weight only)	3m	3m	5m to wall and 2m to balconies (cantilevered/light weight only)

* Where there is a commercial laneway the minimum setback above 3 storeys should be a distance equivalent to the width of lane unless a variation to the assessment criteria outlined in clause 3.4.1(ii)c of the general provisions is granted

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- ii. Buildings shall be setback 4m from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 4m setback to public parkland to maximum of 2m into the setback area
- iv. Balconies will be supported within the nil setback on levels 1-5 where a substantial facade is provided to ensure a continuous built form

Building Articulation**Design Objective**

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. For commercial street level frontages a minimum of 80% of the frontage shall be glazed. For the street frontage for all upper floors a minimum of 40% of the frontage shall be glazed
- iii. Mixed use buildings should provide separate entries for non-residential and residential uses for legibility of pedestrian access
- iv. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- v. Corner buildings are to address both frontages through the provision of:
 - a) distinct roof form at corners;
 - b) variation in materials and colours; and
 - c) varied balcony treatments.

Building Levels**Design Objective**

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. Floor to floor heights on the ground floor should be 4.5m to allow for commercial use of the ground floor
- ii. All other floors shall maintain a 3.1m floor to floor height for residential use and a 3.6 metre floor to floor height for commercial use. Apartments shall achieve minimum floor to ceiling levels as outlined in Clause 4.3 of the Residential Design Codes Volume 2 – Apartments.
- iii. The ground floor should be flush with the adjacent footpath at the boundary
- iv. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable

[20]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



rooms and the provision of basement parking are exempt from the finished floor level stated above

Awnings

Design Objective

- I. To encourage a human scale of development
- II. To provide shelter from environmental conditions
- III. To encourage a seamless flow of the use and function of a building from internal to external
- IV. To maintain a safe separation between passing traffic and awnings

Assessment Criteria

- i. Awnings over footpaths are to be provided for no less than 80% of the primary and secondary street frontages. This requirement does not apply to laneways
- ii. The vertical clearance of awnings shall be consistent and generally 3.2m from pavement level
- iii. Awnings shall project 3.5m from the building line except where this resulting in a setback between to the awning and the outer edge of the road pavement of less than 0.6m
- iv. Adjoining awnings are to form continuous coverage over the footpath
- v. Any veranda post provided to an awning shall be non-structural. In this respect awnings are to be suspended by cantilevered construction and not use load bearing posts

Building Height

Design Objective

- I. Building heights help create a compact urban built environment
- II. Consistent building heights create a recognisable urban character
- III. Building heights do not visually overwhelm the streetscape
- IV. Building heights avoids continual overshadowing of the streetscape

Assessment Criteria

- i. Building shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

[21]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Open Space****Design Objective**

- I. To ensure that development provides an attractive and engaging interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Landmark Sites**Design Objective**

- I. To encourage a sense of place and identity
- II. To increase the legibility of place
- III. To demarcate the natural hierarchy of an area by identifying those places which are of significance

Assessment Criteria

- i. Sites in key locations have been nominated as landmark sites as shown in Figure 06 Built Form Typologies. Development on Landmark Sites shall:
 - a) Promote prominent architectural form on corner elements to provide a reference point in the built form and landscape;
 - b) Encourage additional height elements where appropriate to create a point of difference with the balance of the development area and demarcate points of entry and prominence; and
 - c) Variations to setback requirements will be considered in order to create prominent feature elements.

Fencing**Design Objective**

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. Fencing is not permitted forward of the building line to the primary and secondary street frontages
- ii. The interface between residential development and the public open space may be fenced to a maximum height of 1.2m from natural ground level, but must be visually permeable above a height of 1.0m above natural ground level

[22]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Figure 07 _ Typical cross section for mixed use development



Mixed use development will encompass active street edges that create a comfortable pedestrian environment

2.3 High Density Residential Typology

High density housing opportunities along the Emplacement escarpment and within the Robb Jetty LSP area will create a new skyline for the Cockburn Coast. A manufactured horizon line of apartment buildings six to eight storeys in height will offer the opportunity for a new architectural topography and an integrated landscape of nature and built form. Residents will enjoy the expansive views but also the sense of containment and grounding in the environment. Facades and balconies shade and veil occupants whilst the ground level public realm is internalised and places focus on the residential communities' common interest.

Landscaped front setbacks and tree lined verges will combine to create a soft and comfortable urban setting for apartment buildings. Pocket parks and integrated greenery with built form create a calming natural feel throughout the area despite the intensity of development, acting as a backyard space and providing a link to the coast.

[23]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Figure 8_High Density built form typology

Building Setbacks**Design Objective**

- I. Building setbacks frame streetscapes and public open spaces
- II. Building setbacks accommodate landscaping which slightly widen and softens the streetscape

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Street (minimum)	Side/Rear (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	3m	Nil	Nil	4m to wall and 2m to balconies (cantilevered/light weight only)
Levels 4+	5m to wall and 2m to balconies (cantilevered/light weight only)	3m	3m	5m to wall and 2m to balconies (cantilevered/light weight only)

Table 03_Building Setbacks for high density residential development

- ii. Buildings shall be setback 4m from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living

[24]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)

- ii. Projections are permitted within the 4m setback to public parkland to maximum of 2m into the setback area

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- iii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies and suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation
- iv. Corner buildings are to address both frontages through the provision of:
 - a. distinct roof form at corners;
 - b. variation in materials and colours; and
 - c. varied balcony treatments

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. All development shall maintain a minimum floor to floor height of 3.1m. Apartments shall achieve minimum floor to ceiling levels as outlined in Clause 4.3 of the Residential Design Codes Volume 2 – Apartments.
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential dwellings are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5m to 1.2m between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space

Building Height

Design Objective

[25]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Development shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys

Building Materials**Design Objective**

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space**Design Objective**

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Fencing**Design Objective**

- I. To ensure that the provision of fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2m from natural ground level, but must be visually permeable above a height of 1.0m above natural ground level
- ii. Fencing shall generally not be permitted in the primary or secondary street setback areas

[26]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Landscaping

Design Objective

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements
- iii. Paving that is contiguous with foot paths and other paving in the public realm shall be of the same style and materials, matching exactly wherever possible

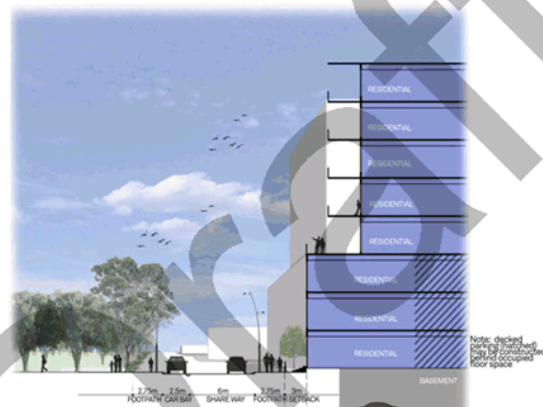
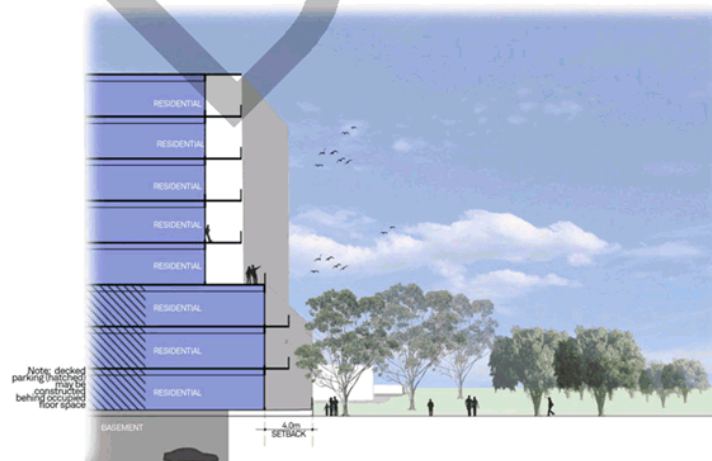


Figure 9_ Typical cross section of high density residential adjoining road



[27]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Figure 10_Typical cross section of high density residential directly adjoining public open space



Figure 11_Typical cross section for high density residential development

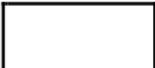


High density Residential Development showing the use of natural materials in the facade and a provision of high quality building articulation in keeping with the objectives of these design guidelines

2.4 Medium Density Residential Typology

The Robb Jetty area provides an important medium density housing area. Leafy streets and small softly landscaped front setbacks will combine to create a comfortable urban setting for contemporary apartment buildings. Future built form will embody a seamless transition from indoor to outdoor, from formal to informal , from exposed to protected.

[28]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Built form will be respectful of nature and reflect the natural characteristics of the vegetation and landscape within Cockburn Coast.

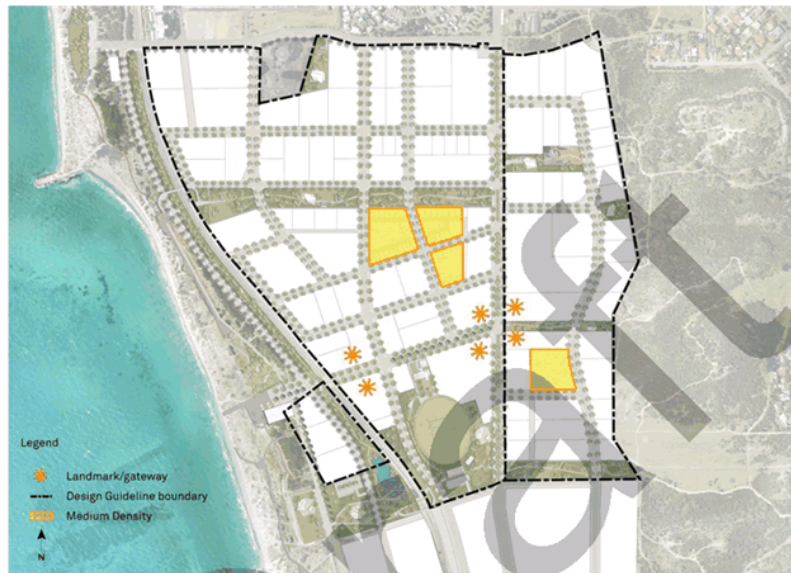


Figure 12_Medium Density built form typology

Building Setbacks

Design Objective

- I. Building setbacks create intimate streetscapes
- II. Building setbacks accommodate landscaping which slightly widen and softens the streetscape

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Street (minimum)	Side (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	2m (primary) 1m (secondary)	Nil	Nil	3m to wall and 2m to balconies (cantilevered/light weight only)
Levels 4+	5m to wall and 2m to balconies (cantilevered/light weight only)	3m	3m	5m to wall and 2m to balconies (cantilevered/light weight only)

Table 04_ Building Setbacks for medium density residential development

[29]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- ii. Buildings shall be setback 3m from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 3m setback to public parkland to maximum of 2m into the setback area

Building Articulation**Design Objective**

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- ii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies and suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation
- iii. Balconies are encouraged but shall not run continuously along the facade. Separate individual balconies are appropriate
- iv. The primary frontage shall provide pedestrian access to the major entry (front door) of the building(s)
- v. Corner buildings are to address both frontages through the provision of:
 - a. distinct roof form at corners;
 - b. variation in materials and colours; and
 - c. varied balcony treatments.

Roof Form**Design Objective**

- I. The roof form should be designed as a contemporary and integrated architectural structure as befits this unique metropolitan coastal location

Assessment Criteria

- i. Use of skillion roofs and modern materials is actively promoted
- ii. Use of pitched roofs and dark tiles is discouraged
- iii. Lighting or similar features may be used to accentuate the roofscape and provide a positive architectural feature at night
- iv. Flat roofs are acceptable where concealed behind a building parapet.

Building Levels**Design Objective**

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

[30]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Assessment Criteria**

- i. All development shall maintain a minimum floor to floor height of 3.1m. Apartments shall achieve minimum floor to ceiling levels as outlined in Clause 4.3 of the Residential Design Codes Volume 2 – Apartments.
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential dwellings are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5m to 1.2m between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space

Building Height**Design Objective**

- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Building shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys, with the exception of Lots 235-239 and 247-259 where the minimum height is two storeys as shown in a relevant Local Development Plan. For the purposes of assessing the number of storeys, a loft can be considered as a third storey, provided the building design gives the appearance of three storeys from the primary street frontage
- iii. Single storey development shall not be supported

Building Materials**Design Objective**

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels should also be applied
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. Warm exterior finishes are encouraged through the use of natural materials such as stone, timber, and other such natural products

Open Space**Design Objective**

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

[31]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Assessment Criteria**

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable relationship to the public open space

Fencing**Design Objective**

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2m from natural ground level, but must be visually permeable above a height of 1m above natural ground level

Landscaping**Design Objective**

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements, particularly in front setback areas which provides the opportunity for tree planting



Figure 13_Typical cross section for medium density built form typology

[32]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



2.5 Mixed Residential Typology

The Robb Jetty Precinct encourages the exploration of innovative approaches to higher density living, emphasising the need to reflect the Cockburn Coast vision of offering choice and variety of living and working opportunities in a form and density that supports the planned Bus Rapid Transit (BRT) system. The Mixed Residential typology area addresses the 'missing middle' by offering a range of medium density housing typologies. This Typology area evolved from an intensive, design-led, exploration of ground-breaking urban forms. It is intended that the urban form will be unique in the overall precinct and present a point of difference to development elsewhere in the Cockburn Coast district.

In addition to mid-rise apartment living around the western and southern edges, the area will feature a diverse mix of high quality compact single housing options, around a public realm design that blurs the lines between streets and open space. Streets will be designed with visual amenity, landscape and pedestrian movement assuming equal importance to the private vehicle. As a compact, high-density area the built form will be close, special setbacks will apply, and the relationship between private living space and public open space (POS) will be strong.

As a special precinct, the City is prepared to vary some requirements of the Robb Jetty Local Structure Plan (LSP), to facilitate the exploration of creative ideas, on the basis that planning for the area will undergo a rigorous process of consultative, design-led enquiry, including but not limited to, the following steps:

1. Vision definition, explaining how the precinct will differ from other precincts in the Robb Jetty LSP area;
2. An integrated design process, involving qualified architects, landscape architects, urban designers, and civil engineers;
3. Independent design input or peer review from an independent expert in urban design or architecture, such input to be formally documented;
4. Regular engagement with technical staff from the City of Cockburn and Department of Lands, Planning and Heritage, in the form of workshops and briefings, from the initial formation of a design vision to completion of a masterplan concept;
5. Preparation of a masterplan which illustrates a cohesive design that blends the built form, movement systems, open space and servicing, including, but not limited to, the following key elements:
 - a) An overall urban form - in terms of dwelling styles, streets and open space – that displays a unique innovation precinct to address the 'missing middle' and provide a range of living choices that will present a new living choice to the precinct;
 - b) Illustration of proposed dwelling forms, building height and massing;
 - c) Demonstration that the dwelling yield identified in the Robb Jetty LSP is maintained;
 - d) Demonstration that the plan will offer a community benefit outcome equal to, or better than, the urban pattern envisaged under the Robb Jetty LSP;
 - e) Demonstration that the plan will not compromise the planned function or amenity of adjoining typology areas; and
 - f) An implementation strategy that ensures the public realm design will be developed in accordance with the plan and that the built form will be delivered in an orderly and progressive manner.

It is also required that any development application in the Mixed Residential Typology area is to be considered by the Design Review Panel (DRP)

[33]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

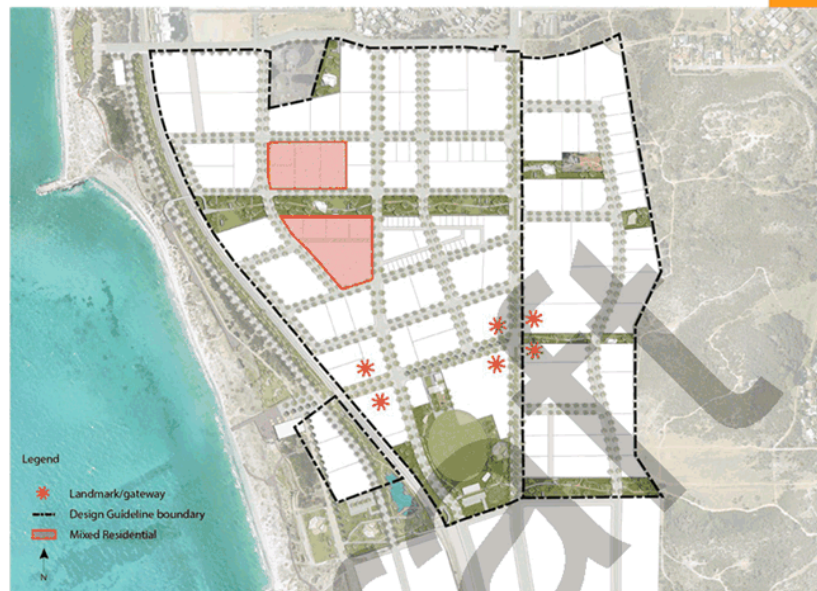


Figure 14 Mixed Residential built form typology

Building Setbacks**Design Objective**

- I. Building setbacks frame streetscapes and public open spaces
- II. Building setbacks accommodate landscaping which slightly widens and softens the streetscape

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Primary Street (minimum)	Secondary (minimum)	Laneway (minimum)	Public Open Space – Northern Drainage Swale (minimum)	Public Open Space – Central Spine (minimum)
Levels 1-3	3m	Nil	Nil	3m to wall and 2m to balconies (cantilevered/light weight only)	2m to wall and nil to balconies (cantilevered/light weight only)
Levels 4+	5m to wall and 2m to balconies (cantilevered/light weight only)	3m to wall and 2m to balconies (cantilevered/light weight only)	3m	5m to wall and 2m to balconies (cantilevered/light weight only)	4m to wall and 2m to balconies (cantilevered/light weight only)

Table 05_ Building Setbacks for mixed residential development

[34]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- ii. Buildings shall be setback from any boundary adjoining public parkland as specified in the above table. This setback area shall include space for landscaping, and if necessary, an outdoor living area. Where an additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- iii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies or suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation
- iv. Corner buildings are to address both frontages through the provision of:
 - a. distinct building form at corners;
 - b. variation in materials and colours; and
 - c. varied balcony treatments

Roof Form

Design Objective

- I. The roof form should be designed as a contemporary and integrated architectural structure as befits this unique metropolitan coastal location

Assessment Criteria

- i. Use of skillion roofs and modern materials is actively promoted
- ii. Use of dark tiles is discouraged
- iii. Lighting or similar features may be used to accentuate the roofscape and provide a positive architectural feature at night
- iv. Flat roofs are acceptable where concealed behind a building parapet

[35]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Building Levels****Design Objective**

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. All development shall maintain a minimum floor to floor height of 3.1m. Apartments shall achieve minimum floor to ceiling levels as outlined in Clause 4.3 of the Residential Design Codes Volume 2 – Apartments.
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential apartments are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5m to 1.2m between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space
- iv. Where single dwellings are proposed on the ground floor adjacent to a street or public open space, a transition between the public and private realm is encouraged to create a visual distinction,

Building Height**Design Objective**

- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Development shall be in accordance with the Building Height Plan (Figure 14)
- ii. A Local Development Plan shall be prepared to stipulate more specific height limits for designated sites within the area

Building Materials**Design Objective**

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

[36]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space

Design Objective

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Fencing

Design Objective

- I. To ensure that the provision of fencing does not detract from the function and appearance of the public realm

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2m from natural ground level, but must be visually permeable above a height of 1m above natural ground level
- ii. For apartment development, fencing shall generally not be permitted in the primary or secondary street setback areas

Access and Parking

Design Objective

- I. The design and location of vehicle crossovers should minimise the impact on the pedestrian amenity of the street environment
- II. Provide sufficient visitor parking for the proposed development precinct
- III. Promote street design that creates a shared environment for pedestrian, cyclists and vehicle movement

Assessment Criteria

- i. Open carports are permitted for terrace style or single dwellings where it is considered to improve streetscape character and surveillance, provided that storage and drying areas are suitably screened from public view

[37]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- ii. Tandem parking will be permitted where two or more parking bays are provided for the exclusive use of the same dwelling
- iii. Car park entries, driveway crossovers, service areas and bin refuse collection points should be constructed from materials consistent with the road pavement and landscape design treatments of the of the adjacent street
- iv. Where terrace style or single residential lots are proposed the required visitor parking provision shall be located in streets that are immediately adjacent, or in close proximity, to the development

Waste Management**Design Objective**

- I. Services required for the function of all proposed development shall be appropriately considered

Assessment Criteria

- i. Building design shall demonstrate compliance with an approved integrated Waste Management Strategy or as otherwise approved by the City
- ii. Rubbish bin storage areas shall be integrated into the development and located to minimise the impact on adjoining residences and the public realm

Landscaping**Design Objective**

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements
- iii. Paving that is contiguous with foot paths and other paving in the public realm shall be of the same style and materials, matching exactly wherever possible

[38]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

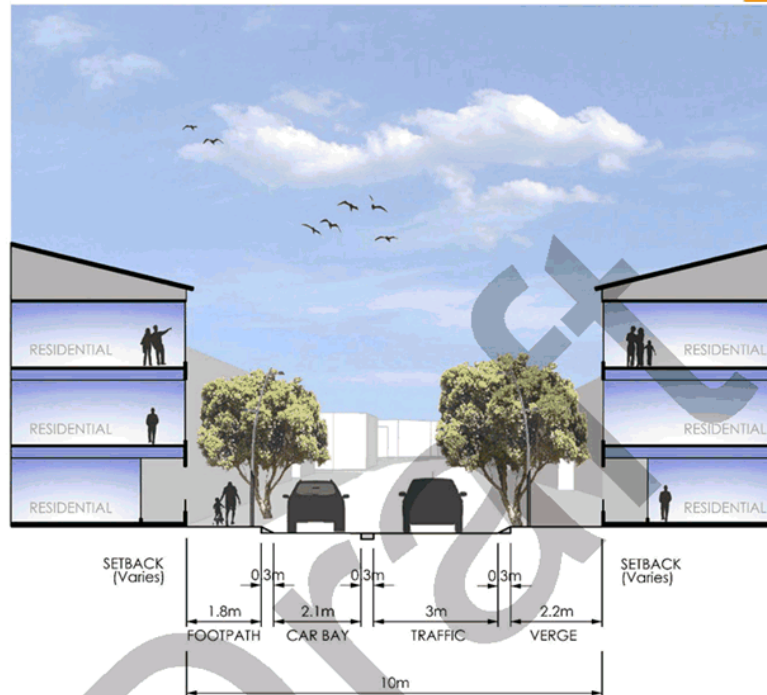


Figure 16_Typical cross section of Mixed Residential adjoining road



Mixed Residential Development showing the use of natural materials in the facade and a provision of high quality building articulation in keeping with the objectives of these design guidelines

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



3. General Provisions

3.1 Built Form Requirements

Built form should provide a pedestrian scale and define streets and public spaces whilst contributing towards creating an urban presence. The built form will contribute towards the intended streetscape character and typology. Taking cues from the natural assets of the site building height responds to site topography, maximising views to the ocean particularly for residential development.

For private open space, visual privacy, storage for grouped and multiple dwellings requirements refers to the relevant section of the R-Codes. For private open space for single houses refer to the relevant Local Development Plan (LDP) or if not specified in the LDP refer to the City of Cockburn's Local Planning Policy LPP 1.16 Single House Standards for Medium Density Housing in the Development Zone. Other elements not listed in the relevant LDP or LPP 1.16 shall be assessed as per the Residential Design Codes.

3.1.1 Building Height

Design Objective

- I. Building heights will respond to the pedestrian scale and urban character of Cockburn Coast, intended dwelling density and land use mix as well as the natural topography
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Heights to be in accordance with the typology specific built form requirements and the Building Height Plan below in Figure 15
- ii. The proposed Primary School may be approved with a minimum of two storeys

[40]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

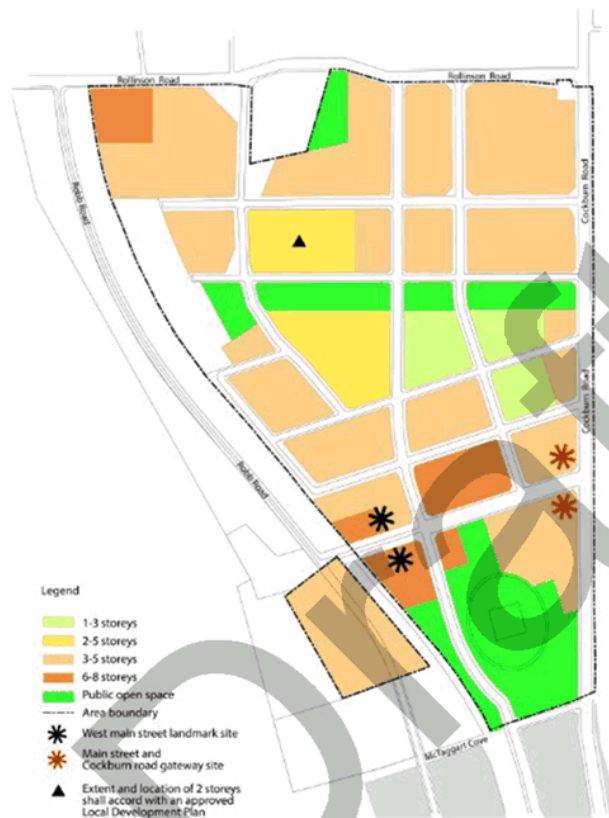


Figure 15 Building Height Plan

3.1.2 Facades

Design Objective

- I. Building facades add significantly to the public realm and its interest. A vibrant and modern design aesthetic for Cockburn Coast will require the provision of visually engaging building exteriors which encourage interaction with the street and passive surveillance of adjacent spaces

Assessment Criteria

- i. Fenestration, entrances, balconies and awnings shall be provided in a manner that creates visual cohesiveness, interest and interaction with the public realm
- ii. An exposed parapet or boundary wall must have the same standard of finish as the primary facade. Detailing for permanently exposed blank walls

[41]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- shall include texture, patterns or suitable alternatives to the finish of the wall to address the objective
- iii. External ducting, air conditioners, plants, pipes, lift over-runs, service doors and similar building services must be screened from public view or adjacent property and incorporated into the building at the initial design stage
 - iv. Ground floor lobbies shall be clearly delineated, well lit and safe to access
 - v. Facade design shall address crime prevention through environmental design (CPTED) principles



Buildings shall provide a break up of bulk and scale through ar



Building facades are to be finished with fine grain architectural elements

[42]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



3.1.3 Roof Form

Design Objective

- I. The roof form as seen from the street or adjoining sites should be designed to make a contemporary and positive architectural contribution to the streetscape and skyline. Where appropriate the roof form can be designed to enhance the architecture and contribute to creating local landmarks through the use of integrated architectural form and detailing

Assessment Criteria

- i. Roof designs must conceal roof plant and equipment including lift over run structures from view from the public realm and street level
- ii. Lighting or similar features may be used to accentuate the roofscape to provide a feature at night
- iii. Flat roofs are acceptable where concealed behind a building parapet
- iv. Flat roof areas that are accessible concealed behind a building parapet and provide a minimum dimension of 2.4m may be used as an outdoor living area or communal open space, however shall not count towards the private open space area requirement.

3.1.4 Lighting

Design Objective

- I. To ensure perceived and actual safety for all users of the area is achieved by providing lighting around public spaces that allows for a high degree of visibility of pedestrians at all times

Assessment Criteria

- i. Lighting to be integrated into built form to highlight architectural features
- ii. Ensure inset spaces, access, egress and signage is well lit
- iii. Lighting is to be incorporated into building awnings over the footpath and building entrances

[43]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Innovative lighting built into the facade of a building can contribute to an activated and interesting façade

3.1.5 Acoustics and Vibration

Design Objective

- I. To facilitate a sustainable mixed use environment where a variety of land uses can co-exist
- II. To ensure appropriate noise intrusion and noise emission mitigation measures are incorporated into building design and construction and where necessary, building refurbishment

Assessment Criteria

- i. Design of Noise sensitive premises must be give consideration to the following:
 - a) the identification of existing/potential environmental noise sources;
 - b) development orientation and layout taking into account the location of existing/potential environmental noise sources;
 - c) the location of bedrooms away from noise sources;
 - d) the location of balconies and windows away from noise sources;
 - e) the use of built form (blade walls, etc) to screen noise sources; and
 - f) the use of building design elements (balcony balustrades, decorative screens, etc) to provide some reduction in noise impact on windows.
- ii. Notifications are required to be applied to the created land title and any subsequent strata titles of any noise sensitive premises pursuant to section 70A of the Transfer of Land Act 1893, together with section 165 of the Planning and Development Act 2005 to inform prospective land owners and residents of the likelihood of higher noise levels associated within the inner city environment
- iii. An acoustic and vibration (as deemed required in the local structure plan) report and associated plans are required detailing compliance with the above design objectives and assessment criteria for noise sensitive and commercial developments. The report is to be prepared by a qualified and experienced acoustic consultant and submitted as part of a DA and should address the requirements of State Planning Policy 5.4 Road and Rail Transport Noise and

[44]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Freight Considerations in Land Use Planning (and associated guidelines), the City of Cockburn's Local Planning Policy LPP 1.12 Noise Attenuation.

