



The Council of the City of Cockburn

Ordinary Council Meeting
Agenda Paper

Tuesday, 9 July 2024



City of Cockburn
PO Box 1215, Bibra Lake
Western Australia 6965

Cnr Rockingham Road and
Coleville Crescent, Spearwood

Telephone: (08) 9411 3444
Facsimile: (08) 9411 3333

NOTICE OF MEETING

Pursuant to Clause 2.4 of Council's Standing Orders, an Ordinary Meeting of Council has been called for Tuesday 9 July 2024.

The meeting is to be conducted at 7.00pm in the City of Cockburn Council Chambers, Administration Building, Coleville Crescent, Spearwood.

The Agenda will be made available on the City's website on the Friday prior to the Council Meeting.

A handwritten signature in black ink, appearing to read 'D. Simms', is positioned above the name of the Chief Executive Officer.

Daniel Simms
Chief Executive Officer

Table of Contents

	Page
1. Declaration of Meeting.....	5
2. Appointment of Presiding Member (when 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 and Leaves of Absence.....	5
6. Response to Previous Public Questions Taken on Notice	5
7. Written Requests for Leave of Absence.....	6
8. Public Question Time	6
9. Confirmation of Minutes.....	6
9.1 Minutes of the Ordinary Council Meeting - 11/6/2024	6
9.2 Minutes of the Special Council Meeting - 25/6/2024	6
10. Deputations	6
11. Business Left Over from Previous Meeting (if adjourned)	6
12. Declaration by Members who have Not Given Due Consideration to Matters Contained in the Business Paper Presented before the Meeting	6
13. Decisions Made at Electors Meeting.....	6
14. Reports - CEO (and Delegates).....	7
14.1 Planning and Sustainability.....	7
14.1.1 Initiation and Final Adoption of (Basic) Amendment No.173 to Town Planning Scheme No.3 - Partial Rationalisation of Development Area 5 - Munster (Lake Coogee)	7
14.1.2 Proposed Structure Plan - Amendment No.6 to the Barfield Road Local Structure Plan (Vivente Estate - Hammond Park).....	52
14.1.3 Tree Protection Measures	173
14.2 Corporate and System Services	195
14.2.1 RFT01/2024 Building Construction Services - Omeo Amenities Building, Port Coogee	195
14.2.2 Monthly Financial Report - May 2024	202
14.2.3 Payments Made from Municipal Fund and Local Procurement Summary - May 2024	230
14.3 Infrastructure Services.....	311
14.3.1 Proposed Permanent Road Closure - Portion Seabrook Place, Success	311
14.3.2 Contract with East Rockingham Waste to Energy	316
14.4 Community and Place	319
14.4.1 Multiple Dog Application - 3 Michelle Place, Hamilton Hill	319

14.5	Legal and Compliance	322
14.5.1	Behaviour Complaints Officer	322
15.	Reports - Standing Committee	325
15.1	Organisational Performance Committee Meeting – 18/06/2024	325
15.1.1	Annual Review - Register of Delegated Authority	325
15.2	Governance Committee Meeting – 18/06/2024.....	563
15.2.1	Annual Calendar and Minor Terms of Reference Review for Governance Committee	563
15.2.2	Policy Review - Attendance at Events Policy and Elected Member Professional Development Policy	569
15.2.3	Policy Amendment - Structure for Administering the City of Cockburn.....	608
15.2.4	Arts Hall of Fame Policy	629
16.	Committee Minutes.....	634
16.1	Organisational Performance Committee Meeting – 18/06/2024	634
16.2	Governance Committee Meeting – 18/06/2024.....	634
17.	Motions of Which Previous Notice Has Been Given.....	635
18.	Notices Of Motion Given At The Meeting For Consideration At Next Meeting.....	635
19.	New Business of an Urgent Nature Introduced by Members or Officers	635
20.	Matters to be Noted for Investigation, Without Debate	635
21.	Confidential Business	635
21.1	Confidential Staff Matter	635
22.	Resolution of Compliance	636
23.	Closure of Meeting	636

Agenda

Ordinary Council Meeting, Tuesday, 9 July 2024, at 7.00pm

1. Declaration of Meeting

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

The Presiding Member will acknowledge the Whadjup Peoples of the Nyungar Nation, who are the traditional custodians of the land on which the meeting is being held, and pay respect to their Elders both past and present and extend that respect to First Nations Peoples present.

2. Appointment of Presiding Member (when required)

3. 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)

5. Apologies and Leaves of Absence

Apologies

Mayor Logan Howlett

Mr D Arndt, Director Planning and Sustainability

Mr N Mauricio, A/Director Corporate and System Services

6. Response to Previous Public Questions Taken on Notice

Nil

7. Written Requests for Leave of Absence

Nil

8. Public Question Time

9. Confirmation of Minutes

9.1 Minutes of the Ordinary Council Meeting - 11/6/2024

Recommendation

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday, 11 June 2024 as a true and accurate record.

9.2 Minutes of the Special Council Meeting - 25/6/2024

Recommendation

That Council confirms the Minutes of the Special Council Meeting held on Tuesday, 25 June 2024 as a true and accurate record.

10. 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

13. Decisions Made at Electors Meeting

Nil

14 Reports - CEO (and Delegates)

14.1 Planning and Sustainability

14.1.1 Initiation and Final Adoption of (Basic) Amendment No.173 to Town Planning Scheme No.3 - Partial Rationalisation of Development Area 5 - Munster (Lake Coogee)

Executive	A/Director Planning and Sustainability
Author	Senior Strategic Planner
Attachments	1. Draft Scheme Amendment No.173 Report
Location	Lake Coogee
Owner	Multiple Landowners
Applicant	City of Cockburn
Application Reference	109/173

RECOMMENDATION

That Council:

- (1) AMENDS the City of Cockburn Town Planning Scheme No.3, pursuant to Section 75 of the *Planning and Development Act 2005*, by:
 1. Rezoning various lots within 'Development Area 5' from 'Development' to 'Residential (R20)', 'Residential (R25)', 'Residential (R30)', 'Residential (R40)' and 'Residential (R60)', as depicted on the Scheme Amendment Map.
 2. Reclassifying land within 'Development Area 5' from the 'Development' zone to a local reserve for 'Parks and Recreation', 'Lakes and Drainage', 'Public Purposes – Water Corporation', or 'Local Road', as depicted on the Scheme Amendment Map.
 3. Reducing the extent of the 'Development Area 5' Special Control Area boundary, as depicted on the Scheme Amendment Map.
- (2) DETERMINES that the Amendment is 'basic' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* as it satisfies the following criteria in Part 5, Division 5, Regulation 34:
 - *It is an amendment to the local planning scheme that involves zoning land consistent with an approved structure plan for the same land; and/or is*
 - *Proposing zoning/reservation changes that are purely administrative in nature.*

and PROVIDE the Amendment to the Western Australian Planning Commission, pursuant to Part 5, Division 4, Regulation 58 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, for its consideration;
- (3) REFERS the Amendment to the Environmental Protection Authority (EPA) pursuant to Section 81 of the *Planning and Development Act 2005*, by giving to the EPA written notice of this resolution and such written information about the

amendment as is sufficient to enable the EPA to comply with Section 48A of the *Environmental Protection Act 1986* in relation to the proposed scheme amendment;

- (4) Upon compliance with Section 81 and 82 of the *Planning and Development Act 2005*, DELGATES authorisation and submission of the amendment documentation to the Western Australian Planning Commission along with a request for the endorsement of final approval by the Hon. Minister for Planning; and
- (5) NOTES pursuant to Part 5, Division 1, Regulation 35A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the intention to revoke the following Structure Plans (via clause 29A of Schedule 2 - *Deemed Provisions*) upon the approval of Amendment No.173:

Structure Plan #	Address	Latest WAPC Endorsement	WAPC Reference
5G	Lots 3 & 4 West Churchill Avenue, Munster (Lake Coogee)	18/2/2010	801/2/23/0005P 2V
5H	Lot 18 Rockingham Road, Munster (Lake Coogee)	16/5/2013	SPN/0321
5I	Lot 19 Rockingham Road, Munster (Lake Coogee)	31/10/2014	SPN/0503/1
5K	Lot 107 Hobsons Avenue, Munster (Lake Coogee)	23/12/2014	SPN/0647
5L	Lot 6 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A
5M	Lot 116 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A
5N	Lot 20 Rockingham Road, Munster (Lake Coogee)	22/09/2015	SPN/0707
5O	Lot 3 Rockingham Road, Munster (Lake Coogee)	03/05/2016	COCK/2015/4
5Q	Lot 6 Rockingham Road, Munster (Lake Coogee)	11/09/2017	SPN/2102
5S	Lots 35 & 36 Rockingham Road, Lake Coogee	20/12/2018	SPN/2143
5U	Lots 811 & 812 Fawcett Road, Lake Coogee	23/07/2019	SPN/2192

Background

Structure plans are important planning instruments, regularly used to coordinate the subdivision and development of land, particular in new, greenfield locations.

Reflective of its rapid urbanisation over the past 20+ years, the City currently has over 150 structure plans operating within its scheme area, many of which are substantially subdivided and/or have been built out.

When the *Planning and Development (Local Planning Schemes) Regulations 2015* were released, a key change involved the introduction of a 10-year time limit to the validity period of structure plans.

Structure plans approved prior to this date were automatically given a 10-year timeframe, from when the Regulations came into effect.

Under the State Planning Framework, once a structure plan has served its purpose (typically once all the lots have been subdivided and physically created), the zones and reserves are to be transferred into the Scheme and the structure plan revoked.

This process, commonly referred to as structure plan 'rationalisation', ensures the City retains appropriate planning mechanisms to guide and control future use and/or redevelopment of land (including the same range of permissible land uses and associated development standards as currently apply) into the future, consistent with community expectations.

This proposal is part of a series of Scheme Amendments required to rationalise large portions of the City's urban areas ahead of several structure plans expiring on the 10-year anniversary of the Regulations coming into effect (19 October 2025).

Submission

N/A

Report

The following structure plans have been fully implemented:

Structure Plan #	Address
5G	Lots 3 & 4 West Churchill Avenue, Munster (Lake Coogee)
5H	Lot 18 Rockingham Road, Munster (Lake Coogee)
5I	Lot 19 Rockingham Road, Munster (Lake Coogee)
5K	Lot 107 Hobsons Avenue, Munster (Lake Coogee)
5L	Lot 6 West Churchill Avenue, Munster (Lake Coogee)
5M	Lot 116 West Churchill Avenue, Munster (Lake Coogee)
5N	Lot 20 Rockingham Road, Munster (Lake Coogee)
5O	Lot 3 Rockingham Road, Munster (Lake Coogee)
5Q	Lot 6 Rockingham Road, Munster (Lake Coogee)
5S	Lots 35 & 36 Rockingham Road, Lake Coogee
5U	Lots 811 & 812 Fawcett Road, Lake Coogee

The purpose of this amendment is simply to:

- transfer the zones and reserves shown on the approved structure plans for these areas into Town Planning Scheme No.3 (TPS3);
- revoke the above structure plans; and
- adjust the boundary of Development Area 5 (DA5) special control area to match the above outcome (i.e., to only include those portions that still require a structure plan to guide further subdivision and development).

Development Area 5

The Amendment area was subject to Amendment 939/33A to the Metropolitan Region Scheme (MRS), which was approved by the Minister for Planning on 17 January 1997.

The approved Amendment rezoned land within the subject area from 'Rural' to 'Urban', except land within 750 metres of the Woodman Point Wastewater Treatment Plant (WPWTP) and the Kwinana Environmental Protection Policy (EPP) buffer, which was zoned 'Urban Deferred' under the MRS.

Development Area 5 (DA5) was created via Amendment No.192 to the former District Zoning Scheme No.2, which covered 13 lots on the western side of Rockingham Road between Mayor Road and West Churchill Avenue.

The extent of DA5 and the 'Development' zone was expanded to its current boundaries upon the gazettal of TPS3 on 20 December 2002 which included land within the WPWTP buffer and Kwinana EPP buffer.

The current provisions for DA5 supports residential development, except where located within buffers to the WPWTP, Munster Pump Station and Cockburn Cement (Kwinana EPP buffer).

The proposed Amendment maintains this restriction, with changes to the extent of DA5 and the 'Development' zone within the MRS 'Urban Deferred' zone only proposed to designate established non-residential land uses (such as public open space, drainage and local roads) as reserves under TPS3.

Local Structure Plans

There are currently 23 operative structure plans across DA5 that collectively identify a local road, public open space and drainage network servicing a range of low-to-medium (R20-60) density residential housing and limited commercial uses.

Of those structure plans, eleven have been fully subdivided and/or developed or are otherwise now ready to be rationalised into TPS3.

Of those being rationalised, all the proposed zones and reserves shown on the structure plan maps directly correlate to zones and reserves that exist in TPS3.

All the public roads have been constructed, and all other public reserves embellished to the required standard and transferred into either public or utility operator ownership, in accordance with the applicable subdivision approvals.

Further detail on DA5 and the various structure plans being rationalised are included in the Draft Scheme Amendment No.173 Report (refer Attachment 1).

Type of Amendment

This amendment is considered a 'Basic' amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, on the basis it is an amendment to the local planning scheme involving zoning land consistent with an approved structure plan for the same land, and zoning land consistent with the established use and/or tenure.

Strategic Plans/Policy Implications

Local Economy

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

- A City that is 'easy to do business with'.

Listening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Not applicable – the Scheme Amendment documentation has been prepared, and the proposal will be progressed by the City administration under its existing budget allocation.

Legal Implications

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

Community Consultation

Part 5 (Division 1, Regulation 34) of the *Planning and Development (Local Planning Schemes) Regulations 2015* identifies three amendment types: basic, standard and complex.

The changes proposed by Scheme Amendment No.173 meet the definition of a 'basic' scheme amendment. Such proposals do not typically require public advertisement.

Advertising will only occur if the Western Australian Planning Commission disagrees with the City's determination of the 'type' of Scheme Amendment (i.e. that it should be processed as a 'standard' or 'complex' scheme amendment, pursuant to r.59 of the *Regulations*), or the Minister for Planning subsequently directs the City to do so (on the basis the Amendment is considered significant, pursuant to r.61 of the *Regulations*).

Amendments to the Regulations that took effect on 1 March 2024 clarified that as there is no need for Basic Amendments to be advertised, there is no need to seek the Minister's Approval to do so pursuant to s.83A of the Act.

Risk Management Implications

The officer recommendation considers the relevant planning matters associated with the proposal. It is considered that the officer recommendation is appropriate.

If the Scheme Amendment does not proceed (or is ultimately refused by the Minister for Planning):

- an opportunity will be missed to simplify the planning framework and remove additional layers of planning (structure plans) that have served their purpose; and
- the City will need to consider alternatives to ensure an appropriate local planning framework is in place to guide future land use and/or redevelopment proposals in the affected areas ahead of many of the structure plans expiring on 19 October 2025.

Advice to Proponent(s)/Submitters

N/A

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

Nil



Town Planning Scheme No.3
Amendment No.173
(Basic)

*Rationalisation of various Structure Plans within
Development Area 5 (Lake Coogee)*

JULY 2024

Planning and Development Act 2005
RESOLUTION TO AMEND A TOWN PLANNING SCHEME

City of Cockburn
Town Planning Scheme No.3
Amendment No.173

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the City of Cockburn Town Planning Scheme No.3 by:

1. Rezoning various lots within 'Development Area 5' from 'Development' to 'Residential (R20)', 'Residential (R25)', 'Residential (R30)', 'Residential (R40)' and 'Residential (R60)', as depicted on the Scheme Amendment Map.
2. Reclassifying land within 'Development Area 5' from the 'Development' zone to a local reserve for 'Parks and Recreation', 'Lakes and Drainage', 'Public Purposes – Water Corporation', or 'Local Road', as depicted on the Scheme Amendment Map.
3. Reducing the extent of the 'Development Area 5' (DA5) special control area boundary, as depicted on the Scheme Amendment Map.

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

- *It is an amendment the local planning scheme that involves zoning land consistent with an approved structure plan for the same land and/or is*
- *Proposing zoning/reservation changes that are purely administrative in nature.*

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

Structure Plan #	Address	Latest WAPC Endorsement	WAPC Reference
5G	Lots 3 & 4 West Churchill Avenue, Munster (Lake Coogee)	18/2/2010	801/2/23/0005P 2V
5H	Lot 18 Rockingham Road, Munster (Lake Coogee)	16/5/2013	SPN/0321
5I	Lot 19 Rockingham Road, Munster (Lake Coogee)	31/10/2014	SPN/0503/1
5K	Lot 107 Hobsons Avenue, Munster (Lake Coogee)	23/12/2014	SPN/0647
5L	Lot 6 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A
5M	Lot 116 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A

Structure Plan #	Address	Latest WAPC Endorsement	WAPC Reference
5N	Lot 20 Rockingham Road, Munster (Lake Coogee)	22/09/2015	SPN/0707
5O	Lot 3 Rockingham Road, Munster (Lake Coogee)	03/05/2016	COCK/2015/4
5Q	Lot 6 Rockingham Road, Munster (Lake Coogee)	11/09/2017	SPN/2102
5S	Lots 35 & 36 Rockingham Road, Lake Coogee	20/12/2018	SPN/2143
5U	Lots 811 & 812 Fawcett Road, Lake Coogee	23/07/2019	SPN/2192

Upon the amendment taking effect the approved structure plans are to be revoked.

Dated this day of 20.....

CHIEF EXECUTIVE OFFICER

AMENDMENT REPORT

1.0 INTRODUCTION

Structure Plan 5G, H, I, K, L, M, N, O, Q, S and U have been fully implemented.

The purpose of this 'basic' scheme amendment is to transfer the zones and reserves shown on the applicable structure plans into Town Planning Scheme No.3 (TPS3), to ensure the City of Cockburn (the City) maintains development control upon expiration of the structure plans on (or shortly after) 19 October 2025.

This process is referred to as the rationalisation of structure plans.

2.0 BACKGROUND

The Amendment area was subject to Amendment 939/33A to the Metropolitan Region Scheme (MRS), which was approved by the Minister for Planning on 17 January 1997. The approved Amendment rezoned land within the subject area from 'Rural' to 'Urban', except land within 750 metres of the Woodman Point Wastewater Treatment Plant (WPWTP) and the Kwinana Environmental Protection Policy (EPP) buffer, which was zoned 'Urban Deferred' under the MRS.

Development Area 5 (DA5) was created via Amendment No.192 to the former District Zoning Scheme No.2, which covered 13 lots on the western side of Rockingham Road between Mayor Road and West Churchill Avenue. The extent of DA5 and the 'Development' zone was expanded to its current boundaries upon the gazettal of TPS3 on 20 December 2002 which included land within the WPWTP buffer and Kwinana EPP buffer.

As summarised in the following table, DA5 currently includes 23 operative structure plans, of which:

- 11 are ready to be rationalised into the scheme;
- 5 are incomplete, but have recently obtained an extension of time;
- 1 is incomplete, and is subject of an extension request before the WAPC;
- 6 are undeveloped but have at least 2-3 years remaining before they expire (allowing further time to consider whether extension will be required).