3.1.6 Active Edges and Street Relationship

Design Objective

- I. The activation of streets and other publicly accessible spaces are fundamental to providing an attractive and safe pedestrian environment throughout Cockburn Coast
- II. All development must be designed to activate streets and laneways. This can be achieved by utilising major openings to residential and commercial land uses, alfresco dining areas, pedestrian shelters and legible building entries to create a vibrant, diverse and safe environment

Assessment Criteria

- i. Passive surveillance of communal areas and public spaces shall be integrated into building design, providing for overlooking of the street, public space and communal open space
- ii. Pedestrian entrances are to be highly visible
- iii. Ground floor non-residential frontages should be designed as shop fronts with no less than 80% of the shop front glazed with clear glass
- iv. Car park entries are to be located appropriately to avoid disruption of the pedestrian experience
- v. Inactive ground floor uses are to be avoided within the Activity Centre and Mixed Use areas particularly on the Robb Jetty Main Street and surrounding the identified landmark development sites

3.1.7 Heritage Considerations

Design Objective

- I. Development of site adjacent to a heritage place shall be respectful of the recognised cultural heritage significance; and should not adversely affect the heritage significance

Assessment Criteria

- i. New buildings adjacent to a Heritage Place should conform with the provisions of the City's Heritage Conservation Guidelines policy to ensure that they respect the heritage significance of the place
- ii. Any new work adjacent to a significant tree should not affect the appearance or health of the tree

[45]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Ground floor commercial land uses will provide active street edges



[46]

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



3.2 Service Infrastructure and Access

Service infrastructure and access arrangements are an important part of allowing development to function effectively. However, these elements can often create unsightly urban environments and therefore appropriate treatment and coordination of these elements is required to make them an integral part of new development

3.2.1 Internal Access

Design Objective

- I. Internal access within street blocks to perform as one coordinated and efficient movement network

Assessment Criteria

- i. Internal access ways servicing development to be designed to facilitate adjoining development and where logical allow for reciprocal access arrangements

3.2.2 Parking

Design Objective

- I. Development will encourage and support alternative modes of transport to the car by limiting and screening the provision of car parking on site

Assessment Criteria

- i. Vehicle crossovers for non-residential development are required to be built underneath the building or provide design elements above the crossover to reduce the street impact and pedestrian environment
- ii. Reciprocal use of commercial car parking bays for uses within a comprehensive development with different peak usage requirements (such as restaurants and offices) may be considered
- iii. Residential parking is to be provided in accordance with the City of Cockburn Town Planning Scheme No.3 and the Residential Design Codes of Western Australia.

3.2.3 Parking Location and Access

Design Objective

- I. The number of vehicle crossovers into a development is to be minimised to create a pedestrian friendly environment
- II. Parking is to be located so as minimise the visual impact on the public realm

Assessment Criteria

- i. All on site car parking facilities are to be concealed from public view to ensure car parking does not dominate streetscapes or create conflict with pedestrian and vehicle movement
- ii. Car parking entry is to be subservient to pedestrian entries and shall address street spaces, building returns and recesses
- iii. Where terrace style or single residential lots are proposed vehicle access must be provided at the rear of the dwellings
- iv. Car parking is to be concealed from public view by habitable frontages, or high quality landscaping along minor/secondary streets
- v. Parking facilities should not be visible from public open space

[47]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



- vi. Where garage doors service only one dwelling they should be no wider than 6m

3.2.4 Sleeved Parking

Design Objective

- i. To screen multi storey car parks from the public realm and to provide active frontages to the street

Assessment Criteria

- All multi storey car parking structures should be sleeved by development to ensure car parking is screened from view of the public realm
- Sleeve above ground car parking structures with other uses, such as offices, residential and retail
- Where it is not possible for car parking structure to be screened any car parking structures that contain three or more levels must be appropriately designed and screened from adjacent or nearby buildings and the street through the use of innovative wall detailing, decorative screening, patterning and vegetation

3.2.5 End of Trip Facilities

Design Objective

- i. To encourage the use of bicycles, walking and other alternative means of transport to reduce the use of private motor vehicles and contribute to public health

Assessment Criteria

- Provision of adequate bicycle and change room facilities. Secure lockers, bicycle storage and showers shall be provided within buildings
- Developments are to be provided with end of trip facilities in accordance with the following table

Commercial	1 Secure bicycle storage per 150m ² of Net Lettable Area (NLA); and
Accessible showers	There must be a minimum of two female and two male showers, located in separate changing rooms, for the first 10 bicycle parking bays. Additional shower facilities to be provided at a rate of one male and one female shower for every 10 bicycle parking bays or part thereof.
Changing facilities	Including secure lockers at 1.5 for each bicycle parking bay.
Visitor Bicycle Storage	A minimum of 1 space per 750m ² of NLA. Located and signed near the main public entrance to the building.
Residential	Bicycle parking facilities for multiple dwellings, short stay accommodation and serviced apartments shall be provided at a minimum of 1 bay per unit.

Table 05_ End of trip facility provision rates

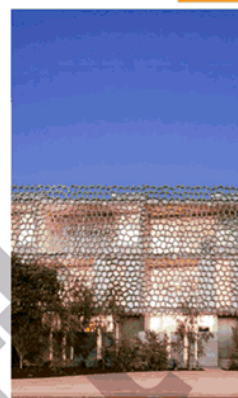
[48]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



End of trip facilities



Use of screening can minimise the impact of parking structures

3.2.6 Site Services

Design Objective

- I. Services and related elements required for the function of the building shall be appropriately screened or integrated into the building design

Assessment Criteria

- i. Air-conditioning units must not be visible from the streets and laneways
- ii. Service pipes and wired services are to be concealed from public view
- iii. All meters to be contained within development lots to the requirements of the appropriate authorities
- iv. Provide secure and accessible facilities for mail delivery
- v. Commercial utility and waste storage areas are to be screened or located behind buildings and not visible from public view and residential apartments
- vi. Fire booster cabinets and associated infrastructure are to be discretely designed into development and must not dominate any frontage

3.3 Sustainability Requirements

Integral to the sustainability of the development will be the provision of affordable housing and facilities to encourage alternative modes of transport to the private car. This will promote a healthy lifestyle that encourages people to actively engage with the urban environment and create a robust and diverse community

3.3.1 Sustainable Travel

Design Objective

- I. To reduce greenhouse gases through the reduction of motorised transport to and from Cockburn Coast and encourage residents and site visitors to improve their physical health through walking, cycling or other physically active forms of transport either solely or in combination with public transport

[49]

Item 8.1 Attachment 1

GOVCO 21/04/2022

Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6

**Assessment Criteria**

- i. Demonstrate that pedestrians and cyclists have been prioritised within the development
- ii. Surface finishes of all driveways and pathways to be safe and comfortable for pedestrians and cyclists
- iii. Grade changes between private and public spaces to be complementary and accessible

3.4 Laneways**3.4.1 Residential and Commercial Laneways****Design Objective**

- I. To create unique and attractive built form and character along laneways through sensitive and innovative design
- II. To encourage activity and interaction between public laneways and adjacent private uses at the ground level
- III. To reinforce the primary function of laneways as key service and vehicle access spaces within the development
- IV. Encourage development to provide highly articulated and well detailed facades that create visual interest, particularly at the lower levels
- V. Encourage development to orientate windows and balconies to overlook lane ways

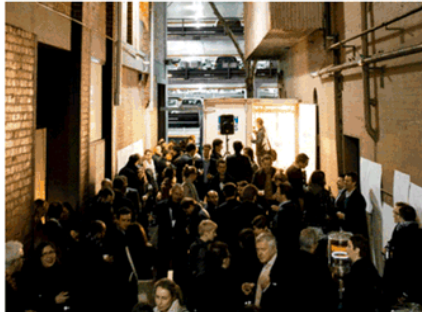
Assessment Criteria

- i. Residential Laneways
 - a) For lots with a laneway frontage of 8m or greater, pedestrian access to the laneway from the lot should be provided
 - b) Buildings are to provide an elevation to the laneway that is articulated and similarly detailed to the front façade
- ii. Commercial Laneways
 - a) Laneways within the activity centre and mixed used zones are encouraged to be activated at ground floor level, but shall not be done so to the detriment to the activation of the primary or streetscape facade of the building
 - b) Buildings shall maintain a nil setback to the laneway for the first three storeys
 - c) The minimum setback above 3 storeys should be a distance equivalent to the width of the lane, unless it can be demonstrated that a lesser setback protects the quality of the pedestrian space at ground level including:
 - a. by maintaining or providing greater access to sunlight;
 - b. by maintaining or providing greater wind protection; and
 - c. by avoiding a sense of enclosed space.
 - d) Buildings are to provide an elevation to the laneway that is articulated and similarly detailed to the front facade
 - e) Development should contain a door which addresses the laneway or is accessed via its own pedestrian access gate

[50]



Title	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts
Policy Number (Governance Purpose)	LPP 4.6



Activated laneways encourage vitality and interaction between public laneways and adjacent private uses

3.5 Communal Open Space

Design Objective

- i. To provide an adequate area of quality communal open space for multiple dwelling developments which will enhance residential amenity and provide opportunities for soft landscape areas.

Assessment Criteria

- i. Communal open space is provided for multiple dwellings in accordance with Clause 3.4 of the Residential Design Codes Volume 2 – Apartments.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Statutory Planning
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	12 March 2020
Next Review Due: (Governance Purpose Only)	March 2022
ECM Doc Set ID: (Governance Purpose Only)	4518689

[51]

Item 8.1 Attachment 2

GOVCO 21/04/2022

File No. 104/001

SCHEDULE OF SUBMISSIONS
PROPOSED AMENDMENT: LPP 4.6 – COCKBURN COAST DESIGN GUIDELINES

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Friends of Manning Park Ridge Spearwood	<p>OBJECT: The City of Cockburn's Cockburn Coast District Structure Plan (DSP) and Cockburn Coast District Structure Plan Part 2 (DSP2) nominated three local structure plan areas being: Robb Jetty, Emplacement and Power Station. The LPP 4.6 claims that it introduces "standards for the development within the Robb Jetty and Emplacement LSP areas".</p> <p>The Friends of Manning Park Ridge Inc. (FOMPR) reject the entire LPP 4.6 as being premature, given the serious data deficits it is operating under, and subsequently the poor standards that LPP4.6 sets and reinforces for the development, relative to the stated aims of the Cockburn Coast District Structure Plans, Parts 1 and 2 (2009) to protect the environmental values of the area.</p> <p>FOMPR does so because of the failure of the Cockburn Coast District Structure Plans (Parts 1 and 2) and subsequently the LPP 4.6 to scientifically document, assess the impacts on, and to protect, a number of the WA EPA's Key Environmental Factors (flora and vegetation, fauna and social surroundings and human health) including several entities listed under the WA Biodiversity Conservation Act 2016) and Matters of National Environment Significance listed under the Federal EPBC Act, 1999. This is a serious failure of good governance for the reasons 1-6 listed below.</p>	<p>The zonings and structure plans are in force and are part of the statutory framework in this area, and they are not being revisited at this stage. The zonings and structure plans followed due process and were subject to a thorough statutory process, which included referral to the Environmental Protection Authority and other environmental agencies.</p> <p>1. LPP 4.6 provides design guidelines for land that is already zoned and structure planned for development. Furthermore, the proposed advertised changes to LPP 4.6 will not have a negative environmental impact, as they merely reflect what is contained within the adopted Structure Plan for the 'Mixed Business' precinct to ensure there is no ambiguity.</p> <p>2. The level of environmental assessment that has been undertaken was appropriate to each stage of planning. For example, the Emplacement local structure plan recognises that referral under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (EPBC Act) may be required prior to development occurring.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>1. LPP 4.6 ignores the significant natural and indigenous heritage values that were known to occur (from 2000 onwards) within Bush Forever Area 247 (part of Beeliar Regional Park), within the Cockburn Coast Drive (Primary Regional Road, PRR) reservation, and within other areas of bushland west of PRR in the Emplacement area. Many of the above values were documented in at least three sources that were available before the Cockburn Coast District Structure Plan (WAPC, 2009) was adopted, however none of them, except one Priority 3 Flora Species, were acknowledged in the 2009 Structure Plan. The sources that were ignored were:</p> <ul style="list-style-type: none"> · the Bush Forever Report (Government of WA(2000); · the vegetation mapping of Dr Arthur Weston, as included in the EPA (2002) comments on MRS Amendment 1010/33 (Port Catherine) which showed FCT 26a (a Threatened Ecological Community now listed under the WA Biodiversity Conservation Act, 2016) in Very Good to Excellent Condition in Bush Forever 247 which now forms part of the Cockburn Coast District Structure Plan footprint; and · the Department of Environment and Conservation submission to the WAPC on the proposed MRS Amendment 1180/41 – Cockburn Coast District Structure Plan (2009), which included important advice on: <ul style="list-style-type: none"> a. conservation values in the footprint ("Floristic Community Types, two of which were Priority 3 Ecological Communities (SCP24 and SCP 29a) and 	<p>3. LPP 4.6 provides design guidelines for land that is already zoned and structure planned for development. It does not have a role in determining the future of the 'Primary Regional Road' reservation (often referred to as 'Cockburn Coast Drive') or the adjacent 'Parks and Recreation' reserve. It is not the role of LPP 4.6 to designate 'Primary Regional Road' reserve and any images or plans within this document only reflect the current zonings and reservations in the MRS.</p> <p>4. All Scheme Amendments for Cockburn Coast were referred to the Environmental Protection Authority (EPA) as required by the Environmental Protection Act 1986 and Planning and Development Act 2005; and widely advertised for public comment as required by the Planning and Development Act, including referral to the then Department of Environment and Conservation for comment.</p> <p>5. The proposed changes to LPP 4.6 which were advertised for public comment do not relate to or impact Bush Forever Area 247.</p> <p>The Scheme Amendments for the Cockburn Coast area have approved by the Minister and gazetted, with the zoning changes now in place; and the Structure Plans have been</p>

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>one was listed as a Vulnerable Threatened Ecological Community". The latter TEC was probably FCT 26a which is now listed as Endangered (see above).</p> <p>b. a recommendation that the Phase 1 Flora and Vegetation Assessment (ENV Australia September 2008) was insufficient and detailed Flora and Vegetation Surveys of all potentially affected bushland areas (not just proposed road reserves) be conducted by a competent environmental consultant, in accordance with the Environmental Protection Authority's (EPA's) Guidance Statement 51 Terrestrial Flora and Vegetation Surveys for Environmental Impact Assessment in Western Australia. The survey should determine the presence or otherwise of declared rare, priority or other significant flora. If such flora is present on site, appropriate action should be undertaken to protect it, or to mitigate impacts. In accordance with EPA advice, such surveys should be carried out prior to detailed structure planning, as the results may directly influence this process.</p> <p>c. a recommendation that "the Flora and Vegetation Survey be extended westward to encompass all bushland areas west of proposed Cockburn Coast Drive which are currently reserve for Parks and Recreation, and that this should be done prior to detailed structure planning". Also "The results of this survey should be used to accurately assess the conservation value of this bushland area and assist in determining its future. Regardless of the outcomes of the above recommended Flora and</p>	<p>approved by the Western Australian Planning Commission.</p> <p>6. The proposed minor amendment to LPP 4.6 does not impact Bush Forever Area 24 or have an environmental impact that requires referral to the EPA and the Federal Department of the Environment.</p>

GOVCO 21/04/2022

Item 8.1 Attachment 2

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Vegetation Surveys, DEC recommends that remnant vegetation within the amendment area be retained and incorporated into future development, where possible."</p> <p>2. The DEC recommendations above were largely ignored. All flora and vegetation surveys (and most fauna and fauna habitat surveys) that have been carried out towards the Scheme Amendments and Structure Plans for Cockburn Coastal plan footprint and in Bush Forever Area 247 (that is part of the Cockburn Coastal plan footprint) and other development plans for Bush Forever Area 247 (including the Common Ground, 2020, plan to develop up to 21km of mountain bike trails in Bush Forever Area 247) that, together, form the context of the Cockburn Coastal plan and precursors to the LPP 4.6, have been preliminary site assessments (i.e. desktop, Level 1, basic, or WALGA Natural Area Initial Assessment surveys) that were limited by the narrow scopes set by the City of Cockburn and were not the detailed surveys and analyses that are required for environmental impact assessment. Therefore the Scheme Amendments and Structure Plans that form the precursors to the LPP 4.6 and the LPP 4.6 are operating on a very data-depauperate understanding of the Cockburn Coastal plan footprint. This is no basis for informed decision making.</p> <p>This data deficit has been exhibited in some very irregular and damaging recommendations in the planning documents for the Cockburn Coastal development. For example in Section 5.0 (The Plan) of the District Structure Plan (WAPC, 2009) showed irrigated turf extending</p>	

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>eastwards into the centre of Bush Forever Area 247 and directly impacting areas of that are now known to be the Threatened Ecological Community FCT 26a listed as Endangered under the WA Biodiversity Conservation Act 2016, in excellent condition.</p> <p>3. LPP 4.6 provides no clarity about the implementation of the PRR. No matter which scenario is adopted for this road (ranging from no roads in this reserve, to full implementation of the PRR) there will be serious environmental impacts on statutory, nature conservation and indigenous values, that need to be fully acknowledged, expertly mitigated and formally and publicly assessed but the EPA. For example the PRR alignment as shown in the LPP 4.6 will destroy a registered indigenous site between Bellion Drive and Rockingham Rd (associated with Dixon Swamp) and other, recently documented, indigenous artifact sites elsewhere in the PRR. Also the FOMPR Inc, independent assessment of Bush Forever Area 247 (see point 6, below) and the PRR shows that approximately 11 ha of vegetation (most of it in good or better condition) including FCT 26 and FCT 24 is located in the direct PRR footprint.</p> <p>4. None of the Cockburn Coastal, Scheme Amendments and Structure Plans have ever been assessed in a detailed, public, transparent, independent and expert manner under the relevant environmental legislation, by referral to the EPA and the Federal Department of the Environment. None of the Scheme Amendments and Structure Plans that form the precursors to the LPP 4.6 have documented or acknowledged all the indications of</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>the natural and indigenous heritage values that were known, at the time, to occur within the Cockburn Coastal District Structure Plan footprint area (WAPC, 2009) and the serious, potential impacts on these values.</p> <p>5. None of the Scheme Amendments and Structure Plans that form the context and precursors to the LPP 4.6, or the LPP 4.6, have been assessed in context of the City of Cockburn's plans for a proposed makeover of Bush Forever Area 247 from a conservation reserve to a competitive trail sports, group training and events destination, as proposed in Common Ground (2020) and in subsequent plans (currently in preparation). It is imperative that the Cockburn Coastal Structure Plans are assessed in conjunction with the City of Cockburn's, proposed, mass-recreation developments for Bush Forever Area 247 in a public, transparent, independent and expert manner under the relevant legislation, by referral to the EPA and the Federal Department of the Environment.</p> <p>6. The failure of due, legal process that was exhibited in the above, prompted the Friends of Manning Park Ridge Inc. commissioned their own independent, detailed environmental impact assessment of Bush Forever Area 247 and the other bushland in the PRR and immediately west of the PRR (in the context of the City of Cockburn's, proposed, mass- recreation developments for Bush Forever Area 247 and the Cockburn Coast Structure Plans from 2009 onwards). The key results of this assessment have been scientifically, peer reviewed by two, eminent independent, Perth scientists and endorsed in consultations with DBCA. The key results were also</p>	

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>presented at a well- attended, public meeting in Coogee in October 2021. The senior City of Cockburn staff member, Mr Chris Beaton who is managing many of the issues above attended this meeting (in the company of a City councillor, Phoebe Corke) but he did not engage in any discussion with the community.</p> <p>Therefore the Friends of Manning Park Ridge Inc. urge the City of Cockburn and/other proponents to conform with due legal process and refer the Cockburn Coastal development proposal, in conjunction with the City of Cockburn's proposed, mass-recreation developments for Bush Forever Area 247 to the EPA and the Federal Department of the Environment for assessment as soon as possible.</p>	
2	Confidential Hamilton Hill	<p>OBJECT: The full name of the document for which community comment was sought by the City of Cockburn: Local Planning Policy 4.6. Cockburn Coast Design Guidelines for Rob Jetty and Emplacement Precincts. The City of Cockburn's Cockburn Coast District Structure Plan (DSP) and Cockburn Coast District Structure Plan Part 2 (DSP2) nominated three local structure plan areas being: Robb Jetty, Emplacement and Power Station. The LPP 4.6 claims that it introduces "standards for the development within the Robb Jetty and Emplacement LSP areas". As a local resident, within a stones throw of development, I reject the entire LPP 4.6 as being premature, given the serious data deficits it is operating under, and subsequently the poor standards that LPP4.6 sets and reinforces for the development, relative to the stated aims of the Cockburn Coast District Structure Plans, Parts 1 and</p>	See submission 1.

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>2 (2009) to protect the environmental values of the area. There has been a failure of the Cockburn Coast District Structure Plans (Parts 1 and 2) and subsequently the LPP 4.6 to scientifically document, assess the impacts on, and to protect, a number of the WA EPA's Key Environmental Factors (flora and vegetation, fauna and social surroundings and human health) including several entities listed under the WA Biodiversity Conservation Act 2016) and Matters of National Environment Significance listed under the Federal EPBC Act , 1999. This is a serious failure of good governance for the reasons 1-6 listed below.</p> <p>1. LPP 4.6 ignores the significant natural and indigenous heritage values that were known to occur (from 2000 onwards) within Bush Forever Area 247 (part of Beeliar Regional Park), within the Cockburn Coast Drive (Primary Regional Road, PRR) reservation, and within other areas of bushland west of PRR in the Emplacement area. Many of the above values were documented in at least three sources that were available before the Cockburn Coast District Structure Plan (WAPC, 2009) was adopted, however none of them, except one Priority 3 Flora Species, were acknowledged in the 2009 Structure Plan. The sources that were ignored were:</p> <ul style="list-style-type: none">• the Bush Forever Report (Government of WA(2000);• the vegetation mapping of Dr Arthur Weston, as included in the EPA (2002) comments on MRS	

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Amendment 1010/33 (Port Catherine) which showed FCT 26a (a Threatened Ecological Community now listed under the WA Biodiversity Conservation Act, 2016) in Very Good to Excellent Condition in Bush Forever 247 which now forms part of the Cockburn Coast District Structure Plan footprint; and</p> <p>• the Department of Environment and Conservation submission to the WAPC on the proposed MRS Amendment 1180/41 – Cockburn Coast District Structure Plan (2009), which included important advice on:</p> <p>a. conservation values in the footprint ("Floristic Community Types, two of which were Priority 3 Ecological Communities (SCP24 and SCP 29a) and one was listed as a Vulnerable Threatened Ecological Community". The latter TEC was probably FCT 26a which is now listed as Endangered (see above).</p> <p>b. a recommendation that the Phase 1 Flora and Vegetation Assessment (ENV Australia September 2008) was insufficient and detailed Flora and Vegetation Surveys of all potentially affected bushland areas (not just proposed road reserves) be conducted by a competent environmental consultant, in accordance with the Environmental Protection Authority's (EPA's) Guidance Statement 51 Terrestrial Flora and Vegetation Surveys for Environmental Impact Assessment in Western</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Australia. The survey should determine the presence or otherwise of declared rare, priority or other significant flora. If such flora is present on site, appropriate action should be undertaken to protect it, or to mitigate impacts. In accordance with EPA advice, such surveys should be carried out prior to detailed structure planning, as the results may directly influence this process.</p> <p>c. a recommendation that "the Flora and Vegetation Survey be extended westward to encompass all bushland areas west of proposed Cockburn Coast Drive which are currently reserve for Parks and Recreation, and that this should be done prior to detailed structure planning". Also "The results of this survey should be used to accurately assess the conservation value of this bushland area and assist in determining its future. Regardless of the outcomes of the above recommended Flora and Vegetation Surveys, DEC recommends that remnant vegetation within the amendment area be retained and incorporated into future development, where possible."</p> <p>2. The DEC recommendations above were largely ignored. All flora and vegetation surveys (and most fauna and fauna habitat surveys) that have been carried out towards the Scheme Amendments and Structure Plans for Cockburn Coastal plan footprint and in Bush Forever Area 247 (that is part of the Cockburn Coastal plan footprint) and other development plans for Bush Forever Area 247 (including the Common Ground, 2020, plan to develop up</p>	

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>to 21km of mountain bike trails in Bush Forever Area 247) that, together, form the context of the Cockburn Coastal plan and precursors to the LPP 4.6, have been preliminary site assessments (i.e. desktop, Level 1, basic, or WALGA Natural Area Initial Assessment surveys) that were limited by the narrow scopes set by the City of Cockburn and were not the detailed surveys and analyses that are required for environmental impact assessment. Therefore the Scheme Amendments and Structure Plans that form the precursors to the LPP 4.6 and the LPP 4.6 are operating on a very data-depauperate understanding of the Cockburn Coastal plan footprint. This is no basis for informed decision making. This data deficit has been exhibited in some very irregular and damaging recommendations in the planning documents for the Cockburn Coastal development. For example in Section 5.0 (The Plan) of the District Structure Plan (WAPC, 2009) showed irrigated turf extending eastwards into the centre of Bush Forever Area 247 and directly impacting areas of that are now known to be the Threatened Ecological Community FCT 26a listed as Endangered under the WA Biodiversity Conservation Act 2016, in excellent condition.</p> <p>3. LPP 4.6 provides no clarity about the implementation of the PRR. No matter which scenario is adopted for this road (ranging from no roads in this reserve, to full implementation of the PRR) there will be serious environmental impacts on statutory, nature conservation and indigenous values, that need to be fully acknowledged, expertly mitigated and formally and publicly assessed but the EPA. For example the PRR alignment as shown in the LPP 4.6 will destroy a registered indigenous</p>	

GOVCO 21/04/2022

Item 8.1 Attachment 2

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>site between Bellion Drive and Rockingham Rd (associated with Dixon Swamp) and other, recently documented, indigenous artifact sites elsewhere in the PRR. Also the FOMPR Inc, independent assessment of Bush Forever Area 247 (see point 6, below) and the PRR shows that approximately 11 ha of vegetation (most of it in good or better condition) including FCT 26 and FCT 24 is located in the direct PRR footprint.</p> <p>4. None of the Cockburn Coastal, Scheme Amendments and Structure Plans have ever been assessed in a detailed, public, transparent, independent and expert manner under the relevant environmental legislation, by referral to the EPA and the Federal Department of the Environment. None of the Scheme Amendments and Structure Plans that form the precursors to the LPP 4.6 have documented or acknowledged all the indications of the natural and indigenous heritage values that were known, at the time, to occur within the Cockburn Coastal District Structure Plan footprint area (WAPC, 2009) and the serious, potential impacts on these values.</p> <p>5. None of the Scheme Amendments and Structure Plans that form the context and precursors to the LPP 4.6, or the LPP 4.6, have been assessed in context of the City of Cockburn's plans for a proposed makeover of Bush Forever Area 247 from a conservation reserve to a competitive trail sports, group training and events destination, as proposed in Common Ground (2020) and in subsequent plans (currently in preparation). It is imperative that the Cockburn Coastal Structure Plans are assessed in conjunction with the City of Cockburn's, proposed, mass-</p>	

75 of 162

353 of 483

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>recreation developments for Bush Forever Area 247 in a public, transparent, independent and expert manner under the relevant legislation, by referral to the EPA and the Federal Department of the Environment.</p> <p>6. The failure of due, legal process that was exhibited in the above, prompted the Friends of Manning Park Ridge Inc. commissioned their own independent, detailed environmental impact assessment of Bush Forever Area 247 and the other bushland in the PRR and immediately west of the PRR (in the context of the City of Cockburn's, proposed, mass- recreation developments for Bush Forever Area 247 and the Cockburn Coast Structure Plans from 2009 onwards). The key results of this assessment have been scientifically, peer reviewed by two, eminent independent, Perth scientists and endorsed in consultations with DBCA. The key results were also presented at a well- attended, public meeting in Coogee in October 2021.</p>	
3	Confidential Hamilton Hill	<p>OBJECT: The City of Cockburn's Coast District Structure Plan Part 2 (DSP2) nominated 3 local structure plan areas being: Robb Jetty, Emplacement and Power Station. The LPP 4.6 claims that it introduces "standards for the development within the Robb Jetty and Emplacement LSP areas." I reject the entire LPP 4.6 as being premature given the serious data deficits it is operating under, and subsequently the poor standards that LPP 4.6 sets and reinforces for the development, relative to the stated aims of the CCDSP, Parts 1 and 2 (2009) to protect the environmental values of the area. These plans particularly</p>	See submission 1.