Structure Plan #	Address	Latest Approval (& Expiration Dates)	Proposed Action
5A	Munster Phase 1	WAPC: 31/10/2006 (Expires: 19/10/2030)	Recent Extension Approved by WAPC
5B	Munster Phase 2	WAPC: 10/12/2007 (Expires: 19/10/2035)	Recent Extension Approved by WAPC
5C	Munster Phase 3	WAPC: 7/8/2014 (Expires: 19/10/2035)	Recent Extension Approved by WAPC
5E	Lots 1, 24-26 Rockingham Road, Munster (Lake Coogee)	City Modified: 5/9/2014 (Expires: 19/10/2035)	Recent Extension Approved by WAPC

Structure Plan #	Address	Latest Approval (& Expiration Dates)	Proposed Action
5F	Lots 27-29 Rockingham Road, Munster (Lake Coogee)	City Modified: 5/9/2014 (Expires: 19/10/2035)	Recent Extension Approved by WAPC
5G	Lots 3 and 4 West Churchill Avenue, Munster (Lake Coogee)	City Modified: 10/12/2013 (Expires: 19/10/2025)	Included in this Amendment
5H	Lot 18 Rockingham Road, Munster (Lake Coogee)	City Modified: 16/2/2015 (Expires: 19/10/2025)	Included in this Amendment
5I	Lot 19 Rockingham Road, Munster (Lake Coogee)	WAPC: 31/10/2013 (Expires: 19/10/2025)	Included in this Amendment
5J	Lots 30, 31 and 32 Rockingham Road, Munster (Lake Coogee)	WAPC: 6/5/2014 (Expires: 19/10/2025)	Extension Request being sought
5K	Lot 107 Hobsons Avenue, Munster (Lake Coogee)	WAPC: 23/12/2014 (Expires: 19/10/2025)	Included in this Amendment
5L	Lot 6 West Churchill Avenue, Munster (Lake Coogee)	City Approved: 12/2/2015 (Expires: 19/10/2025)	Included in this Amendment
5M	Lot 116 West Churchill Avenue, Munster (Lake Coogee)	City Approved: 12/2/2015 (Expires: 19/10/2025)	Included in this Amendment
5N	Lot 20 Rockingham Road, Munster (Lake Coogee)	WAPC: 22/9/2015 (Expires: 19/10/2025)	Included in this Amendment
5O	Lot 3 Rockingham Road, Munster (Lake Coogee)	WAPC: 3/5/2016 (Expires: 3/5/2026)	Included in this Amendment
5P	Lot 21 Rockingham Road, Munster (Lake Coogee)	WAPC: 22/3/2017 (Expires: 22/3/2027)	No Current Action (valid until 2027)
5Q	Lot 6 Rockingham Road, Munster (Lake Coogee)	WAPC: 11/9/2017 (Expires: 22/3/2027)	Included in this Amendment
5R	Lot 5 Rockingham Road, Munster (Lake Coogee)	WAPC: 1/11/2017 (Expires: 1/11/2027)	No Current Action (valid until 2027)
5S	Lots 35 & 36 Rockingham Road, Lake Coogee	WAPC: 20/12/2018 (Expires: 20/12/2028)	Included in this Amendment
5T	Lot 51 Mayor Road, Munster (Lake Coogee)	WAPC: 27/05/2019 (Expires: 27/05/2029)	No Current Action (valid until 2029)
5U	Lots 811 & 812 Fawcett Road, Lake Coogee	WAPC: 23/07/2019 (Expires: 23/07/2029)	Included in this Amendment
5V	Lot 22 Mayor Road, Lake Coogee	WAPC: 12/4/2021 (Expires: 12/4/2031)	No Current Action (valid until 2031)
5W	Lot 2 Fawcett Road, Lake Coogee	WAPC: 21/6/2021 (Expires: 21/6/2031)	No Current Action (valid until 2031)
5X	Lots 71-73 & 500 Fawcett Road, Lake Coogee	WAPC: 28/9/2022 (Expires: 28/9/2032)	No Current Action (valid until 2032)

The extent of DA5 (thick black dotted line), this scheme amendment proposal (red solid line), and the relevant Structure Plans are depicted on **Figures 1 and 2**.

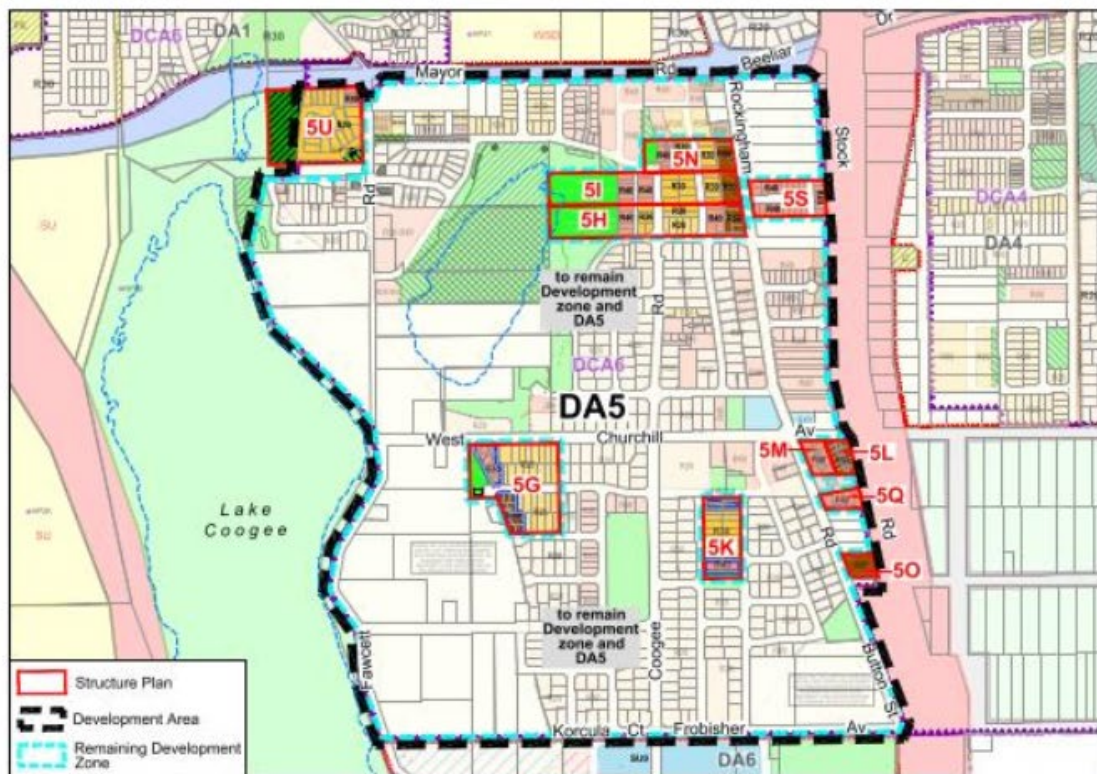


Figure 1 – DA5, Amendment Extent and Current endorsed Structure Plans



Figure 2 – Aerial Photograph showing extent of completed subdivision and development

As Structure Plans 5A, B, C, E, F, J, M, N, P, R, T, V, W and X are still undergoing further subdivision and development, they are not being rationalised by this proposal and will retain their existing 'Development' zoning.

Many of the structure plans include Local Development Plans (LDPs). This scheme amendment has no effect on the operation of those instruments which will remain in effect until they expire on (or after) 19 October 2025.

3.0 AMENDMENT TYPE

Part 5, Division 1, Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, identifies different amendment types: basic, standard and complex.

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

This proposed amendment is considered a 'basic' amendment, which Regulation 34 describes as any of the following:

- a) *an amendment to correct an administrative error;*
- b) *an amendment to the scheme so that it is consistent with the model provisions in Schedule 1 or with another provision of the local planning scheme;*
- c) *an amendment to the scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2;*
- d) *an amendment to the scheme so that it is consistent with any other Act that applies to the scheme or the scheme area;*
- e) *an amendment to the scheme so that it is consistent with a State planning policy;*
- f) *an amendment to the scheme map to include a boundary to show the land covered by an improvement scheme or a planning control area;*
- g) *an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme currently includes zones of all the types that are outlined in the plan;*
- h) *an amendment that results from a consolidation of the scheme in accordance with section 92(1) of the Act;*
- i) *an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area if the amendment will have minimal effect on the scheme or landowners in the scheme area.*

This proposed amendment satisfies part (a) and (g) of the above criteria.

Specifically, it is an amendment to the local planning scheme map that involves zoning/reserving land consistent with approved structure plans for the same land and/or zoning/reserving land consistent with their established use and existing tenure (discussed in further detail below).

4.0 TOWN PLANNING CONTEXT

4.1 State Planning Framework

The majority of DA5 is identified in the *South Metropolitan Peel Sub-Regional Planning Framework* and zoned ‘Urban’ under the *Metropolitan Region Scheme*.

Land towards Lake Coogee, potentially affected by odour associated with the WPWTP is identified as ‘Industrial Investigation’ in the Sub-Regional Framework, and zoned ‘Urban Deferred’ under the MRS.

Aside from an anomaly relating to a small portion of LSP 5G discussed later in this report, this proposal is specifically restricted to the Urban zoned portion of DA5.

4.2 City of Cockburn Town Planning Scheme No. 3

Under TPS3, the area is zoned ‘Development’ and identified on the Scheme Map and in Table 9 of the Scheme Text as ‘Development Area 5’.

The purpose of the ‘Development’ zone is to trigger the requirement for a Structure Plan to guide further subdivision and/or development.

Table 9 allows specific ‘provisions’ to then be applied to defined Development Areas, to inform the subsequent structure planning, subdivision and development processes. For DA5, it includes the following:

TABLE 9 – DEVELOPMENT AREAS		
REF NO.	AREA	PROVISIONS
DA 5	Munster (Development Zone)	<div><div>1. An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of application for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.</div><div>2. To provide for residential development except within the buffers to the Woodman Point WWTP, Munster Pump Station and Cockburn Cement.</div><div>3. The local government will not recommend subdivision approval or approved land use and development for residential purposes contrary to the Western Australian Planning Commission and Environmental Protection Authority Policy on land within the Cockburn Cement buffer zone.</div></div>

The structure plans to be rationalised into TPS3 are located within the area of DA5 that is outside of the WPWTP, Munster Pump Station and Cockburn Cement buffers, except for a small area of Structure Plan 5G (discussed below).

The land also forms the subject of Development Contribution Areas 6 and 13 (DCA 6 – Munster & DCA 13 – Community Infrastructure) under TPS3. This amendment has no impact on the operation of these DCAs.

5.0 PROPOSAL

Subdivision and development of substantial portions of Lake Coogee is now complete, meaning that many structure plans have served their purpose and are no longer required.

The amendment therefore seeks to remove these areas from DA5 and transfer the structure plan identified zonings and reservations for the land into TPS3, ahead of the structure plans expiring on (or shortly after) 19 October 2025.

Development Area 5:

As there remain large portions of DA5 yet to be structure planned, or involve structure plans in various stages of implementation, deletion of DA5 and its special provisions is not proposed at this time, rather just a reduction to the extent of the special control area boundary.

Local Structure Plans (LSPs):

Details on each Structure Plan (including the LSP map and an aerial of the area) are provided in this section to demonstrate the City's reasoning for rationalisation.

Unless otherwise stated, all the approved structure plan designations directly correlate to zonings and reserves pursuant to TPS3. All the public roads have been constructed and ceded, and all other public reserves embellished to the required standard and transferred into either public or utility operator ownership, in accordance with the applicable subdivision approvals.

Lots 3 and 4 West Churchill Avenue, Munster (Lake Coogee) – 5G

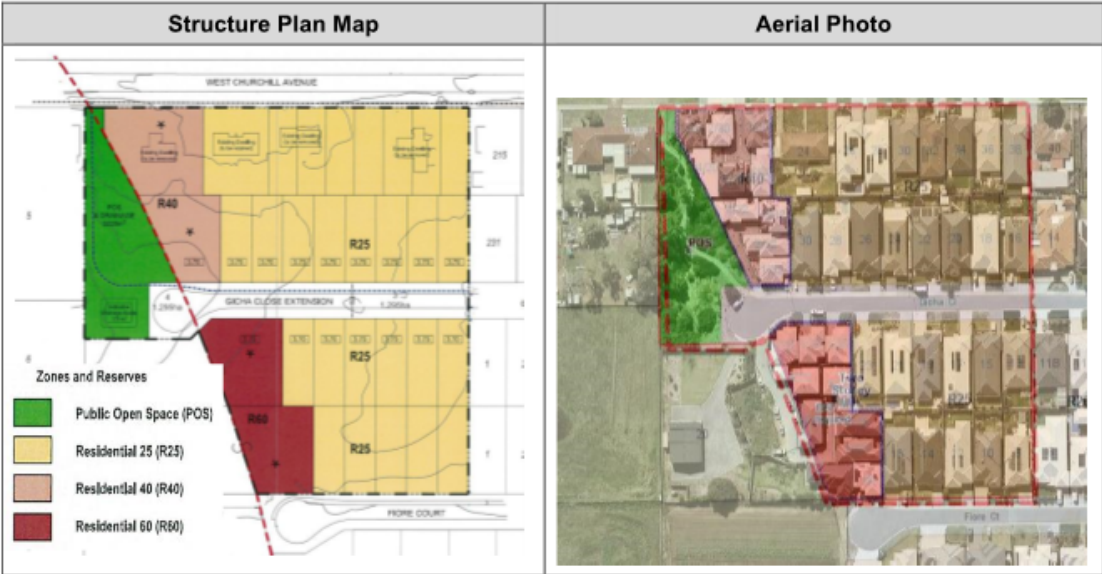
Centrally located within DA5, this structure plan involves a small westward extension of structure plan 5B (the largest structure plan covering the southern portion of DA5). It makes use of Fiore Court and proposed a westward extension of Gicha Court to principally service low (R25) density single residential housing.

Medium (R40-R60) density grouped housing is located at the western end of each road, within immediate proximity to the POS reserve, and to provide the design flexibility necessary to respond to the angle of the Urban zone boundary, which is based on the notional 750m Woodman Point Wastewater Treatment Plant buffer.

A small POS reserve (Gicha Park) and a portion of the Gicha Court road reserve are located within the 'Urban Deferred' zoned portion of DA5 under the MRS. Reflecting the existing tenure and developed public purpose of this land in TPS3 is still proposed on the basis that the reserves do not conflict with the status of the land under the MRS or compromise the function of the notional WWTP buffer that informs that line.

Subdivision and development of the structure plan is complete. On the R60 coded land a grouped housing development has occurred that includes incidental portions of four dwellings (i.e. garages and covered patios), a common property lot (for shared access and visitor parking), and infrastructure associated with a commercial business, that extend into and make use of the residual 'Urban Deferred' zoned land. Unlike above, this portion of 25 Gicha Close and 18 Fiore Court (on Strata Plan 69454), beyond the approved structure plan boundary is proposed to remain zoned 'Development' and within DA5.

Otherwise, all the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix A**.



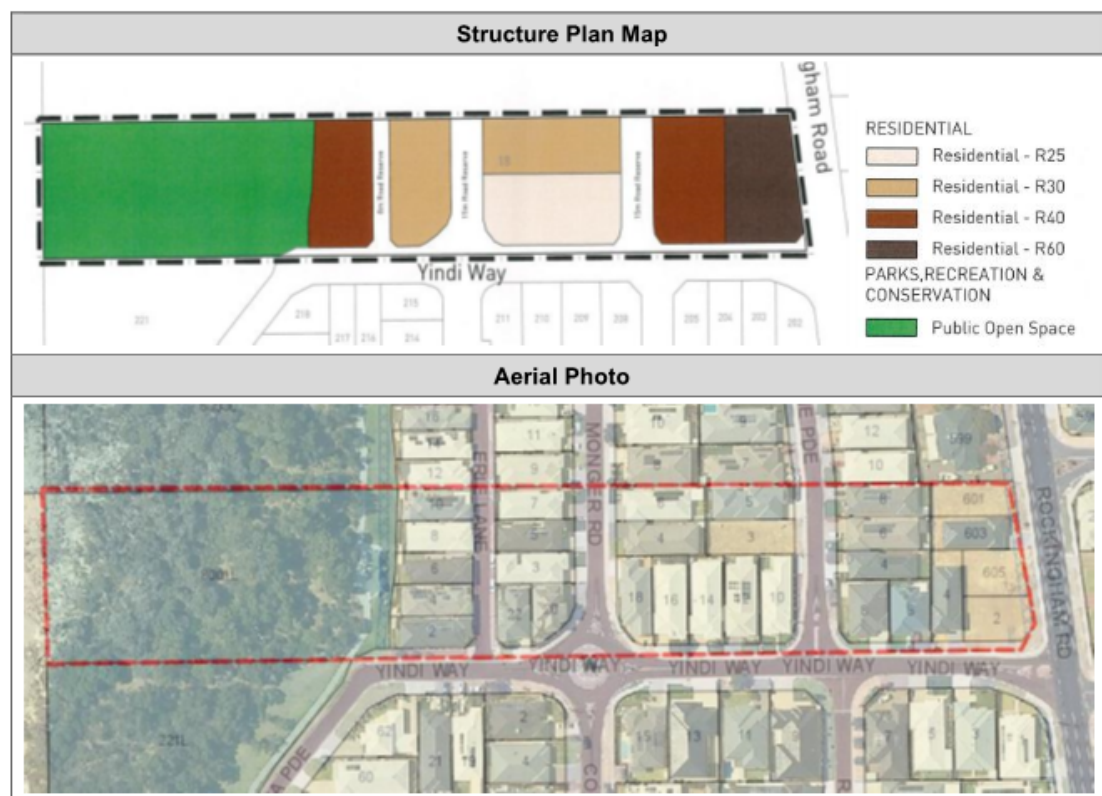
Lot 18 Rockingham Road, Munster (Lake Coogee) – 5H

Centrally located within the northern portion of DA5 west of Rockingham Road, this structure plan identifies a local road network and a POS reserve on the western side (portion of Bindjar Reserve), servicing a range of low (R25-R30) to medium (R40-R60) density single residential housing.

The higher densities are positioned in locations that have proximity to the POS reserve or the public bus route running along Rockingham Road.

With exception to one vacant R25 and three R60 coded single house lots, subdivision and development of the structure plan is complete.

All the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix B**.



Lot 19 Rockingham Road, Munster (Lake Coogee) – 5l

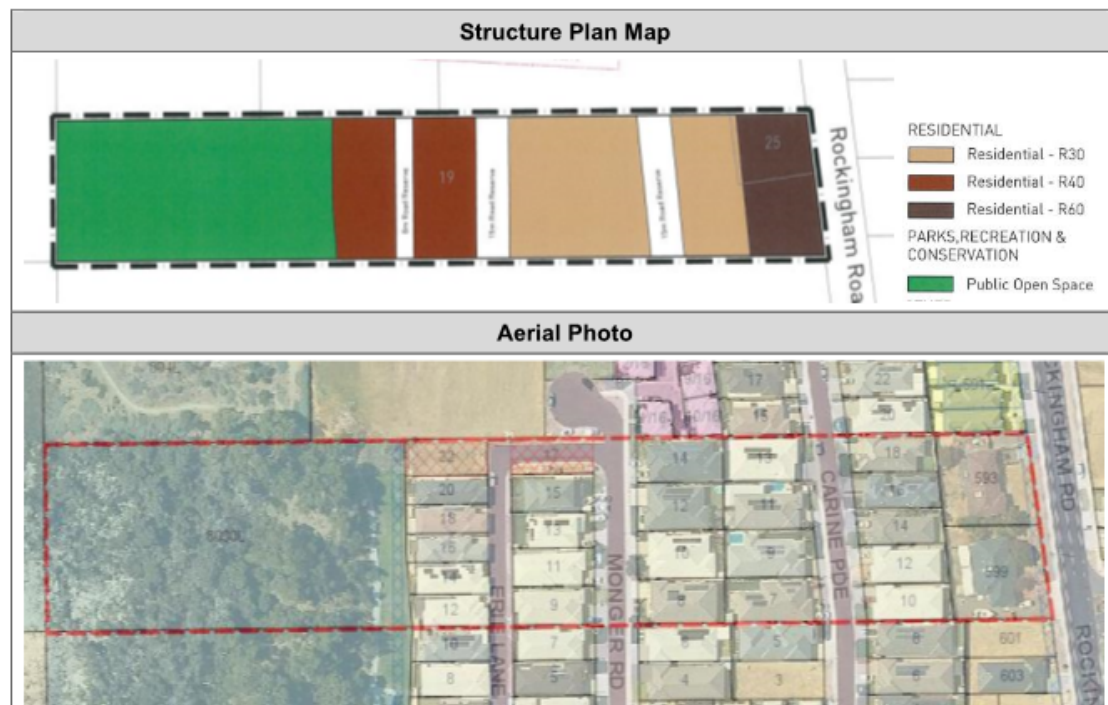
Centrally located within the northern portion of DA5 west of Rockingham Road, this structure plan identifies a northward extension of the approved local road network and POS reserve (Bindjar Reserve), to service a similar range of low (R30) to medium (R40-R60) density single residential housing as was approved for Structure Plan 5H directly to its south.

Again, the higher densities are positioned in locations that have proximity to the POS reserve or the public bus route running along Rockingham Road.

Erie Lane currently terminates at a temporary eastward connection to Monger Road that will ultimately be removed and developed as a single lot upon development of land to the north (via approved Structure Plan 5T). In the interim, public access is secured via an easement on title. Another easement in favour of the City similarly precludes development of Lot 230 (No.22 Erie Lane) pending extension of the access network to the north.

Otherwise, with exception of the original homestead lots who are yet to redevelop in accordance with their R60 coding, subdivision and development of the structure plan is complete.

All the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix C**.



Lot 107 Hobsons Avenue, Munster (Lake Coogee) – 5K

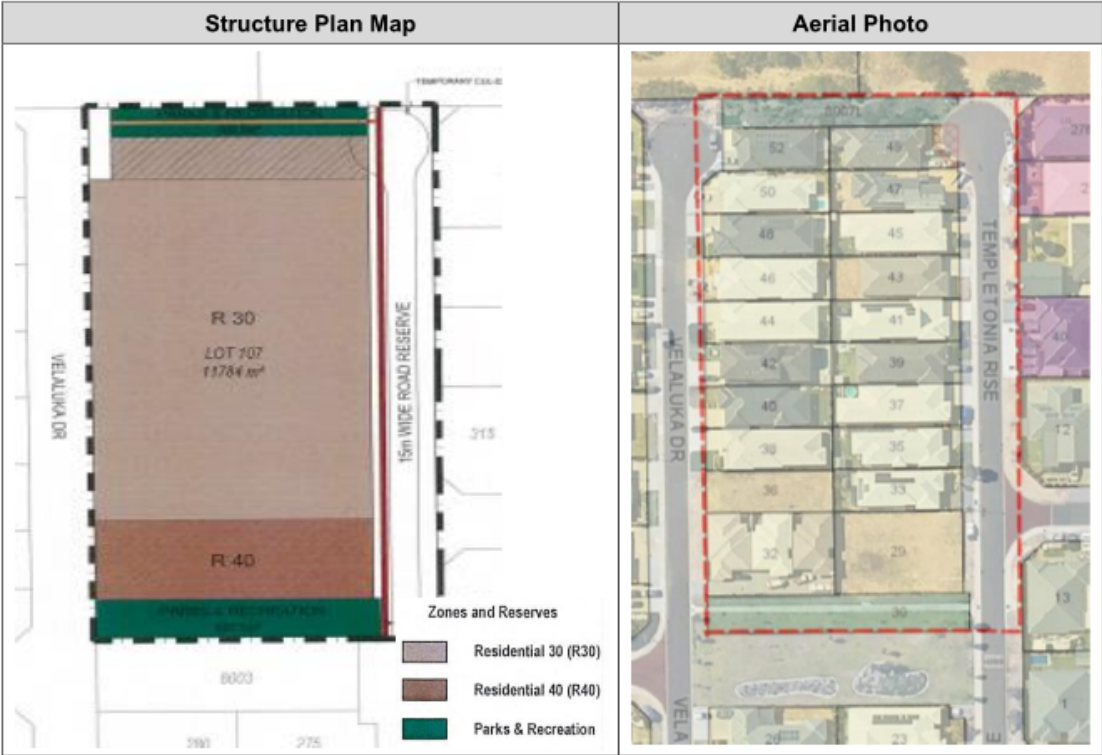
Centrally located within the southern portion of DA5, this structure plan essentially involves a central expansion of structure plan 5B. It makes use of the constructed portion of Velaluka Drive and proposed a northern extension of Templetonia Rise to principally service low (R30) density single residential housing.

A strip of medium (R40) density, accommodating grouped housing is located adjacent a northern expansion of Hobsons Park. A linear POS reserve is also located along the northern edge of the site.

Velaluka Drive and Templetonia Rise both currently terminate at temporary cul-de-sac heads that were intended to be removed and the roads extended upon development of land to the north. Future extension of Velaluka Drive may not be possible due to the existence of a locally listed heritage wall on Lot 103 (No.66) West Churchill Avenue, but this is not a concern as the temporary turning bulb has been located within an expanded road reserve. This is not the case with Templetonia Rise with the turning bulb located within a portion of No.49, with public access currently secured via an easement on title.

Otherwise, with exception to one vacant R30 code single house and three R60 coded grouped housing lots, subdivision and development of the structure plan is complete.

All the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix D**.

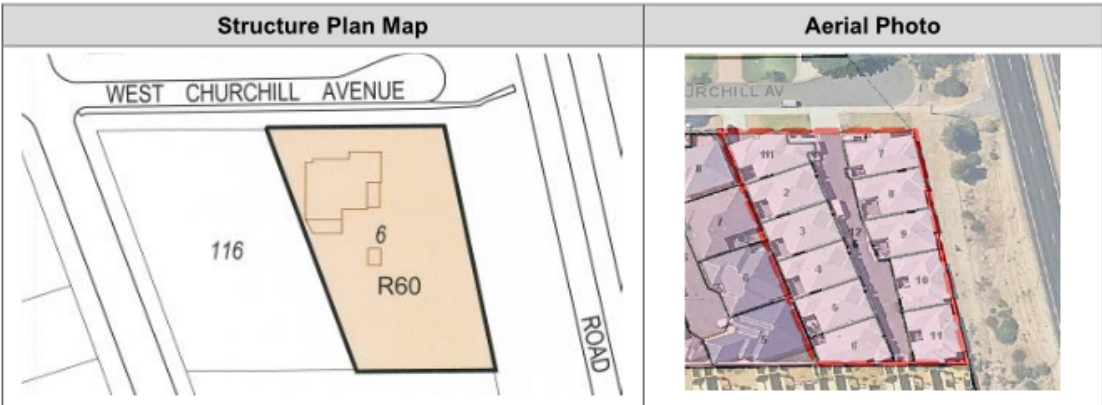


Lot 6 West Churchill Avenue, Munster (Lake Coogee) – 5L

Centrally located along the eastern edge of DA5 (beside Stock Road), this structure plan identifies the land for medium (R60) density housing that makes best use of the public transport running along Rockingham and Stock Roads.

The site has been completely developed and survey-strata subdivided for grouped housing with the land's public open space obligation satisfied by way of a cash-in-lieu contribution.

The land is therefore proposed to be rezoned from 'Development' to the directly correlating zone (and density coding) identified on the Structure Plan Map shown in **Appendix E**.

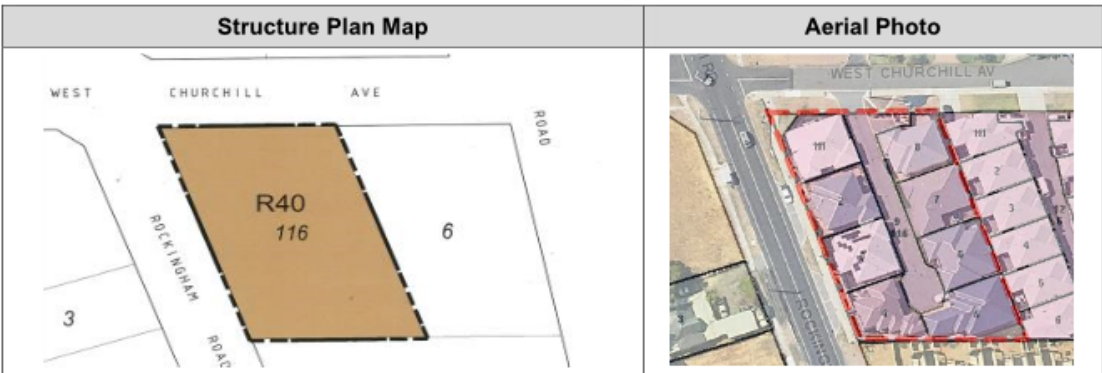


Lot 116 West Churchill Avenue, Munster (Lake Coogee) – 5M

Also centrally located along the eastern edge of DA5 (immediately west of Structure Plan 5L and east of Rockingham Road), this structure plan identifies the land for medium (R40) density housing that again makes best use of the public transport running along Rockingham and Stock Roads.

The site has been completely developed and survey-strata subdivided for grouped housing with the land's public open space obligation satisfied by way of a cash-in-lieu contribution.

The land is therefore proposed to be rezoned from 'Development' to the directly correlating zone (and density coding) identified on the Structure Plan Map shown in **Appendix F**.



Lot 20 Rockingham Road, Munster (Lake Coogee) – 5N

Centrally located within the northern portion of DA5 west of Rockingham Road, this structure plan identifies a northward extension of the approved local road, and a POS reserve at the western end (portion of Glamuzina Park), to service an identical range of low (R30) to medium (R40-R60) density single and grouped residential housing as was approved for Structure Plan 5I directly to the south.

Again, the higher densities are positioned in locations that have proximity to the POS reserve or the public bus route running along Rockingham Road.

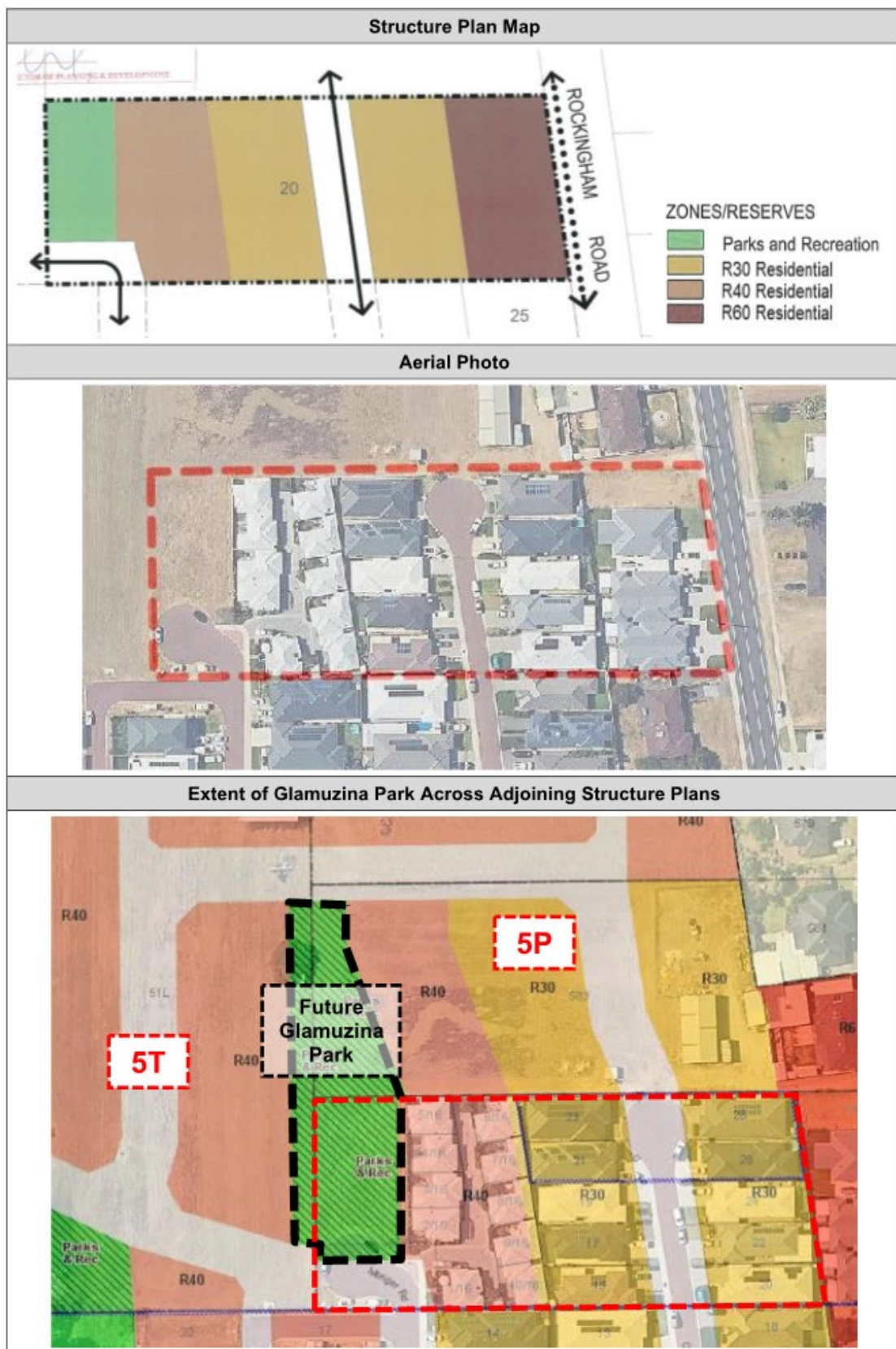
Monger Road and Carine Parade both currently terminate at temporary cul-de-sac heads that will ultimately be removed and the roads extended upon development of land to the west (via approved Structure Plan 5T) and north (via approved Structure Plan 5P).

Small slivers of the Carine Parade turning bulb sit within private land. Removal of the bulb and reinstatement of that land will occur via tie-in works associated with future subdivision to the north (Lot 21, No.583 Rockingham Road).

The Monger Road turning bulb sits over a portion of now ceded, POS reserve. This interim arrangement was accepted on the basis that development of the park would be deferred to creation of the broader reserve. Instead, the City accepted a bond from the original subdivider towards the future removal of the turning bulb and development of the POS.

Otherwise, with exception to one vacant R60 coded single lot fronting Rockingham Road, subdivision and development of the structure plan is complete.

All the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix G**.



Lot 4 Rockingham Road, Munster (Lake Coogee) – 50

Located towards the southeast corner, along the eastern edge of DA5 (in between Stock and Rockingham Roads), this structure plan identifies the land for medium (R60) density housing that makes best use of the public transport running along Rockingham and Stock Roads.

On 13 February 2023 the Metropolitan Outer Joint Development Assessment Panel approved a Child Care Premises on this site (under the land's Residential zoning – DAP/22/02368). Development of the site for the approved use has now commenced, and as the structure plan does not identify any public reserves needing to be delivered or excised from lot, there is no impediment to the land being rationalised into the scheme at this time.

The land is therefore proposed to be rezoned from 'Development' to the directly correlating zone (and density coding) identified on the Structure Plan Map shown in **Appendix H**.

Structure Plan Map	Aerial Photo
	
Extracts of Approved Child Care Premises	
	

Lot 6 Rockingham Road, Munster (Lake Coogee) – 5Q

Located a short distance to the north of Structure Plan 5O along the eastern edge of DA5 (beside Stock Road), this structure plan also identifies the land for medium (R40) density housing that takes advantage of the public transport running along Rockingham and Stock Roads.

Whilst three of the four resultant survey-strata lots are currently vacant, the land has been completely subdivided in accordance with the structure plan, with the land's public open space obligation satisfied by way of a cash-in-lieu contribution.

The land is therefore proposed to be rezoned from 'Development' to the directly correlating zone (and density coding) identified on the Structure Plan Map shown in **Appendix I**.



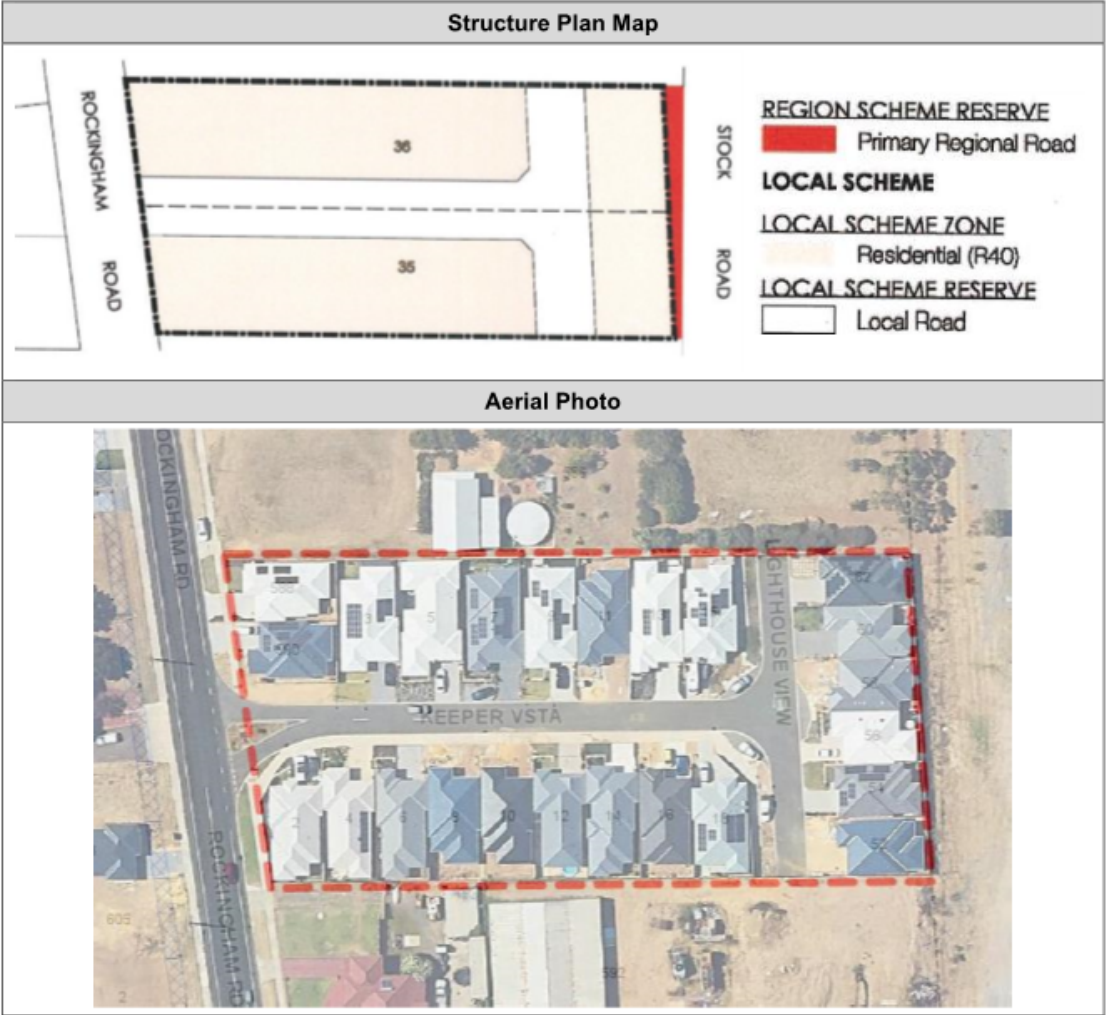
Lots 35 & 36 Rockingham Road, Lake Coogee – 5S

Located towards the northeast corner, along the eastern edge of DA5 (in between Stock and Rockingham Roads), this structure plan identifies one new local road (with connections to adjoining land) servicing medium (R40) density single housing that takes advantage of the public transport running along Rockingham and Stock Roads.

A sliver of land along its eastern edge is reserved under the MRS as 'Primary Regional Road' to facilitate a future upgrading of Stock Road to a six-lane controlled access highway and is unaffected by this proposal.

The site has been completely developed and subdivided for single residential housing with the land's public open space obligation satisfied by way of a cash-in-lieu contribution.

The land is therefore proposed to be rezoned from 'Development' to the directly correlating zone (and density coding) identified on the Structure Plan Map shown in **Appendix J**.