GOVCO 21/04/2022

Item 8.1 Attachment 2

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>LPP4.6 fail to scientifically document, assess the impacts on and to protect a number of Key Environmental Factors (flora and vegetation, fauna and social surroundings and human health). This includes several entities listed under the WA Biodiversity Conservation Act 2016 and Matters of National Environmental Significance listed under the Federal EPBC Act 1999. There is a serious failure of good governance for the reasons listed below.</p> <p>1. LPP 4.6 ignores significant natural and Indigenous heritage values known to occur within the Bush Forever Area 247 within the Cockburn Coast Drive (Primary Regional Road, PRR) reservation, and within other bushland areas west of PRR in the Emplacement area. Many of the above values were documented in at least three sources available before the Cockburn Coast District Structure Plan(WAPC, 2009) was adopted, however none of them, except one Priority # Flora Species were acknowledged in the Structure Plan. The sources ignored were: Bush Forever Report (Government of WA 2000) Vegetation mapping of Dr Arthur Weston, as included in the EPA (2002) comments on MRS Amendment 1010/33 (Port Catherine) which showed FCT 26a (threatened Ecological Community now listed under BCAct, 2016) in very good to excellent condition in Bush Forever 247 which now forms part of Cockburn Coast District Structure Plan footprint; and Department of Environment and Conservation submission to the WAPC on proposed MRS Amendment 1180/41- Cockburn Coastal Structure Plan (2009) which included important advice on:</p>	

Item 8.1 Attachment 2

GOVCO 21/04/2022

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>a) conservation values in the footprint ("Floristic Community Types, 2 of which were Priority 3 Ecological Communities (SCP 24 and SCP 29 a) and one was listed as a Vulnerable Threatened Ecological Community". The latter was probably FCT 26a which is now listed as Endangered.</p> <p>b) a recommendation that the Phase 1 Flora and Vegetation Assessment (ENV Australia September 2008) was insufficient and detailed Flora and Vegetation Surveys of all potentially affected bushland areas (not just proposed road reserves) be conducted by a competent environmental consultant, in accordance with the Environmental Protection Authority's (EPA's) Guidance Statement 51 Terrestrial Flora and Vegetation Surveys for Environmental Impact Assessment in W.A. The survey should determine the presence or otherwise of declared rare, priority or other significant flora. , which requires action to protect it or mitigate impacts. In accordance with EPA advice, such surveys should be carried out prior to detailed structure planning, as the results may directly influence this process.</p> <p>c) a recommendation the "Flora and Vegetation Survey be extended westward to encompass all bushland areas west of proposed Cockburn Coastal Drive which are currently reserve for Parks and Recreation, and that this should be done prior to detailed structure planning." DEC recommends that remnant vegetation within the amendment area be retained and incorporated into future development, where possible. "</p>	

GOVCO 21/04/2022

Item 8.1 Attachment 2

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>2. DEC recommendations above were largely ignored. All flora and vegetation surveys (and most fauna and fauna habitat surveys) carried out towards scheme amendments and Structure Plans for Cockburn Coastal plan footprint and in Bush Forever site 247 area as well as other development plans for BF 247, including Common Grounds 2020 plan to develop Mountain Bike Trails have been preliminary site assessments (i.e.desktop, Level 1, basic or WALGA Natural Area Initial Assessment surveys) that were limited by the narrow scopes set by City of Cockburn and lacked detailed surveys and analyses required for environmental impact assessment. This is no basis for informed decision making and consequently potentially impact areas known to be the Threatened Ecological Community FCT26a listed as Endangered under the WA Biodiversity Conservation Act 2016. I urge the City of Cockburn and/other proponents to conform with due legal process and refer the Cockburn Coastal development proposal, in conjunction with the City of Cockburn's proposed mass-recreation developments for Bush Forever 247 to the EPA and the Federal Department of the Environment for assessment as soon as possible.</p>	

79 of 162

357 of 483

GOVCO 21/04/2022

9. Finance

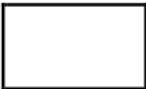
Nil

10. Operations

Nil

11. Community Services

Nil



Item 12.1

GOVCO 21/04/2022

12. Governance and Strategy**12.1 (2022/MINUTE NO 0004) Elected Member Leave of Absence Policy - Proposed Amendments****Author** Emma Milne**Attachments** 1. Legal Advice - Elected Member Entitlements (**Confidential**)
2. DRAFT Policy - Elected Member Leave of Absence [↓](#)**Recommendation of the Committee**

That Council:

- (1) AMENDS the Policy "Elected Members Leave of Absence", as shown in the attachment to the Agenda.

Committee Recommendation

MOVED Deputy Mayor T Widenbar SECONDED Councillor M Separovich

That Council:

- (1) as recommended; and
- (2) ADDS the following edits to point 5 of the policy:
- (4)(5) Council may consider the non-payment of the monthly attendance fee for Elected Members who are granted a period of leave which includes the dates of any Ordinary Council Meetings, based on the details contained in the application.

CARRIED 3/2**For:** Deputy Mayor T Widenbar, Cr M Separovich, Cr C Stone**Against:** Cr P Corke, Cr L Kirkwood**Reason for Decision**

The current proposed policy amendment to not pay allowance does not allow flexibility on a case-by-case assessment.

Given the low frequency of Leave of Absence applications, this proposed amendment satisfies the ability to reduce payment when necessary yet allows flexibility in how it is applied.

81 of 162

GOVCO 21/04/2022

Item 12.1

Background

The following Notice of Motion was submitted by Cr Dewan, via email, on 8 February 2022 and amended on 23 February 2022:

That Council:

1. Notes that Under the *Local Government Act 1995*, Elected Members have a right to avail leave subject to Council Approval. The absence of an Elected Member from any ward impacts the serviceability to the residents of the ward (reasons for absence could be genuine and compassionate).
2. Notes that the absence of Elected Members also prevents an additional resource for debates and decision making in Council meetings and other groups.
3. Agrees on a ceiling on the leave period for Elected Members to be 60 days maximum per block of two years, except for maternity or paternity leave, which can be for 90 days subject to Council approval.
4. Agrees application for leave must be given to Elected Members at least four weeks in advance, with the background of previous leave availed by the Elected Member.
5. Agrees that in a block of two years, a maximum of 60 days leave may be permitted to Elected members, subject to Council approval.
6. Agrees that allowances be suspended for the duration of the leave exceeding 30 days per calendar year, except during maternity leave and paternity leave (maximum of 90 days), when all allowances are payable.

Reason

The typical number of residents in any ward is around approximately 30,000. The residents not only feel a sense of neglect but also disappointment on long absence.

The absence also puts an additional load on the remaining Elected Members for the Ward.

The debates cannot get the benefit of inputs from the absent Elected Member in the Council and other meetings.

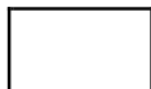
As every Elected Member has greater understanding of their respective ward's residents and concerns as compared to the other Elected Member's from other wards.

Ordinary Council Resolution

That Council:

- (1) NOTES the Notice of Motion submitted by Cr Dewan; and

82 of 162



Item 12.1

GOVCO 21/04/2022

- (2) REFERS the relevant Policy "Elected Members' Leave of Absence" to the Governance Committee of the implications of imposing the conditions, as recommended in the Notice of Motion, on future applications for Leave of Absence by Elected Members.

Annual General Meeting Motion 12 - Payment of Allowances to Elected Members on Leave of Absence

That the City of Cockburn Council AMENDS the "Elected Members Entitlements – Allowances and Reimbursements Policy" of 9 September 2021, Policy Statement, (9) Policy Administration, 2, Payment of Fees/Allowances (on Page 6) by INSERTING the following sub clause:

- (f) If an Elected Member is granted Leave of Absence by Council for any reason, then all relevant allowances will automatically be suspended for the period of leave granted.

CARRIED 21/0**Ordinary Council Resolution**

That Council:

- (1) NOTES the Motion carried at the 1 February 2022 Annual General meeting of Electors
- (2) RECEIVES the report, and
- (3) Through the Delegated Authority and Policies (DAP) Committee, REVIEWS the "Elected Members Leave of Absence" Policy by considering the statutory implications of withholding payment of meeting allowances to Elected members for any period of Leave of Absence approved by Council.

CARRIED UNANIMOUSLY**Submission**

N/A

Report

Section 5.98 of the *Local Government Act 1995* (The Act) provides for the Council to pay all Elected Members (EMs) fees and allowances associated with their Council related role.

This includes meeting attendance fees for all members and a separate allowance for the Mayor and Deputy Mayor, in recognition of the additional associated functions performed by these roles.

83 of 162

GOVCO 21/04/2022

Item 12.1

The City's Policy "EM Entitlements – Allowances & Reimbursements" provides for the following allowances to be paid to Elected Members:

- Mayoral Allowance
- Deputy Mayoral Allowance (Section 5.98A)
- Meeting Attendance Allowance for Mayor and Councillors

The amount of these allowances is set by the Salaries and Allowances Tribunal (SAT) under Section 7B of the *Salaries and Allowances Act 1975* and can be paid on either a "per meeting" attendance basis, or an annual basis, in lieu of a per meeting fee, pursuant to Section 5.99A of the Act.

Council's policy also states that the maximum amount prescribed by SAT determination will be paid to members for all allowances.

However, as these decisions require an absolute majority resolution of Council to proceed, they are reviewed immediately following the elections every two years.

The Policy also provides that all such allowances will be paid in arrears, as calculated from the beginning of each electoral cycle (i.e.: the third Saturday in October biennially).

Section 2.25 (1) of the Act also provides for Council to grant a leave of absence to EMs and Section 2.25 (2) restricts the Council's capacity to grant leave for a maximum period encompassing six Ordinary Council Meetings, unless otherwise by Ministerial approval.

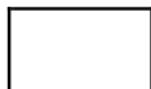
Over the past three years Council has granted the maximum leave permitted to members on three occasions.

As referred to in the Motion passed at the Electors' Meeting, there is some concern in the community that some councillors appear to be utilising this provision in the Act to take extended personal leave and are therefore not available to assist electors during the period of leave granted.

On the basis that the City's Allowances Policy provides for monthly payment of the allowance entitlements, there is scope for Council to consider amending its "EM Leave of Absence" Policy to include a proviso that members granted a leave of absence will not be paid a Meeting attendance fee during the relevant period of absence from Council duties.

To validate this proposal, the City sought legal advice on the capacity of Council to apply this measure, as a consequence of members seeking extended periods of leave from Council related responsibilities.

The advice received (a Confidential copy of which is attached) emphasises that the meeting attendance fee is designed as a payment for those EMs who attend meetings and the methodology available for paying a predetermined annual payment



Item 12.1GOVCO 21/04/2022

(in monthly increments) does not alter the fact that the entitlement to a meeting fee is dependent on the member attending the meeting.

Furthermore, the opinion supports that the annual meeting fee should be adjusted in circumstances where the Council makes a predetermined decision to grant leave to a member, the effect of which would be for the meeting fee to be withheld from EMs who do not attend Council Meetings during periods of leave granted to them by Council decision.

Accordingly, based on this legal advice, and in accordance with the concerns registered by the community through the Annual Meeting of Electors, it is recommended that the principle of withholding the meeting fee payable to any Elected Member who is granted formal leave of absence from their Council duties, be applied proportionately to the annual fee which is otherwise paid monthly.

In effect, this would mean that the monthly meeting attendance fee would not be paid to EMs who are granted a period of leave which includes the dates of any ordinary Council Meetings.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

Budget/Financial Implications

A monthly meeting attendance fee of \$2,639.83 (\$31,678 per annum) is paid to all councillors.

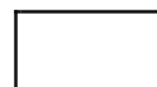
A monthly Deputy Mayoral allowance, including a meeting attendance fee, of \$4,509.66 (\$54,115.92 per annum) is paid to the Deputy Mayor.

A monthly Mayoral allowance, including a meeting attendance fee, of \$11,439.09 (\$137,269 per annum) is paid to the Mayor.

Legal Implications

Given the legal advice provided to Council in relation to this issue, it is apparent that the current practice of continuing to pay EMs a meeting allowance during periods of approved Council leave which coincides with the holding of one or more Council meeting can be ceased, by way of policy amendment by Council should it so determine to do so.

By including this principle in the relevant Policy, it provides a clear demonstration of Council's expectation that its members will take their basic responsibilities seriously,



85 of 162



GOVCO 21/04/2022

Item 12.1

should they consider applying for an extended period of leave from attending to their duties.

In addition, Sections 2.25 (1) and (2), 5.98, 5.98A of the *Local Government Act 1995* and Section 7B of the *Salaries and Allowances Act 1975* refer.

Community Consultation

N/A

Risk Management Implications

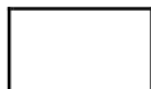
The consequence for brand reputation sits between minor and major due to the disruptive impact and public complaints and media response to this item and the officer time that has been afforded to this. The likelihood of risk management implications is possible as this item has attracted significant public response.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

86 of 162

GOVCO 21/04/2022

Item 12.1 Attachment 2

Policy

Elected Members Leave of Absence



Policy Type

Council

Policy Purpose

To provide guidance and criteria for elected members to include in applications for leave of absence from attending to Council related duties and responsibilities, pursuant to Section 2.25 of the Local Government Act 1995.

Policy Statement

- (1) Applications by elected members for formal Leave of Absence from Council commitments are to be provided in writing to the CEO.
- (2) Applications are required to include the following information, as a minimum:
 1. Period of Leave sought (dates from beginning to end).
 2. Reason for Absence (e.g. Holiday, Health, Work Related).
 3. Expected number of Ordinary Council Meetings held during applicable period of leave.
 4. Any Meetings, Briefings or other functions conducted by the City during the requested period of leave which the member expressly wishes to attend.
- (3) Where the period of absence is anticipated to be less than three (3) months, members should consider lodging an apology for Ordinary Council Meetings which fall within the related leave of absence period.
- (4) Any application for a period of leave which would result in the relevant member being absent for three (3) or more consecutive Ordinary Council Meetings will be presented to a Council Meeting for consideration, as soon as practicable, to ensure the matter is dealt with in a timely manner.
- (4)(5) The monthly meeting attendance fee will not be paid to elected members who are granted a period of leave which includes the dates of any ordinary Council Meetings, except in the circumstances of parental leave or on compassionate grounds.
- (5)(6) All applications will be subject to an officer report and recommendation, on the following basis:
 1. The application conforms with the requirements of (1) and (2) above.
 2. The details and reasons provided in the application are considered valid.

[1]

Item 12.1 Attachment 2

GOVCO 21/04/2022

Policy

Elected Members Leave of Absence



3. The member is unable to submit an apology on or before an Ordinary Council Meeting, where the period of leave requested is for less than three (3) months.
4. The member is expected to be absent from all City related commitments during the applicable period, including Ordinary Council Meetings, except for those to which the member has already notified their attendance

Strategic Link:	Strategic Community Plan
Category:	Elected Members
Lead Business Unit:	Governance, Risk Management and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	9 September 2021
Next Review Due: (Governance Purpose Only)	September 2023
ECM Doc Set ID: (Governance Purpose Only)	10789396

[2]



Item 12.2

GOVCO 21/04/2022

12.2 (2022/MINUTE NO 0005) Civic Hospitality and Gifts Policy - Proposed Amendments**Author** Emma Milne**Attachments** 1. Policy - Proposed Amendment 'Civic Hospitality and Gifts' [↓](#)**Recommendation of the Committee**

That Council:

- (1) ADOPTS the proposed amendments to Policy 'Civic Hospitality and Gifts', as attached to the Agenda.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

The policy "Civic Hospitality and Gifts" was presented to the Delegated Authority and Policy Committee Meeting held on 25 November 2021.

The Committee Recommendation to Council was incorrectly recorded, which changed the intent of the how the Policy was to be administered.

The recommendations of this meeting were adopted by Council on 9 December 2021 and subsequently the Minutes confirmed by the Delegated Authority and Policies Committee on 17 February 2022, as a true and correct record.

Submission

N/A

Report

The attached Policy is now amended to reflect Cr Stone's alternative motion moved at the 25 November 2021 Delegated Authorities and Policies Committee Meeting, where the last paragraph in Clause (2) was incorrectly deleted.

The second last paragraph in Clause (2) of the Policy has been reinstated and now reads as follows and shown in the attachment, specifically in relation to the Annual Civic Function:

89 of 162

GOVCO 21/04/2022

Item 12.2

'Elected Members may suggest up to six names of individuals in total, for consideration as guests drawing from individuals who fall within points six to eight above.

Should an invited person be unable to attend, an Elected Member shall be notified and given the opportunity to invite a replacement guest'.

The amended policy is now presented for the Committee's consideration.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Nil

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

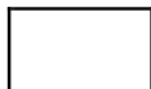
There is a "Low" level of "Brand Reputation" Risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

N/A

90 of 162

Title	Civic Hospitality & Gifts
-------	---------------------------



Policy Type

Council

Policy Purpose

This policy provides the authority and guidance for civic hospitality including functions, entertainment and gifts.

Policy Statement

A program of events and budget is approved each year to provide hospitality such as functions to recognise community volunteers, pioneers and individuals and organisations who contribute significantly to the City. The program may vary at the discretion of the Council in consultation with the CEO.

The CEO, in consultation with the Mayor approves invitation lists and generally partners are included. Some events are tailored to the guests and the following guidance should be used.

(1) Pioneers Event:

A Pioneers event is held annually to celebrate the history of the City and acknowledge the pioneers of the area. To be eligible for an invitation, residents must satisfy the criteria that they have been continuous residents of the City of Cockburn for at least 60 years. The guest list includes State and Federal Parliamentary Representatives, whose electorates are contained within the District; Honorary Freeman of the City; the Mayor and Councillors of the City; the Aboriginal Reference Group Co-Chairs and the City's Executive.

(2) Annual Civic Function:

The City hosts an annual function to recognise individuals and organisations who contribute significantly to the City's development. This event may also be combined with other events such as a milestone celebration (40th Anniversary of the City of Cockburn).

The guest list is drawn from:

1. State and Federal Parliamentary Representatives, whose electorates are contained within the District;
2. Honorary Freeman of the City;
3. Mayor and Councillors of the City;
4. Mayor and CEO of adjoining local government Districts;
5. Minister and/or Director General of state government portfolios/Departments, as considered appropriate;

[1]

Item 12.2 Attachment 1

GOVCO 21/04/2022

Title	Civic Hospitality & Gifts
-------	---------------------------



6. Representatives of local business and industries within the City of Cockburn, as considered appropriate;
7. Representatives of community organisations within the district, with whom Council has an association. A maximum of one (1) representative per organisation, per year, will be invited;
8. Individuals who have contributed to the community and individuals who the Elected Members recognise for their volunteering and voluntary support within the community of Cockburn. Such individuals may include former Elected Members;
9. The Aboriginal Reference Group (ARG) - Co Chairs;
10. City's Executive; and
11. Staff (maximum three per year) at the discretion of the CEO.

Elected Members may suggest up to six names of individuals in total, for consideration as guests drawing from individuals who fall within points six to eight above.

Should an invited person be unable to attend, an Elected Member shall be notified and given the opportunity to invite a replacement guest.

(3) Volunteer Emergency Services Event:

An annual event is usually held to acknowledge the contribution of volunteers from local emergency service organisations. The guest list is comprised of:

1. Members of the Department of Fire and Emergency Services (DFES);
2. Members of State Police;
3. Volunteers from local Bushfire Brigades;
4. Volunteers from Cockburn Volunteer Sea, Search and Rescue (CVSSR);
5. Local representatives of the State Emergency Services;
6. Relevant City Reference Group members;
7. Mayor and Councillors of the City; and
8. Staff (maximum five per year) at the discretion of the CEO.

Due to Council's duty of care and the size of this event, those under 18 years are not invited where the event is held on licensed premises.

(4) Hospitality

Other than the events listed, the Mayor, Councillors, as per the [Elected Members Use of Council Bar Procedure](#) and/or Chief Executive Officer may offer hospitality including refreshments, within the confines of the Function Room, Dining Room and Elected Members area of the Administration Building.

The Chief Executive Officer may also authorise hospitality off site such as meals and refreshments consumed by Elected Members and other stakeholders during

[2]



Title	Civic Hospitality & Gifts
-------	---------------------------



tours of facilities, site inspections and meetings where these are relevant to the City of Cockburn.

The Mayor and/or Chief Executive Officer may also offer hospitality to recognise a milestone achieved or notable civic act performed by a community member.

(5) Promotional Gifts and Mementos

The Mayor and/or Chief Executive Officer may make gifts of promotional items or small items to guests at civic functions or if visiting or attending functions at other organisations whether local, interstate or overseas. Councillors may request such items through the Chief Executive Officer. A budget is to be provided for such items.

Related Legislation and Documents:

1. Liquor Control Act 1988
2. Consumption of Alcohol in the Workplace Guideline
3. Elected Members Use of Council Bar Procedure

Strategic Link:	Strategic Community Plan
Category	Elected Members
Lead Business Unit:	Legal, Risk and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	10 March 2022
Next Review Due: (Governance Purpose Only)	March 2024
ECM Doc Set ID: (Governance Purpose Only)	8030117

[3]

Item 12.2 Attachment 1

GOVCO 21/04/2022

**Elected Members Use of Council Bar Procedure****1. Purpose**

- 1.1. To provide clear procedures to ensure good governance of access to the Mayoral Office, Function Room Bar and Elected Members Lounge by Elected Members and ensure the safety and wellbeing of the Elected Members, City employees and members of the public in attendance, in line with the relevant Workplace Health and Safety legislation

2. Scope

- 2.1. To provide Elected Members with access to the Mayoral Office, Function Room Bar and the Elected Members Lounge while ensuring the safe service of alcohol, minimising risk to property and persons while maintaining the security of the Administration Building.
- 2.2. Elected Members and City staff are expected to set a standard and show responsible attitudes to alcohol to prevent the risk of inappropriate or unsafe behaviour that can occur when alcohol is consumed.
- 2.3. Elected Members are required to be aware of the risk of reputational damage to the City when members of the public are present, and alcohol is consumed.
- 2.4. Elected Members are expected to refrain from consuming alcohol prior to, or during, any Council Meeting, Electors Meeting, Committee meeting or Elected Member Briefing Session.
- 2.5. All City employees are strictly prohibited from having any alcohol at a City workplace, unless as part of a CEO approved function or event.

3. Information

- 3.1. The Council bar is stocked with a range of alcoholic beverages and soft drinks for use at approved Civic and Administration events.
- 3.2. Access to the Function Room Bar is not permitted if there is a pre-existing commitment or use of the facility either for City operational purposes or for any function or event.
- 3.3. Except for the Mayor, Elected Members have restricted access to the Administration Building.

4. Procedure

- 4.1. Elected Members access cards are restricted to Function Room, Dining Room, Chambers, Committee Rooms, Function Room Bar area, Elected Members Lounge, Elected Members office and the Mayoral Office reception area.
- 4.2. Keys to the bar will be given to Elected Members will be provided with a key to the bar upon request, consistent with the Elected Member Communications Policy. The Elected Member will be required to provide a current Responsible Service of Alcohol (RSA) certificate if they serve alcohol to anybody other than themselves.

[4]





Elected Members Use of Council Bar Procedure

- 4.3. A Civic Administration Officer (CAO) must be always present within the building any time the bar is accessed and alcohol is served.
- 4.4. The CAO is not responsible for serving alcohol or food.
- 4.5. If any facility is accessed, with or without members of the public, outside of normal office hours or outside of the completion of a meeting or event, there must be a Cityguard on duty until such time as all people have left the building and the premises (including the car park).
- 4.6. Additional costs may be incurred by the City if a guard, or CAO, is on duty whilst the bar is open. Security guard shifts include 4 hours of guard attendance and additional costs are incurred after 4 hours. Such costs will be recorded pursuant to point 6.2.
- 4.7. An Elected Member with an RSA and key to the bar must remain present whilst the bar is open, alcohol is being served and members of the public, guests or external parties are present. The Elected Member is responsible for all parties present.
- 4.8. Consistent with the requirements of the *Liquor Control Act 1988*, the Elected Member, whilst they are responsible for the bar and the service of alcohol to others, must not consume any alcohol.
- 4.9. An Elected Member is obligated under law to apply their RSA and refuse the supply of alcohol to anyone who appears intoxicated.
- 4.10. Where the bar is accessed by an Elected Member with no members of the public present, and the elected member accesses the bar to serve only themselves alcohol, no RSA requirements apply. Once the Elected Member has consumed alcohol, they cannot serve alcohol to others.
- 4.11. Elected Members must leave all empty bottles and cans in the bar area for stocktake by the CAO the next business day.
- 4.12. At no time shall bottles or cans of alcoholic beverages be taken from the bar, or the adjoining dining or function rooms and the Elected Members' lounge at the Administration Building, whether unopened, partially consumed, or empty.
- 4.13. An Elected Member with an RSA and key to the bar, must ensure the bar is locked prior to leaving.
- 4.14. The CAO is required to log the date and quantity of liquor consumed each time alcohol is served from the Council Bar.

5. Compliance, Monitoring and Review

- 5.1. The service of alcohol must comply with the *Liquor Control Act 1988 (the Act)*. *The Act* states that consuming alcohol on an unlicensed premise requires consent by the owner or group in control of those premises. The Act also states that free water must be supplied where alcohol is provided.
- 5.2. When required, security vision from CCTV cameras located in the Administration Building's function or dining rooms may be viewed.
- 5.3. Any reported incidents or breaches of *the Act* will be subject to investigation and

[5]

Item 12.2 Attachment 1

GOVCO 21/04/2022



Elected Members Use of Council Bar Procedure

may result in individual fines of up to \$2,000 or personal litigation.

6. Records Management

- 6.1. The Amenity Officers shall keep a log of the consumption of alcoholic beverages from the Mayoral Office, Function Room Bar and the Elected Members Lounge for stocktake, costing (to the Elected Member entertainment account) and reporting purposes.
- 6.2. Additional hours booked for the CAO or Guards will be booked to the Elected Member entertainment account.

7. Related Legislation and Documents

- *Liquor Control Act 1988*
- *Occupational Safety and Health Act 1984 and other relevant Workplace Health and Safety legislation*
- *Local Government Act 1995*
- *Civic Hospitality and Gifts Policy*
- *Administration Building Access Policy*
- *Consumption of Alcohol in the Workplace Guideline*

8. Approval and Review Details

Approval and Review	Details
Approval Authority	Executive Governance and Strategy
Approval By	Governance and Strategy
Procedure Owner Unit	Civic Services
Originator (TITLE)	Executive Governance and Strategy
Next Review Date	March 2024

Approval and Amendment History	Details
Original Approval Date	10 March 2022
Amendment Date	
Notes	
ECM Doc Set ID: (Governance Purpose Only)	11058109

[6]



Item 12.3

GOVCO 21/04/2022

12.3 (2022/MINUTE NO 0006) Update on the Review of the Corporate Business Planning and Corporate Strategy**Author** Emma Milne**Attachments** N/A**Recommendation of the Committee**

That Council:

- (1) NOTES the update on the Review of the Corporate Business Planning and Corporate Strategy.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

Council adopted the new structure for the administration of the City in March 2021 which included the addition of the Corporate Strategy service unit under the Governance and Strategy Division.

Since the addition, Corporate Strategy has undertaken a review of the corporate business planning processes including:

- Alignment and review of the City's Integrated Planning and Reporting Framework
- Ensuring the corporate business planning process is Council-led and their priorities are clearly identified
- Assigning accountability for the delivery of the Strategic Community Plan and Corporate Business Plan
- Resource allocation.

This report provides an update of the review and proposed improvements.

Whilst the corporate reporting has been provided to Elected Members via a Monthly Management Report and also as an item attached for noting on the OCM Agenda on a quarterly basis, the new Committee structure and the bi-monthly set up provides the opportunity for greater review and, if required, detailed engagement by Elected Members.

Submission

N/A

97 of 162

GOVCO 21/04/2022

Item 12.3

Report

It was noted during the review, many of the City's informing strategies are unfunded or not resourced, which can create confusion as to what is prioritised for delivery.

As previously discussed with Council, the City is undertaking a detailed review of the informing strategies and will move to consolidate them into seven Divisional Strategies.

There is currently a multi-disciplinary 'Transformation Team' supporting the Executive Governance and Strategy in the development of this proposal.

This ensures all strategies align to the Long-Term Financial Plan and are properly funded and resourced. A proposal will be provided to Council in due course for their review and feedback.

During the annual review of the Corporate Business Plan, a greater level of prioritisation and review has been undertaken to ensure the City is maintaining a realistic and deliverable level of Council priorities.

All objectives and projects have an assigned executive who is accountable for its delivery and quarterly milestones. This provides Council and the Community with increased transparency and visibility on the delivery of the Corporate Business Plan.

A preliminary draft of the reviewed Corporate Business Plan will be provided to Elected Members for review and the City will seek Council's comments and feedback on the reviewed Plan at the next Council Led Business Plan and Budget Annual Review to be held on Wednesday, 27 November 2022.

In-line with the adopted FY22 budget and allocated resources, the City has commenced the process of recruitment for a Strategy and IPR Manager.

This is a critical resource to ensure the City remains compliant with the *Local Government Act 1995*, *Local Government (Administration) Regulations 1996*, Integrated Planning and Reporting Framework and continues the achievement of the Council's long-term vision 'Cockburn, the best place to be'.

Strategic Plans/Policy ImplicationsListening & Leading

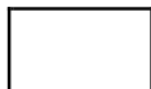
A community focused, sustainable, accountable, and progressive organisation.

- High quality and effective community engagement and customer service experiences.

Budget/Financial Implications

N/A

98 of 162



Item 12.3**GOVCO 21/04/2022**

Legal Implications

Regulation 19DA of the *Local Government (Administration) Regulations 1996* refer.

Community Consultation

N/A

Risk Management Implications

N/A

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

GOVCO 21/04/2022

Item 12.4

12.4 (2022/MINUTE NO 0007) Review of Local Laws - Action Status**Author** Emma Milne**Attachments** 1. Consolidated Local Laws Update [↓](#)
2. Flow chart of local law-making process [↓](#)**Recommendation of the Committee**

That Council:

- (1) NOTES the report.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor M Separovich

That Council:

- (1) NOTES the report;
- (2) INITIATES immediate reviews of the local laws below:
- Fencing Local Law 2012
 - Jetties, Waterways and Marina Local Laws 2012
 - Health Local Law 2000; and
- (3) Once the reviews in (2) are completed, SCHEDULES each Local Law to be individually and alternatively presented for discussion at every second Governance Committee meeting.

CARRIED 5/0**Reason for Decision**

According to the officer's report, there are several Local Laws that are now overdue for review.

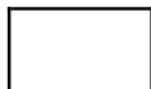
As these may be contrary to Section 3.16 of the Local Government Act, a review on these specific local laws needs to be actioned immediately to ensure compliance.

There are eight Local Laws, each with its own complexities.

To allow sufficient time for each to be presented to Governance Committee for discussion, it is proposed that each individual Local Law be tabled and presented at every second Governance Committee Meeting once the urgent reviews in Item 2 are completed.

This ensures every local law is being looked at over the course of a three-year period, which also ensures all Elected Members have a chance to discuss all the Local Laws during their term on Council.

100 of 162



Item 12.4**GOVCO 21/04/2022**

Should a review of any Local Law be required, the presentation of that Local Law to the Governance Committee is to include such a recommendation for consideration.

Officer Comment

A status report can be prepared for the June Governance Committee Meeting on the progress of the Jetties, Waterways and Marina Local Laws 2012 review and the progress of the *Public Health Act 2016* amendments which will significantly impact the Health Local Law 2000.

The review of the Fencing Local Law can be initiated subject to resourcing.

The ongoing review periods and requirements will be considered in the report.

Background

Section 3.16 of the *Local Government Act 1995* (the Act) requires that all the local laws of the City must be reviewed within an eight-year period after their commencement, to determine if they should remain unchanged or be repealed or amended.

The eight-year period is taken to be from either when the local law commenced or when the last review of the local law (using section 3.16 of the Act) was completed.

Section 3.16 of the Act provides for reviewing the currency and suitability of gazetted local laws.

When the outcome of the review finds that it is necessary to change an outdated aspect of the law or that the subsidiary legislation has become defunct or obsolete, the City must then commence the process outlined in section 3.12 of the Act to implement any changes.

While the Act does not expressly prescribe a timeframe in which the procedural requirements for making local laws are to be completed, the procedures should be undertaken with 'all convenient speed' in line with the *Interpretation Act 1984*.

The Department of Local Government, Sport and Cultural Industries advises that local law procedures that take more than a year could be subject to questions of legal validity.

Accordingly, if the local law process has had delays of more than a year, then the procedure for making a local law should be restarted.

Submission

N/A

 101 of 162

 379 of 483

GOVCO 21/04/2022

Item 12.4

Report

The Governance Committee is a formally appointed Committee of Council.

Section 3.11 of the Act provides for the making of Local Laws under the Act and other Acts of State Parliament, as well as the procedures for doing so.

Attachment 1 provides a list of the City of Cockburn's Local Laws and the progress for each law in line with the prescribed review period.

The Governance Committee is responsible for overseeing the development and review of Local Laws for consideration by Council.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

The *Local Government Act 1995*: Amending (section 3.12 of the Act), repealing (section 3.12 of the Act), or reviewing (section 3.16 of the Act).

Community Consultation

Attachment 2 outlines the significant consultation required for the amendment, repeal or review local laws.

Risk Management Implications

With the current work underway by the City with respect to the Local Laws the compliance and reputational risk likelihood is considered low and the consequences minor.

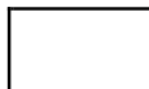
Advice to Proponent(s)/Submitters

N/A.








Implications of Section 3.18(3) *Local Government Act 1995*

Nil

102 of 162



Consolidated Local Law Status Report

City's local laws	Accepted / Amended	Review Period within 8 Years	Current Status
Consolidated Local Laws 2000	Accepted 15 August 2000 – amended 19 June 2020		<ul style="list-style-type: none"> Review underway
Bushfire Brigade Local Law 2000	Accepted 21 November 2000 - submissions for review close 4 pm 22 April 2022		
Health Local Law 2000	Reviewed and adopted 14 March 2013		
Parking and Parking Facilities Local Law 2007	Accepted 9 August 2007 – amended 12 October 2017		<ul style="list-style-type: none"> Review completed. Presentation to GovCo April 2022
Fencing Local Law 2012	2012 (accepted 14 June 2012)		<ul style="list-style-type: none"> Review required
Jetties, Waterways and Marina Local Law 2012	Accepted 9 April 2009 – amended 16 July 2012 -		<ul style="list-style-type: none"> Review to commence 2022
Standing Orders Local Law 2016	Reviewed and adopted 10 September 2020		<ul style="list-style-type: none"> Review underway as per GRSC recommendation. Consultant engaged; planning workshops
Waste Local Law 2020	Accepted 11 June 2020		

Local Government Act 1995 (the Act) – Section 3.12 and National Competition Policy (NCP) review requirements

Flow chart of local law-making process

- Presiding person to give notice to the council meeting of the purpose and effect of the proposed local law.
- Local law inviting submissions from the public.
 - Local public notice is defined at section 1.7 of the Act. For the notice of proposed local law:
 - include all requirements set out at section 3.12(3);
 - take care calculating the minimum 42-day period (add extra days for both publishing day and closing day, and when closing day falls on a public holiday, Saturday or Sunday).
- Send copies of the proposed local law, NCP review form/statement and public notice to the Minister(s).
 - Provide a copy of State-wide notice, a statement on NCP review, and the draft proposed local law exactly as it is intended to be published to the Minister(s).
- Consideration of submissions.
 - Where alterations will make a local law significantly different to what was initially proposed, the procedure for making the local law must be recommenced.
- Council makes local law by resolution.
 - An 'absolute majority' of council is required to make the local law.
- Publish in Government Gazette.
- Send copy of gazetted law to Minister(s).
- Give local public notice of adoption of local law.
 - For the notice of adoption, include all requirements set out at s. 3.12(6)(a)-(c).
 - A local law comes into operation 14 days after publication in the Gazette, or such later day as specified.
 - Health local laws (under the Health Act 1911) come into operation on the day they are published in the Gazette.
- Send documents (Explanatory Memorandum, checklist, and e-copy) to Joint Standing Committee on Delegated Legislation (JSCDL), Parliament House.



Item 12.5

GOVCO 21/04/2022

12.5 (2022/MINUTE NO 0008) Review of Policies - Action Status**Author** Emma Milne

Attachments

1. DRAFT - Formal Introduction and Review of Council Delegated Authorities and Policies [↓](#)
2. Council and Administrative Policies [↓](#)

Recommendation of the Committee

That Council:

- (1) NOTES the Council Policies and the proposed dates for review; and
- (2) ADOPTS the amended Formal Introduction and Review of Council Delegated Authorities and Policies Policy.

Committee Recommendation

MOVED Councillor M Separovich SECONDED Councillor P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

Section 2.7(2) (b) of the *Local Government Act 1995* (the Act), provides that the role of the Council is to 'determine the local government's policies'.

The Formal Introduction and Review of Council Delegated Authorities and Policies, Policy (refer Attachment 1) states that 'Council will formally review all its Delegated Authorities and Policies over a two-year period, corresponding with each Biennial Electoral Cycle (currently in the 2021 to 2023 term), and will ensure any amendments to any relevant Acts and/or subsidiary legislation affecting the City are reflected and incorporated in a timely manner'.

Submission

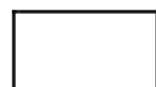
N/A

Report

The Governance Committee (Gov Co) is a formally appointed Committee of Council.

The Gov Co is responsible for the regular and timely review of the Council Policy documents.

This includes the consideration of new Policy statements, as appropriate, but does not incorporate Policies of an Administrative nature, which are the responsibility of the Chief Executive Officer (CEO) to consider and authorise.



105 of 162



GOVCO 21/04/2022

Item 12.5

Attachment 2 provides a list of the City of Cockburn's current policies and the year in which they are proposed to be reviewed.

The Draft Formal Introduction and Review of Council Delegated Authorities and Policies, Policy has been reviewed for agreement. (refer Attachment 1).

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

Local Government Act 1995, Section 2.7(2) (b).

Community Consultation

N/A

Risk Management Implications

With the current work underway by the City with respect to the Council policies the compliance and reputational risk likelihood is considered low and the consequences minor.

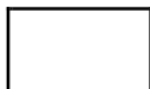
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

106 of 162



GOVCO 21/04/2022

Item 12.5 Attachment 1

Title	Formal Introduction & Review of Council Delegated Authorities & Policies
Policy Number (Governance Purpose)	

**Policy Type**

Council

Policy Purpose

To provide a process by which Council formally introduces and reviews its Delegated Authorities and Policies.

Sec.2.7(2) (b) of the Local Government Act, 1995, provides that the role of the Council is to 'determine the local government's policies'. In the past, this has been achieved through either a committee process, or by providing proposed new or amendment documents directly to Council.

Policy Statement

- (1) Council will formally review all its Delegated Authorities and Policies over a two year period, corresponding with each Electoral Cycle and will ensure any amendments to any relevant Acts and/or subsidiary legislation affecting the City are reflected and incorporated in a timely manner.
- (2) Council will formally review all its adopted Delegated Authorities on at least an annual basis as required by legislation.
- (3) The introduction of new Delegated Authorities and Policies and all reviews of relevant documents may be undertaken in any manner approved by Council.
- (4) Such mechanisms can include:
 1. through a formally established Committee, pursuant to Sec.5.8 of the Act;
 2. an informal Working Group comprising of Elected Members and Staff convened to assess these documents, and/or
 3. individual officer reports provided directly to a meeting of Council.
- (5) The methodology referred to in (4) above will be determined by resolution of the Council.
- (6) It is a requirement that any proposal to introduce, amend or delete any Delegated Authority or Policy of the City can only be effected by a decision of the Council once it has been introduced/reviewed in accordance with Point (3) above
- (7) In recognition of Council's sustainability initiatives, it will only be a requirement to reproduce and attach those documents, for which a material change is proposed to the Agenda Papers. Minor and/or typographical changes will be listed in the Agenda Report.

[1]

Item 12.5 Attachment 1

GOVCO 21/04/2022

Title	Formal Introduction & Review of Council Delegated Authorities & Policies
Policy Number (Governance Purpose)	



- (8) The ~~Delegated Authorities and Policies Committee (DAP)~~ Organisational Performance Committee (OpCo) meetings will be held ~~quarterly~~ bimonthly in February, April, June, August and October. The ~~May-June m~~Meeting shall include the statutory review of Delegated Authorities required pursuant to the *Local Government Act 1995*, together with the review of delegations made under other ~~legislation.~~ legislation. The Governance Committee (GovCo) meetings will be bimonthly in February, April, June, August, and October. Policies will be reviewed on an ad hoc basis as required and formally planned for review over the calendar year.

Strategic Link:	Strategic Community Plan 2016-2026
Category	Governance <u>& Strategy</u>
Lead Business Unit:	<u>Governance & Risk</u> <u>Legal and Compliance</u>
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	<u>12-December-2019</u>
Next Review Due: (Governance Purpose Only)	<u>December-2021</u>
ECM Doc Set ID: (Governance Purpose Only)	8968138

[2]



GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Administration	Parklet	Built and Natural Environment					2022
Administration	Street Addressing	Built and Natural Environment					2022
Council	Environmental Conservation - Policy	Built and Natural Environment					2022
Council	Landowner Biodiversity Conservation Grant Program - Policy	Built and Natural Environment					2022
Council	Sustainability - Policy	Built and Natural Environment					2022
Council	Residential Design Codes Alternative Deemed to Comply Provisions - LPP1.1 - Policy	Built and Natural Environment					2022
Council	Residential Design Guidelines - LPP1.2 - Policy	Built and Natural Environment					2022
Council	Special Purpose Dwelling - LPP1.3 - Policy	Built and Natural Environment					2022
Council	Lodging Houses - LPP1.6 - Policy	Built and Natural Environment					2022
Council	Coogee Residential Height Requirements - LPP1.7 - Policy	Built and Natural Environment					2022
Council	Flagpoles & Camera Poles - LPP1.8 - Policy	Built and Natural Environment					2022
Council	Domestic Satellite Dishes - LPP1.9 - Policy	Built and Natural Environment					2022
Council	Subdivision Around Thomsons Lake - LPP1.10 - Policy	Built and Natural Environment					2022

Item 12.5 Attachment 2

GOVCO 21/04/2022

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Residential Rezoning & Subdivision Adjoining Midge Infested Lakes & Wetlands - LPP1.11 - Policy	Built and Natural Environment					2022
Council	Noise Attenuation - LPP1.12 - Policy	Built and Natural Environment					2022
Council	Waste Management in Multiple Unit Developments - LPP1.14 - Policy	Built and Natural Environment					2022
Council	Tourist Accommodation - LPP1.15 - Policy	Built and Natural Environment					2022
Council	Single House Standards for Medium Density Housing in the Development Zone - LPP1.16 - Policy	Built and Natural Environment					2022
Council	Non-Residential Uses in Residential Zones - LPP1.17- Policy	Built and Natural Environment					2022
Council	Rural Subdivision LPP2.1 - Policy	Built and Natural Environment					2022
Council	Subdivision in Jandakot & Treeby - LPP2.2 - Policy	Built and Natural Environment					2022
Council	The Keeping of Horses & Other Animals in the Resource Zone - LPP2.3 - Policy	Built and Natural Environment					2022
Council	Outbuildings - LPP2.4 - Policy	Built and Natural Environment					2022
Council	Building Envelopes - LPP2.5 - Policy	Built and Natural Environment					2022
Council	Child Care Premises - LPP3.1 - Policy	Built and Natural Environment					2022

GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Educational Establishments - LPP3.2 - Policy	Built and Natural Environment					2022
Council	Health Studios - LPP3.3 - Policy	Built and Natural Environment					2022
Council	Service Stations - LPP3.4 - Policy	Built and Natural Environment					2022
Council	Alfresco Dining - LPP3.5 - Policy	Built and Natural Environment					2022
Council	Licensed Premises (Liquor) - LPP3.6 - Policy	Built and Natural Environment					2022
Council	Signs & Advertising - LPP3.7 - Policy	Built and Natural Environment					2022
Council	Industrial Subdivision - LPP3.8 - Policy	Built and Natural Environment					2022
Council	Industrial Development - LPP3.9 - Policy	Built and Natural Environment					2022
Council	Discretion to Modify Development Standards - Non-Residential Development - LPP3.10 - Policy	Built and Natural Environment					2022
Council	Phoenix Business Park Design Guidelines - LPP4.1 - Policy	Built and Natural Environment					2022
Council	Cockburn Central North (Muriel Court) Structure Plan - Design Guidelines - LPP4.2 - Policy	Built and Natural Environment					2022
Council	Newmarket Precinct Design Guidelines - LPP4.3 - Policy	Built and Natural Environment					2022
Council	Heritage Conservation Design Guidelines - LPP4.4 - Policy	Built and Natural Environment					2022

Item 12.5 Attachment 2

GOVCO 21/04/2022

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Naval Base Holiday Park Heritage Area - LPP4.5 - Policy	Built and Natural Environment					2022
Council	Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts - LPP4.6 - Policy	Built and Natural Environment					2022
Council	Phoenix Activity Centre Design Guidelines - LPP4.7 - Policy	Built and Natural Environment					2022
Council	Public Open Space - LPP5.1 - Policy	Built and Natural Environment					2022
Council	Incorporating Natural Areas in Public Open Space and/or Drainage Areas - LPP5.2 - Policy	Built and Natural Environment					2022
Council	Control Measures for Protecting Water Resources in Receiving Environments - LPP5.3 - Policy	Built and Natural Environment					2022
Council	Location of High Voltage Overhead Power Lines & Microwave Towers - LPP5.4 - Policy	Built and Natural Environment					2022
Council	Local Development Plans - LPP5.5 - Policy	Built and Natural Environment					2022
Council	Vehicle Access - LPP5.6 - Policy	Built and Natural Environment					2022
Council	Uniform Fencing - LPP5.7 - Policy	Built and Natural Environment					2022
Council	Sea Containers - LPP5.8 - Policy	Built and Natural Environment					2022
Council	Renewable Energy Systems - LPP5.9 - Policy	Built and Natural Environment					2022
Council	Filling of Land - LPP5.11 - Policy	Built and Natural Environment					2022

112 of 162

GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Retaining Walls - LPP5.12 - Policy	Built and Natural Environment					2022
Council	Percent for Art - LPP5.13 - Policy	Built and Natural Environment					2022
Council	Cockburn Coast Percent for Art - LPP5.14 - Policy	Built and Natural Environment					2022
Council	Access Street - Road Reserve & Pavement Standards - LPP5.15 - Policy	Built and Natural Environment					2022
Council	Design Review Panel - LPP5.16 - Policy	Built and Natural Environment					2022
Council	Cockburn Central Percent for Art - LPP5.17 - Policy	Built and Natural Environment					2022
Council	Subdivision & Development - Street Trees - LPP5.18 - Policy	Built and Natural Environment					2022
Council	Structure Plans & Telecommunications Infrastructure - LPP5.19 - Policy	Built and Natural Environment					2022
Council	Dust Management for Development Sites - Policy	Built and Natural Environment					2022
Council	Food Act 2008 - Fee Exemptions - Policy	Built and Natural Environment					2022
Council	Uninhabitable Premises - Policy	Built and Natural Environment					2022
Council	Subdivision Construction Standards - Policy	Built and Natural Environment					2022
Council	Local Area Traffic Management Investigation - Policy	Built and Natural Environment					2022

Item 12.5 Attachment 2

GOVCO 21/04/2022

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Promotional & Advertising Sign Within Road Reserve - Policy	Built and Natural Environment					2022
Council	Access & Equity - Policy	Community Services				2023	
Council	Acknowledgement of Traditional Custodians - Policy	Community Services				2023	
Council	Community Engagement - Policy	Community Services				2023	
Council	Community Funding for Community Organisations & Individuals (Grants, Donations & Sponsorships) - Policy	Community Services				2023	
Council	Artwork Collection - Policy	Community Services				2023	
Council	Completion of Firebreaks on Private Property - Policy	Community Services				2023	
Council	Library Services - Policy	Community Services				2023	
Council	Use of Closed Circuit Television (CCTV) System - Policy	Community Services				2023	
Council	Community Funding for Sporting Clubs & Individuals - Policy	Community Services				2023	
Council	Establishing Markets on Land Owned or Controlled by the City of Cockburn - Policy	Community Services				2023	
Council	Prohibition of Exotic Animals in Circuses - Policy	Community Services				2023	

114 of 162

GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Sports Hall of Fame - Policy	Community Services				2023	
Council	Sponsorship & Naming Rights on City Controlled Land and/or Buildings	Community Services				2023	
Council	Usage & Management of Community & Sporting Facilities - Policy	Community Services				2023	
Administration	Ministerial and Agency Heads Engagement	Corporate Affairs				2022	
Council	Community Funding to Support Local Economic Development (Grants) - Policy	Corporate Affairs				2022	
Council	City of Cockburn Branding & Logos - Policy	Corporate Affairs				2022	
Council	Elected Member Communication - Policy	Corporate Affairs				2022	
Council	Sponsorship of City Evnets - Policy	Corporate Affairs				2022	
Council	Sister City Relationships & Engagement - Policy	Corporate Affairs				2022	
Council	Live Streaming at Council Meetings - Policy	Corporate Affairs				2022	
Administration	Information and Cyber Security	Finance					2023
Administration	Corporate Credit Cards	Finance					2023
Administration	Financial Hardship	Finance					2023
Council	Investment of Funds - Policy	Finance					2023
Council	Public Internet Use & Wireless Access - Policy	Finance					2023

Item 12.5 Attachment 2

GOVCO 21/04/2022

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Corporate Strategic Planning & Budget - Policy	Finance					2023
Council	Procurement - Policy	Finance					2023
Council	Records Management - Policy	Finance					2023
Council	Approval to Participate in Representative Delegations - Policy	Governance and Strategy			2022		
Council	Attendance at Conferences, Seminars, Events & Training - Policy	Governance and Strategy			2022		
Council	Civic Hospitality & Gifts - Policy	Governance and Strategy			2022		
Council	Council Administration Building Access - Policy	Governance and Strategy			2022		
Council	Council Meetings - Policy	Governance and Strategy			2022		
Council	Elected Members Appointment - Standing Committees, Reference Groups, Boards & External Organisations - Policy	Governance and Strategy			2022		
Council	Elections - Caretaker Period - Policy	Governance and Strategy			2022		
Council	Elected Member Code of Conduct - Complaints of Alleged Behaviour Breach	Governance and Strategy			2022		
Council	Elected Members Entitlements - Allowances & Reimbursements - Policy	Governance and Strategy			2022		

116 of 162

GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Elected Members - Leave of Absence	Governance and Strategy			2022		
Council	Recognition of Elected Members on Cessation of Service - Policy	Governance and Strategy			2022		
Council	Representation at Council Related Forum - Policy	Governance and Strategy			2022		
Council	Appointment of Acting Chief Executive Officer - Policy	Governance and Strategy			2022		
Council	Awarding 'Honorary Freeman of the City of Cockburn' - Policy	Governance and Strategy			2022		
Council	Compliments, Feedback & Complaints - Policy	Governance and Strategy			2022		
Council	Execution of Documents - Policy	Governance and Strategy			2022		
Council	Flying of Flags & Bereavement Recognition - Policy	Governance and Strategy			2022		
Council	Formal Introduction & Review of Council Delegated Authorities & Policies - Policy	Governance and Strategy			2022		
Council	Fraud & Misconduct Control & Resilience - Policy	Governance and Strategy			2022		
Council	Access to Legal Services for Elected Members and Employees - Policy	Governance and Strategy			2022		
Council	Obtaining Legal & Other Expert Advice & Legal Proceedings Between City of Cockburn & Other Parties - Policy	Governance and Strategy			2022		

Item 12.5 Attachment 2

GOVCO 21/04/2022

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Payments to Employees in Addition to Contract or Award	Governance and Strategy			2022		
Council	Privacy Management	Governance and Strategy			2022		
Council	Related Party Disclosures - Policy	Governance and Strategy			2022		
Council	Risk Management - Policy	Governance and Strategy			2022		
Council	Asset Management - Policy	Operations		2023			
Council	Graffiti Management & Response - Policy	Operations		2023			
Council	Installation of Private Memorial Plaques in Public Open Space - Policy	Operations		2023			
Council	Maintenance of Public Open Space & Road Reservations following Residential Subdivision - Policy	Operations		2023			
Council	Street and Public Open Space Lighting - Policy	Operations		2023			
Council	Community Gardens - Policy	Operations		2023			
Council	Street & Reserve Tree Management - Policy	Operations		2023			
Council	Wastewise Events - Policy	Operations		2023			
Council	Commercial Leasing & Other Dispositons of City of Cockburn Owned & Controlled Property - Policy	Operations		2023			

118 of 162

GOVCO 21/04/2022

Item 12.5 Attachment 2

Policy Type	Policy	Division	GOVCO Feb	GOVCO April	GOVCO June	GOVCO Aug	GOVCO Oct
Council	Geographical Naming - Policy	Operations		2023			
Council	Leasing of City of Cockburn Property for Community and/or Recreational Purposes (including Non-for-Profit) - Policy	Operations		2023			
Council	Pedestrian Accessway Closures - Policy	Operations		2023			
Council	Installation of Recreational Equipment on Public Open Space - Policy	Operations		2023			
Council	Street Verge Improvements - Policy	Operations		2023			
Council	Crossover - Policy	Operations		2023			
Council	House Numbering - Policy	Operations		2023			
Administration	Executive Engagement with Elected Members	People Experience and Transformation			2022		
Administration	Occupational Health & Safety	People Experience and Transformation			2022		
Council	Executive and Senior Leadership Team Remuneration and Performance Management	People Experience and Transformation			2022		
Council	Structure for Administering the City of Cockburn - Policy	People Experience and Transformation			2022		

GOVCO 21/04/2022

Item 12.6

12.6 (2022/MINUTE NO 0009) Terms of Reference - Governance Committee**Author** Emma Milne**Attachments** 1. Terms of Reference - Governance Committee [↓](#)**Recommendation of the Committee**

That Council:

- (1) RECEIVES the Report;
- (2) REVIEWS the Draft – Terms of Reference – Governance Committee; and
- (3) RECOMMENDS a Final Terms of Reference are ADOPTED.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That Council:

- (1) as recommended;
- (2) as recommended; and
- (3) as recommended, subject to the following amendments:
 1. Membership (2): insert 'of' between the words 'meeting' and 'the'.
 2. Meetings (2): to be amended to read: shall be amended to read: The Committee shall be held in person at 6.00pm to 7.00pm or at 7.30pm to 8.30pm on a rotating basis with the other three Committees, as determined in advance, in accordance with the two year Electoral cycle.
 3. Objectives and Duties: Additional Item (4): The Governance Committee will be responsible for the review of the Corporate Governance Framework.

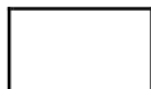
CARRIED UNANIMOUSLY 5/0**Background**

The Governance Review Steering Committee (GRSC) conducted a meeting on 23 February 2022.

The primary theme for the Meeting was to review the Council's Committee Meeting Structure.

The Committee recommendations made at that Meeting were presented for consideration and were endorsed at the 10 March 2022 Ordinary Council Meeting.

120 of 162



Item 12.6GOVCO 21/04/2022

The Committee has made recommendations along the following lines:

1. To disband the current five Standing Committees established under the *Local Government Act 1995* (Act) and establish four new Standing Committees, to undertake the functions of the previous Committees, plus incorporate other new key responsibilities.
2. Refer the Draft Terms of Reference (TOR) to each new Committee to the inaugural Meeting of that Committee for consideration, recommending changes to those proposed, including scheduling and commencement time of all Committee meetings.

Submission

N/A

Report

Pursuant to Part 5, Division 2, s 5.8 of the Act and Part 7, Division 1A, s. 7.1A of the Act, this report presents the Draft Terms of Reference for the newly named Governance (GOVCO) Committee.

Objectives and Duties are as follows:

1. The Gov Co will be responsible for the regular and timely review of the Council Policy documents. This includes the consideration of new Policy statements, as appropriate, but does not incorporate Policies of an Administrative nature, which are the responsibility of the Chief Executive Officer (CEO) to consider and authorise.
2. The Gov Co will be responsible for overseeing the development and review of Local Laws for consideration by Council.
3. The Gov Co will be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendations to Council.

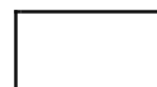
Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A



121 of 162



399 of 483

GOVCO 21/04/2022

Item 12.6

Legal Implications

Sections 5.11 (1) (c), 5.8 and 5.10 (1) of the *Local Government Act 1995* refers in relation to the disbanding of the current Committee, establishment of proposed new Committee, and appointment of membership to the proposed new Committee.

Community Consultation

N/A

Risk Management Implications

There is a "Low" level of "Brand / Reputation" and "Compliance" risk associated with this item.

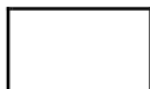
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

122 of 162



DRAFT **Governance Committee (Gov Co) Committee**



Terms of reference

Background

1. The Governance Committee (Gov Co) is a formally appointed Committee of Council.
2. Section 2.7 (2) (b) of the Local Government Act 1995 (The Act) stipulates that it is the role of the Council to "determine the local government's policies".
3. Section 3.11 of the Act provides for the making of Local Laws under the Act and other Acts of State Parliament, as well as the procedures for doing so.
4. Section 5.56 of the Act and Regulation 19DA of the Local Government (Administration) Regulations 1996 requires Council to develop a Corporate Business Plan, consistent with the priorities set out in its Strategic Community Plan, for the organisational operations related to asset management, workforce planning and long term financial planning.

Objectives and Duties

1. The Gov Co will be responsible for the regular and timely review of the Council Policy documents. This includes the consideration of new Policy statements, as appropriate, but does not incorporate Policies of an Administrative nature, which are the responsibility of the Chief Executive Officer (CEO) to consider and authorise.
2. The Gov Co will be responsible for overseeing the development and review of Local Laws for consideration by Council.
3. The Gov Co will be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendations to Council.