Lots 811 & 812 Fawcett Road, Lake Coogee – 5U

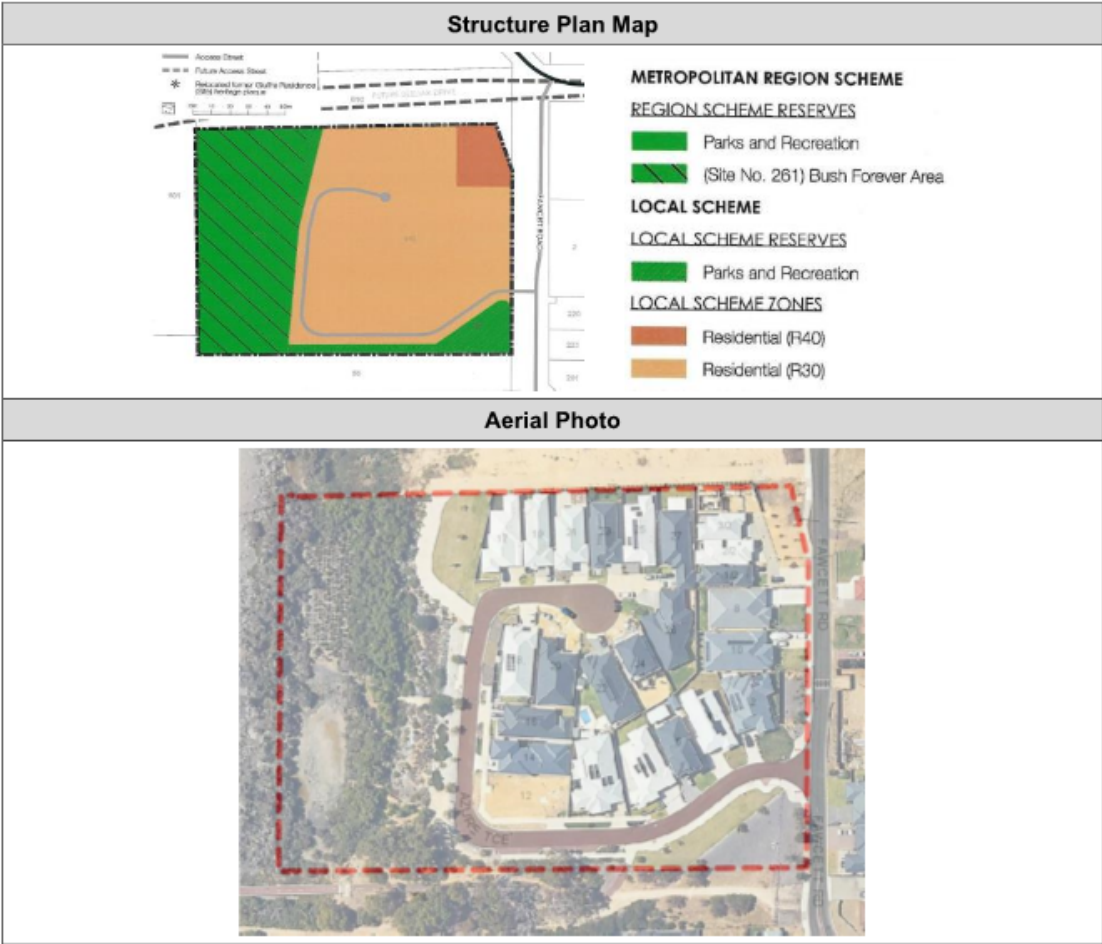
Located in the northwest corner of DA5 (west of Fawcett Road), this structure plan identifies one new local road (cul-de-sac) and a POS reserve along its southern edge principally servicing low (R30) density single residential housing.

A pocket of R40 is located in the northeast corner to coordinate vehicular access in anticipation of expected limitations associated with the future upgrade of Beeliar Drive, including its intersection with Fawcett Road.

With exception to one vacant R30 coded single house lot, subdivision and development of structure plan is complete.

The large reserve covering the western third of the land (Azure Park) is reserved for 'Parks and Recreation' and identified as part of Bush Forever Site 261 (Lake Coogee) in the MRS. This land is unaffected by this proposal.

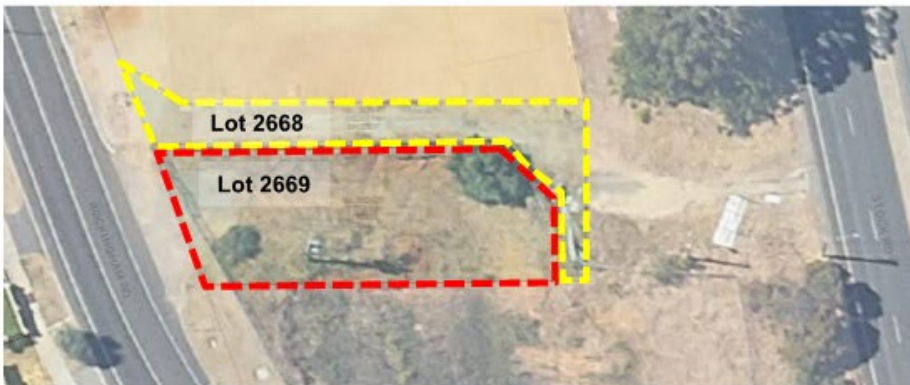

Otherwise, all the land within this Structure Plan is proposed to be rezoned and/or reclassified from the 'Development' zone to the correlating zone and/or reserve identified on the Structure Plan Map shown in **Appendix K**.



Other Crown/Government Corporation Landholdings

Scattered around the periphery of DA5 are also a number of Crown Reserves or Government landholdings that are not included within any approved Structure Plan.

To bring the TPS into greater consistency with the physical situation on the ground, this proposal includes incorporating these areas within Local Scheme Reserves that match their existing tenure and established use, as described in the following table:

Location	Current TPS Designation	Current Use	Proposed Local Reservation
Lot 2668 Rockingham Road (Reserve #38244)	Development Zone	Access and Public Utilities	Parks and Recreation
Lot 2669 Rockingham Road (Reserve #38245)	Development Zone	Drainage Sump	Lakes and Drainage
			
Part Lot 55 Fawcett Road	Development Zone	(Public Access Way/ Water Corporation Sewer Infrastructure Corridor)	Public Purpose – Water Corporation
			

6.0 CONCLUSION

For the following reasons, it is now an appropriate time for the structure plans discussed above to be revoked, and the applicable zones and reserves rationalised into the scheme:

- all public reserves (including local roads, drainage, public open space and public purpose reserves) have been suitably constructed/embellished and transferred into public or utility provider ownership;
- all zoned land on the endorsed structure plans have been substantially subdivided and/or developed for commercial or residential purposes; and
- where further subdivision and/or development is still to occur on private landholdings, the proposed zoning is consistent with the designation that would have applied under the applicable structure plan.

Recognising these zones and reserves within TPS3 will:

- avoid the future need to seek WAPC approval to extend the approval the approval period of the existing structure plans; and
- remove a redundant layer of planning control; whilst still
- ensuring the City maintains appropriate mechanisms to guide and control future redevelopment of land (including the same range of permissible land uses and associated development standards as currently apply), consistent with current community expectations.

The other changes proposed reflect good contemporary planning practice that do not pose a significant adverse impact on surrounding development.

Planning and Development Act 2005

City of Cockburn Town Planning Scheme No.3 Amendment No.173

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the City of Cockburn Town Planning Scheme No.3 by:

1. Rezoning various lots within 'Development Area 5' from 'Development' to 'Residential (R20)', 'Residential (R25)', 'Residential (R30)', 'Residential (R40)' and 'Residential (R60)', as depicted on the Scheme Amendment Map.
2. Reclassifying land within 'Development Area 5' from the 'Development' zone to a local reserve for 'Parks and Recreation', 'Lakes and Drainage', 'Public Purposes – Water Corporation', or 'Local Road', as depicted on the Scheme Amendment Map.
3. Reducing the extent of the 'Development Area 5' (DA5) special control area boundary, as depicted on the Scheme Amendment Map.

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

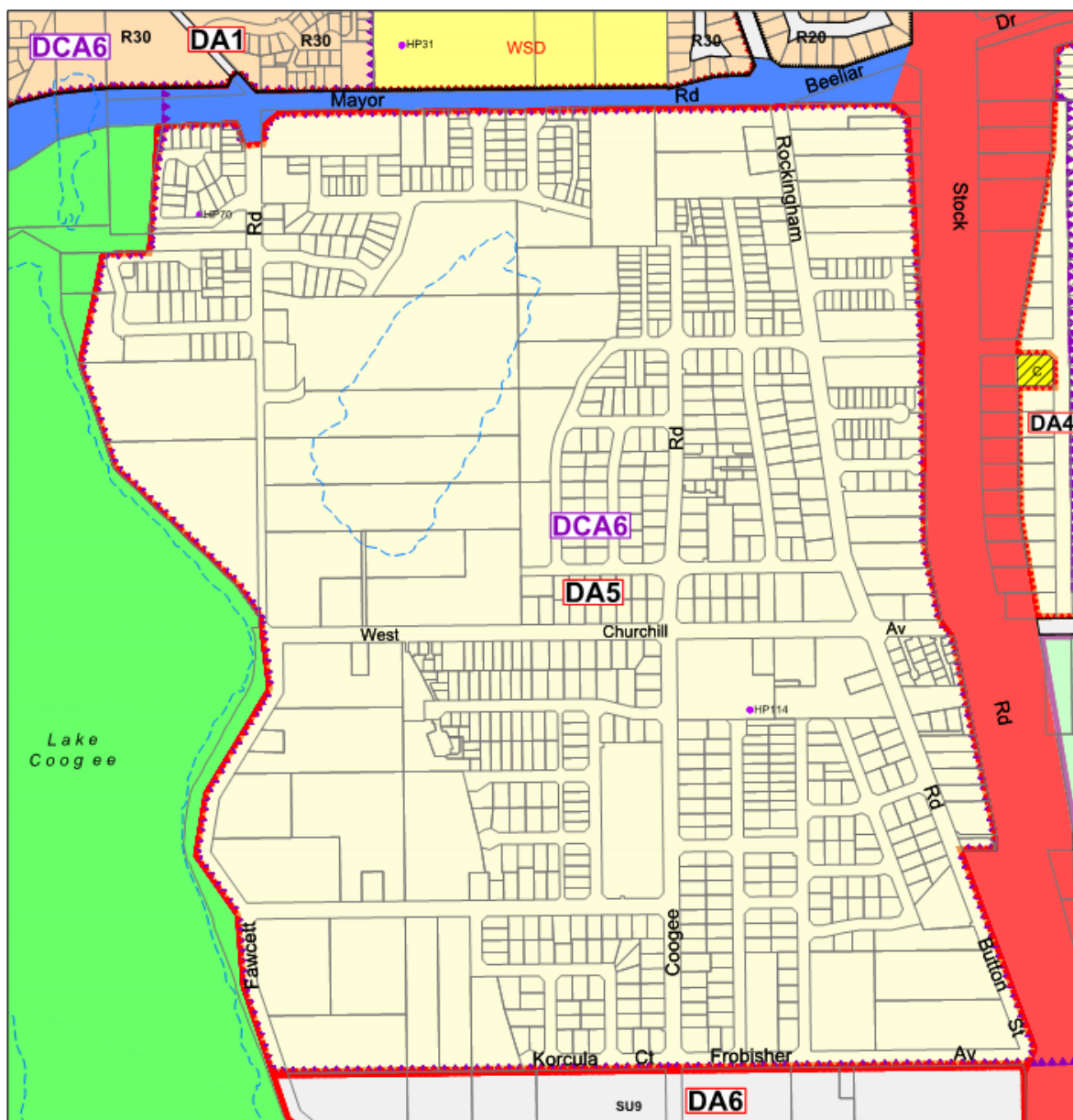
- *It is an amendment the local planning scheme that involves zoning land consistent with an approved structure plan for the same land and/or is*
- *Proposing zoning/reservation changes that are purely administrative in nature.*

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

Structure Plan #	Address	Latest WAPC Endorsement	WAPC Reference
5G	Lots 3 & 4 West Churchill Avenue, Munster (Lake Coogee)	18/2/2010	801/2/23/0005P 2V
5H	Lot 18 Rockingham Road, Munster (Lake Coogee)	16/5/2013	SPN/0321
5I	Lot 19 Rockingham Road, Munster (Lake Coogee)	31/10/2014	SPN/0503/1
5K	Lot 107 Hobsons Avenue, Munster (Lake Coogee)	23/12/2014	SPN/0647
5L	Lot 6 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A
5M	Lot 116 West Churchill Avenue, Munster (Lake Coogee)	Not Required	N/A
5N	Lot 20 Rockingham Road, Munster (Lake Coogee)	22/09/2015	SPN/0707

Structure Plan #	Address	Latest WAPC Endorsement	WAPC Reference
5O	Lot 3 Rockingham Road, Munster (Lake Coogee)	03/05/2016	COCK/2015/4
5Q	Lot 6 Rockingham Road, Munster (Lake Coogee)	11/09/2017	SPN/2102
5S	Lots 35 & 36 Rockingham Road, Lake Coogee	20/12/2018	SPN/2143
5U	Lots 811 & 812 Fawcett Road, Lake Coogee	23/07/2019	SPN/2192

Upon the amendment taking effect the approved structure plans are to be revoked.



Current Scheme Map

GENERAL

R20 Residential Density Codes

● HP1 Heritage Place

SPECIAL CONTROL AREAS:

DA1 Development Areas

DCA6 Development Contribution Areas

REGION RESERVES

Parks & Recreation

Primary Regional Roads

Other Regional Roads

WSD Public Purposes - Water Authority of WA

LOCAL RESERVES

Local Road

Public Purposes - Civic

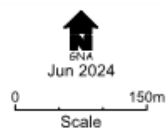
ZONES

Residential

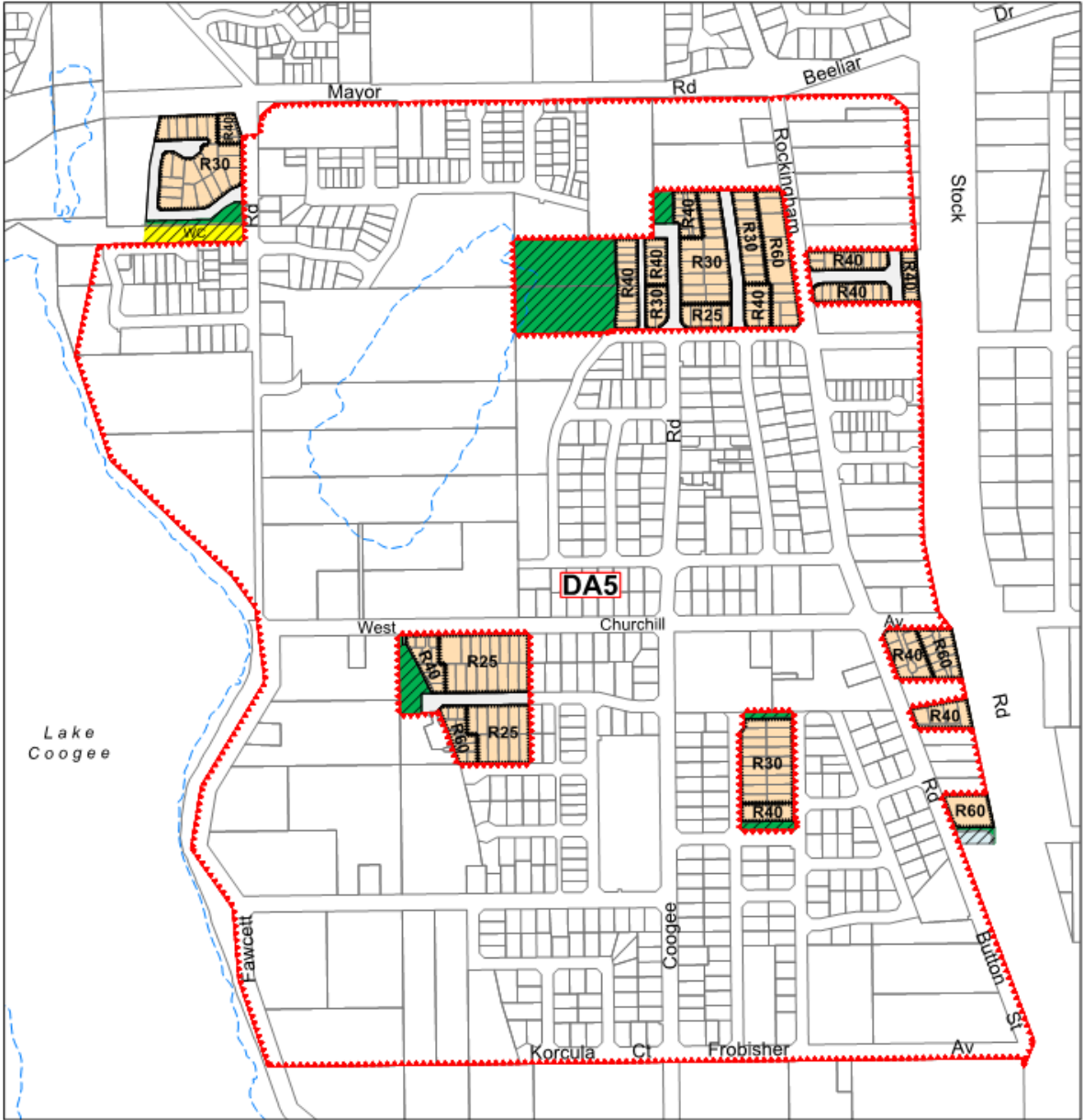
Development

SU1 Special Use

Rural Living



Amendment No.173 Town Planning Scheme No.3



Scheme Amendment Map

GENERAL

Residential Density Codes

SPECIAL CONTROL AREAS:

Development Areas

REGION RESERVES

LOCAL RESERVES

Parks and Recreation

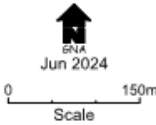
Lakes and Drainage

Local Road

Public Purposes - Water Corporation

ZONES

Residential



Amendment No.173
Town Planning Scheme No.3

This Basic Amendment was adopted and is recommended for approval by resolution of the City of Cockburn at the Ordinary Meeting of the Council held on the ____ day of _____, and the Common Seal of the City of Cockburn was hereunto affixed by the authority of a resolution of the Council in the presence of:

MAYOR

(Seal)

CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

DELEGATED UNDER S.16 OF
THE P&D ACT 2005

DATE _____

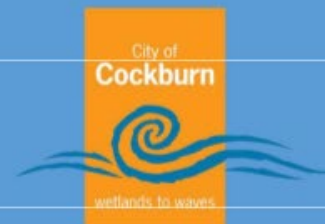
APPROVAL GRANTED

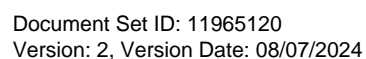
MINISTER FOR PLANNING

DATE _____

APPENDICES A-K

Current Approved Structure Plans





Enthalpy

[illegible]

Planning Design Delivery

RES111-N11A1

☐ Confidential - R25

Residential - R301

Residential - R40

Residencial - R\$0

CONSERVATION

Public Open Space

OTHER

Structure Plan Boundary

4255 CHS

Year	D.L.	Year
2005.12.05		2005.12.05



ROWE-GROUP
PLANNING DESIGN DELIVERY

78-62115-01

10.1111/j.1365-2745.2011.01791.x

10.1111/j.1365-2745.2011.01791.x

Table 1

2

1000

Plan ID:

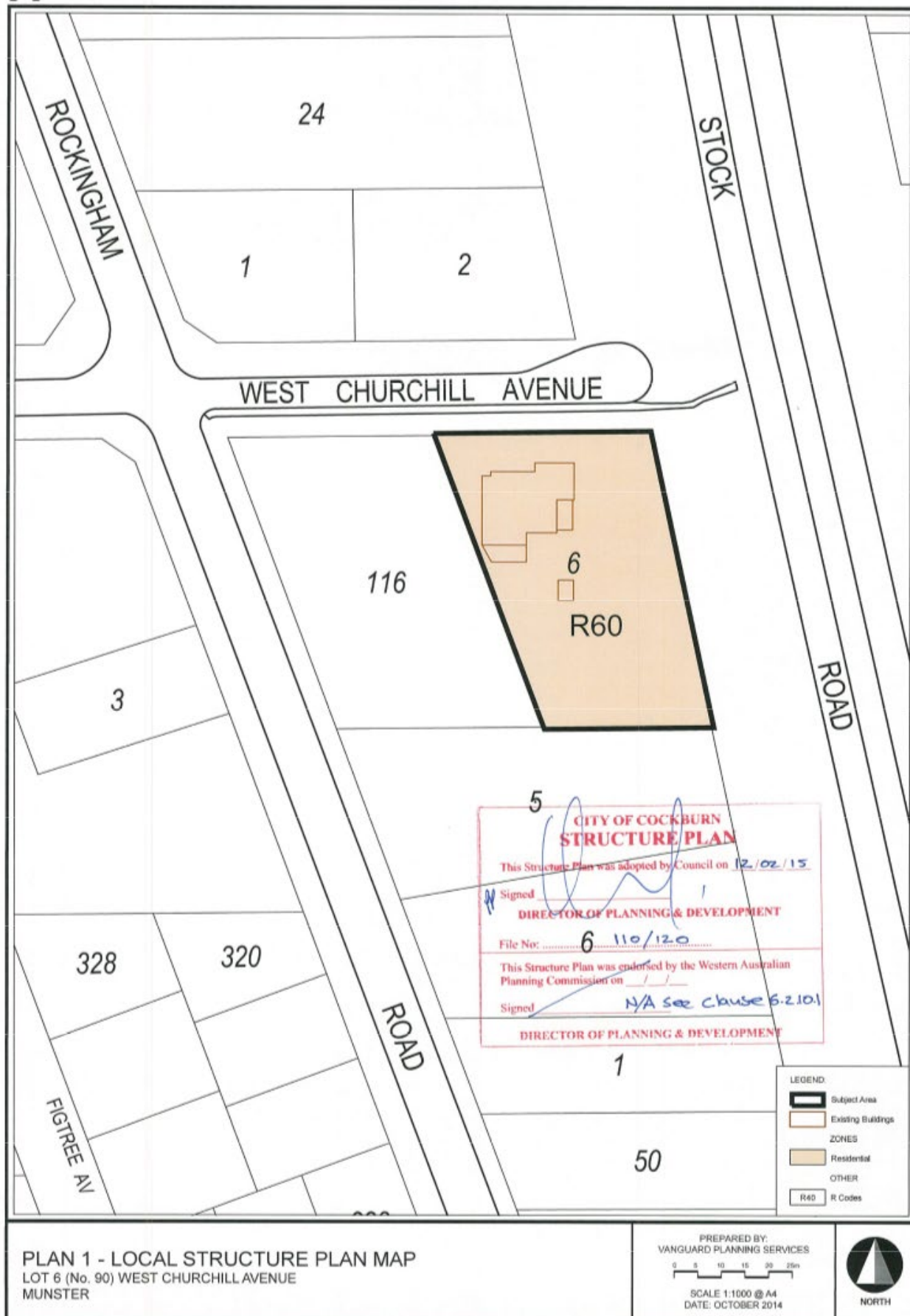
1. *Содержание* – 3
 2. *Введение* – 4
 3. *Глава 1. Теоретические основы формирования системы управления качеством* – 5
 4. *Глава 2. Анализ системы управления качеством* – 10
 5. *Глава 3. Разработка системы управления качеством* – 15
 6. *Глава 4. Внедрение системы управления качеством* – 20
 7. *Глава 5. Мониторинг и улучшение системы управления качеством* – 25
 8. *Заключение* – 30
 9. *Список литературы* – 35
 10. *Приложение* – 40

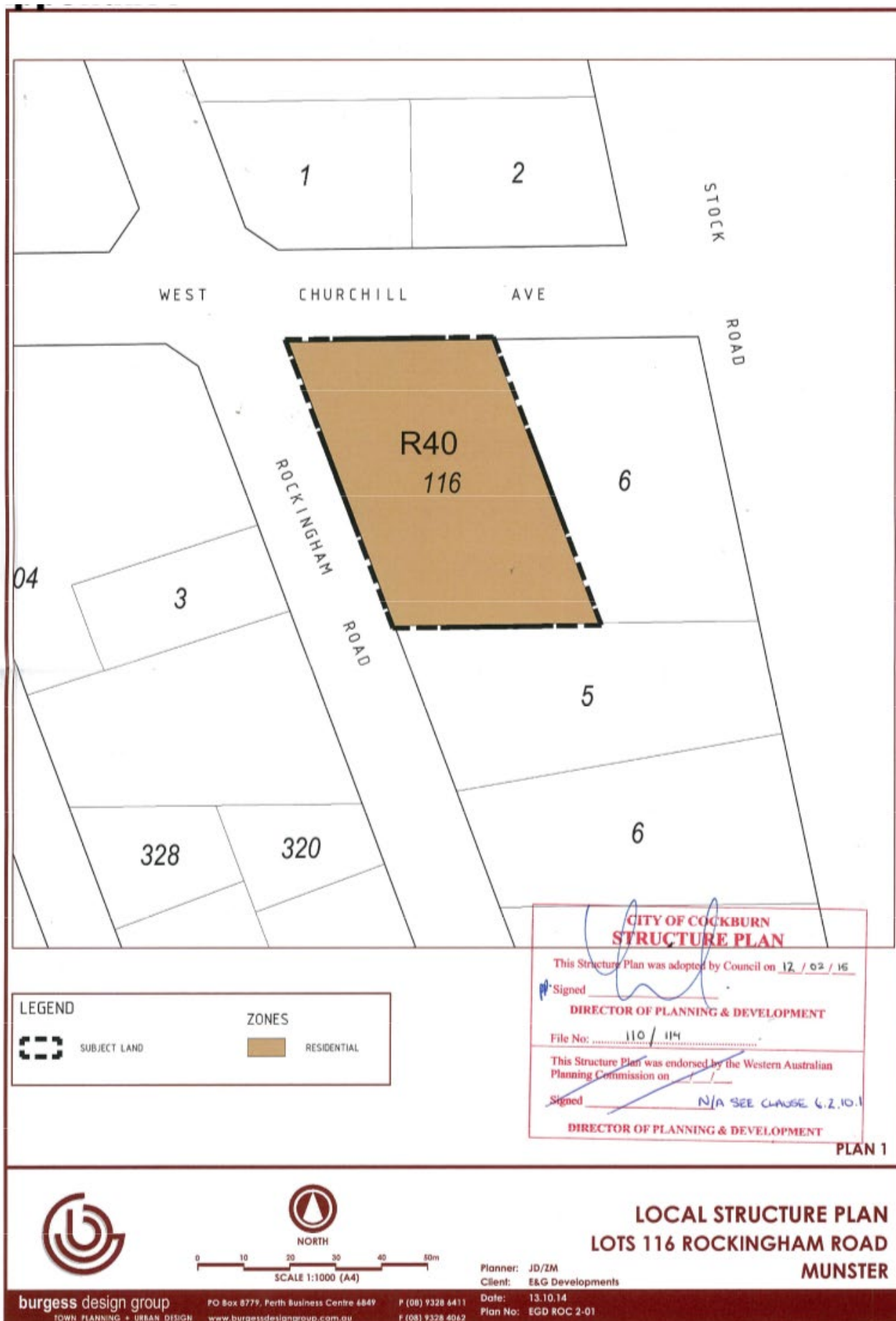


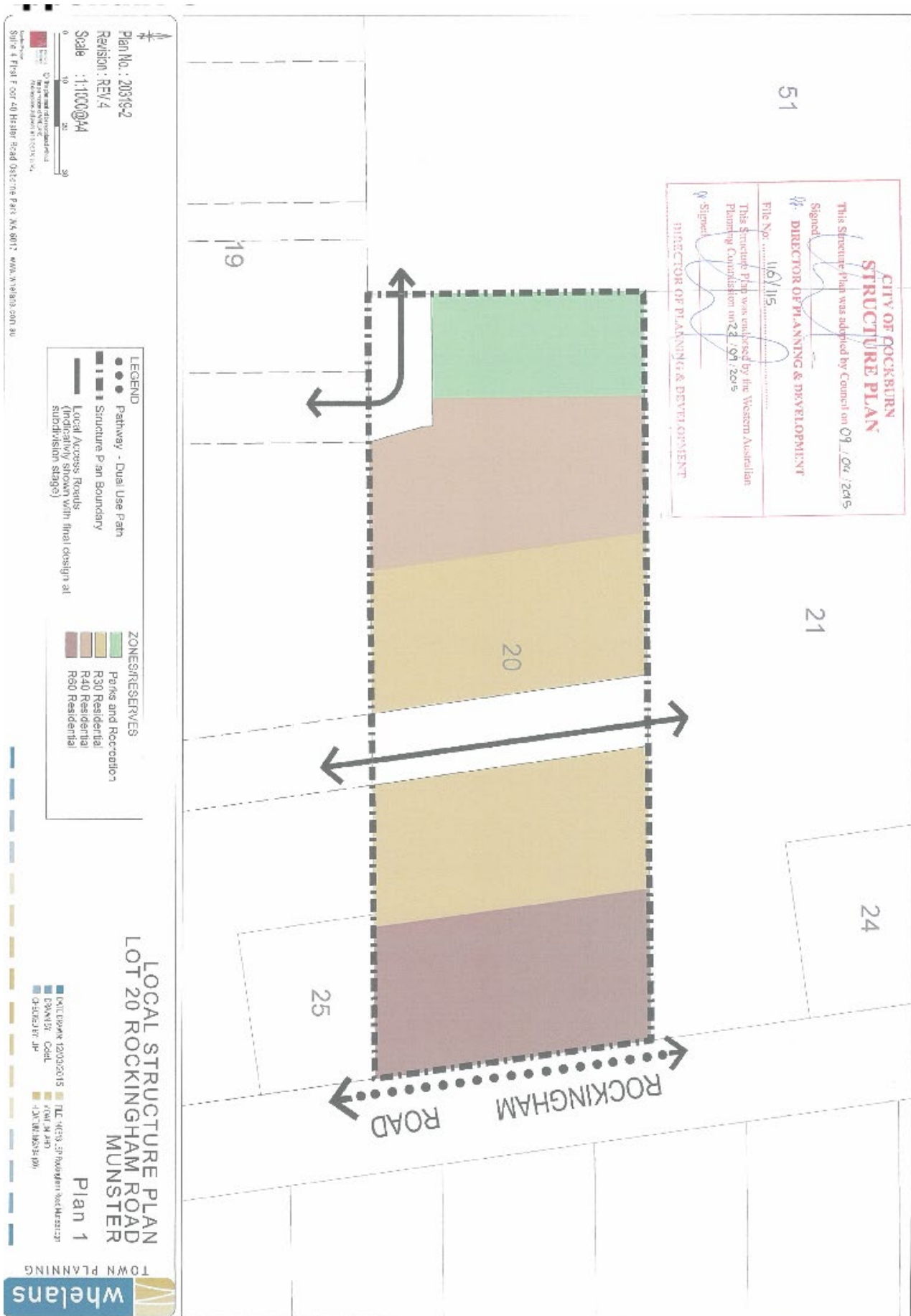
Appendix D



Appendix 2



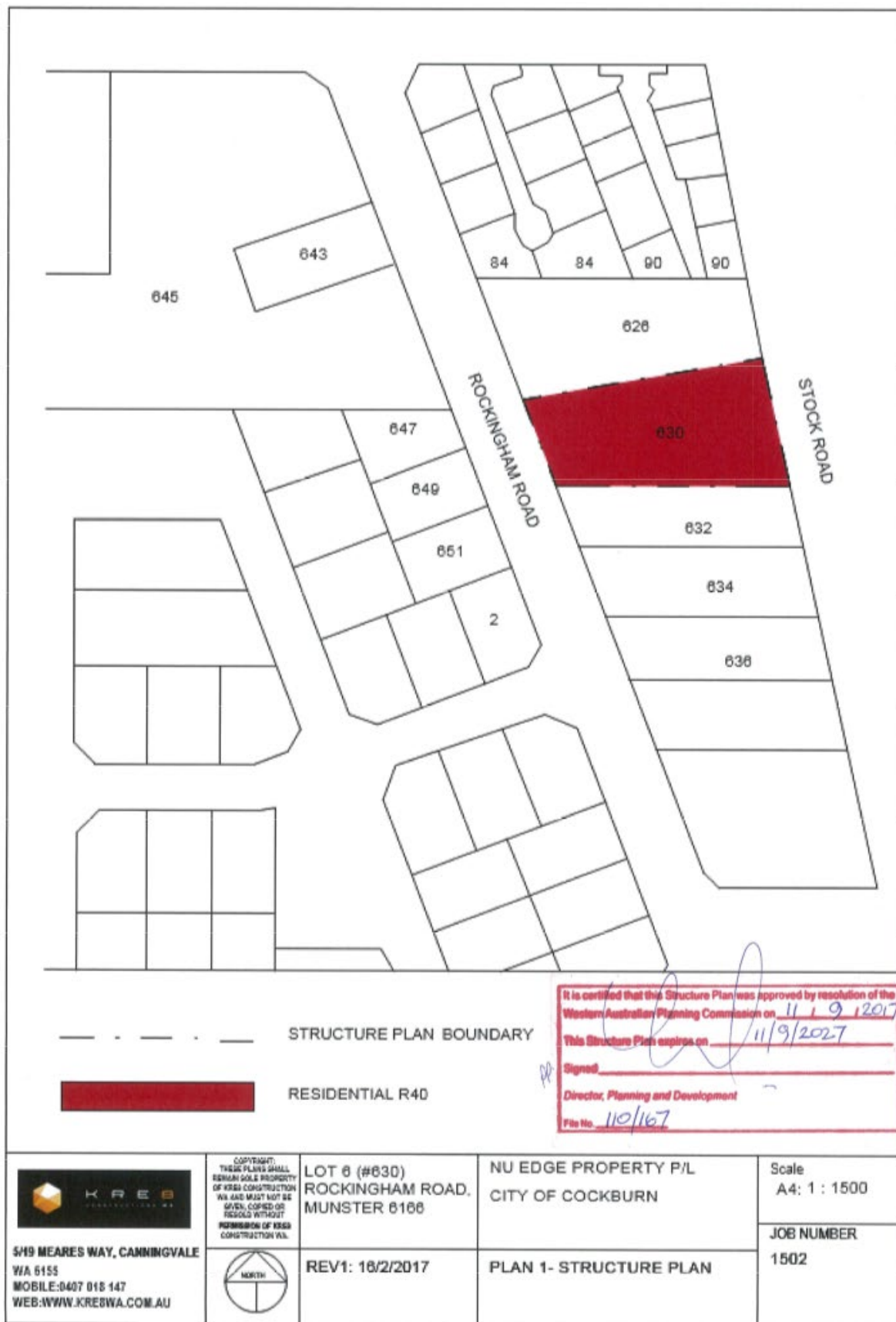




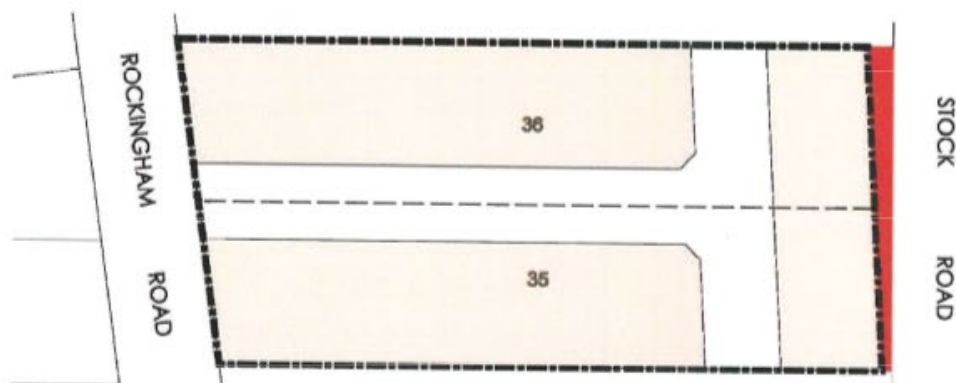
Appendix II



7. Plan 1 - Structure Plan



Appendix J



LEGEND

REGION SCHEME RESERVE

Primary Regional Road

LOCAL SCHEME

LOCAL SCHEME ZONE

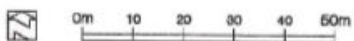
Residential (R40)

LOCAL SCHEME RESERVE

Local Road

OTHER CATEGORY

Structure Plan Boundary



PLAN 1 - Structure Plan Map

It is certified that this Structure Plan was approved by resolution of the Western Australian Planning Commission on 20 / 12 / 2018
 This Structure Plan expires on 20 December 2028
 Signed [Signature]
 Director, Planning and Development
 File No. 110/175

Appendix K



Lots 811 & 812 (#8) Fawcett Road, Munster Structure Plan

5

14.1.2 Proposed Structure Plan - Amendment No.6 to the Barfield Road Local Structure Plan (Vivente Estate - Hammond Park)

Executive	A/Director Planning and Sustainability
Author	Senior Strategic Planner
Attachments	<ol style="list-style-type: none"> 1. Structure Plan Amendment Report 2. Schedule of Submissions 3. Schedule of Modifications 4. Southern Suburbs Stage 3 District Structure Plan 5. Subdivision Concept Plan (Lot 16 Barfield Rd) 6. Landscape Concept Plan (Lot 16 Barfield Rd) 7. Bushfire Management Plan (Lot 16 Barfield Rd)
Location	Lot 16 Barfield Road, Part Lot 9046 Frankland Avenue, Lot 414 (No.47) Corsia Crescent and Lot 116-119 (No.1-7) Cembra Lane, Hammond Park
Owner	Gold Estate Holdings Pty Ltd (Lots 16, 9046 and 414); Private Landowners (Lots 116-119)
Applicant	Hatch, on behalf of Richard Noble
Application Reference	110/243

RECOMMENDATION

That Council:

- (1) ADOPTS the Schedule of Submissions prepared in respect of the proposed Structure Plan Amendment, as set out in Attachment 2;
- (2) RECOMMENDS pursuant to Schedule 2, Part 4, Clause 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Western Australian Planning Commission approve the proposed Structure Plan Amendment, subject to the modifications listed in Attachment 3;
- (3) ENDORSES the Bushfire Management Plan for Lot 16 Barfield Road, Hammond Park (Appendix 7), prepared by JBS&G (dated 8 May 2024), once modified in accordance with recommendation (2) above;
- (4) AUTHORISES the City to seek a ten (10) year extension to the current validity period of the Barfield Road Local Structure Plan; and
- (5) ADVISES those who made a submission of Council's decision accordingly.

Background

The proposed Structure Plan Amendment is presented for a recommendation on final determination by the Western Australian Planning Commission (WAPC).

Southern Suburbs Stage 3 District Structure Plan

The Amendment area is located within the area subject to the Southern Suburbs Stage 3 District Structure Plan, approved by Council September 2012 (refer to **Attachment 4**).

The purpose of the DSP was to coordinate the location of district-wide infrastructure between Gaebler and Rowley Roads. Such infrastructure included regional road infrastructure, regional recreational areas, the provision of two public schools (one primary school and one high school) and public open space (POS).

The DSP also designated areas of 'Medium' and 'High' density residential, with 'High' density residential (Between R35 and R60) located in close proximity to areas of high amenity (such as neighbourhood centres and schools).

The DSP informed the cost sharing of widening and upgrading Hammond Road between Gaebler Road and Wattleup Road and the provision of arterial drainage infrastructure.

These items are funded under the development contributions plans prepared for Development Contribution Area (DCA) 9 and 10, which were approved under Amendment No.26 to Town Planning Scheme No.3 (TPS3) in December 2014.

Barfield Road Local Structure Plan

The Barfield Road Local Structure Plan was initially endorsed by the City on 9 January 2014, and consequently approved by the WAPC on 17 July 2014.

The Structure Plan has been subject to five (5) previous amendments, the most recent of which (Amendment No.5) was approved by the WAPC on 6 July 2022.