Membership

1. The Gov Co will comprise of a minimum of four Elected Members, who shall be appointed by Council.
2. The CEO, Executive and administrative staff, under the direction of the CEO, shall attend each Meeting the Committee to provide the necessary advisory, administrative and secretarial support to the Committee.

Meetings

1. The Gov Co shall meet five (5) times each year, on the third Thursday in February, April, June, August, and October and on any other occasions as may be required to undertake the functions of the Committee.

Item 12.6 Attachment 1

GOVCO 21/04/2022

2. The Committee shall be held in person at 6:00pm to 7:00pm or at 7:30 to 8:30pm on a rotating basis with the other 3 Committees as determined in advance by the City for the calendar year.
3. Any external Consultant or other officer of the Council may be invited to attend any Meeting of the Committee to address any specific item of business on the Agenda.

Delegation

1. Nil

Reporting

1. The Committee shall ensure that the Minutes of each Meeting are forwarded for inclusion on the Agenda of the next practicable Ordinary Council Meeting for the Committee recommendations to be considered.
2. The Report to Council accompanying the Minutes shall provide a summary of the matters considered at the Committee meeting and any relevant clarifying commentary.



Item 12.7

GOVCO 21/04/2022

12.7 (2022/MINUTE NO 0010) Annual Calendar of Events - Governance Committee**Author** Emma Milne**Attachments** 1. Governance Committee - Annual Calendar of Business [↓](#)**Recommendation of the Committee**

That Council:

- (1) NOTES the Officer's report; and
- (2) ACCEPTS the proposed Meeting Outline for 2022 and 2023.

Committee Recommendation

MOVED Councillor P Corke SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

Following the disbanding of the former Delegated Authority and Policies Committee, the Governance Committee (GOVCO) was formally appointed by Council at the 10 March 2022 Ordinary Council Meeting.

As this is a newly formed Committee, the Annual Calendar of Business is presented for review and agreement.

Submission

N/A

Report

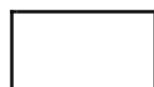
In order to assist with effect planning and preparation for the operations of the Committee, it is recommended the Committee adopts a Calendar of Activities (refer Attachment 1).

The calendar is indicative, in that additional matters may be raised and orders may be amended to reflect priority areas or changes from external drivers.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.



125 of 162



403 of 483

GOVCO 21/04/2022

Item 12.7

Budget/Financial Implications

N/A

Legal Implications

Section 2.7 (2) (b) of the *Local Government Act 1995* stipulates that it is the role of the Council to “determine the local government’s policies”.

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Brand / Reputation” and “Compliance” risk associated with the implementation of this item.

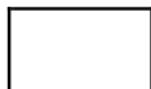
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

126 of 162



GOVERNANCE (GovCo) COMMITTEE

Governance (GovCo) Committee

Terms of Reference – Objectives and Duties

1. The Gov Co will be responsible for the regular and timely review of the Council Policy documents. This includes the consideration of new Policy statements, as appropriate, but does not incorporate Policies of an Administrative nature, which are the responsibility of the Chief Executive Officer (CEO) to consider and authorise.
2. The Gov Co will be responsible for overseeing the development and review of Local Laws for consideration by Council.
3. The Gov Co will be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendations to Council.

Annual Calendar of Business

February	April	June	August	October
Annual Review of Terms of Reference	Update on review of the Corporate Business Planning and Corporate Strategy	Review newly developed Corporate Business Plan KPIs FY23	Annual Calendar / Program (following year)	
Deep dive review of Strategic Community Plan outcome: Community, Lifestyle and Security*	Deep dive review of Strategic Community Plan outcome: Listening and Leading (2023)*	Set Principles for Corporate Business Plan Annual Review, FY24	Deep dive review of Strategic Community Plan outcomes: Environmental Responsibility and Local Economy	Deep dive review of Strategic Community Plan outcome: City Growth and Moving Around
Policy Review Governance and Strategy and, People Experience and Transformation*	Policy Review Operations (2023)*	Policy Review Communities Services and Finance	Policy review Corporate Affairs	Policy Built and Natural Environment
Standing Items				
Review of Local Laws / Action Status Report				
Review of Policies / Action Status Report				
Legislative Changes				

*Items related to a typical year and the items for the April review will fall in the following calendar year

GOVCO 21/04/2022

13. Corporate Affairs

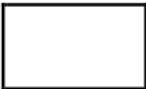
Nil

14. Office of the CEO

Nil

15. Motions of Which Previous Notice Has Been Given

Nil



Item 0.0

GOVCO 21/04/2022

16. Notices Of Motion Given At The Meeting For Consideration At Next Meeting**16.1 Review - Corporate Governance Framework - October 2022**

Cr Stone has submitted the following Notice of Motion:

That Council:

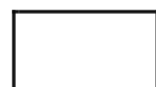
- (1) REQUIRES the review of the Corporate Governance Framework to be presented to the October 2022 Governance Committee meeting.

Reason

The review of our Corporate Governance Charter is now well overdue, so we are still technically operating under the 2015 document which is published on our website.

In June 2021, Council noted a draft Corporate Governance Framework and decided to consider the draft as part of the Governance review process. However on review of the Governance Review Steering Committee (GRSC) Minutes, this item did not actually appear on any of the GRSC agendas for discussion.

The motion seeks to ensure that the Corporate Governance Framework can be finalised now that the Governance review has been completed and gives a timeframe for it to be presented back to Governance Committee for adoption.



129 of 162



407 of 483

GOVCO 21/04/2022

Item 17.1

17. New Business of an Urgent Nature Introduced by Members or Officers**17.1 (2022/MINUTE NO 0011) Review of City of Cockburn Parking and Parking Facilities Local Law 2007****Author** Emma Milne**Attachments** 1. Proposed Parking Local Law 2022 [↓](#)**RECOMMENDATION OF THE COMMITTEE**

That Council:

- (1) PROPOSES to make the City of Cockburn Parking Local Law 2022, the purpose and effect of which is summarised in the notice, pursuant to Section 3.12 of the *Local Government Act 1995*, (the Act);
- (2) ADVERTISES the proposed Parking Local Law 2022 for a period of six weeks, giving local public notice calling for submissions to be made before the closure date specified in the notice, in accordance with s3.12 (3) (a) of the Act; and
- (3) PROVIDES a copy of the proposed Local Law, together with the public notice, to the Minister for Local Government, in accordance with s3.12 (3) (b) of the Act.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor M Separovich

The Committee support the following three recommendations, that Council:

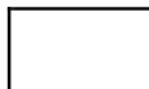
- (1) PROPOSES to make the City of Cockburn Parking Local Law 2022, the purpose and effect of which is summarised in the notice, pursuant to Section 3.12 of the *Local Government Act 1995*, (the Act);
- (2) ADVERTISES the proposed Parking Local Law 2022 for a period of six weeks, giving local public notice calling for submissions to be made before the closure date specified in the notice, in accordance with s3.12 (3) (a) of the Act; and
- (3) PROVIDES a copy of the proposed Local Law, together with the public notice, to the Minister for Local Government, in accordance with s3.12 (3) (b) of the Act;

Subject to a change to Clause 8 to read as follows:

The local government may **by resolution** prohibit, or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

LOST 0/5

130 of 162



Item 17.1

GOVCO 21/04/2022

Committee Recommendation

MOVED Councillor M Separovich SECONDED Councillor C Stone

That Council:

- (1) DEFERS review of the City of Cockburn Parking and Parking Facilities Local Law 2007 to a future Governance Committee Meeting, pending a workshop to be held for all Elected Members, to guide the direction of this Local Law and Policy.

CARRIED 3/2**For:** Deputy Mayor T Widenbar, Cr M Separovich, Cr C Stone**Against:** Cr P Corke, Cr L Kirkwood**Reason for Decision**

It makes sense.

Background

Council referred Item 18.2, Review of City of Cockburn Parking and Parking Facilities Local Law 2007 to the Governance Committee 21 April 2022 for review following the OCM 14 April 2022.

This aligns with the Terms of Reference Objectives and Duties, of the newly formed Committee and states that *"the Governance Committee will be responsible for overseeing the development and review of Local Laws for consideration by Council"*. The City of Cockburn Parking and Parking Facilities Local Law 2007 is overdue for a formal review of its content.

Accordingly, the City's Ranger and Parking Regulation Services have undertaken a full review of the current provisions and produced an updated version, which is considered fit for purpose in the City's current and future parking control environment.

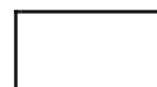
It is proposed that the current Local Law be repealed and that the proposed new Local Law be advertised to allow public comment for a minimum period of six weeks.

Submission

N/A

Report

The **purpose** of the proposed City of Cockburn Parking Local Law 2022 is to update the parking control regulatory framework in the City of Cockburn to meet increased and contemporary demands as the result of the growth and development of the district.



131 of 162



GOVCO 21/04/2022

Item 17.1

The **effect** of the proposed City of Cockburn Parking Local Law 2022 is to repeal the Parking and Parking Facilities Local Law 2007 and update the current Parking and Parking Facilities Local Law provisions.

The following is a list of the more notable proposed changes to the new Draft Local Law:

1. Applies to Electric Vehicles and Charging Stations.
2. Definition of "thoroughfare" deleted and replaced by "road" for the purposes of regulating the parking of vehicles.
The term road better defines the reasonable application of parking regulation and is more consistent with the Road Traffic Code.
3. Clause 8 proposes to delete the requirement for Council to determine (by a Council decision) the requirement to amend basic parking controls (e.g. signs, road markings).

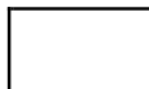
This is in accordance with recently amended Local Laws for the City of Fremantle (2021) and the City of Rockingham (2019). This indicates that the Clause is not necessary and the opportunity to remove this prohibitive Clause should be examined.

As a result, it is proposed that Council delegate the authority to perform minor (only) regulatory parking controls to the CEO, subject to any conditions which Council may wish to include.

It should also be noted that this Clause does **not** apply where prior Council approvals for any public parking component of Development Applications have been provided **before** the installation of signage or road markings is commenced.

4. Removes the need to require a Schedule for the purpose of establishing Parking Stations and provides for them to be created by the application of signage and appropriate markings.
 - i) Prescribes an offence to park against the flow of traffic in marked Parking Station bays.
 - ii) Prescribes offences in Parking Stations to now include undertaking any non-related activity (e.g. trading, sleeping in vehicle and hoon behaviour).
 - iii) Extends the intent of damage in Parking Stations to include all infrastructure (e. g. damage to pavement).
 - iv) Prescribes an offence to park a vehicle on a verge for longer than 24 hours and not allow parking of unattached trailers and caravans on verges.
 - v) Residential Parking Permits to require applicable vehicle registration numbers and may be charged an application fee.
 - vi) Schedule of Penalties to be amended as follows:
 - Basic offences increased from \$80 to \$100, with other basic penalties remaining at \$100
 - Damage to Parking Station infrastructure penalties introduced (\$500)
 - Parking in a Disabled Bay without valid ACROD sticker from \$120 to \$500
 - Unauthorised verge parking, advertising vehicles for sale and unlawful vehicle obstruction from \$100 to \$200.

132 of 162



Item 17.1**GOVCO 21/04/2022**

Otherwise, the proposed updates to the Local Law largely retain the current provisions.

The process for reviewing a Local Law comprises of two separate stages.

Initially, the proposed new Local Law, as adopted by a simple majority of Council, must be advertised to seek broad public comment for a minimum period of six weeks.

In addition, a copy of the documentation must be provided to the Minister for Local Government, Sports and Cultural Industries (LGSCI) for review.

An integrity check of the proposals is undertaken by LGSCI Departmental officers and any suggested improvements are provided back to the City within the public comment period.

Following closure of the public comment period, a further Report will be prepared for Council consideration which will include details of any feedback received and, if considered appropriate, incorporated in the final Draft Local Law.

The content of the final Draft will require an absolute majority of Council as the next stage.

The adopted final Draft Local Law is then published in the Government Gazette and forwarded to the DLGSCI for processing, which includes scrutiny by the State Government, through the Joint Standing Committee for Delegated Legislation (JSCDL).

Any provisions not acceptable to the JSCDL are returned for amendment prior to being put into effect by the City.

This level of oversight ensures the Local Law is aligned to contemporary standards expected in the administration of parking controls by a local authority.

Strategic Plans/Policy Implications**Listening & Leading**

A community focused, sustainable, accountable and progressive organisation.

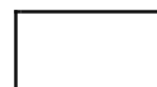
- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Minor administration and advertising costs are available within the current Governance Unit Budget.

Legal Implications

Sections 3.12 to 3.16 of the *Local Government Act 1995* refer.



133 of 162



411 of 483

GOVCO 21/04/2022

Item 17.1

Community Consultation

A period of six weeks public comment period applies and will be undertaken upon adoption of a Draft proposed Local Law by Council.

Upon conclusion of the public comment period, the proposed Local Law, including any recommended amendments as a result of public feedback, will be presented to Council for its consideration and formal adoption.

Risk Management Implications

There is a "Low" level of assessed "Compliance" risk associated with this item as the process for reviewing and adopting Local Laws is governed by the Act.

There is a "Low" level of assessed "Brand Reputation" risk associated with this item as the control and enforcement of parking within the district is regulated by the Local Law provisions, which are publicly available and publicised.

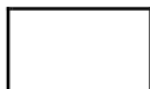
Advice to Proponent(s)/Submitters

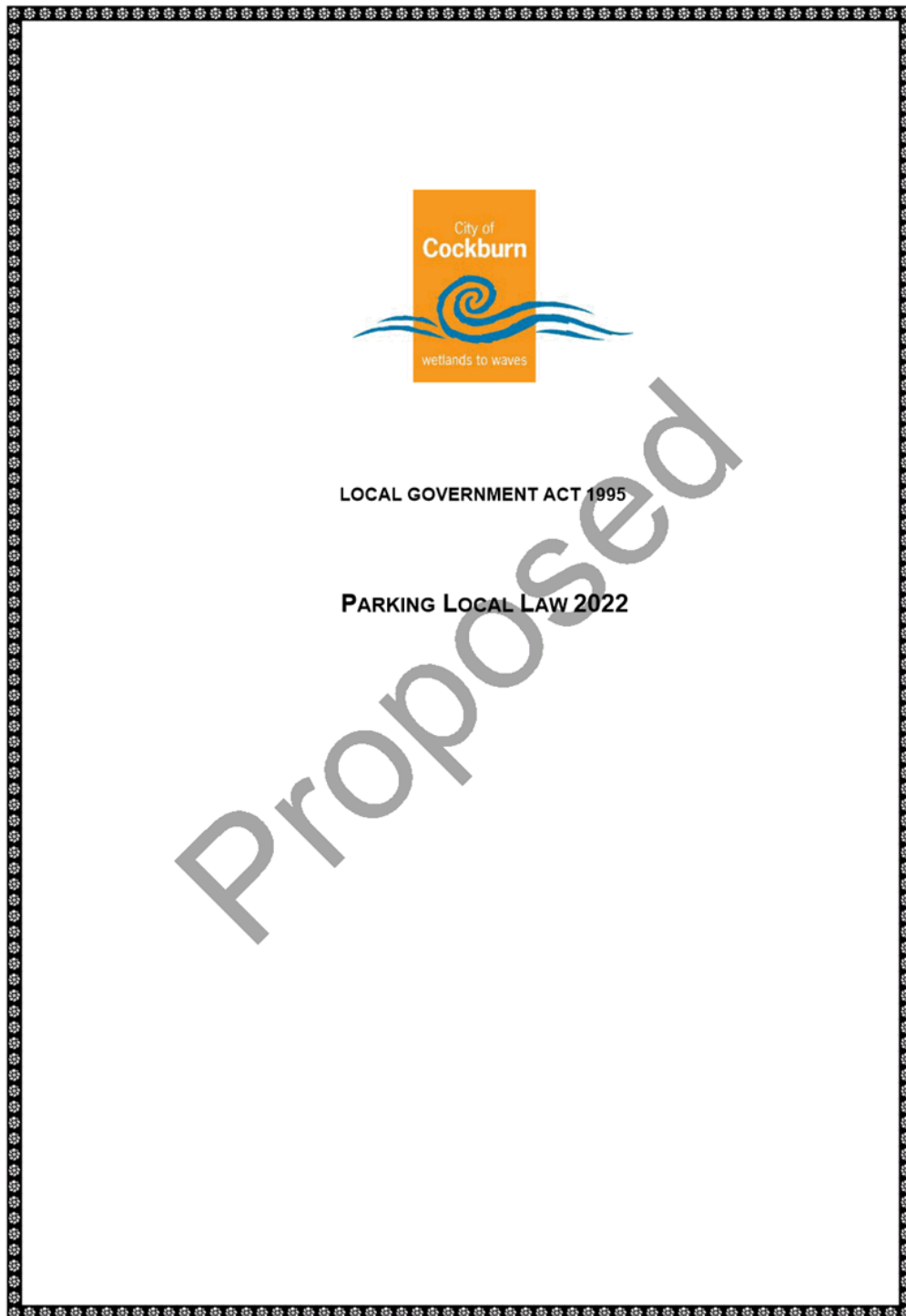
N/A

Implications of Section 3.18(3) *Local Government Act 1995*

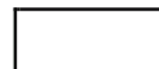
Parking control on public places under the control and management of a local government within a district is a function undertaken local government.

134 of 162





Document Set ID: 7251276
Version: 1 Version Date: 13/02/2018



135 of 162

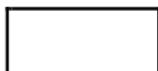


413 of 483

TABLE OF CONTENTS

	PAGE
PART 1 - PRELIMINARY	5
Citation	5
Repeal	5
Commencement	5
Definitions & Interpretation	5
Application of Local Law	8
Vehicle and Driver Classification	9
Application and Interpretation of Signs	9
Powers of the local government	9
PART 2 – PARKING STATIONS	10
Establishment of Parking Stations	10
Fees for Parking Stations	10
Conditions of Parking in a Parking Station	10
Display of Tickets	10
Lost Tickets	10
Removal of Vehicles	11
Parking Within a Parking Space	11
Prohibitions on Stopping or Parking	11
Special Event Parking	11
Behaviour in Parking Stations	11
Parking Stations May be Locked	12
Selling and Hiring in Parking Stations	12
Authorised Spaces in Parking Stations	12
Damage to Parking Stations	12
Operation of Ticket Issuing Machines	12
Damage to Ticket Issuing Machines, infrastructure or Detection Devices	12
Defacing a Parking Ticket	12
PART 3 – PARKING ON ROADS GENERALLY	13
Stopping or Parking Contrary to Signs	13

Document Set ID: 7251276
Version: 1 Version Date: 13/02/2018



Occupied Parking Spaces.....	13
Median Strips and Traffic Islands	13
Parking vehicle on a carriageway	13
When parallel and right-angled parking apply	14
When angle parking applies	14
Parking Near Fire Hydrant or Public Post Box	14
Traffic Obstructions.....	15
Double Parking	15
Verge Parking	15
Bus Stops, Pedestrian, Railway and Children's Crossing	15
No Parking within One Hour	16
Direction to Move Vehicles	16
Stopping in a Loading Zone	16
Stopping in a taxi zone	16
No parking of vehicles exposed for sale and in other circumstances	16
PART 4 – STOPPING AND PARKING GENERALLY.....	16
Parking and Stopping of Bicycles.....	16
Authorised Parking.....	16
Private Property	16
Stopping heavy, commercial and other types of vehicles in built up area	17
Marking of Tyres.....	17
Parking on Public Reserves.....	17
No Obstruction of Public Places	17
Impounding of Vehicles.....	18
Stopping in a parking area for people with disabilities	18
Restrictions on parking in particular areas.....	18
PART 5 – RESIDENTIAL PARKING PERMITS.....	18
Residential Parking Permit	18
Conditions of Exemption for Residential Parking Permits	19
Removal and cancellation of residential parking permit	19
PART 6 – METERED ZONES	19
Determination of metered zones.....	19
Parking fee to be paid	19

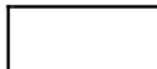
Document Set ID: 7251276
Version: 1 Version Date: 13/02/2018

Item 17.1 Attachment 1

GOVCO 21/04/2022

Limitation on parking in metered space.....	19
No parking when meter is expired.....	19
Suspension of requirement to pay fee.....	19
Vehicles to be within metered space.....	19
Permitted insertions in parking meters.....	20
Parking ticket to be clearly visible.....	20
One vehicle per metered space.....	20
No parking when hood on meter.....	20
PART 7 – MISCELLANEOUS.....	21
Affixing Signs and Notices.....	21
Impersonation of Authorised Person.....	21
No Contravention of Sign.....	21
Removal of Notice from Vehicle.....	21
Offence.....	21
Prescribed Offences and Modified Penalties.....	21
Forms.....	21
Special Purpose and Emergency Vehicles.....	21
SCHEDULE 1 – Schedule of Penalties.....	22
SCHEDULE 2 – Form 1 - Notice to Owner of Vehicle Involved in Offence.....	24
SCHEDULE 2 – Form 2 - Infringement Notice.....	25
SCHEDULE 2 – Form 3 - Withdrawal of Infringement Notice.....	26

Document Set ID: 7251276
 Version: 1 Version Date: 13/02/2018



LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

PARKING LOCAL LAW 2022

Under the powers of the Local Government Act 1995 and under all other powers enabling it, the Council of the City of Cockburn resolved on X XXXX 2022 to make the following Local Law.

PART 1 - PRELIMINARY**Citation**

1. This Local Law shall be cited as the *City of Cockburn Parking Local Law 2022*.

Repeal

2. The City of Cockburn Parking & Parking Facilities Local Law 2007 as published in the Government Gazette on 11 January 2008 is hereby repealed.

Commencement

3. This local law comes into operation 14 days after the date of its publication in the Government Gazette.

Definitions & Interpretation

4. (1) In this Local Law unless the context requires otherwise –

“**ACROD sticker**” has the meaning given to it by the Code;

“**Act**” means the *Local Government Act 1995*;

“**appropriate fee**” means the fee appropriate to the period for which a vehicle has been parked;

“**authorised person**” means a person authorised by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this Local Law;

“**authorised vehicle**” means a vehicle authorised by the local government or an authorised person to stand or park in an area which is designated by signs for the parking of authorised vehicles only;

“**bicycle**” has the meaning given to it by the Code;

“**bus**” has the meaning given to it by the Code;

“**caravan**” means a vehicle that is fitted or designed for human habitation and which is drawn by another vehicle, or which is capable of self-propulsion;

“**carriageway**” means a portion of a road that is improved, designed or ordinarily used for vehicular traffic, and includes the shoulders, and areas, including embayments at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a road has 2 or more of those portions divided by a median strip, the expression means each of those portions, separately;

“**CEO**” means the Chief Executive Officer of the local government;

“**Charging Station**” means a machine installed and used to replenish an electric vehicle's battery while parked or stopped in a parking space.

“**children's crossing**” has the meaning given to it in regulation 3 of the Code;

Item 17.1 Attachment 1

GOVCO 21/04/2022

"Code" means the Road Traffic Code 2000 (WA);

"commercial vehicle" means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers, and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose;

"district" means the district of the local government;

"driver" means any person driving, or in control of, a vehicle;

"Electric vehicle" means a vehicle or a class of vehicle that is propelled by an electric motor in lieu of an internal combustion engine.

"Electronic parking detection device" means an electronic device placed in any position to detect or record the parking time of a vehicle on any road, parking station or other public place and includes any instruments, display panels or transmitting apparatus associated with the device.

"emergency vehicle" has the meaning given to it by the Code;

"fee" means the prescribed amount of legal tender that the local government may impose and determine from time to time for the stopping or parking of a vehicle under and in accordance with sections 6.16 to 6.19 of the Act.

"footpath" has the meaning given to it by the Code;

"GVM" (which stands for 'gross vehicle mass') has the meaning given to it by the Code;

"heavy vehicle" has the meaning given to it by the Code;

"local government" means the City of Cockburn;

"Loading Zone" means a parking space which is set aside for use by commercial vehicles if there is a sign referable to that space marked 'Loading Zone'

"median strip" has the meaning given to it by the Code;

"metered space" means a section or part of a metered zone that is adjacent to a parking meter and that is marked or defined by painted lines or by metallic studs or similar devices for the purpose of indicating where a vehicle may be parked on payment of a fee or charge;

"metered zone" means any road or reserve or part of any road or reserve in which parking meters regulate the parking of vehicles;

"motorcycle" has the meaning given to it by the Code;

"motor vehicle" means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

"occupier" has the meaning given to it by the Act;

"owner":

(a) where used in relation to a vehicle licensed under the Road Traffic Act,

means the person in whose name the vehicle has been registered under the Road Traffic Act;

- (a) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of, that vehicle; and
- (b) where used in relation to land, has the meaning given to it by the Act;

“park”, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of:

- (a) avoiding conflict with other traffic; or
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods *(for a maximum of 2 minutes)*;

“parking area” has the meaning given to it by the Code;

“parking facilities” includes land, buildings, shelters, ticket zones, parking spaces, parking stations, metered zones, metered spaces and other facilities open to the public generally for the parking of vehicles with or without charge and signs, notices and facilities used in connection with the parking of vehicles;

“parking region” means the whole of the district with the exception of –

- (a) the approach and departure prohibition areas of all existing and future traffic control signal installations as determined by the Commissioner of Main Roads;
- (b) prohibition areas applicable to all existing and future bridges and subways as determined by the Commissioner of Main Roads; and
- (c) any road or part of a road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road or part of a road has been delegated by the Commissioner of Main Roads to the local government.

“parking space” means a section or part of a road, a public reserve or a parking station, which is marked, or defined by painted lines, metallic studs, pavers or by similar devices for the purpose of indicating where a vehicle may stop or be parked;

“parking station” means any land or structure constituted as a parking station under this Local Law;

“pedestrian crossing” has the meaning given to by the Code;

“property line” means the boundary between the land comprising a road, and the land that abuts thereon;

“public place” means any place to which the public has access whether or not that place is on private property;

“public reserve” means any land –

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

“Road” has the meaning given to it by the Act;

“Road Traffic Act” means the Road Traffic Act 1974;

“Schedule” means a Schedule to this Local Law;

“sign” means a traffic sign, mark, structure, inscription, road marking, symbol or device placed, marked or erected on or near a road, a parking station, a parking facility or a public reserve for the purpose of prohibiting, regulating, guiding or directing the stopping or parking of vehicles;

Item 17.1 Attachment 1

GOVCO 21/04/2022

“special purpose vehicle” has the meaning given to it by the Code;

“stop” in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

“verge” means that portion of a road which lies between the boundary of a carriageway and the adjacent property line, but does not include a footpath;

“symbol” includes any symbol specified by Australian Standard 1742.1- 2003 and any symbol specified from time by time by Standards Australia for use in the regulation of parking;

“taxi” has the meaning given to by the *Taxi Act 1994*;

“taxi zone” has the meaning given to it by the Code; “

“ticket issuing machine” means a machine which –

- (a) is operated by the insertion of money or such other form of payment as may be permitted to be made; and
- (b) issues tickets to indicate the period during which it is lawful to remain parked in a parking space to which the machine is referable;

“tractor” means

- (a) a prime mover type motor vehicle that is a tractive unit designed for hauling a semi-trailer; or
- (b) a motor vehicle designed for use primarily in public and private sector industry, including but not limited to agricultural, earthmoving and forestry pursuits;

“traffic island” has the meaning given to it by the Code;

“trailer” means a vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include a semi-trailer or caravan;

“vehicle” has the meaning given to it by the Code;

- (2) In this Local Law, unless the context requires otherwise, a reference to a road, parking station, parking facility or public reserve includes a reference to, as the case may be, any part of the road, parking station, parking facility or public reserve.
- (3) A reference to the wording of any sign in this Local Law shall also be deemed to be a reference to the corresponding symbol.
- (4) Unless the context otherwise requires, where a term is used, but not defined, in this Local Law, and that term is defined in the Road Traffic Act or in the Code, then the term shall have the meaning given to it in that Act or the Code.

Application of Local Law

- 5. (1) Subject to sub-clause (2) this Local Law applies to the district of the City of Cockburn.
- (2) This Local Law does not apply to a parking facility which is not occupied by the City, unless the City and the owner or the occupier of that facility have agreed in writing that this Local Law will apply to that facility.
- (3) The agreement referred to in sub-clause (2) may be made on such terms and conditions as the parties may agree.
- (4) The provisions of Parts 2 to 7 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

Vehicle and Driver Classification

6. (1) For the purpose of this Local Law vehicles are divided into the following classes –
- (a) buses;
 - (b) caravans;
 - (c) electric vehicles;
 - (d) motor cycles and bicycles;
 - (e) taxis;
 - (f) commercial vehicles;
 - (g) tractors;
 - (h) heavy vehicles; and
 - (i) all other vehicles not otherwise classified.
- (2) For the purpose of this Local Law, drivers are divided into the following classes –
- (a) authorised persons;
 - (b) employees of the City;
 - (c) customers or patrons of a shop, shopping centre, facility or event;
 - (d) persons who work in a shop or shopping centre; and
 - (e) all other persons not otherwise classified.