Submission

N/A

Report

Overview

The Structure Plan Amendment (refer Attachment 1) proposes:

- The addition of Lot 16 Barfield Road into the Structure Plan area, to facilitate future residential subdivision. The Amendment includes designation of this site as 'Residential R30' serviced by a new local road
- The inclusion of the western part (approximately 2,850m²) of Lot 38 Barfield Road within the Structure Plan area, zoned 'Special Use 23' under Town Planning Scheme No.3 (TPS 3), to provide a future 20 metre road reserve associated with residential subdivision on Lot 16

- Amending the density coding of Lot 414 (No.47) Corsia Crescent and part of Lot 9046 Frankland Avenue (where it abuts Parco Glade) from 'Residential R60' to 'Residential R30'
- Amending the density coding of portions of four lots on Cembra Lane from 'Residential R25' to 'Residential R40', consistent with the approved subdivision design and City approved Local Development Plan for these lots.

The areas of change are bordered in red on Figure 1 below:



Figure 1 – Proposed Structure Plan Map

Residential Density – Lot 16 Barfield Road

A coding of 'R30' is proposed for all Residential land within Lot 16 Barfield Road. Under the City's adopted Southern Suburbs Stage 3 District Structure Plan (DSP), an 'R30' coding is the applicable base coding, with higher densities supported where proposed residential lots are close to public transport infrastructure and areas of high amenity (such as POS, educational facilities and neighbourhood centres).

The *South Metropolitan-Peel Sub-regional Planning Framework* (Sub-regional Planning Framework) sets a density target of 15 dwelling per gross urban hectare.

Based on the developable area of Lot 16, future subdivision and development of the site should achieve a minimum of 28 dwellings.

The estimated lot yield derived from the provided Subdivision Concept Plan (refer Attachment 4), shows an indicative subdivision design of 40 lots. Based on an R30 density (excluding the provision of POS land and road reserve) the land is capable of subdivision up to 42 lots.

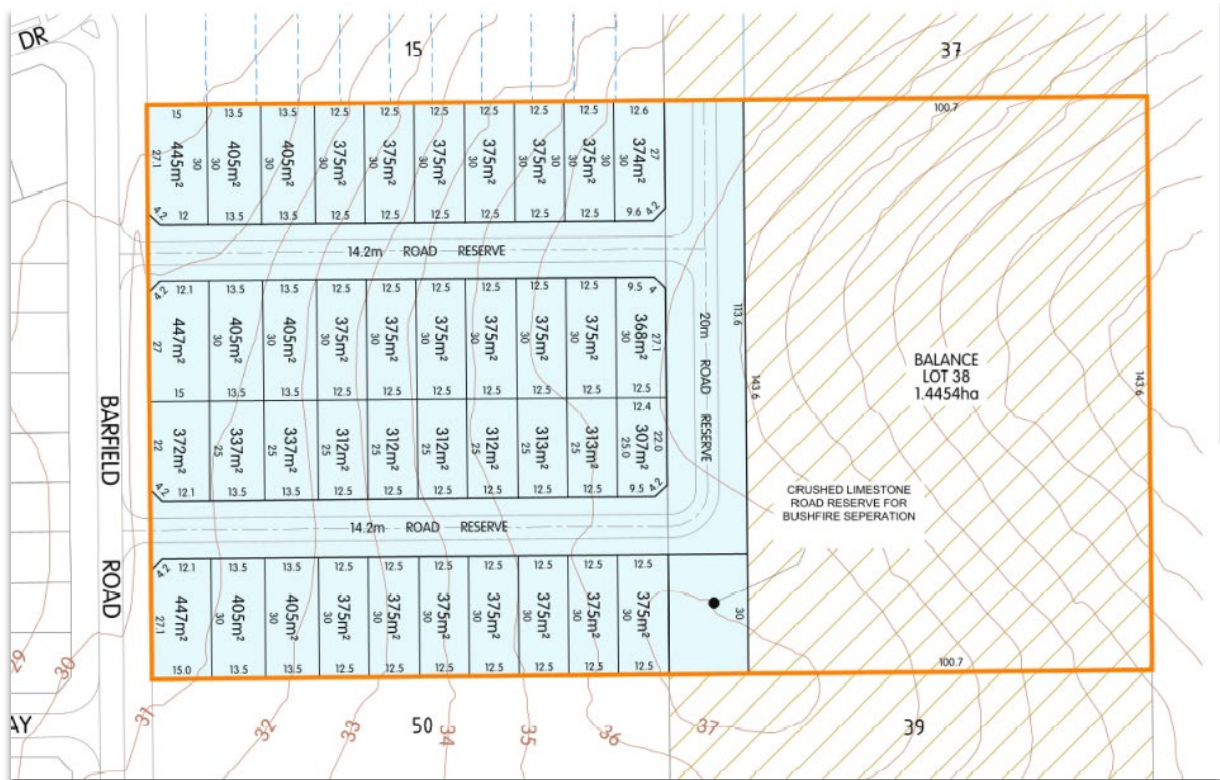


Figure 2 – Lot 16 Barfield Road Subdivision Concept Plan

The 'R30' coding proposed is supported on the basis it is consistent with the approved DSP, Sub-regional Planning Framework, and the density coding of adjoining residential areas fronting Barfield Road.

Density Coding Change - Part Lot 9046 Frankland Avenue (Parco Glade)

The land fronting Parco Glade previously formed the subject of a structure plan amendment (Amendment No.4) in 2020, which up-coded the site from 'R30' to 'R60'.

The 'R30' density coding had applied when the Structure Plan was approved in 2014, which provided a consistent density coding and lot typology for lots to the south of linear POS running east-west through the middle of Vivente Estate.

The applicant seeks to revert to the 'R30' density coding to reflect current market demand for residential lots and has demonstrated that doing so will not compromise the overall estate's compliance with the dwelling targets outlined in the Sub-regional Planning Framework.

Reverting to the ‘R30’ density coding is considered acceptable in this instance, as it will support greater consistency in the residential streetscape fronting POS, reflects the intent of the original 2014 Structure Plan, and does not compromise compliance with the Sub-regional Planning Framework.

Density Coding Change - Lot 414 Corsia Crescent

Unlike the land fronting Parco Glade discussed above, Lot 414 Corsia Crescent was coded ‘R60’ when the Structure Plan was approved in 2014. The intent was to facilitate grouped housing development.

The applicant’s rationale for an ‘R30’ coding is to facilitate single house development to meet the same market demands discussed above.

In December 2023, the WAPC approved the subdivision of Lot 414 into four freehold residential lots of between 668m² and 881m². Three of the lots are proposed to be accessed from Corsia Crescent (at least two via a reciprocal access easement across two lots), with the remaining lot accessible from Frankland Avenue (refer to Figure 3 below).

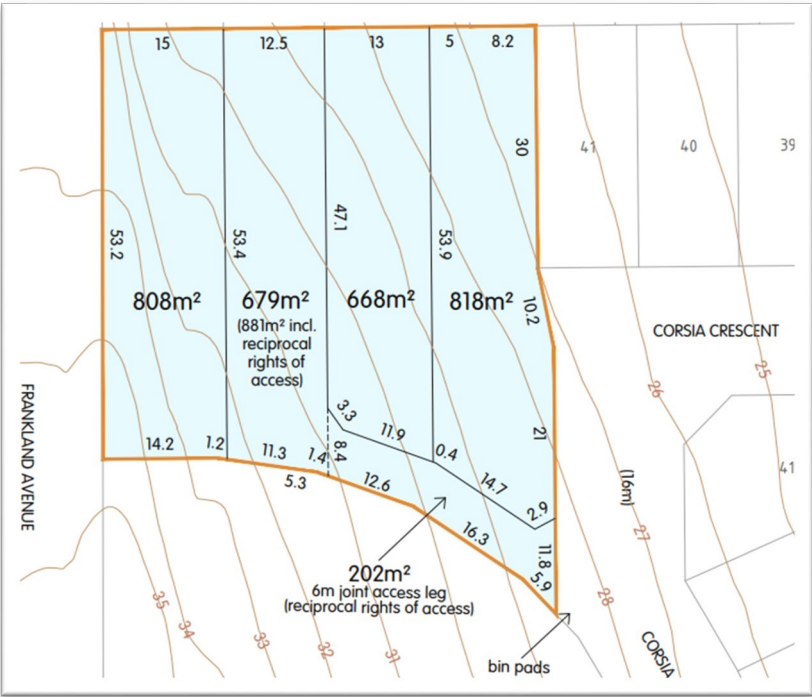


Figure 3 – Approved Subdivision Plan Extract (WAPC Ref: 163922)

Under *State Planning Policy 7.3 – Residential Design Codes Volume 1 (R-Codes)*, the average site area per dwelling for an ‘R60’ and ‘R30’ coded lot is 150m² and 300m², respectively.

The below table outlines the theoretical number of dwellings which could be accommodated on these lots, should the above subdivision approval be implemented.

Size of Lot	R60 Coding	R30 Coding
808m ²	5 Dwellings	2 Dwellings
679m ² (<i>excludes access leg</i>)	4 Dwellings	2 Dwellings
668m ²	4 Dwellings	2 Dwellings
818m ²	5 Dwellings	2 Dwellings

Prior to the WAPC approving the above referenced subdivision, the City recommended refusal of the subdivision, for reasons which included:

- the size of the lots being significantly larger than the size contemplated under the existing 'R60' density coding;
- the undesirable use of a reciprocal access easement, in lieu of common property (through a survey-strata approval) to provide access to lots;
- the undesirable development potential (through future development applications and re-subdivision) of dwellings with limited accessibility; and
- the proximity of a future crossover onto Frankland Avenue to the Wattleup Road/Frankland Avenue intersection.

An 'R30' density coding for Lot 414 is generally consistent with the surrounding area and density targets under the Sub-regional Planning Framework, however, it is considered that approval of an R30 coding may exacerbate potential access and safety issues for the following reasons:

- The approved 808m² would be capable of development into two dwellings (or subdivision into two lots. City officers are cognisant that this site is located within close proximity to the Frankland Avenue/Wattleup Road intersection, a route which will continue to accommodate heavy freight movement until the future extension of Rowley Road is available. Besides the ability for a Local Development Plan to provide for provisions relating to vehicular access, there are no current planning mechanisms in place to restrict access, should an additional dwelling/lot be sought at a future point in time.
- Between four and six dwellings could be developed across three freehold lots, which are reliant upon a reciprocal access. Unless the access arrangements are formalised through the access leg being designated as Common Property, the intensification of this access may place significant maintenance obligations onto one landowner.

For the above reasons, it is recommended that the Structure Plan Map is amended to designate Lot 414 with an 'R20' coding.

An 'R20' coding will limit the possibility of further subdivision and development (to more than one dwelling per lot) occurring, as the R-Codes prescribes an average site area per dwelling of 450m².

Furthermore the development standards that apply to the R20 code will not unreasonably compromise future landowners ability to develop a reasonable single house on each lot.

Density Coding for Lots 116-119 (No.1-7) Cembra Lane

In December 2018 the WAPC approved a subdivision application (WAPC Ref: 157127) for 249 residential lots and three POS reserves covering a large area of Vivente Estate. This approval included nine laneway lots with vehicular access from Cembra Lane, as shown in Figure 4 below:

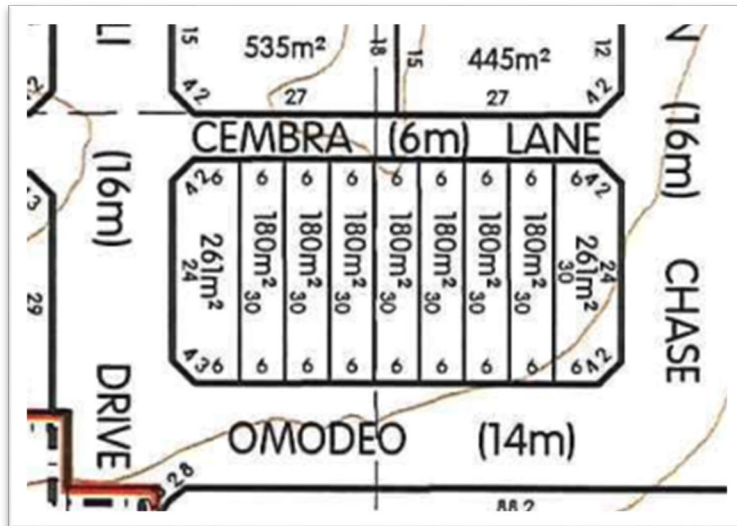


Figure 4 – Extract from Initial Subdivision Approval (WAPC Ref: 157127)

In January 2021 the WAPC approved a Revised Plan of subdivision, involving changes to the design of lots, location of some internal subdivisional roads and an increase in the number of residential lots (from 249 to 261 lots). In relation to lots originally approved with access from Cembra Lane, the modifications (as shown in Figure 5 below):

- moved Cembra Lane to the north (by approximately 15m), and widening from a 6m lane to an 8m 'Mews'; and
- revised the lot layout to involve eight 15m wide front-loaded lots, with four fronting Omodeo Visa, and four now having primary frontage to Cembra Mews.

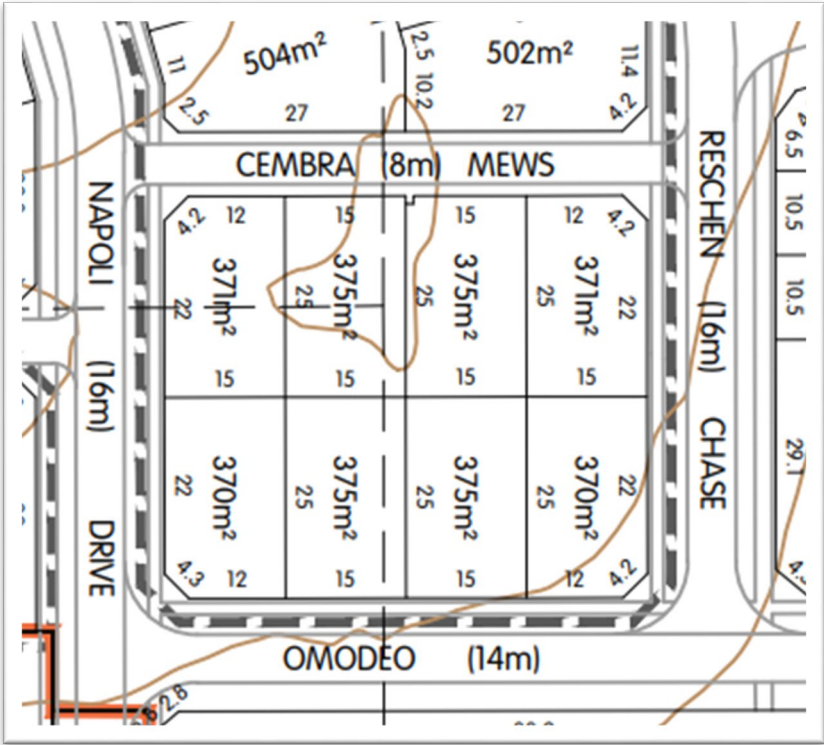


Figure 5 – Extract of Revised Plan of Subdivision (WAPC Ref: 157127)

In response to the Revised Plan, revisions to the Local Development Plan (LDP) for Vivente Estate were approved by the City.

The LDP designates the eight lots front Cembra Lane and Omodeo Vista as ‘Residential R40’, with the LDP also enabling the Residential Medium Density (R-MD) Codes for these lots (‘RMD-40’).

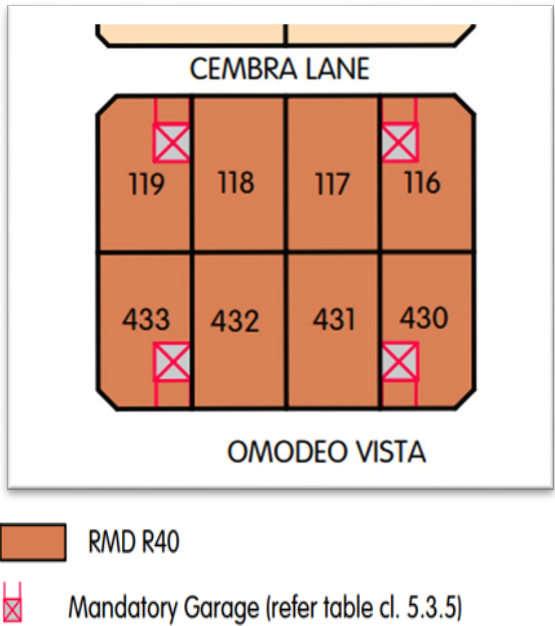


Figure 6 – Extracts of Approved Local Development Plan (City Ref: LDP24/04)

Although Lots 116-119 Cembra Lane are considered 'Residential R(MD)40' for the purposes of assessment under the LDP and *State Planning Policy 7.3 – Residential Design Codes Volume 1* (the R-Codes), an LDP is not a planning instrument capable of assigning a residential density coding.

The modifications made to the approved subdivision has resulted in Lots 116-119 being partially coded 'R25' and partially coded 'R40'. An overlay of the Structure Plan over the lot boundaries is shown in Figure 7 below:

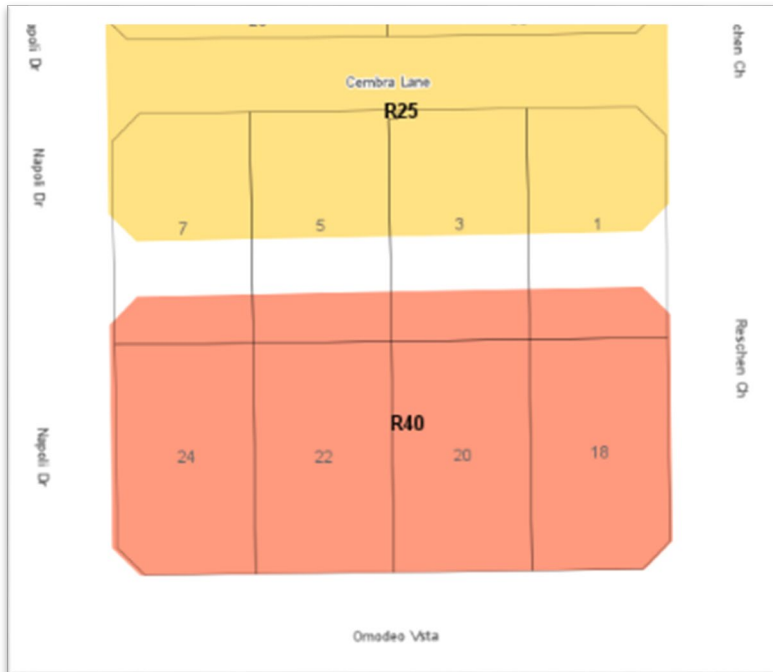


Figure 7 – Overlay of Lots onto Current Approved Structure Plan

Under the approved Structure Plan, the majority of these four lots is designated as 'R25' or 'Local Road', with only approximately 20 per cent of each lot designated as 'R40'.

At present, all four lots are vacant, but have been sold to private individuals, on the basis that each of the lots is capable of development against the 'RMD-40' density code outlined on the LDP.

To best match the subdivision outcome, and landowner expectations in part generated by the density coding on the LDP, the City has requested that the proponent adjust the R-Code boundary to designate all four lots as 'R40'.

Inconsistency between the LDP and the Structure Plan may result in unnecessary confusion for landowners and City officers when preparing applications and determining compliance with the R-Codes, particularly in respect of matters such as open space provision and primary street setbacks.

Designating an 'R40' coding will ensure the approved R-Coding reflects the intended outcome of the approved subdivision and LDP and remove any doubt as to which R-Coding applies.

Native Vegetation on Lot 16 and Lot 38 Barfield Road

Future subdivision of Lot 16 Barfield Road is premised on the clearing of 1.72 hectares of native vegetation (1.6 hectares on Lot 16; 0.12 hectares on Lot 38), across a total 'disturbance area' of 2.15 hectares.

The area of Lot 38 outside of the Structure Plan area (i.e., the area not within a proposed road reserve) is not proposed to be cleared at this time.

The proposed clearing of native vegetation across the site has been deemed to be a 'Controlled Action' by the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW) under the Commonwealth *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act).

Commonwealth approval under the EPBC Act is required, as the development proposes direct impacts to Matters of Environment Significance, being the removal of Banksia Woodland of the Swan Coastal Plain Threatened Ecological Community vegetation and foraging habitat for Carnaby's Cockatoo.