Application and Interpretation of Signs

7. (1) Where the stopping or parking of vehicles in a road is regulated by a sign, then the sign shall for the purposes of this Local Law apply to that part of the road which –
- (a) lies beyond the sign;
 - (b) lies between the sign and the next sign beyond that sign; and
 - (c) is on that side of the road nearest to the sign.
- (2) For the purposes of this Local Law a sign may prohibit or regulate parking or stopping by the use of any symbol.
- (3) A sign regulating the parking or stopping of vehicles is presumed to be, in the absence of evidence to the contrary, a sign placed, marked or erected under the authority of this Local Law.
- (4) An inscription or symbol on a sign operates and has effect according to its tenor, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this Local Law to operate and have effect as if it also related to the parking of vehicles.
- (5) A sign that
- (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this Local Law; and
 - (b) relates to the parking of vehicles within the parking region,
- shall be deemed for the purposes of this Local Law to have been erected by the local government under the authority of this Local Law.

Powers of the local government

8. The local government may prohibit, or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

Item 17.1 Attachment 1

GOVCO 21/04/2022

PART 2 – PARKING STATIONS**Establishment of Parking Stations**

9. (1) The local government may constitute or vary any land or structure as a parking station by signs, metered spaces and metered zones.
- (2) In relation to a parking station, the local government may determine –
- (a) the location of parking spaces within a parking station;
 - (b) the permitted times and conditions of parking or stopping a vehicle;
 - (c) the classes of vehicles permitted to park or stop;
 - (d) the classes of person permitted to park or stop a vehicle; and
 - (e) the manner of parking or stopping a vehicle.

Fees for Parking Stations

10. (1) The local government may impose and determine a fee for the stopping or parking of a vehicle in a parking station under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) A reference in this Part to a "fee" means a fee imposed in accordance with sub-clause (1).

Conditions of Parking in a Parking Station

11. (1) A person shall not park or stop a vehicle or permit a vehicle to remain parked in any parking station during any period for which a fee is payable unless –
- (a) in the case of a parking station having an attendant on duty, the person pays the appropriate fee when demanded; or
 - (b) in the case of a parking station equipped with a ticket issuing machine, the person –
 - (i) inserts the appropriate fee in the ticket issuing machine or makes such other permitted form of payment which is indicated on the machine; and
 - (ii) obtains a parking ticket from the machine.
- (2) The local government may from time to time declare that sub-clause (1) shall not apply during periods or days specified.

Display of Tickets

12. A person shall not stop or park a vehicle in a parking station equipped with a ticket issuing machine during any period for which a fee is payable unless an unexpired parking ticket applicable to that parking station is –
- (a) displayed inside the vehicle; and
 - (b) displayed so that the date, expiry time and the number (if any) on the ticket are clearly visible to and able to be read by an authorised person from outside the vehicle, at all times while the vehicle remains stopped or parked in the parking station.

Lost Tickets

13. If provision is made in any parking station for payment of a fee on the departure of a vehicle, and the ticket issued when a vehicle entered the parking station is not produced on the departure of the vehicle, the fee payable shall be calculated from the time the parking station was opened on that day to the time of the departure of the vehicle.

GOVCO 21/04/2022

Item 17.1 Attachment 1

Removal of Vehicles

14. A person shall not remove a vehicle which has been parked in a parking station until the appropriate fee is paid.

Parking Within a Parking Space

15. (1) A person shall not stop or park a vehicle in a parking station, other than wholly within a parking space.
- (2) A person shall not park against the flow of traffic.

Prohibitions on Stopping or Parking

16. (1) A person shall not stop a vehicle in any part of a parking station –
- (a) if the stopping of a vehicle in that part is prohibited by a sign; or
- (b) during a period in which the stopping or parking of vehicles in that part is prohibited by a sign.
- (2) A person shall not park a vehicle on any part of a parking station –
- (a) if the parking of vehicles on that part is prohibited by a sign;
- (b) during a period in which the parking of vehicles on that part is prohibited by a sign; or
- (c) if a sign specifies that the part is for the parking of vehicles:
- (i) of a different class;
- (ii) or driven by a person of a different class.
- (d) for more than the maximum time specified by a sign.
- (e) so as to obstruct an entrance to, or an exit from, a parking station, or an access way within the parking station;

Special Event Parking

17. (1) The local government may by use of signs set aside, for any period specified on the signs, any parking station for the parking of vehicles by persons attending a special event.
- (2) A person shall not park or stop a vehicle in a parking station set aside under sub-clause (1) during the period for which it is set aside, unless a ticket purchased from the City with respect to the special event is displayed inside the vehicle and is clearly visible to and able to be read by an authorised person from outside the vehicle.
- (3) For the purpose of this clause, "special event" means any event or occurrence considered by the local government to be special or likely to attract a substantial number of persons driving vehicles, and which has been the subject of local public notice no less than twenty-eight days prior to the first day of the event or occurrence.
- (4) During the period referred to in sub-clause (1) the provisions of clauses 17(1)(b) and 17(2)(b) & (d) shall not apply to the parking station.

Behaviour in Parking Stations

18. A person shall not:
- (a) remain in or on a parking station after having been directed to leave that parking station by an authorised person;
- (b) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle;
- (c) drive in a parking station in a direction other than the direction indicated by signs or road markings;
- (d) Conduct any business activity without approval of the local government;
- (e) sleep in a vehicle; or

Item 17.1 Attachment 1

GOVCO 21/04/2022

- (f) intentionally cause a vehicle's tyres to lose traction, causing a vehicle to make excessive noise or smoke.

Parking Stations May be Locked

19. At the expiration of the hours of operation of a parking station the local government, whether or not any vehicle remains parked in a parking station, may lock the parking station or otherwise prevent the movement of any vehicle within, to or from it.

Selling and Hiring in Parking Stations

20. No person shall at or on any part of a parking station undertake busking, sell, hire, give away, offer or expose for sale or hire anything of any nature, unless that person has the prior written permission of the local government to do so.

Authorised Spaces in Parking Stations

21. (1) The local government may, by use of signs, set aside any parking station or any parking space or spaces in a parking station for the parking of vehicles by persons authorised by the local government.
- (2) Where the local government authorises a person pursuant to sub-clause (1) the local government –
- (a) shall issue a written permit to the person; and
- (b) may revoke the permit at any time.
- (3) A person shall not park or stop a vehicle in a parking space set aside under this clause unless a permit issued with respect to the vehicle is displayed inside the vehicle and is clearly visible to and readable by any authorised person examining the permit from outside the vehicle.
- (4) The local government may charge a fee for parking permits located within a parking station.

Damage to Parking Stations

22. A person shall not remove, damage, deface, misuse or interfere with any part of a parking station or parking facility, or attempt to do so.

Operation of Ticket Issuing Machines

23. (1) A person shall not operate or attempt to operate a ticket issuing machine except in accordance with the operating instructions appearing on the ticket issuing machine.
- (2) A person shall not insert or cause to be inserted or attempt to insert into a ticket issuing machine anything other than the money which is appropriate for the machine, or such other permitted form of payment which is indicated on the machine.

Damage to Ticket Issuing Machines, Infrastructure or Detection Devices

24. (1) A person shall not remove, damage, deface, misuse or interfere with any ticket issuing machine or attempt to do any such act.
- (2) A person shall not interfere with, damage or obstruct the operation of any electronic parking detection device, infrastructure or instrument in any parking station, carriageway or in any other place.
- (3) A person shall not interfere with, damage or obstruct the operation of any display panels or transmitting equipment in relation to any electronic parking detection devices or instruments operated by the local government.
- (4) A person shall not interfere with, damage or obstruct the operation of any charging station in any parking station, carriageway or in any other place.

Defacing a Parking Ticket

25. A person shall not display in a vehicle a ticket purchased from a ticket issuing machine, or from any other place authorised by the local government, if the ticket has been altered, added to or defaced in any way in an attempt to avoid payment of the appropriate fee.

PART 3 – PARKING ON ROADS GENERALLY**Stopping or Parking Contrary to Signs**

26. (1) A person shall not stop or park a vehicle on a road, or portion of a road, –
- (a) if it is set apart by a sign for the stopping or parking of vehicles of a different class;
 - (b) if it is set apart by a sign for the stopping or parking of vehicles by persons of a different class;
 - (c) during any period when the stopping or parking of vehicles is prohibited by a sign;
 - (d) to which a 'no stopping' sign applies;
 - (e) to which a 'no parking' sign applies, unless the driver -
 - (i) is dropping off, or picking up, passengers or goods;
 - (ii) does not leave the vehicle unattended; and
 - (iii) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.
- 'unattended', in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.
- (f) the side of which is marked with a continuous yellow edge line;
 - (g) other than wholly within a parking space if the part of the road upon which the vehicle is standing or parked is provided with parking spaces.
- (2) A person shall not stop or park a vehicle on any part of a road, whether or not that part is marked as a parking space, for more than the maximum time specified by a sign.

Occupied Parking Spaces

27. A person shall not stop or park or attempt to stop or park a vehicle in a parking space in which another vehicle is stopped or parked.

Median Strips and Traffic Islands

28. Subject to any law relating to intersections with traffic control signals, a person shall not stop or park a vehicle on any part of a road so that any portion of the vehicle is –
- (a) on a median strip;
 - (b) on a painted island;
 - (c) adjacent to a median strip otherwise than in a parking space; or
 - (d) within 9.0 metres of any portion of a carriageway bounded on one or both sides by a traffic island.

Parking vehicle on a carriageway

29. (1) A person parking a vehicle on a carriageway other than in a parking space shall park :
- (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the road on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the road on which the vehicle is parked;

Item 17.1 Attachment 1

GOVCO 21/04/2022

- (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
- (d) so that the front and the rear of the vehicle respectively are not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this Local Law; and
- (e) so that it does not obstruct any vehicle on the carriageway,

unless otherwise indicated on a parking regulation sign or markings on the roadway.

- (2) In this clause, 'continuous dividing line' means –
 - (a) a single continuous dividing line only;
 - (b) a single continuous dividing line to the left or right of a broken dividing line; or
 - (c) 2 parallel continuous dividing lines.

When parallel and right-angled parking apply

30. Where a traffic sign associated with a parking area is not inscribed with the words 'angle parking' (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is:

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and
- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

When angle parking applies

31. (1) Subject to sub-clause (2), where a sign associated with a parking area is inscribed with the words 'angle parking' (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

- (2) This clause does not apply to:
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load, of over three tonnes; or
 - (b) a person parking either a motor cycle without a trailer, or a bicycle.

Parking Near Fire Hydrant or Public Post Box

32. (1) A person shall not stop or park a vehicle on a road so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug.

- (2) A person shall not stop or park a vehicle on a road so that any portion of the vehicle is within:
 - (i) 3 metres of a public post box; or
 - (ii) within a mail zone,

unless the vehicle is being used for the purpose of collecting postal articles from the post box.



Traffic Obstructions

33. Subject to any law relating to intersections with traffic control signals, a person shall not stop or park a vehicle so that any portion of the vehicle is;
- (a) in front of a right of way, crossover, passage or private driveway, or so close to one as to deny vehicles reasonable access to, or egress from, the right of way, crossover, passage or private driveway;
 - (b) upon an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (c) within 10 metres of the nearest property line of any road intersecting the road on the side on which the vehicle is parked;
 - (d) alongside any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) in a cul-de-sac so as to obstruct the turning of vehicles within the cul-de-sac; or
 - (f) on or over any part of a footpath or a place of refuge for pedestrians, unless a sign or markings on the carriageway indicate otherwise.

Double Parking

34. (1) A person shall not stop or park a vehicle on a road so that any portion of the vehicle is between any other stopped or parked vehicle and the centre of that road.
- (2) This clause does not apply to a driver stopped in traffic.

Verge Parking

35. (1) A person shall not stop or park a vehicle on a verge where signs prohibit the stopping or parking of vehicles on that verge.
- (2) A person shall not park a vehicle on a verge for a period longer than 24 hours.
- (3) A person shall not park an unattached trailer or caravan on a verge.
- (4) A person, not being the owner or the occupier of the land abutting on to a verge, shall not, without consent of that owner or occupier, drive, park or stop a vehicle upon that verge.
- (5) A person shall not park a commercial vehicle on a verge unless it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from, or delivered to, the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

Bus Stops, Pedestrian, Railway and Children's Crossing

36. (1) A person shall not stop or park a vehicle on a road so that any portion of the vehicle is within 10 metres of the departure side of –
- (a) a sign inscribed with the words "Bus Stop" or "Hail Bus Here" (or with equivalent symbols depicting these purposes), unless that vehicle is a bus taking up or setting down passengers; or
 - (b) a pedestrian crossing or a children's crossing established on a road.
- (2) A person shall not park a vehicle on a road so that any portion of the vehicle is within 20 metres of the approach side of –
- (a) a sign inscribed with the words "Bus Stop" or "Hail Bus Here" (or with equivalent symbols depicting these purposes), unless that vehicle is a bus taking up or setting down passengers; or
 - (b) a pedestrian crossing or a children's crossing established on a road.

Item 17.1 Attachment 1

GOVCO 21/04/2022

- (3) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the 'bus zone' sign, applying to the bus zone.
- (4) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

No Parking within One Hour

- 37. If a person parks a vehicle in a road where parking is restricted as to time, that person shall not park that vehicle again in the same road on that day unless it has first been removed from the road for at least 1 hour.

Direction to Move Vehicles

- 38. A driver of a vehicle shall not permit a vehicle to stop or park on any part of a road or public reserve, if an authorised person directs the driver to move it.

Stopping in a Loading Zone

- 39. A person shall not stop a vehicle in a loading zone unless it is:
 - (a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or
 - (b) a motor vehicle taking up or setting down passengers,
 but, in any event, shall not remain in that loading zone:
 - (a) for longer than a time indicated on the 'loading zone' sign; or
 - (b) longer than 30 minutes (if no time is indicated on the sign).

Stopping in a taxi zone

- 40. A driver shall not stop in a taxi zone, unless the driver is driving a taxi.

No parking of vehicles exposed for sale and in other circumstances

- 41. A person shall not park a vehicle on any portion of a road:
 - (a) for the purpose of exposing it for sale;
 - (b) if that vehicle is not licensed under the Road Traffic Act;
 - (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
 - (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a road.

PART 4 – STOPPING AND PARKING GENERALLY**Parking and Stopping of Bicycles**

- 42. A person shall not park or stop any bicycle in a parking space, unless the parking space is marked "M/C".

Authorised Parking

- 43. A person shall not, without the permission of the local government or an authorised person, stop or park a vehicle, other than an authorised vehicle, in an area designated by signs for the parking of authorised vehicles only.

Private Property

- 44. (1) In this clause, a reference to "land" does not include land which is –
 - (a) a public reserve;
 - (b) the subject of an agreement referred to in clause 5(2); or

GOVCO 21/04/2022

Item 17.1 Attachment 1

- (c) a parking station.
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) The consent referred to in sub-clause (2) may be given subject to any conditions which are specified on a sign, and a person shall not park a vehicle on the land otherwise than in accordance with the consent.

Stopping heavy, commercial and other types of vehicles in built up area

45. (1) A person shall not park—
- (a) a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5m or more in length or exceeds a GVM of 4.5 t;
 - (b) a commercial vehicle;
 - (c) a caravan;
 - (d) a bus;
 - (e) a tow truck;
 - (f) a tractor; or
 - (g) a trailer.
- on a carriageway or verge in a built-up area between the hours of 6.00 pm one day and 7.00 am the following day and for more than three hours consecutively between the hours of 7.00 am and 6.00 pm.
- (2) Nothing in this clause mitigates the limitations or conditions imposed by any other clause or by any Local Law or traffic sign relating to the parking or stopping of vehicles.

Marking of Tyres

46. (1) An authorised person may mark the tyres of a parked vehicle with chalk or any other non-indelible substance for any purpose connected with or arising out of that authorised person's duties and powers.
- (2) A person shall not remove a mark made by an authorised person so the purpose of the affixing of such mark is defeated or likely to be defeated.

Parking on Public Reserves

47. A person shall not stop or park a vehicle in a public reserve, other than within a parking facility or parking station on that reserve, unless the person is an employee of the City in the course of her or his duties, or has obtained the permission of the local government or an authorised person.

No Obstruction of Public Places

48. (1) A person shall not park a vehicle in a public place so as to cause an obstruction.
- (2) For the purposes of sub-clause (1):
- (a) a vehicle which is parked in any portion of a public place where vehicles may not lawfully be parked is deemed to be causing an obstruction;
 - (b) a vehicle that is parked in any portion of a public place where vehicles may lawfully be parked does not cause an obstruction, unless –
 - (i) the vehicle is so parked for any period exceeding 24 hours, without the consent in writing of the CEO or an authorised person; or
 - (ii) the vehicle is so parked during any period in which the parking of vehicles is prohibited or restricted by a sign.

Item 17.1 Attachment 1

GOVCO 21/04/2022

Impounding of Vehicles

49. The impounding of vehicles and other goods shall be carried out in accordance with sections 3.37 to 3.48 of the Act and regulation 29 of the *Local Government (Functions and General) Regulations 1996*.

Stopping in a parking area for people with disabilities

50. (1) A driver shall not stop in a parking area for people with disabilities unless:
- (a) the driver's vehicle displays an ACROD sticker; and
 - (b) either the driver or a passenger in that vehicle is a person with disabilities.
- (2) In this clause a 'parking area for people with disabilities' is a length or area:
- (a) to which a 'permissive parking' sign displaying a people with disabilities symbol applies;
 - (b) to which a 'people with disabilities parking' sign applies;
 - (c) indicated by a 'people with disabilities' road marking that consists of, or includes, a 'people with disabilities' symbol; or
 - (d) an area set aside within a parking region as a 'parking bay' for use of a disabled person under the Local Government (Parking for Disabled Persons) Regulations 1988

Restrictions on parking in particular areas

51. A person shall not park a vehicle:
- (a) in a no parking area;
 - (b) in a parking area, except in accordance with both the signs associated with the parking area and with this Local Law;
 - (c) in a space marked 'M/C' unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.

PART 5 – RESIDENTIAL PARKING PERMITS**Residential Parking Permit**

52. (1) A maximum of three (3) residential parking permits may be issued for each residential lot fronting, or with vehicle access to and from, the road.
- (2) An application for a parking permit shall be made in the form determined by the local government.
- (3) The local government may in respect of an application for a permit for the purpose of sub-clause (1):
- (a) approve it;
 - (b) approve it, subject to such conditions as the local government considers appropriate; or
 - (c) refuse to approve it.
- (4) Where the local government makes a decision under sub-clause (3), it shall issue a permit in the form determined by it to the person who applied for the permit.
- (5) A permit issued for the purpose of sub-clause (1) will be issued for a period not exceeding one (1) year and expire on 1 July of each year.
- (6) Every permit issued for the purpose of sub-clause (1) is to specify:
- (a) a permit number;
 - (b) Vehicle registration numberplate of the permitted vehicle; and

18

Document Set ID: 7251276
Version: 1 Version Date: 13/02/2018

- (c) the name of the road to which the exemption granted by clause 53 applies.

Conditions of Exemption for Residential Parking Permits

53. Where parking of a vehicle on any part of a road within the district is prohibited for more than a specified time, the holder of a permit issued under clause 52 is exempted from such prohibitions if:
- (1) The vehicle is parked on a road or portion of a road specified in the permit, but not adjacent to retail premises where the parking of all vehicles is subject to a time restriction;
 - (2) The permit is displayed in the vehicle in a prominent position;
 - (3) The period in respect of which the permit was issued has not expired; and
 - (4) The holder of the permit at the time of parking the vehicle still resides at the residential lot in respect of which the permit was issued.

Removal and cancellation of residential parking permit

54. The holder of a permit issued under clause 52 who changes residence shall remove the permit from the vehicle to which it is affixed, and the permit shall be deemed to be cancelled on and from the date the holder changes residence.

PART 6 – METERED ZONES

Determination of metered zones

55. (1) The local government may constitute, determine, vary and indicate by signs, metered spaces and metered zones.
- (2) In respect of metered spaces and metered zones the local government may determine, and may indicate by signs:
- (a) permitted times and conditions of parking depending on and varying with the locality;
 - (b) classes of vehicles which are permitted to park;
 - (c) the amount payable for parking; and
 - (d) the manner of parking.

Parking fee to be paid

56. Subject to clause 59, a person shall not park a vehicle in a metered space unless the appropriate fee as indicated by a sign on the parking meter referable to the space is inserted into the parking meter.

Limitation on parking in metered space

57. The payment of a fee under clause 55 shall entitle a person to park the vehicle in a metered space for the period shown on the parking meter, but does not authorise the parking of the vehicle during any time when parking in that space may be prohibited in accordance with this Local Law.

No parking when meter is expired

58. Subject to clause 59, a person shall not leave or permit a vehicle to remain parked in a metered space, during the hours when a fee is payable to park the vehicle in the space when the parking meter referable to that space exhibits the sign 'Expired' or a negative time.

Suspension of requirement to pay fee

59. The local government may from time to time declare that the provisions of clauses 56 and 58 shall not apply during the periods and days specified in the resolution.

Vehicles to be within metered space

60. Subject to subclause (2):

Item 17.1 Attachment 1

GOVCO 21/04/2022

- (1) A person shall not park a vehicle in a metered space in a road otherwise than parallel to and as close to the kerb as practicable and wholly within the space, provided that where a metered space is set out otherwise than parallel to the kerb the vehicle need only park wholly within the space.
- (2) A person shall not stop or park a vehicle in a parking station, other than wholly within a parking space.
- (3) A person shall not park a vehicle partly within and partly outside a metered zone.

Permitted insertions in parking meters

61. (1) A person shall not insert into a parking meter anything other than the designations of coin or banknote or such other permitted form of payment indicated by a sign on the parking meter.
- (2) The insertion of a coin or banknote into any parking meter or the making of payment in such other form as may be permitted, shall be effected only in accordance with the instructions printed on that particular meter.

Parking ticket to be clearly visible

62. A driver of a vehicle left parked in a metered zone which is regulated by a ticket issuing machine shall on purchasing a ticket from the machine for a period of parking, place the ticket inside the vehicle in such a position that the ticket is clearly visible to and the expiry time or time for which the ticket remains valid is able to be read by an Authorised Person examining the ticket from outside the vehicle.

One vehicle per metered space

63. A person shall not park or attempt to park a vehicle in a metered space in which another vehicle is parked.

No parking when hood on meter

64. Notwithstanding any other provision of this Local Law and notwithstanding any other sign or notice, a person shall not park a vehicle in a metered space if the parking meter referable to such metered space has a hood marked 'No Parking', 'Reserved Parking' or 'Temporary Bus Stand' or equivalent symbols depicting these purposes, except with the permission of the local government or an Authorised Person.

PART 7 – MISCELLANEOUS**Affixing Signs and Notices**

65. A person shall not without the permission of the local government—
- (a) affix any board, sign, placard, notice or other thing to or paint or write upon any part of a sign, ticket issuing machine, parking facility, metered zone or parking station; or
 - (b) place, mark or erect a sign purporting to be or resembling a sign placed, marked or erected by the local government under this Local Law.

Impersonation of Authorised Person

66. A person who is not an authorised person shall not in any way assume or purport to assume the duties of an authorised person.

No Contravention of Sign

67. A person shall not contravene the direction of a sign erected by the local government under this Local Law.

Removal of Notice from Vehicle

68. A person other than the driver of the vehicle or a person acting under the direction of the driver, shall not remove from that vehicle any notice affixed to or put on it by an Authorised Person under this Local Law.

Offence

69. Any person who contravenes or fails to comply with a provision of this Local Law commits an offence and is liable upon conviction to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day, or part of a day, during which the offence has continued.

Prescribed Offences and Modified Penalties

70. (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified in Column 4 of Schedule 1 adjacent to the clause.

Forms

71. For the purposes of this Local Law –
- (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 2;
 - (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 2;
 - (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 2.

Special Purpose and Emergency Vehicles

72. Notwithstanding anything to the contrary in this Local Law, the driver of an emergency vehicle may, in the course of their duties and when it is expedient and safe to do so, stop or park the vehicle in any place at any time.

Item 17.1 Attachment 1

GOVCO 21/04/2022

SCHEDULE 1 – Schedule of Penalties**Local Government Act 1995**

City of Cockburn Parking Local Law

Modified Penalties

Item	Clause	Nature of Offence	Modified Penalty \$
1.	12	Failing to display unexpired parking ticket in a parking station	100
2.	14	A person shall not remove a vehicle which has been parked in a parking station until the appropriate fee is paid.	100
3.	15 (1)	Parking outside a parking space in a parking station.	100
4.	15(2)	Parking against the flow of traffic in a parking station	100
5.	16(1)(a)	Stopping in a no stopping area in a parking station	100
6.	16(1)(b)	Stopping during a prohibited period in part of a parking station	100
7.	16(2)(a)	Parking in a no parking area in a parking station	100
8.	16(2)(b)	Parking during a prohibited period on part of a parking station.	100
9.	16(2)(c)	Parking in a parking station space set aside for a different class of vehicle or driver.	100
10.	16(2)(d)	Parking for more than the maximum period in a parking station	100
11.	16(2)(e)	Parking so as to obstruct an entrance, exit or access way within a parking station	100
12.	17(2)	Parking without a ticket in a parking space set aside for a special event	100
13.	18 (a –e)	Behaviour in Parking Stations	100
14.	18 (f)	Intentionally cause a vehicle's tyres to lose traction, causing a vehicle to make excessive noise or smoke.	500
15.	21(3)	Parking in an authorised space in a parking station without a permit	100
16.	22	Damage to a Parking Station	500
17.	24 (1 -4)	Damage to vehicle boom gate or other parking station infrastructure	500
18.	26(1)(a)	Stopping or parking on part of a road set aside for vehicles of a different class	100
19.	24(1), or (3)	Damage to ticket issuing machine or electronic parking detection device	500
20.	26(1)(b)	Stopping or parking on part of a road set aside for drivers of a different class	100
21.	26(1)(c)	Stopping or parking on part of a road during a prohibited period	100
22.	26(1)(d)	Stopping or parking on part of a road to which a 'no stopping' sign applies	100
23.	26(1)(e)	Stopping or parking on part of a road to which a 'no parking' sign applies	100
24.	26(1)(f)	Stopping or parking on part of a road marked with a yellow line	100
25.	26(1)(g)	Parking on a road other than wholly within a marked parking space	100
26.	26(2)	Parking on a road for more than specified maximum time	100
27.	27	Stopping or parking in an occupied parking space	100
28.	28	Stopping or parking on or adjacent to a median strip (otherwise in a parking space), on a median strip, on a painted island or within 9.0 metres of any portion of a carriageway bounded on one or both sides by a traffic island.	100
29.	29(1)(a)	Failure to park as near as practicable to and parallel with the left boundary of two-way carriageway	100
30.	29(1)(b)	Failure to park as near as practicable to and parallel with boundary of one-way carriageway	100
31.	29(1)(a) or (1)(b)	Parking against flow of traffic on carriageway	100
32.	29(1)(c)	Parking when distance from farther boundary less than 3 metres	100
33.	29(1)(d)	Parking closer than 1 metre from another vehicle	100
34.	29(1)(e)	Causing obstruction on carriageway	100

Item	Clause	Nature of Offence	Modified Penalty \$
35.	30(b)	Failure to park at approximate right angle	100
36.	31(1)	Failure to park at an appropriate angle	100
37.	32(1)	Stopping or parking within 1 metre of a fire hydrant	100
38.	32(2)	Stopping or parking within 3 metres of a public post box or within a mail zone	100
39.	33(a)	Stopping or parking in front of a driveway or right of way	100
40.	33(b)	Parking on an intersection	100
41.	33(c)	Parking within 10 metres of intersection	100
42.	33(d)	Parking next to traffic obstruction	100
43.	33(e)	Parking in a cul-de-sac so as to cause an obstruction	100
44.	33(f)	Parking over a footpath	100
45.	34	Double parking	100
46.	35(1) or (2)	Stopping or parking on a verge contrary to signs or without consent	200
47.	35(3)	Stopping or parking a commercial vehicle on a verge	100
48.	35 (4)	Parking on verge without consent of that owner or occupier	100
49.	35 (5)	Parking a commercial vehicle on a verge for purposes other than loading or unloading goods	100
50.	36(1)	Stopping or parking within 9 metres of the departure side of bus stop, pedestrian or children's crossings	100
51.	36(2)	Stopping or parking within 20 metres of the approach side of bus stop, pedestrian or children's crossing	100
52.	36(3)	Stopping in bus zone	100
53.	36(4)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	100
54.	37	Parking vehicle again within 1 hour on a road	100
55.	38	Failing to move vehicle after direction by authorised person	100
56.	39	Stopping in a loading zone	100
57.	40	Stopping in a taxi zone	100
58.	41	Parking in road for purpose of sale	200
59.	42	Stopping or parking a bicycle in a parking space	100
60.	43	Parking in authorised parking area without authorisation	100
61.	44(2)	Parking on private property without consent of owner	100
62.	45	Parking a heavy, commercial or other type of vehicle on road or verge	100
63.	46	Removing authorised mark from tyres of parked vehicle	100
64.	47	Parking on a public reserve	100
65.	48	Parking so as to cause an obstruction in public place	200
66.	50	Stopping in disabled parking area	500
67.	51(a)	Parking in a no parking area	100
68.	51(b)	Parking in a parking area otherwise than in accordance with signs	100
69.	51(c)	Parking in a motorcycle space	100
70.	54	Failure to remove permit when residence changed	100
71.	56	Failure to pay fee for metered space	100
72.	58	Parking when meter has expired	100
73.	60(1)	Failure to park wholly within metered space	100
74.	60(3)	Parking outside metered zone	100
75.	61	Non-permitted insertion in parking meter	100
76.	62	Failure to display ticket clearly in metered zone	100
77.	63	Parking or attempting to park a vehicle in a metered space occupied by another vehicle	100
78.	64	Parking contrary to a meter hood	100
79.	69	All other offences not specified	100

SCHEDULE 2 – Form 1 - Notice to Owner of Vehicle Involved in Offence

LOCAL GOVERNMENT ACT 1995

PARKING LOCAL LAW

Date / /

To: (1)
 of: (2)
 It is alleged that on / / at (3)
 at (4) your vehicle:
 make
 model
 registration
 was involved in the commission of the following offence -

 contrary to clause of the **City of Cockburn Parking Local Law**.