At the current time, DCCEEW are awaiting further information to be provided before commencing public advertising on the proposed Controlled Action.

It should be noted that the absence of Commonwealth approvals to clear a site does not inhibit the ability for a proponent to seek the WAPC's approval of a structure plan or subdivision. They must have both in place before clearing any protected vegetation onsite.

The Structure Plan area currently varies in level between 30m AHD and 3m AHD between Barfield Road and the easternmost subdivisional road (on Lot 38) and is expected to be subject to extensive earthworks to achieve the required development levels for residential lots and roads.

A Landscape Concept Plan has been prepared on the basis of all remnant vegetation being cleared from the site, with the replanting of select species to occur within road verges and surplus road reserve. A copy of the Landscape Concept Plan is found in Attachment 6.

The Detailed Flora and Fauna Assessment prepared for the Amendment has assessed that 0.89 hectares of the Banksia vegetation is in 'Excellent' condition, most of which is located within the central area of the Amendment area.

A further 0.7 hectares has been classified as either 'Very Good' or 'Very Good-Good.'

Although the Amendment proposes no additional POS, the retention of existing Banksia may be possible within proposed road reserves, where existing vegetation is located within the road reserve alignment and the developed levels are generally consistent with the pre-development levels.

Modifications to the Amendment are recommended for the Earthworks Plan to be overlaid with the existing site levels, and where the levels support retention of existing vegetation, the Landscape Concept Plan is to be revised to indicate the location of any retained vegetation.

Public Open Space Provision

Under the WAPC's *Liveable Neighbourhoods* policy and *Development Control Policy 2.3 – Public Open Space in Residential Areas* (DC 2.3), 10% of the gross subdivisible area (GSA) of a Structure Plan area is to be provided as POS.

Were a structure plan to be prepared for Lot 16 Barfield Road only, this would trigger the need to provide 10% of that area as POS (approximately 1,863m²).

The original (2014) Barfield Road Local Structure Plan provided more POS than the standard 10% requirement. In 2020, Amendment No.4 added Lot 18 Barfield Road into the Structure Plan. It was approved without the provision of additional POS on the basis the overall Structure Plan provided approximately 11% of the GSA as POS.

The proposed Amendment proposes no additional POS on the basis that even with the addition of Lot 16 Barfield Road, the overall Structure Plan area still provides around 10.5% POS. This calculation considers minor changes to the size of POS reserves that have occurred through implemented subdivision approvals.

As the overall POS provision across the Structure Plan area remains above 10% requirement, the absence of any additional POS through this Amendment is accepted.

Road Classification

The current Structure Plan details the classification and width of all road reserves within the Structure Plan Area, having regard on the road hierarchy set out in *Liveable Neighbourhoods*.

Except for the proposed internal subdivisional roads on Lot 16 Barfield, the roads shown on the Movement Network Plan have been constructed and consequently ceded as road reserve or are in the process of being constructed in accordance with the applicable subdivision approval.

The current Road Network Plan (Figure 8 below) shows Frankland Avenue (between the northern edge of the Structure Plan area and Rowley Road) being a 'Neighbourhood Connector A' with a road reserve width of 24.4m, and Irvine Parade (between the northern edge of the Structure Plan area and Rowley Road) with as a 'Neighbourhood Connector B' with a road reserve width of 21.4m.

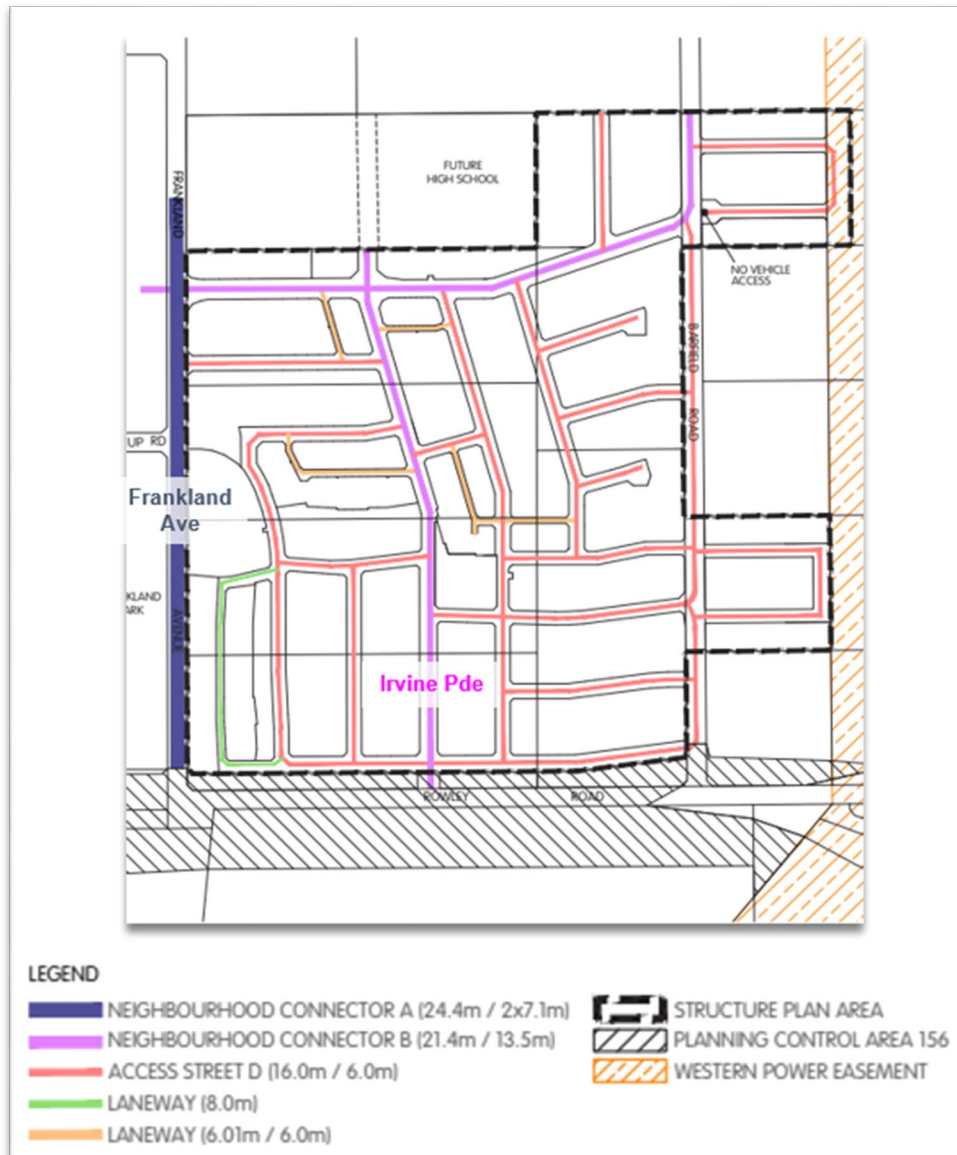


Figure 8 – Movement Network Plan (Figure 11 in current Structure Plan)

Since its approval of the original Structure Plan in 2014, the WAPC has issued several subdivision approvals which reduced the Frankland Avenue and Irvine Parade reserve widths down to 20.1m and 18m respectively.

These subdivision approvals have since been implemented.

To clarify that the City has no intention of resuming land from at least 70 existing (and approved) residential lots, or excising land from multiple City-managed reserves to accommodate such an outcome, the Movement Network Plan has been updated in the Amendment to reflect the widths of the approved and/or constructed road reserves, as detailed in Figure 9 below:

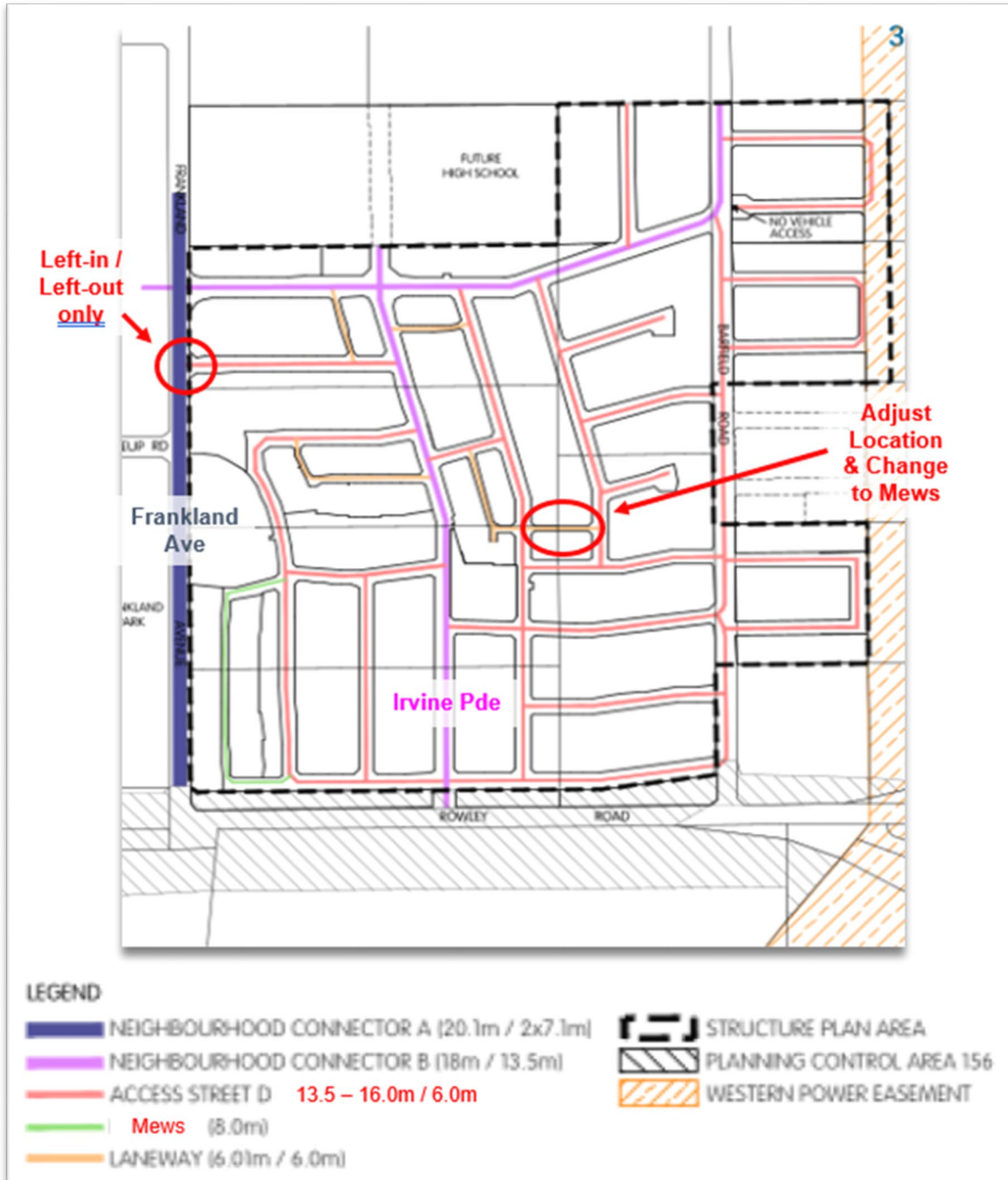


Figure 9 – Amended Movement Network Plan

Notwithstanding the changes made to the Movement Network Plan, further modifications are recommended below:

- Removal of reference to a 16m road reserve for 'Access Street D' reserves, in recognition of approved and proposed road reserves of this classification across the Structure Plan area being between 13.5m and 16m in width
- Cembra Lane having been approved and ceded as an 8m 'Mews' road reserve, in lieu of 6.01m
- the City's approved design of the Prato Vista/Frankland Avenue intersection as limited to 'left in, left out' movement only.

Local Road Reserve Width – Lot 16 Barfield Road

Under the City's *Local Planning Policy 5.15 – Access Street – Road Reserve Pavement Standards* (LPP 5.15), the standard road reserve for an access street is 15m. The 15m width typically allows for a 6m road pavement and 4.5m verge (on both sides).

The Amendment proposes a 14.2m for two roads reserves on Lot 16m Barfield Road. which would reduce the verge width on either side down to 4.1m.

Although a 14.2m reserve is inconsistent with the City's standard road reserve width for an access street under LPP 5.15, it is consistent with the WAPC's determination of Amendment No.4 to the same Structure Plan and the subsequent subdivision on the basis it was consistent with the minimum requirements of Liveable Neighbourhoods.

The developer has subsequently constructed this portion of the estate and demonstrated how the 14.2m road reserves can accommodate the required servicing and other required infrastructure (i.e., footpaths, street lighting). What is typically compromised in this scenario, is the type and/or size of the street tree that can be installed.

Whilst it remains the City's position that a 15m width is the minimum that should be accepted to ensure the best future tree canopy and streetscape outcomes, in light of the history of this specific structure plan, the proposed 14.2m wide road reserve is accepted in this instance.

Structure Plan Validity Period

Under Schedule 2, Part 4, Regulation 28 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, structure plans approved prior to 19 October 2015 are approved for a period of ten years. In this case, the validity period of the Barfield Road Structure Plan will end on 19 October 2025.

As the addition of Lot 16 Barfield Road is being considered as an 'amendment' to an existing Structure Plan, as opposed to a new structure plan, approval of the amendment itself does not provide for an extension to the validity period,

In recognition of the extended area proposed by the Structure Plan and to provide sufficient time for subdivision to be undertaken, City officers recommend that an extension to the validity period is sought for an additional period of ten (10) years (until 19 October 2035).

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.

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.

City Growth & Moving Around

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

- An attractive, socially connected and diverse built environment.

Budget/Financial Implications

The cost of advertising and processing the Structure Plan Amendment was calculated in accordance with the *Planning and Development Regulations 2009* and has been paid by the proponent.

Legal Implications

N/A

Community Consultation

The proposal was advertised for a period of 49 days, in accordance with Regulation 18 (3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, between 8 March and 26 April 2023.

This period factored in an additional 7 days of advertising required under the Regulations, due to the standard 42-day period covering the Easter 'Exclusion Period'.

Advertising consisted of a notice on the City's 'Comment on Cockburn' website, letters to affected landowners and letters to State Government agencies/servicing authorities. Hard copies were also on display and available to view at the City's administration building during business hours.

As per the requirements of *Local Planning Policy 5.19 – Structure Plans & Mobile Telecommunications Infrastructure*, the proposal was forwarded to telecommunication providers.

The City received 11 submissions, which included 4 submissions from individual persons, and 7 submissions from State Government agencies/servicing authorities. No submissions were provided from telecommunication providers.

In summary:

- six (6) submissions provided support or no objection
- four (4) provided general comments, including recommended revisions
- one (1) submission objected.

A copy of the Schedule of Submissions, inclusive of more detailed officer commentary in response to the matters raised, is included as Attachment 2.

In response the City has recommended a number of modifications be made to the Structure Plan as outlined in Attachment 3.

The applicant has been made aware of the recommended changes and has not raised any objections with the City.

Risk Management Implications

The officer recommendation considers the relevant planning matters associated with the proposal. It is considered that the officer recommendation is appropriate.

The City is required under the *Planning and Development (Local Planning Schemes) Regulations 2015* to provide the WAPC with a recommendation within 60 days of the advertising period closing, or within a longer timeframe agreed by the WAPC.

The City has until 25 July 2024 to provide its recommendation to the WAPC.

The WAPC is able to make a decision in the absence of the City's recommendation, should the recommendation not be provided before 25 July 2024, or a longer timeframe agreed by the WAPC.

Where the City does not provide a recommendation, the Regulations enable the WAPC to charge the City for the cost incurred in assessing the Structure Plan Amendment.

Advice to Proponent(s)/Submitters

The Proponent and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 July 2024 Ordinary Council Meeting.

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

Nil

HATCH

PART ONE: STATUTORY SECTION

Barfield Road

Structure Plan

AMENDMENT NO. 6

MAY 2024



BARFIELD ROAD STRUCTURE PLAN • MAY 2024

Title: Barfield Road Structure Plan
Project: Barfield Road, Whiteman
Prepared for: Richard Noble
Reference: RIC HAM
Status: Final with WAPC modifications dated 12 June 2020
Version: V
Date of First Release: May 2013
Project Manager: T. Trefry
Author: T.Trefry / K.Brooks
Cartographer: S. Baltov
Graphic Design: R. Franca
Approved by: T.Trefry
Updates Approved by: T. Trefry

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PART ONE: STATUTORY SECTION

ENDORSEMENT PAGE

This Structure Plan is prepared under the provisions of the City of Cockburn Town Planning Scheme no. 3.
It is certified that this Structure Plan was approved by resolution of the Western Australian Planning Commission on:

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

an Officer of the Commission duly authorised by the Commission pursuant to section 16 of the Planning and Development Act 2005 for that purpose, in the presence of:

_____ Witness

_____ Date

_____ Date of Expiry



BARFIELD ROAD STRUCTURE PLAN • MAY 2024

.....

TABLE OF AMENDMENTS TO STRUCTURE PLAN

Amendment No.	Description of Amendment	Date Supported by Council	Date Endorsed by the WAPC
1	delete access street to Wattelup Rd, + BMP requirements to map	16 October 2015	n/a (not required prior to Deemed Provisions)
2	up-code area to R60 north of POS A2	9 March 2017	13 June 2017
3	Alterations to density and cul-de-sac of two east-west streets	29 June 2018	29 October 2018
4	Add Lot 15 + change to design in Lot 18	14 November 2019	17 June 2020
5	Down code area from R60 to R30 south of POS C	2 November 2021	6 May 2022
6	Amendments include Lot 16 in Structure Plan Area and to down code areas from R60 to R25-R30.		

PART ONE: STATUTORY SECTION

Executive Summary

The Barfield Road Structure Plan covers an area of 36.597ha in the locality of Hammond Park, which is within the jurisdiction of the City of Cockburn. The Structure Plan area is generally bound by Frankland Avenue to the west, Rowley Road to the south, a powerline easement to the east and rural properties (zoned for urban development) to the north.

The Structure Plan will provide for residential development, a local centre, a portion of a high school site and associated areas of open space.

An overview of the Structure Plan area and its key components is provided in the table below. Note that the "Total Area covered by the Structure Plan" stated in the table excludes Planning Control Area no.156 (0.9329 ha).