You are required under section 9.13 of the Local Government Act 1995 to identify the person who was the driver or person in charge of the vehicle at the time when the offence is alleged to have been committed.

If you do not prove otherwise, you will be deemed to have committed the offence unless:

- (a) within 28 days after being served with this notice;
- (i) you inform the Chief Executive Officer or another authorised officer of the local government as to the identity and address of the person who was the driver or person in charge of the vehicle at the time the offence is alleged to have been committed; or
- (ii) you satisfy the Chief Executive Officer that the vehicle had been stolen, or was being unlawfully used, at the time the offence is alleged to have been committed;
- or
- (b) you were given an infringement notice for the alleged offence and the modified penalty specified in it is paid within 28 days after the notice was given or such further time as is allowed.
- (5)
 (6)

Insert:

- (1) Name of owner or 'the owner'
 (2) Address of owner (not required if owner not named)
 (3) Time of alleged offence
 (4) Location of alleged offence
 (5) Signature of authorised person
 (6) Name and title of authorised person giving notice

SCHEDULE 2 – Form 2 - Infringement Notice

LOCAL GOVERNMENT ACT 1995

PARKING LOCAL LAW

Serial No
 Date / /

To: (1)
 of: (2)
 It is alleged that on / / at (3)
 at (4)
 in respect of vehicle:
 make
 model
 registration
 you committed the following offence:

 contrary to clause of the **City of Cockburn Parking Local Law**.

The modified penalty for the offence is \$

If you do not wish to have a complaint of the alleged offence heard and determined by a court, the amount of the modified penalty may be paid to an authorised person at (5) within a period of 28 days after the giving of this notice.

If you take no action this infringement notice may be registered with the Fines Enforcement Registry after which your driver's licence or any vehicle licence held by you may be suspended. If the matter is registered with the Registry additional costs will also be payable.

If the above address is not your current address, or if you change your address, it is important that you advise us immediately. Failure to do so may result in your driver's licence or any vehicle licence you hold being suspended without your knowledge.

(6)
 (7)

Insert:

- (1) Name of alleged offender or 'the owner'
- (2) Address of alleged offender
- (3) Time of alleged offence
- (4) Location of alleged offence
- (5) Place where modified penalty may be paid
- (6) Signature of authorised person
- (7) Name and title of authorised person giving notice

Item 17.1 Attachment 1

GOVCO 21/04/2022

SCHEDULE 2 – Form 3 - Withdrawal of Infringement Notice

LOCAL GOVERNMENT ACT 1995

PARKING LOCAL LAW

Serial No

Date / /

To: (1)

of: (2)

Infringement Notice No. dated / /

in respect of vehicle:

make

model

registration

for the alleged offence of

.....

.....

.....

has been withdrawn.

The modified penalty of \$

- has been paid and a refund is enclosed.
- has not been paid and should not be paid.
(delete as appropriate).

(3)

(4)

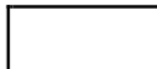
Insert:

(1) Name of alleged offender to whom infringement notice was given or 'the owner'.

(2) Address of alleged offender.

(3) Signature of authorised person

(4) Name and title of authorised person giving notice



GOVCO 21/04/2022

Item 17.1 Attachment 1

The Common Seal of the City of Cockburn was
affixed by authority of a resolution of the Council in
the presence of:

Mayor

Chief Executive Officer

Proposed

GOVCO 21/04/2022

18. Matters to be Noted for Investigation, Without Debate

Nil

19. Confidential Business

Nil

20. Closure of Meeting

The Presiding Member thanked all for their attendance and closed the meeting at 7.06pm.

162 of 162



18.5 (2022/MINUTE NO 0096) Minutes - Organisational Performance Committee Meeting 21 April 2022

Author	Jemma Iles
Attachments	<ol style="list-style-type: none">1. Minutes - Organisational Performance Committee Meeting - 21 April 2022 ↓2. Minutes - Organisational Performance Committee Meeting - 21 April 2022 - Confidential Attachments (Confidential)

RECOMMENDATION

That Council:

- (1) RECEIVES the Minutes of the 21 April 2022 Organisational Performance Committee Meeting; and
- (2) ADOPTS the recommendations contained therein.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Council Decision

MOVED Cr K Allen SECONDED Cr C Stone

That the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 9/0

Background

The Organisational Performance Committee held a meeting on 21 April 2022.

The Minutes of the meeting are required to be presented to Council for consideration.

Submission

N/A

Report

The Committee recommendations are now presented for consideration by Council, and if accepted, are endorsed as the decisions of Council.

Strategic Plans/Policy Implications**Listening & Leading**

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.



Budget/Financial Implications

Nil

Legal Implications

1. Section 5.38 of the *Local Government Act 1995* (the Act) and Schedule 2 (Division 3) of the *Local Government (Administration) Regulations 2021* apply to the CEO Performance Review process
2. Regulations 19C and 19C (5) of the *Local Government (Administration) Regulations 1996* (the Regulations) apply to the adoption of the Strategic Community Plan (SCP) and the monitoring of the related KPIs.

Regulations 19DA and 19DA (3) of the Regulations apply to the adoption of the Corporate Business Plan (CBP) and matters related to the Asset Management Plan, Workforce Plan and Long Term Financial Plan.

3. Section 5.46 of the Act applies to the annual review of the functions and powers delegated to the CEO (Delegated Authority)

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Compliance” risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil





The Council of the City of Cockburn
Organisational Performance Committee
Minutes

For Thursday, 21 April 2022

These Minutes are subject to confirmation

Presiding Member's signature

Date: 16 June 2022

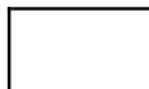
OPCO 21/04/2022

**The Council of the City of Cockburn
Organisational Performance Committee Meeting
Thursday, 21 April 2022 at 7.30pm**

Table of Contents

	Page
1. Declaration of Meeting.....	3
2. Appointment of Presiding Member (If required)	4
(2022/MINUTE NO 0001) Appointment of Presiding Member	4
3. Acknowledgement of Receipt of Written Declarations of Financial Interests and Conflict of Interest (by Presiding Member)	4
4. Apologies & Leave of Absence	4
5. Confirmation of Minutes.....	5
5.1 (2022/MINUTE NO 0002) Minutes of the Chief Executive Officer Performance Review and Key Projects Appraisal Committee Meeting - 17 February 2022	5
6. Business Left Over from Previous Meeting (if adjourned)	5
7. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting	5
8. Governance and Strategy.....	6
8.1 (2022/MINUTE NO 0003) Proposed Amendment to Delegated Authority 'Grants to Support Local Economic Development'	6
8.2 (2022/MINUTE NO 0004) Proposed Amendment to Delegated Authority 'Legal Representation For Elected Members and Employees	10
8.3 (2022/MINUTE NO 0005) Update on the FY22 Corporate Key Performance Indicators.....	14
9. People Experience and Transformation.....	21
9.1 (2022/MINUTE NO 0006) Terms of Reference - Organisational Performance Committee	21
9.2 (2022/MINUTE NO 0007) Annual Calendar of Business - Organisational Performance Committee	26
10. Office of the CEO	29
11. New Business of an Urgent Nature Introduced by Members or Officers	29
12. Matters to be Noted for Investigation, Without Debate	29
13. (2022/MINUTE NO 0008) Confidential Business	29
13.1 Enterprise Agreement Negotiations Update.....	29
14. Closure of Meeting	29

2 of 29



OPCO 21/04/2022

**The Council of the City of Cockburn
Organisational Performance Committee Meeting
Thursday, 21 April 2022 at 7.30pm**

Minutes

Present**Elected Members**

Mr L Howlett	-	Mayor (Presiding Member)
Ms P Corke	-	Councillor
Mr T Dewan	-	Councillor (eMeeting)
Mr M Separovich	-	Councillor
Ms C Stone	-	Councillor

In Attendance

Mr T Brun	-	Chief Executive Officer
Ms V Green	-	Executive Corporate Affairs (eMeeting)
Ms J Iles	-	Executive People Experience and Transformation
Ms E Milne	-	Executive Governance and Strategy
Mr M Lee	-	Systems Support Officer (Technical Support)
Mrs B Pinto	-	Governance Officer
Mrs S D'Agnone	-	Council Minute Officer

1. Declaration of Meeting

The Executive People Experience and Transformation declared the meeting open at 7.30pm and welcomed all in attendance.

"Kaya, Wanju Wadjuk Budjar" which means "Hello, Welcome to Wadjuk Land"

The Executive People Experience and Transformation acknowledged the Nyungar People who are the traditional custodians of the land on which the meeting is being held and extend that respect to the Elders of the Nyungar Nation, both past and present and extend that respect to Indigenous Australians who are present tonight.

 3 of 29

 445 of 483

OPCO 21/04/2022

2. Appointment of Presiding Member

THE EXECUTIVE PEOPLE EXPERIENCE AND TRANSFORMATION ADVISED ONE NOMINATION FOR THE POSITION OF PRESIDING MEMBER HAD BEEN RECEIVED FROM MAYOR HOWLETT, AND INVITED ANY FURTHER NOMINATIONS.

NO FURTHER NOMINATIONS WERE FORTHCOMING.

(2022/MINUTE NO 0001) APPOINTMENT OF PRESIDING MEMBER

RECOMMENDATION
THE COMMITTEE APPOINTS MAYOR HOWLETT AS PRESIDING MEMBER OF THE ORGANISATIONAL PERFORMANCE COMMITTEE.
COMMITTEE RECOMMENDATION
MOVED COUNCILLOR P CORKE SECONDED COUNCILLOR M SEPAROVICH THAT THE RECOMMENDATION BE ADOPTED.
<u>CARRIED UNANIMOUSLY 5/0</u>

THE EXECUTIVE PEOPLE EXPERIENCE AND TRANSFORMATION DECLARED MAYOR HOWLETT AS PRESIDING MEMBER OF THE AUDIT, RISK AND COMPLIANCE.

MAYOR HOWLETT ASSUMED THE ROLE OF PRESIDING MEMBER.

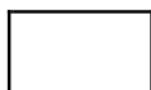
3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER)

Nil

4. Apologies & Leave of Absence

Cr P Eva - Apology

4 of 29



OPCO 21/04/2022

5. Confirmation of Minutes**5.1 (2022/MINUTE NO 0002) Minutes of the Chief Executive Officer Performance Review and Key Projects Appraisal Committee Meeting - 17 February 2022****RECOMMENDATION**

The Committee CONFIRMS the Minutes of the Chief Executive Officer Performance Review and Key Projects Appraisal Committee Meeting held on Thursday, 17 February 22 as a true and accurate record.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0

6. Business Left Over from Previous Meeting (if adjourned)

Nil

7. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting

Nil

En Bloc Resolutions

7.48pm The following Items were carried by En Bloc Resolution of Council:

9.2	13.1
-----	------

5 of 29

OPC 21/04/2022

Item 8.1

8. Governance and Strategy**8.1 (2022/MINUTE NO 0003) Proposed Amendment to Delegated Authority 'Grants to Support Local Economic Development'****Author** Victoria Green**Attachments** 1. Proposed Amendment - Delegated Authority 'Community Funding To Support Local Economic Development' [↓](#)**Recommendation of the Committee**

That Council:

- (1) AMENDS Delegated Authority 'Community Funding to Support Local Economic Development', as shown in the attachment to the Agenda.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

The current delegation for Grants to Support Local Economic Development was approved on 27 August 2020.

In line with the new corporate structure the delegations need to be realigned to the most relevant roles.

Submission

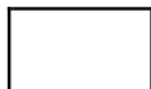
N/A

Report

In line with the new corporate structure, the delegations need to be realigned to the most relevant roles within the new Corporate Affairs division – these being Executive, Corporate Affairs, who oversees the Business and Economic Development Service Unit, and Lead, Economic and Business Development, who oversees the Grants to Support Local Economic Development.

Removing Current Authorised Delegate/s
Executive, Governance and Strategy
Communications & Marketing Manager

6 of 29



Item 8.1OPC 21/04/2022

New Delegate/s Requested

Executive, Corporate Affairs

Lead, Economic and Business Development

Strategic Plans/Policy ImplicationsLocal Economy

A sustainable and diverse local economy that attracts increased investment and provides local employment.

- Increased Investment, economic growth and local employment.
- Thriving local commercial centres, local businesses and tourism industry.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

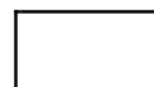
Failure to update the delegations may result in inconsistent processes and lead to non-conformance with the principles of good governance, and non-compliance with the Local Government Act 1995.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

N/A



7 of 29



449 of 483

Item 8.1 Attachment 1

OPCO 21/04/2022

DA	COMMUNITY FUNDING TO SUPPORT LOCAL ECONOMIC DEVELOPMENT	
----	---------------------------------------------------------	--

DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Corporate Communications
SERVICE UNIT:	Communications & Marketing
RESPONSIBLE OFFICER:	Business Engagement Officer
FILE NO.:	086/003
DATE FIRST ADOPTED:	10 September 2020
DATE LAST REVIEWED:	
POLICY REF.:	Community Funding to support Local Economic Development (Grants)
VERSION NO.	1

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 August 2020	
OCM:		

FUNCTION DELEGATED:

The authority to evaluate funding submissions in accordance with grant programs listed under policy 'Community Funding to Support Local Economic Development' and to manage and allocate funds to submissions compliant with this policy and respective guidelines.

CONDITIONS/GUIDELINES:

- (1) To approve applications for the following grant programs:
 1. Category A – Economic Development Grants
- (2) All transactions utilising this delegation are to be recorded in the City's record keeping system (ECM) by the delegated officer, or by another officer directed by the delegated officer.

AUTONOMY OF DISCRETION:

As provided as in the conditions above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Local Government Act, 1995 sec 5.42 and 5.44
 Council Policy "Community Funding to support local Economic Development (Grants)" refers.

DELEGATE:

Chief Executive Officer

Note: The Chief Executive Officer will sub-delegate this authority to:

[1]



DA	COMMUNITY FUNDING TO SUPPORT LOCAL ECONOMIC DEVELOPMENT	
----	------------------------------------------------------------	--

DELEGATE/S AUTHORISED:

~~Executive, Governance & Strategy~~
~~Communications & Marketing Manager~~
~~Executive, Corporate Affairs~~
~~Lead, Economic & Business Development~~

[2]

OPC 21/04/2022

Item 8.2

8.2 (2022/MINUTE NO 0004) Proposed Amendment to Delegated Authority 'Legal Representation For Elected Members and Employees**Author** Emma Milne**Attachments** 1. Proposed Amendment to Delegated Authority 'Legal Representation for Elected Members and Employees' [↓](#)**Recommendation of the Committee**

That Council:

- (1) NOTES the amendment to the title of the Delegated Authority 'Access to Legal Services for Elected Members and Employees; and
- (2) ADOPTS proposed amendments to Delegated Authority (attached).

TO BE CARRIED BY ABSOLUTE MAJORITY OF COUNCIL

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor P Corke

That Council:

- (1) ADOPTS the recommendation, subject to the addition of the following to sub – recommendation (2) as follows:

“, subject to the following inclusions:

1. under the heading “Delegate” and following the words “Chief Executive Officer” insert “*Note – the Chief Executive Officer will sub-delegate this authority to:*”; and
2. under the heading “Delegate/s Authorised” insert “*Executive Governance and Strategy*”.

- (2) INSERTS the words ‘to Council’ between the words ‘report’ and ‘all legal services’ in section 3.

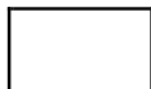
CARRIED UNANIMOUSLY 5/0**Reason for Decision**

To align with the detail contained in the ‘Legal Representation for Elected Members and Employees’.

Background

In the Delegated Authorities and Policies Committee on 17 February, a new policy ‘Access to Legal Services for Elected Members and Employees’ was accepted and the Legal Representation and Costs Indemnification – Elected Members and Employees policy was rescinded.

10 of 29



Item 8.2OPC 21/04/2022

The instrument of delegation requires amendment to realign with this policy change.

Submission

N/A

Report

The Delegated Authority has been reviewed to align with the new 'Access to Legal Services for Elected Members and Employees' policy and is presented to the Committee for consideration.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Funds to be expended for this purpose will be allocated in the FY23 budget.

Legal Implications

Section 9.56 of the *Local Government Act 1995 (the Act)*

Community Consultation

N/A

Risk Management Implications

There is a 'medium' level of risk if legal support is not available for Elected Members and Employees.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

 11 of 29

 453 of 483

Item 8.2 Attachment 1

OPCO 21/04/2022

DA	<u>ACCESS TO LEGAL SERVICES REPRESENTATION – FOR ELECTED MEMBERS & EMPLOYEES</u>
----	---------------------------------------------------------------------------------------------

DIVISION:	Office of the Chief Executive Officer
BUSINESS UNIT:	Office of the Chief Executive Officer
SERVICE UNIT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	<u>10 December 2020</u>
ATTACHMENTS:	N/A
VERSION NO.	6

Dates of Amendments / Reviews:	
<u>Organisational Performance</u>	24 May 2012
<u>Committee (former DAP Meeting):</u>	25 February 2016
	22 November 2018
	23 May 2019
	26 November 2020
OCM:	9 April 2009
	14 June 2012
	10 March 2016
	14 June 2018
	13 June 2019

FUNCTION DELEGATED:

The authority to approve the provision of financial assistance for legal representation to Elected Members and/or employees (past or present).

CONDITIONS/GUIDELINES:

- (1) An Elected Member or Employee is to make a written application requesting legal services to the Executive Governance and Strategy who will make the determination in consultation with the CEO and Mayor. The application cannot wait until a Meeting of Council is convened for it to be considered as part of Council's normal decision making process.
- (2) The payment of legal services' costs to an Elected Member or Employee, in respect of each application, is not to exceed \$25,000 without the approval of Council.
- (23) The Executive Governance and Strategy is to report all legal services obtained by Elected Members and Employees including details of the action and payments made under the Policy by confidential memo, or email (also to be uploaded to Elected Members Portal (Hub)) as soon as practical, or within a month of the expenditure. Approval of up to \$40,000 only is permitted by this Authority.
- (3) Approved applications to be informed to all Elected Members

[1]

OPCO 21/04/2022

Item 8.2 Attachment 1

DA

**ACCESS TO LEGAL SERVICES REPRESENTATION – FOR
ELECTED MEMBERS & EMPLOYEES**

- (4) All transactions utilising this delegation are to be recorded in the City's Record Keeping system (ECM) by the delegated officer or by another officer directed by the delegated officer.

AUTONOMY OF DISCRETION:

As provided under legislative requirements and the above conditions/guidelines.

Local Government Act 1995

s6.7(2) Municipal Fund

s9.56 Certain persons protected from liability or wrongdoing

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

s5.42 Council may delegate some powers and duties to the CEO.

s9.56 of the Local Government Act 1995

Policy 'Access to Legal Services for Elected Members and Employees'

DELEGATE:

Chief Executive Officer.

DELEGATE/S AUTHORISED:

N/A

[2]

13 of 29

455 of 483

OPC 21/04/2022

Item 8.3

8.3 (2022/MINUTE NO 0005) Update on the FY22 Corporate Key Performance Indicators**Author** Emma Milne**Attachments** 1. Corporate KPIs Progress Status Report [↓](#)**Recommendation of the Committee**

That Council:

- (1) NOTES the update contained within this report on the FY22 Corporate Key Performance Indicators.

8.07pm The Executive Governance and Strategy departed the meeting.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0**Background**

At the 22 July 2021 Chief Executive Officer Performance Review and Key Projects Appraisal Committee and 12 August 2021 Ordinary Council Meeting, Council endorsed the FY22 Chief Executive Officer (CEO) Corporate Key Performance Indicators (KPIs).

This report provides an update on the progress of the FY22 Corporate KPIs.

Submission

N/A

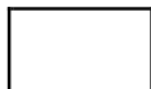
Report

The Corporate KPIs measure organisational performance (and by default, the CEO) which address the status on the delivery of outcomes, stakeholder satisfaction and financial outcomes.

They reflect more contemporary management measures of success and are more easily measurable and defined.

All fourteen KPIs have an assigned executive who is accountable for its delivery and a quarterly status update is included in a report to an Ordinary Council Meeting.

14 of 29



Item 8.3

OPC 21/04/2022

As per the attachment, the KPIs are colour coded to indicate the progress and status:

- Green indicates the KPI is complete
- Blue indicates the KPI is on track.

Progress notes are included in the report by the relevant ExCo or direct report.

In summary, all Corporate KPIs are currently on track for achievement, with three complete:

Status	No	Percentage
Completed	3	21%
On track	11	79%
Delayed/not commenced	0	0%

The Organisational Performance (OPCo) Committee Annual Calendar of Business and Terms of Reference have been included as attachments to separate reports for acceptance and adoption at this meeting.

As per the recommended calendar and terms of reference, at the next OPCo meeting to be held in June, the Committee will undertake the process of recommending to Council the Organisational Strategic KPIs for FY23 (which will be dealt with at the Special Council Meeting to adopt the budget planned to be held on the 23rd June 2022).

Strategic Plans/Policy Implications

Listening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.
- High quality and effective community engagement and customer service experiences.

Budget/Financial Implications

Nil

Legal Implications

Sections 5.38 and 5.39A (1) (b) of the *Local Government Act 1995* and Division 3 Schedule 2 of Regulation 18FA of the *Local Government (Administration) Regulations 1996* refer.

Community Consultation

N/A

 15 of 29

 457 of 483

OPC 21/04/2022

Item 8.3

Risk Management Implications

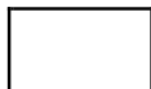
There is a “Low” level of “Compliance” risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

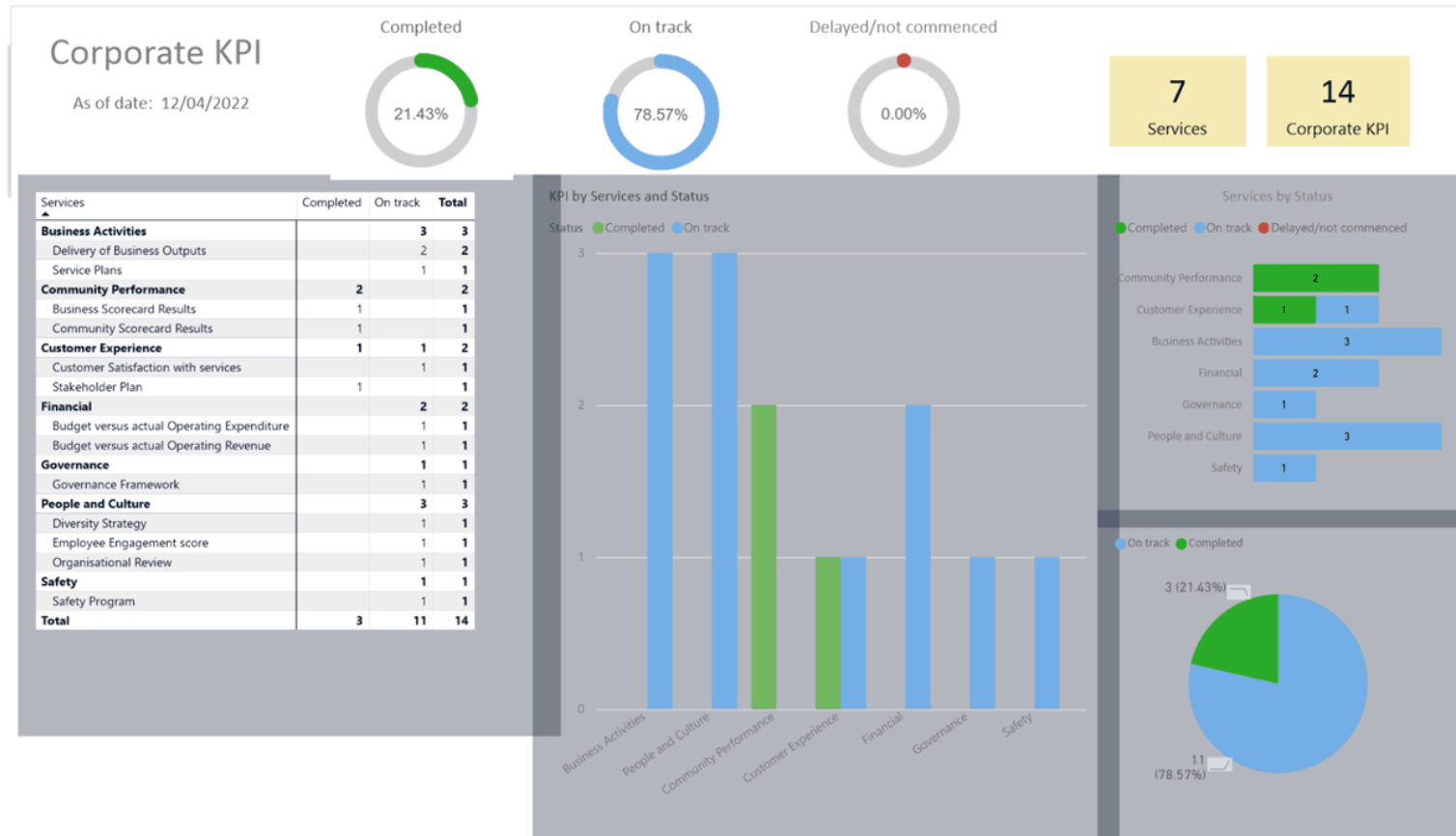
Implications of Section 3.18(3) *Local Government Act 1995*

Nil



OPCO 21/04/2022

Item 8.3 Attachment 1



Item 8.3 Attachment 1

OPCO 21/04/2022

Corporate KPI

Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
Business Activities	Service Plans		By decision of Council	N/A	Emma Milne	Courtnee Thomson	01/04/2022	Delivery	FY22 mid-year service plan reviews adopted by Council at 10 Feb 22 OCM. FY23 service plans currently being developed and will be adopted by Council at the June Special Council Meeting.
Business Activities	Delivery of Business Outputs	Delivery of major (>\$500k) projects against targets (Registered in PPM)	0.8	5% improvement	Anton Lees	Terry Green	01/04/2022	Delivery	Major projects progressing in accordance with approved internal or grant timelines
Business Activities	Delivery of Business Outputs	Delivery of planned services against targets (CAMMS)	0.55	0.7	Emma Milne	Courtnee Thomson	01/04/2022	Delivery	61% of FY22 Service Plan KPIs on target with 24% of measurements not being available till end of FY. FY23 Service Plan targets currently being developed and will be adopted by Council at the June Special Council Meeting.
Community Performance	Community Scorecard Results	Performance Scorecard results (place to live and governing organisation) maintained	73 performance indicator score	Additional 1 point	Victoria Green	Samantha Seymour-Eyles	01/04/2022	Complete	Scorecard completed and sent to community 3 March 2022. Data collation/review and development of report from 24 March. Looking to present findings to management 3 May 2022.
Community Performance	Business Scorecard Results	Performance Scorecard results (place to work or operate a business and as a governing organisation) maintained	71 performance indicator score	Additional 2 points	Victoria Green	Michael Faulkner	01/04/2022	Complete	Benchmark of 72 achieved. Currently.
Customer Experience	Customer Satisfaction with services	Average customer satisfaction levels maintained from the Customer Satisfaction surveys (internal and external), internal Customer satisfaction levels maintained	External average 89.1%, and, internal average 81.5% on KPI of 7	additional 2%	Victoria Green	Colleen Miller	01/04/2022	Delivery	External research provider briefed. All surveys infield as planned throughout the year. Seniors survey - complete 07/10/2021, research provider analysing results Intercept and phone surveys in field Oct/Nov 2021 : Youth Services survey - commence week of 19/10/2021 HWRP Commercial and Domestic survey - commenced week 9/10/2021 (subject to weather conditions) Sports Field Hire / Bookings Management / Casual & Regular hirers Winter season survey - commence week 19/10/2021 Front counter - commence 04/11/2021 Strategic Planning - commence week 19/10/2021
Customer Experience	Stakeholder Plan		By decision of Council	N/A	Victoria Green	Daniel Newman	01/04/2022	Complete	

Corporate KPIs - 12/04/2022

Page 1 of 3

OPCO 21/04/2022

Item 8.3 Attachment 1

Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
Financial	Budget versus actual Operating Expenditure	No Budget Variance	+ or - 2% Variance	+ or - 1% Variance	Stuart Downing	Nelson Mauricio	01/04/2022	Delivery	The actual KPI for the 9 months to 31/3/22 is -9.0%. This is under spending, which should increase operating budget surplus and EBITDA
Financial	Budget versus actual Operating Revenue	No Budget Variance	+ or - 2% Variance	+ or - 1% Variance	Stuart Downing	Nelson Mauricio	01/04/2022	Delivery	The actual KPI for the 8 months to 28/2/22 is +0.2%. Additional income is in line with AMB
Governance	Governance Framework	Ensure the Council and City's governance and communication processes provide a best practice framework and are supported with appropriate training, Performance Scorecard results (place to live and governing organisation) maintained	By decision of Council	N/A	Emma Milne	Joseph Fiori	01/04/2022	Delivery	The City of Cockburn Governance Framework has been developed and accepted by Council [ECM Doc Set ID 10281746]. Conflict of Interest training was conducted by the in-house for all staff by the Public Sector Commission in November 2020. Fraud Awareness training was conducted in-house by LGIS in November 2020. CoC inductions for all staff in conflict of interest and governance are currently being reviewed. reviewed. Following the 14 April 2020 authorised inquiry into the City of Cockburn by the Department of Local Government, Sport and Cultural Industries, the City commissioned Cole Corporate to conduct an independent governance review in 2021. An interim report was presented to Elected Members on 30 September 2021, with the final report presented to Elected Members on 28 October 2021 for their consideration. CoC officers have conducted presentations and training for Elected Members on topics recommended in the Coles Report - this should conclude in April 2022.
People and Culture	Employee Engagement score	Employees promote the City as the Employer of choice from the Culture Scorecard	0.75	additional 2%	Jemma Iles	Michael Swanepoel	01/04/2022	Planning	Culture Roadmap initiatives in development through SLT. Manager Transformation (Culture and Innovation) commenced Nov 2021. Research into different employee survey options. 12.01.22 Research into different employee survey options to be completed January 2022. A proposed approach will be developed by end of January 2022. 14.02.22 A proposed concept is being finalised around an innovative and transformative approach to employee engagement. 01.04.22 A pitch to ExCo for the proposed concept will be presented in April.
People and Culture	Diversity Strategy	Increased senior leadership gender diversity	30% composition of either gender in leadership roles	additional 5%	Jemma Iles	Chantelle Hanrahan	01/04/2022	Delivery	ExCo has met 50/50 gender diversity. SLT has ratio of 35% (including ExCo Members)

Corporate KPIs - 12/04/2022

Page 2 of 3

Item 8.3 Attachment 1

OPCO 21/04/2022

Services	Measure	KPI Target	FY22 KPI Target	Outperformance	Executive Accountable	Executive Direct Report To	Due date	Progress	Notes
People and Culture	Organisational Review	Completion of organisational review and implementation of appropriate training.	By decision of Council	N/A	Jemma Iles	Chantelle Hanrahan	01/04/2022	Delivery	Organisational Review in progress. ExCo and SLT appointments completed. Relevant SLT's have commenced business unit transformation processes with a number of structure proposals being presented to ExCo.
Safety	Safety Program	Deliver Safety program against targets	5<LTI	3<LTI	Jemma Iles	Cheryl Taveira	01/04/2022	Delivery	Current 24 month rolling LTIFR is 1.74

Item 9.1

OPCO 21/04/2022

9. People Experience and Transformation**9.1 (2022/MINUTE NO 0006) Terms of Reference - Organisational Performance Committee****Author** Jemma Iles**Attachments** 1. Terms of Reference - Organisational Performance Committee [↓](#)**Recommendation of the Committee**

That Council:

- (1) RECEIVES this report;
- (2) REVIEWS the Draft Terms of Reference – Organisational Performance Committee; and
- (3) ADOPTS the Final Terms of Reference.

8.09pm The Executive Governance and Strategy returned to the meeting.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor M Separovich

That Council:

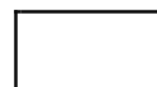
- (1) ADOPTS the recommendation, subject to the addition of the following:
 1. Meetings (2): shall be amended to read: The Committee shall be held in person at 6.00pm to 7.00pm or at 7.30pm to 8.30pm on a rotating basis with the other three Committees, as determined in advance, in accordance with the two year Electoral cycle.
 2. Objectives and Duties (3): shall be amended to read: The OP Co will also assist the CEO in recommending a Succession Planning Framework for the roles of Acting CEO and the seven (7) Executive Officers.

CARRIED UNANIMOUSLY 5/0**Background**

The Governance Review Steering Committee (GRSC) conducted a meeting on 23 February 2022.

The primary theme for the Meeting was to review the Council's Committee Meeting Structure.

The Committee recommendations made at the Meeting were considered and endorsed at the 10 March 2022 Ordinary Council Meeting.



21 of 29



OPCO 21/04/2022

Item 9.1

The Committee has made recommendations along the following lines:

1. To disband the current five Standing Committees established under the *Local Government Act 1995* (Act) and establish four new Standing Committees to undertake the functions of the previous Committees, plus incorporate other new key responsibilities.
2. Refer the Draft Terms of Reference (TOR) for each of the new Committees to the inaugural Meeting of each Committee for consideration, recommending changes to those proposed, including scheduling and commencement time of all Committee meetings.

Submission

N/A

Report

Pursuant to Part 5, Division 2, s. 5.8 of the Act and Part 7, Division 1A, s. 7.1A of the Act, this report presents the Draft Terms of Reference for the newly formed Organisational Performance Committee (OPCO).

Objectives and Duties are as follows:

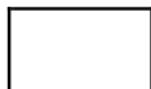
1. The OPCO is responsible for recommending the Key Performance Indicators (KPIs) related to the CHIEF Executive Officer (CEO) role and for monitoring the progress of achieving the KPIs.

In determining the extent and ongoing status of the KPIs, the Committee may resource the assistance of external expertise to monitor and make recommendations to the Committee on the performance of the CEO.

2. The OPCO will assist in setting and monitoring Strategic KPIs for measuring Organisational Performance.
3. The OPCO will assist the CEO in recommending a Succession Planning Framework for the roles of CEO and the seven Executive Officers.
4. The OPCO will be responsible for overseeing the regular (at least annual) review of the delegations of functions and power to the CEO.
5. The OPCO will be responsible for recommending the endorsement and oversight of the City's Remuneration Policy in relation to the CEO, Executive, Senior Leadership Team, and the Enterprise Agreement principles.

Strategic Plans/Policy ImplicationsListening & Leading

22 of 29



Item 9.1OPCO 21/04/2022

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

Sections 5.11 (1) (c), 5.8 and 5.10 (1) of the *Local Government Act 1995* refers in relation to the disbanding of the current Committee, establishment of proposed new Committee, and appointment of membership to the proposed new Committee.

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Brand / Reputation” and “Compliance” risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

The OPCO primary functions are related to fulfilling the duties of the Council under Division 2, Clause 2.7 (1 b) of the *Local Government Act 1995*.

 23 of 29

 465 of 483

DRAFT**Organisational Performance Committee (OpCo) Committee****Terms of reference****Background**

1. The Organisational Performance Committee is a formally appointed Committee of Council.
2. Section 5.38 of the Local Government Act 1995 (The Act) and Regulation 18D of the Local Government (Administration) Regulations 1996 (The Regulations) require that the local government (Council) undertake a review of the performance of the Chief Executive Officer (CEO) on at least an annual basis.
3. Section 5.56 of the Act and Regulation 19C of the Regulations require that the local government (Council) must adopt and apply strategic performance indicators as a measure of its organisational planning framework.
4. Sections 5.42, 5.43 and 5.44 provides Council with the power to delegate some of its functions and powers to the CEO and for the CEO to sub delegate some functions and powers to other officers.

Objectives and Duties

1. The OP Co is responsible for recommending the Key Performance Indicators (KPIs) related to the CEO role and for monitoring the progress of achieving the KPIs. In determining the extent and ongoing status of the KPIs, the Committee may resource the assistance of external expertise to monitor and make recommendations to the Committee on the performance of the CEO.
2. The Op Co will also assist in setting and monitoring Strategic KPIs for measuring Organisational Performance.
3. The OP Co will also assist the CEO in recommending a Succession Planning Framework for the roles of CEO and the seven (7) Executive Officers.
4. The OP Co will also be responsible for overseeing the regular (at least annual) review of the delegations of functions and power to the CEO.
5. The OP Co will be responsible for recommending the endorsement and oversight of the City's Remuneration Policy in relation to the CEO, Executive, Senior Leadership Team and the Enterprise Agreement principles.



Membership

1. The OP Co will comprise of a minimum of four Elected Members, who shall be appointed by Council
2. City staff, under the direction of the CEO, shall provide secretarial and administrative support to the Committee

Meetings

1. The Committee shall meet five (5) times each year, on the third Thursday in February, April, June, August and October and on other occasions as may be required to consider the functions of the Committee.
2. The Committee shall be held in person at 6:00pm to 7:00pm or at 7:30 to 8:30pm on a rotating basis with the other 3 Committees as determined in advance by the City for the calendar year.
3. Any external Consultant or officer of the City of Cockburn may be invited to attend any Meeting of the Committee to address a particular item of business on the Agenda.
4. The CEO and / or any City Officers in attendance at the Committee Meetings may be required to leave the Meeting upon a motion to that effect being carried at the Meeting. In addition, the CEO and any officer in attendance will be required to declare a Financial Interest in any item to be considered at the Committee Meeting which impacts on their Employment Contract.

Delegation

1. Nil

Reporting

1. The Committee shall ensure that the Minutes of each Meeting are forwarded for inclusion on the Agenda of the next practicable Ordinary Council Meeting for the Committee recommendations to be considered.
2. The Report to Council accompanying the Minutes shall provide a summary of the matters considered at the relevant Committee meeting.

OPCO 21/04/2022

Item 9.2

9.2 (2022/MINUTE NO 0007) Annual Calendar of Business - Organisational Performance Committee**Author** Jemma Iles**Attachments** 1. Organisational Performance Committee - Annual Calendar of Business [↓](#)**Recommendation of the Committee**

That Council:

- (1) NOTES the Officer's report; and
- (2) ACCEPTS the proposed Meeting Outline for 2022.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor P Corke

CARRIED UNANIMOUSLY 5/0**Background**

Following the disbanding of the former Chief Executive Officer Performance Review and Key Projects Appraisal Committee, the Organisational Performance Committee (OPCO) was formally appointed by Council at the 10 March 2022 Ordinary Council Meeting.

As this is a newly formed Committee, the Annual Calendar of Business is presented for review and agreement.

Submission

N/A

Report

To assist with effective planning and preparation for the operations of the Committee, it is recommended the Committee adopt an Annual Calendar of Events (refer Attachment 1).

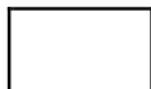
The calendar is indicative, in that additional matters may be raised, and orders may be amended to reflect priority areas or changes from external drivers.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable, and progressive organisation.

- Best practice Governance, partnerships and value for money.

26 of 29



Item 9.2

OPCO 21/04/2022

Budget/Financial Implications

N/A

Legal Implications

1. Section 5.38 of the *Local Government Act 1995* (the Act) and Schedule 2 (Division 3) of the *Local Government (Administration) Regulations 2021* apply to the CEO Performance Review process
2. Regulations 19C and 19C (5) of the *Local Government (Administration) Regulations 1996* (the Regulations) apply to the adoption of the Strategic Community Plan (SCP) and the monitoring of the related KPIs.

Regulations 19DA and 19DA (3) of the Regulations apply to the adoption of the Corporate Business Plan (CBP) and matters related to the Asset Management Plan, Workforce Plan and Long Term Financial Plan.

3. Section 5.46 of the Act applies to the annual review of the functions and powers delegated to the CEO (Delegated Authority)

Community Consultation

N/A

Risk Management Implications

There is a "Low" level of "Brand / Reputation" and "Compliance" risk associated with the implementation of this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

27 of 29

Item 9.2 Attachment 1

OPCO 21/04/2022

Operational Performance Committee (OpCo)

Organisational Performance (OPCo) Committee

Terms of Reference – Objectives and Duties

1. The OP Co is responsible for recommending the Key Performance Indicators (KPIs) related to the CEO role and for monitoring the progress of achieving the KPIs. In determining the extent and ongoing status of the KPIs, the Committee may resource the assistance of external expertise to monitor and make recommendations to the Committee on the performance of the CEO.
2. The Op Co will also assist in setting and monitoring Strategic KPIs for measuring Organisational Performance.
3. The OP Co will also assist the CEO in recommending a Succession Planning Framework for the roles of CEO and the seven (7) Executive Officers.
4. The OP Co will also be responsible for overseeing the regular (at least annual) review of the delegations of functions and power to the CEO.
5. The OP Co will be responsible for recommending the endorsement and oversight of the City's Remuneration Policy in relation to the CEO, Executive, Senior Leadership Team and the Enterprise Agreement principles.

Annual Calendar of Business

February	April	June	August	October
• CEO KPI mid-year update	• Organisational Strategic KPI Review	• Enterprise Agreement Negotiations Status Review	• Annual CEO KPI Performance Review	• Leadership Succession Planning Annual Review
• Leadership Succession Planning Review (initial)	• Delegations Review	• Annual review of delegations of function and power to the CEO	• Annual Executive Committee and Senior Leadership Bonus Review	• Delegations Review
		• Delegations Schedule Review		
• Enterprise Agreement Negotiations Report		• Organisational and CEO KPI Annual Setting		
Standing items				
Review of prioritised delegations				
Review of Organisational Strategic KPI Performance Report				
Legislative Changes				

Item 13.1

CONFIDENTIAL

OPC 21/04/2022

10. Office of the CEO

Nil

11. New Business of an Urgent Nature Introduced by Members or Officers

Nil

12. Matters to be Noted for Investigation, Without Debate

Nil

13. (2022/MINUTE NO 0008) Confidential Business**RECOMMENDATION**

That Council closes the meeting to members of the public, in accordance with s5.23(2) of the *Local Government Act 1995*, in order to consider the confidential reports as detailed below:

13.1 Enterprise Agreement Negotiations Update

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(a) a matter affecting an employee or employees.

Committee Recommendation

MOVED Councillor C Stone SECONDED Councillor P Corke

That the recommendation be adopted.

CARRIED UNANIMOUSLY 5/0

14. Closure of Meeting

The meeting closed at 8.13pm.

29 of 29

19. Corporate Affairs

Nil

20. Office of the CEO

Nil



21. Motions of Which Previous Notice Has Been Given**21.1 (2022/MINUTE NO 0097) Omeo Dive Trail at Coogee Beach - Department of Transport Request**

Author Gail Bowman

Attachments N/A

RECOMMENDATION

That Council:

- (1) NOTES the Report.

8.25pm Deputy Mayor Tom Widenbar left the Chambers.

8.26pm Deputy Mayor Tom Widenbar returned to the Chambers

8.50pm Cr Philip Eva left the Chambers.

Council Decision

MOVED Cr P Corke SECONDED Cr P Eva

That Council:

- (1) NOTES the concerns raised by the Port Coogee Community Association with respect to the proposed public moorings potentially impacting the Omeo Wreck at Coogee Beach;
- (2) REQUIRES the cancellation of the installation of the three proposed public moorings in the vicinity of Omeo Wreck Coogee Beach:
- (3) REQUESTS that the Department of Transport consider re-allocating the Recreational Boating Facilities Scheme (RBFS) grant funds for the purpose of installation of buoys and signage to demark the closed waters area at this location;
- (4) ENDORSES advocating to the Department of Transport to undertake an assessment to remove the 8-knot speed limit area between the shark net and the peninsular, east of the Omeo Dive Trail at Coogee Beach, making this area boats and jet-ski prohibited; and
- (5) NOTES that the Department of Transport has advised that community consultation is generally included as part of their assessment process.

LOST 4/5

For: Mayor L Howlett, Cr P Corke, Cr P Eva, Cr L Kirkwood

Against: Deputy Mayor T Widenbar, Cr K Allen, Cr T Dewan, Cr M Separovich, Cr C Stone

MOVED Cr M Separovich SECONDED Cr L Kirkwood

That Council:

- (1) NOTES the concerns raised by the Port Coogee Community Association with respect to the proposed public moorings potentially impacting the Omeo Wreck at Coogee Beach;
- (2) EDORSES advocating to the Department of Transport to undertake an assessment to remove the 8-knot speed limit area between the southern end of the eco shark barrier and the peninsular east of the Omeo Dive Trail at Coogee Beach up to 150m, making this area boats and jet ski prohibited;
- (3) NOTES that the Department of Transport has advised that community consultation is generally included as part of their assessment process; and
- (4) CONTINUE with the delivery of the development of the moorings consistent with the application to the Department of Transport.

CARRIED ON CASTING VOTE OF PRESIDING MEMBER 4/4

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr L Kirkwood, Cr M Separovich

Against: Cr K Allen, Cr P Corke, Cr T Dewan, Cr C Stone

Reason for Decision

There is a need to have the public moorings. By providing the public moorings there can be more order for boats coming in. In addition, the boats come too close to the Omeo wreck and to the divers. By reducing the amount of the 8-knot area, the boats can be kept away from the area

Executive Comment

The alternative recommendation is able to be implemented by the City because no purchase order has been committed to for the installation of the public moorings and the grant funding could be returned to the Department of Transport if they do not approve a change in purpose for the RBFS grant.

The DoT representative has advised the City at a meeting that it could take approximately seven years to commence the review process and then 12 months to undertake the assessment.



Therefore, boats will continue to be able to access the 8-knot speed limit area adjacent to the Omeo Wreck, including being able to anchor in that location until such time as the Department of Transport approves any changes.

Background

The following Notice of Motion was submitted by Cr Corke on 26 April 2022:

That Council:

- (1) NOTES the concerns raised by the Port Coogee Community Association with respect to the proposed public moorings potentially impacting the Omeo Wreck at Coogee Beach;
- (2) DEFERS the installation of the proposed moorings until such time the matter has been further investigated;
- (3) ENDORSES advocating to the Department of Transport to remove the 8 knot speed limit area between the shark net and the peninsular, east of the Omeo Dive Trail at Coogee Beach, and make this area boat and jet-ski prohibited, with the installation of appropriate signage, subject to the outcomes of additional community consultation being in support of this position;
- (4) ALLOCATES a budget of \$15,000 to undertake additional public consultation;
- (5) TRANSFERS funds from the FY22 Budget surplus to an OP Account – Public Consultation – Omeo Dive Trail – DoT moorings.

ABSOLUTE MAJORITY REQUIRED

Reason

Areas around the Shark Net and the Omeo Wreck are incredibly – and increasingly - popular for more passive recreational activities, such as long-distance swimming training, stand-up paddle boarding, snorkelling, kayaking, and diving.

Banning boats from this area would increase safety for these passive users, including many children, protect the seagrass and marine habitat.

The area proposed is only 300m in length and should be protected.

Additionally, this is a contentious community subject, and therefore public consultation is required before any final decisions are made.

Submission

N/A



Report

The management of waterways within coastal waters (e.g. shore to 3 nautical miles) is managed by the State via the Department of Transport (DoT).

Accordingly, the City has no authority to implement any changes to the boat permitted areas or other conditions regarding vessel traffic.

Should Council decide to advocate removing the 8 knot area and change to a motorised vessel prohibited area within the subject site, this decision would contradict the location of the public moorings project currently funded by the City and the DoT.

The City prepared a submission to install three public moorings as part of the Recreational Boating Facilities Scheme (RBFS) Grant from the Department of Transport.

As part of this submission, DoT have reviewed the appropriateness of the subject site, and its ongoing access by boats, and have approved the installation and location. DoT do support this project to proceed, however, note it is ultimately up to the City and Council due to recent community concern.

Currently, the OMEO Wreck, Coogee Dive Trail and Coogee Shark Barrier are protected by a closed waters to motorised vessels area (e.g. motorised vessels are not permitted) as shown in image 1 below.



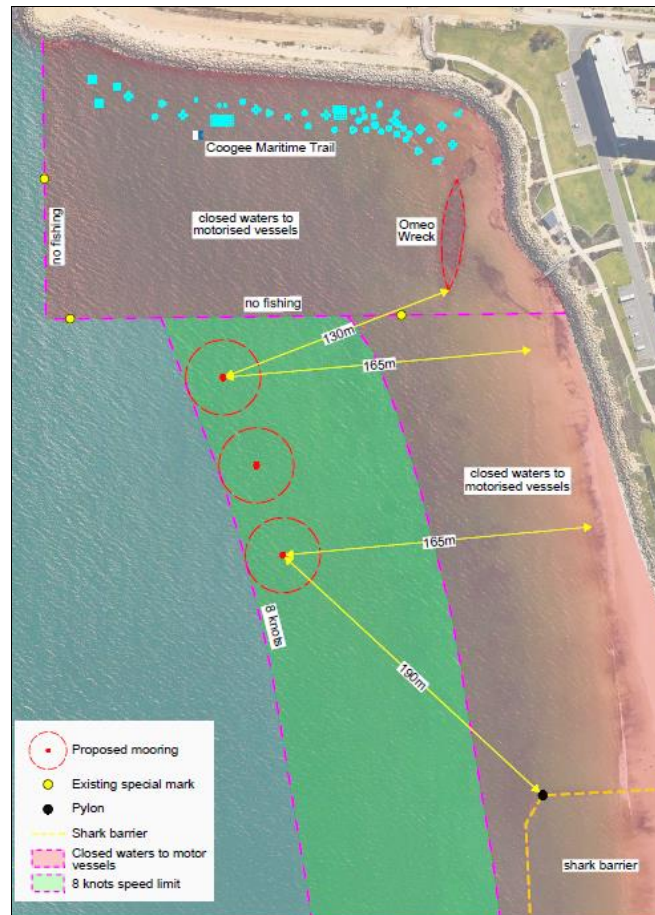


Image 1 – Current closed waters and amended mooring locations for the Recreational Boating Facilities Scheme Grant.

The City has initiated a procurement process for the installation of the public moorings and has received quotations from suppliers.

The City planned to proceed in May 2022 with installing the three seasonal public moorings in the northwest of the 8 knot area.

The total project would be 75 percent grant funded by the DoT.

Although the City is not responsible for managing and enforcing boating zones, we are unaware of any significant issues that require an increase in the closed water zone.

The Port Coogee Community Association (PCCA) have recently contacted the Department of Transport (Navigational Safety Team) regarding their concerns.

In a recent meeting attended by PCCA representatives, DoT and the City, the process to review the 8 knot zone was discussed.

As a result, the City was advised that DoT will only review the area at the request of Council.

Should Council resolve to advocate for a review of the 8 Knot zone (as per Image 2 below), DoT advised the assessment will take approximately 12 months to complete.

DoT also advised there is a significant wait on commencing new reviews, so an outcome could take up to seven years.

A plan reflecting the proposed alternative boating restricted areas, as verbally requested from the PCCA, is shown below:

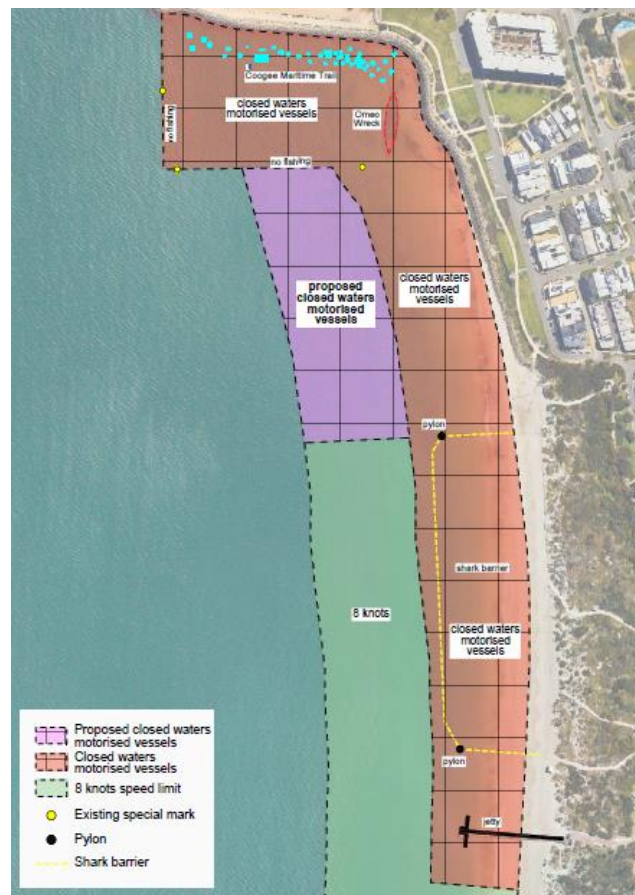


Image 2 – Proposed Closed Waters

If Council resolves to write to DoT and request the extension of the closed waters, it may consider cancelling the public moorings project.

In this event, the City will seek to reallocate the existing DoT grant to other marine safety and navigational improvements within the subject site, however this will require DoT to approve the change in use of the existing grant funds.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

A vibrant healthy, safe, inclusive and connected community.

- Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.



Budget/Financial Implications

If the DoT extends the closed waters, overall management and enforcement will be the responsibility of the Department of Transport and WA Police.

Indirectly, and subject to Council's decision, ongoing advocacy required by the City on this item may result in staff time being dedicated to the desired outcome resulting in time spent on this item.

There will be budget implications if the City is to undertake community and stakeholder consultation prior to forming a position. This work can be outsourced and is estimated at about \$15,000. However, this is not currently budgeted or scheduled in the City's work-plan.

We expect work of this scale would take approximately four months to complete.

Legal Implications

If Council resolves to advocate for the extension of the currently closed waters, the Department of Transport would have to consider it with regard to the *Western Australian Marine Act 1982*.

Community Consultation

No direct community consultation has been undertaken to ascertain broader community support for this Notice of Motion or for creating a boat prohibited area at the location.

As a result of a meeting with the Port Coogee Community Association and City, it is understood there is some localised support to advocate DoT to extend the closed waters.

The City has not engaged with boat users, other stakeholders or commercial operators on this item, however it is understood DoT will undertake their own community consultation via their assessment process.

Risk Management Implications

If Council resolves to advocate for an increase in the closed waters area, there will be a likely risk of negative feedback from boat owners who use the current area.

This project was approved to reduce environmental impacts on the seabed resulting from boats anchoring, and to provide better in-water access to the Omeo Dive Trail for recreational boaters and delineate the boat exclusion area.

Given that the DoT assessment may take up to seven years to complete and there is no guarantee that DoT will change the 8 knot zone, delaying the mooring project



could lead to increase damage to the seabed at the subject site while the assessment is undertaken.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) *Local Government Act 1995*

Nil

8.53pm Cr Philip Eva returned to the Chambers.

(2022/MINUTE NO 0098) Extension of Meeting**Council Decision**

MOVED Cr K Allen SECONDED Cr C Stone

That Council extend the meeting for a period of 30 minutes, in accordance with Clause 4.14 of Council's *Standing Orders Local Law 2016*.

CARRIED 8/1

For: Mayor L Howlett, Deputy Mayor T Widenbar, Cr C Stone, Cr L Kirkwood, Cr T Dewan, Cr K Allen, Cr P Corke and Cr M Separovich

Against: Cr P Eva

Reason for Decision

Suspending Standing Order 4.14 will allow Council sufficient time to conclude the business of Council.



22. Notices Of Motion Given At The Meeting For Consideration At Next Meeting

Cr Kirkwood submitted the following Notice of Motion on 4 May 2022:

That Council requests the City of Cockburn Chief Executive Officer write to Main Roads WA to approve and install a zebra crossing on Veterans Parade, Cockburn Central, across from Cockburn ARC, with flashing warning pedestrian signage.

Reason

Veterans Parade has become a busy road between Midgegooroo Avenue and Poletti Road.

The ARC is extremely popular.

With varying age ranges and abilities using the facility and surrounding areas, it is a must that we have a zebra crossing for safer and prioritised pedestrian access.

23. New Business of an Urgent Nature Introduced by Members or Officers

Nil

24. Matters to be Noted for Investigation, Without Debate

Cr Stone submitted the following Notice of Motion on 5 May 2022:

A report on provision of Dog Bags, specifically to see what other Cities are doing and what issues they have had, in order to find a supplier that isn't as problematic as what we have currently have.

Reason

Residents of Cockburn continually raise issues with Councillors about the current dog bags not being user friendly.

This request is enabling the City to discover what other dog bag suppliers other Councils are using and whether or not they have similar issues.

25. Confidential Business

Nil

26. (2022/MINUTE NO 0099) Resolution of Compliance

RECOMMENDATION

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

Council Decision

MOVED Cr C Stone SECONDED Cr M Separovich

That the recommendation be adopted.

CARRIED UNANIMOUSLY 9/0



27. Closure of Meeting

9.03pm Mayor Howlett closed the meeting.