Item	
Total area covered by the structure plan	36.597 ha
Area of specified land use	Residential: 22.09 ha POS: 3.9 ha Road Reserve: 9.597 ha Local Centre: 0.15 ha High School Site: 0.86 ha
Estimated Lot Yield	545
Estimated number of dwellings	545
Estimated population	1400 people
Number of high schools (portion)	1
Number of primary schools	0
Estimated retail floor space	0
Estimated employment provided (no. of jobs)	5
Number and area of public open space	
: District parks	0
: Neighbourhood parks	3.9 ha

Contents

Part One: Implementation Section

- 1.0 Structure Plan Area
- 2.0 Structure Plan Content
- 3.0 Interpretations and Use Class Permissibility
- 4.0 Operation Date
- 5.0 Residential Density
- 6.0 General Subdivision and Development Requirements
 - 6.1 Notifications on Title
 - 6.2 Local Development Plans
 - 6.3 Other provisions / standards / requirements

Part Two: Explanatory Section

1.0 Planning Background

- 1.1 Introduction and Purpose
- 1.2 Land Description
 - 1.2.1 Location
 - 1.2.2 Area and Land Use
 - 1.2.3 Legal Description and Ownership
- 1.3 Planning Framework
 - 1.3.1 Zoning and Reservations
 - 1.3.2 District Structure Plan
 - 1.3.3 State Policies
 - 1.3.4 Local Policies and Strategies

2.0 Site Conditions and Environment

- 2.1 Environmental Assets and constraints
- 2.2 Landform and Soils

- 2.3 Groundwater and Surface Water
- 2.4 Bushfire Hazard
- 2.5 Context and Constraints Analysis
- 3.0 Structure Plan
 - 3.1 General
 - 3.2 Land Use
 - 3.3 Residential
 - 3.4 Movement Networks
 - 3.5 Open Space
 - 3.6 Water Management
 - 3.7 Bush Fire Management
 - 3.8 Education Facilities
 - 3.9 Infrastructure Coordination, Servicing and Staging
 - 3.10 Developer Contribution Arrangements

4.0 Implementation

- 4.1 Staging

5.0 Amendments

- 5.1 Background
- 5.2 Amendment 6
 - 5.2.1 Proposal Context
 - 5.2.2 Modifications
 - 5.2.3 Overall Dwelling Yield
 - 5.2.4 Summary

Appendices

- Appendix 1 – Environmental Assessment Report
- Appendix 2 – Local Water Management Strategy Addendum
- Appendix 3A – Bushfire Management Plan
- Appendix 3B - Stage 9 and 10 Bushfire Management Plan
- Appendix 3C - Lot 16 Bushfire Management Plan
- Appendix 4 – Transport Impact Assessment
- Appendix 5 – Noise Management Report
- Appendix 6 – Engineering Servicing Plan
- Appendix 7 - Landscape Plan
- Appendix 8 - Earthworks Plan

List of Figures

- Figure 1: Location Plan
- Figure 2: Context Plan
- Figure 3: Aerial Photograph
- Figure 4: MRS Zoning
- Figure 5 TPS Zoning
- Figure 6: Vegetation Condition
- Figure 7: Contour Plan
- Figure 8: Context and Constraints Plan
- Figure 9: Structure Plan
- Figure 10: Residential Density Plan
- Figure 11: Movement Network Plan
- Figure 12: Rowley Road Interface
- Figure 13: Cycle/Footpath and Public Transport Plan
- Figure 14: Public Open Space Plan

Part One: Implementation Section

1.0 Structure Plan Area

This Part applies to the Barfield Road Structure Plan, being all land contained within the inner edge of the black line shown on the Structure Plan map (Plan 1).

2.0 Structure Plan Content

- This Structure Plan comprises the:
- Implementation section (Part 1)
 - Explanatory section (Part 2)
 - Technical appendices (Part 3)

3.0 Interpretations and Use Class Permissibility

Land use permissibility within the Structure Plan area shall be in accordance with the Structure Plan Map and corresponding Zones and Reserves under the Scheme.

4.0 Operation Date

This Structure Plan is operative until 19 October 2035.

5.0 Residential Density

Plan 1 defines the residential density, in accordance with the Residential Design Codes, that applies to specific areas within the Structure Plan area.

6.0 General Subdivision and Development Requirements

6.1 Notifications on Title

In respect of applications for the subdivision of land the City of Cockburn may recommend to the Western Australian Planning Commission that a condition be imposed on the grant of subdivision approval for a notification to be placed on the Certificate(s) of Title(s) to advise of the following:

1. Lots deemed to be affected by a Bush Fire Hazard as identified in the Barfield Road Structure Plan Bushfire Management Plan prepared by Strategen at Appendix 3.
2. Building setbacks and construction standards required to achieve a Bushfire Attack Level -29 or lower in accordance with Australian Standards (AS3959-2009): Construction of buildings in bushfire prone areas.
3. Lots deemed to be affected by an identified noise impact as identified in the Noise Management Plan for Barfield Road Structure Plan prepared by Lloyd George Acoustics at Appendix 5.
4. Construction standards to achieve quiet housing design in accordance with State Planning Policy 5.4 Road and Rail Noise.

6.2 Local Development Plans

1. Local Development Plans (LDPs) are required for lots comprising one or more of the following site attributes:
 - i. Lots with rear-loaded vehicle access;
 - ii. Lots with direct boundary frontage (primary or secondary) to an area of Public Open Space;
 - iii. Lots deemed to be affected by noise from Rowley Road and Kwinana Freeway, as identified spatially in the Noise Management Plan prepared by Lloyd George Acoustics at Appendix 5. This includes a requirement for noise modelling for ground floor and two-storey development as applicable.
2. LDPs are required to be prepared for all land zoned 'Local Centre' on the Structure Plan map (Plan 1).

6.3 Other provisions / standards / requirements

- i. This Structure Plan is supported by a Bushfire Hazard Level Assessment (BFHA) and a Fire Management Plan (FMP). Any land falling within 100 metres of a bushfire hazard identified in the BFHA/ FMP is designated as a Bushfire Prone Area for the purpose of the Building Code of Australia.
- ii. Proportional contributions being made towards DCA 9 (Hammond Park) and DCA 13 (Community Infrastructure) in accordance with clause 6.3 of the City of Cockburn Town Planning Scheme No. 3
- iii. The Noise Management Plan for Barfield Road Structure Plan being updated / finalised at the subdivision stage (if updated or once final levels and road designs are known) to inform subdivision applications, and any mitigation measures being implemented via appropriate subdivision conditions.

Plan 1: Barfield Road Structure Plan



Part Two: Explanatory Section

Figure 15: Staging Plan

1.0 Planning Background

1.1 Introduction and purpose

This report has been prepared on behalf of Gold Estates Holdings Pty Ltd, in association with the Department of Housing in support of a Structure Plan (Structure Plan) for Lots 13, 14, 15, 16 and 18 Barfield Road and Lots 48-51 Rowley Road, Hammond Park (Structure Plan area). The Structure Plan will provide for residential development, a local centre, a portion of the high school site and associated areas of open space.

The project team responsible for the preparation of the Structure Plan are:

- Hatch RobertsDay - Town planning and design;
- Emerge - Landscape Architecture and Water Management;
- The Civil Group - Engineering;
- Emerge - Environmental;
- Kleyweg Consulting - Traffic and transport;
- Strategen - Bushfire Management
- Lloyd George - Acoustic Consultants

Figure 1: Location Plan



PART TWO: EXPLANATORY SECTION

Figure 2: Context Plan



1.2 Land description

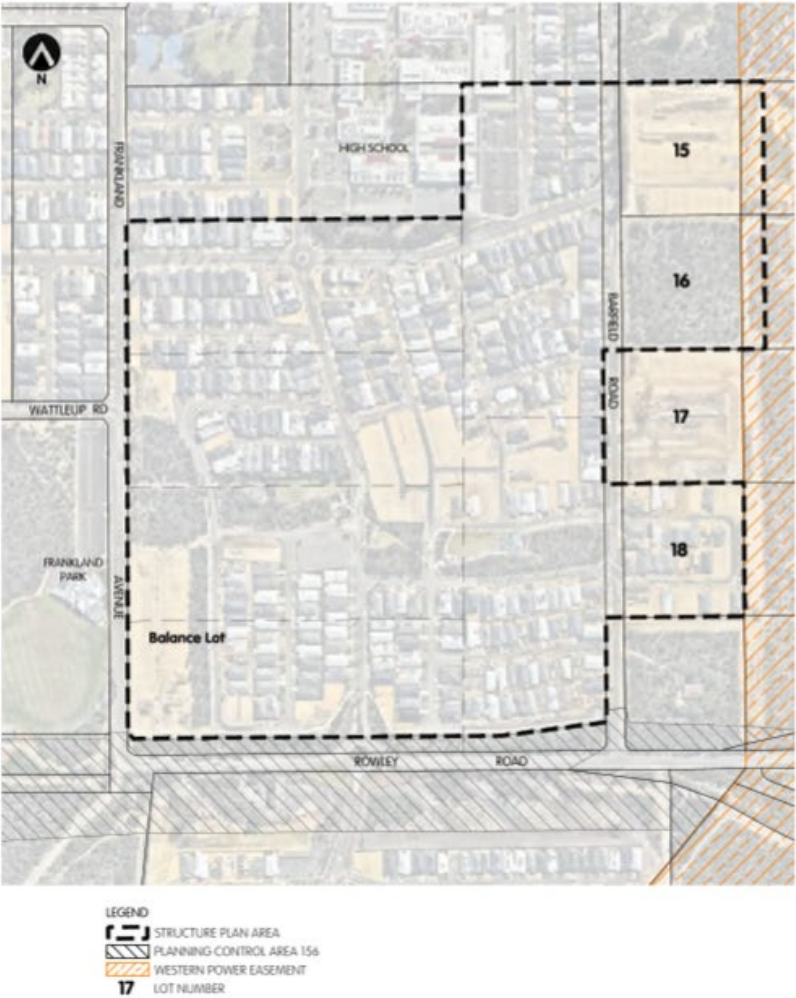
1.2.1 Location

The Structure Plan area is in the locality of Hammond Park which is approximately 25 kilometres south of the Perth Central Business District within the municipal boundaries of the City of Cockburn. The Structure Plan area is bounded by Frankland Avenue to the west, Rowley Road to the south and a powerline easement to the east and rural properties (zoned for urban development) to the north.

1.2.2 Area and land use

The Structure Plan area has a total area of 36.597 hectares and previously comprised a number of dwellings, outbuildings and cleared areas. Lot 18 was previously used for low intensity horse agistment.

Figure 3: Aerial Photograph (2023)



PART TWO: EXPLANATORY SECTION

1.2.3 Legal description and ownership

The legal description of the subject land is provided in Table 1. Aerial photograph plan depicts the lots and their land use (Figure 3).

The Department of Housing previously owned some of the lots, but were eventually sold to Gold Estate Holdings Pty Ltd between 2013 and 2015.

Figure 4: MRS Zoning

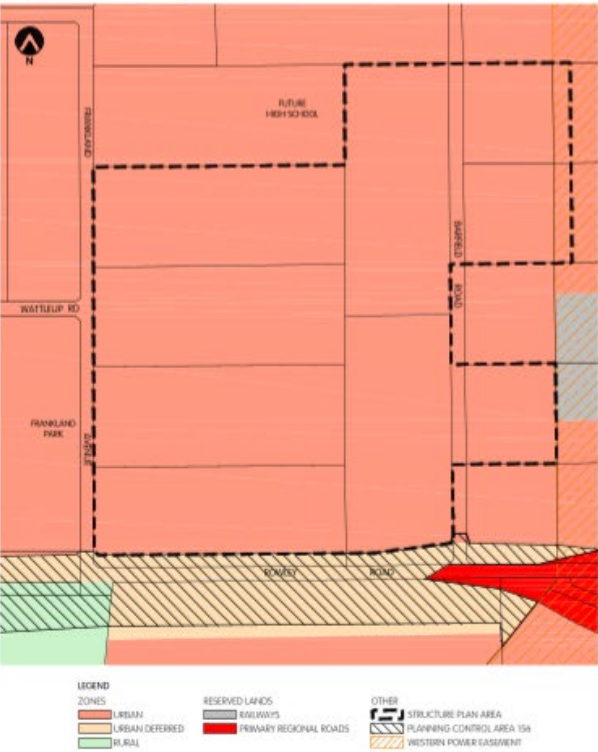


Figure 5: TPS Zoning



Table 1 - Lot Details and Ownership Summary

Lot No.	Street Address	Ownership	Volume & Folio (CT)	Plan No.	Area (ha)
15	171 Barfield	Gold Estates Holdings Pty Ltd	1913/170	30747	1.8650
16	Not Allocated	Gold Estates Holdings Pty Ltd	1913/48	30747	1.8606
18	205 Barfield	Gold Estates Holdings Pty Ltd	2058/447	30747	1.8614
Area Previously Subdivided					29.15
Total Area (not including portion of Barfield Road in Structure Plan area)					34.7370
Total Structure Plan Area					36.597

1.3 Planning framework

1.3.1 Zoning and reservations

1.3.1.1 Metropolitan Region Scheme

The Structure Plan area is zoned 'Urban' under the provisions of the Metropolitan Region Scheme (MRS). A portion of the Structure Plan area, being the Rowley Road Planning Control Area, is zoned 'Urban Deferred'.

1.3.1.2 City of Cockburn Town Planning Scheme No. 3

The Structure Plan area is zoned 'Development' (Development Area 9) under the provisions of the City of Cockburn Town Planning Scheme No.3 (TPS 3). Cl 4.2.1 provides the following objectives for the 'Development' zone:

i. Development Zone

To provide for future residential, industrial or commercial development in accordance with a comprehensive Structure Plan prepared under the Scheme.

As a requirement for land zoned 'Development' in TPS 3, a Structure Plan has to be prepared prior to Council providing comment on subdivision applications and determining development applications. This Structure Plan report has been prepared in accordance with requirements listed under Cl. 6.2.6 of TPS 3.

In addition, the Structure Plan area is subject to Development Area 9 (DA 9) where there is a requirement that in the event that retail uses are proposed in the Local Centre, these are not to exceed a maximum of 200m² NLA.

PART TWO: EXPLANATORY SECTION

1.3.2 District Structure Plan

1.3.2.1 Southern Suburbs District Structure Plan Stage 3

The Structure Plan area is subject to the provisions of the Southern Suburbs District Structure Plan Stage 3 (SSDSP3) prepared by the City of Cockburn. The SSDSP3 was endorsed by the City of Cockburn Council and adopted in September of 2012.

The SSPDP3 provides a framework for urban land uses that integrates with the broader Sub-Regional context. Under the provisions of the SSDSP3 medium and high density residential development, a local centre and public open space network are identified for the Structure Plan area. The Structure Plan is consistent with the intent of the SSDSP3 providing a network of open spaces, medium density residential development, with higher densities and a childcare centre within the identified local centre.

1.3.3 State Policies

1.3.3.1 State Sustainability Strategy

The State Sustainability Strategy provides an overarching framework for the State Government to respond to the sustainability agenda. The Strategy identifies the following six broad goals and 42 strategy areas intended to fulfil these goals and to guide Government action towards achieving its vision for a sustainable Western Australia:

- Sustainability and governance;
- Contributing to global sustainability;
- Sustainable natural resource management;
- Sustainability and settlements;
- Sustainability and community; and
- Sustainability and business.

The policy objectives of the State Sustainability Strategy are incorporated into the planning system through State and Local Government policy and formally applied through planning decisions. The role of sustainability - economic, environmental and social - is fundamental to the planning of the site and is implicitly embodied in the content of this Structure Plan.

1.3.3.2 State Planning Strategy

The State Planning Strategy (1997) was prepared by the WAPC as a whole of Government approach to guide sustainable land use planning throughout the State up until 2029. The Strategy is aimed at developing a land use planning system to help the State achieve a number of key goals. These include generating wealth, conserving and enhancing the environment and building vibrant and safe communities for the enjoyment of this and subsequent generations of Western Australians. The Strategy was last audited in 2000- 2001. The Structure Plan is consistent with the goals and objectives of the State Planning Strategy.

1.3.3.3 Directions 2031 and Draft Outer Metropolitan Perth and Peel Sub-Regional Strategy

Directions 2031 and beyond (Directions 2031) is the high level spatial framework and strategic plan for metropolitan Perth and Peel regions. Directions 2031 provides a framework for the detailed planning and delivery of housing, infrastructure and services necessary for a variety of growth scenarios.

Directions 2031 identifies growth scenarios for low, medium (Connected City approach) and high-density rates of infill and greenfield development. The Connected City scenario, identified as the preferred growth scenario, was modelled to determine the area of greenfield land required to provide for a city of 3.5 million people. Consistent with the outcomes of this approach, Directions 2031 sets a target of 15 dwellings per gross urban zoned hectare land in development areas.

Directions 2031 is supported by a series of Sub-Regional Strategies. Each Sub-Regional Strategy provides information about the levels of expected population growth in individual local government areas. They also identify development opportunities and prospects for increased density within Greenfield areas, facilitating the housing targets outlined in Directions 2031.

The Structure Plan area is included within the South-West Sub-Region identified within the Draft Outer Metropolitan Sub-Regional Strategy for Perth and Peel (Draft OMPPSS). The South-West Sub Region is expected to supply 119,760 dwellings under the adopted 'Connected City' scenario. 18,280 of these dwellings are expected to come from greenfield sites within the City of Cockburn.

The Draft OMPPSS identifies the Southern Suburbs District Structure Plan area as 'urban zoned undeveloped' with an expectation to provide '3000+' dwellings. In proposing approximately 545 dwellings the Structure Plan provides for 18% of the estimated dwellings in this location.

PART TWO: EXPLANATORY SECTION

1.3.3.4 Liveable Neighbourhoods

LiveableNeighbourhoods, Edition 3 (LN 3) is a Western Australian Planning Commission (WAPC) policy used to guide the design and assessment of structure plans (regional, district and local) and subdivision and development applications for new urban areas. Its aims include promoting the design of walkable neighbourhoods; places that support community and a sense of place; mixed uses and active streets; accessible and sustainable parks; energy efficient design; and housing choice.

The key initiatives of LN 3 are covered under eight design elements. The implementation of each of these elements and the fulfilment of the overall principles of LN 3 will be fundamental to ensuring that development of the structure plan area and the wider metropolitan region occurs in a thoughtful and sustainable manner. Application of the LN 3 principles is therefore relevant to all levels of planning for the site from the proposed Structure Plan through to detailed lot and building design.

By providing for a diverse range of housing within a connected and walkable neighbourhood, configured around a range of accessible open space areas, the Structure Plan reflects the requirements of LN 3. A comprehensive justification of the design in relation to the principles outlined in LN 3 is provided in Section 3.0.

1.3.3.5 State Planning Policy No.1: State Planning Framework

State Planning Policy No.1: State Planning Framework (SPP1) unites existing state and regional policies, strategies and statements under a central framework to provide a context for decision-making on land use planning and development matters in Western Australia. The Structure Plan is consistent with the primary aim of this overarching policy, which can be summarised as "...to provide for the sustainable use and development of land." The WAPC and local government will refer to the relevant planning instruments referred to under SPP1 for all planning decisions, including those concerning the Structure Plan and subsequent planning proposals presented for the site.

1.3.3.6 State Planning Policy No.2: Environmental and Natural Resources Policy

State Planning Policy No.2: Environment and Natural Resources (SPP2) sets out a planning response to environment and natural resource management issues within the framework of the State Planning Strategy.

Specific policy areas of relevance to the site include those relating to, soil and land quality, biodiversity, landscapes, greenhouse gas emissions and energy efficiency. Site responsive measures are detailed in Section 2.0.

1.3.3.7 State Planning Policy No.3 Urban Growth and Settlement

State Planning Policy No.3: Urban Growth and Settlement (SPP3) applies to the whole of the State in promoting sustainable and well planned settlement patterns that have regard to community needs and are responsive to environmental conditions. The objectives and principles of Directions 2031 and Liveable Neighbourhoods are enshrined in this Policy.

SPP3 recognises that a majority of new development in metropolitan Perth has been in the form of low-density suburban growth. This form of development intensifies pressure on valuable land and water resources; imposes costs in the provision of infrastructure and services; increases the dependence on private cars; and creates potential inequalities for those living in the outer suburbs where job opportunities and services are limited.

To promote growth that is sustainable, equitable and liveable, SPP3 encourages a more consolidated urban form. In general terms the proposal for the site is consistent with the high level principles of SPP3.

This Structure Plan will facilitate:

- access to public transport (bus and rail);
- suitable access to areas of high quality POS;
- the creation of cohesive and walkable communities through the application of traditional neighbourhood design principles; and
- a diversity of housing types and lot sizes.

1.3.3.8 State Planning Policy No. 5.4 Road and Rail Noise

State Planning Policy No.5.4: Road and Rail Noise (SPP5.4) addresses transport noise from within major transport corridors, including primary freight routes and their impact on sensitive land uses in close proximity. SPP5.4 is relevant as the Structure Plan represents:

- A proposed new noise-sensitive development in the vicinity of an existing or future major road, rail or freight handling facility.

Rowley Road has been identified as an important future strategic freight route and is expected to undergo significant redevelopment. SPP5.4 sets out the outdoor noise criteria that applies to proposals for new noise sensitive development and proposes a variety of possible noise management and mitigation measures including the use of:

- Noise attenuation barriers (noise walls); and
- Building design and construction techniques.

Details relating to noise and the treatment of the interface between Rowley Road and the Structure Plan area are provided in Section 3.4.

PART TWO: EXPLANATORY SECTION

1.3.4 City of Cockburn Strategies and Policies

1.3.4.1 City of Cockburn Local Planning Strategy

The SSDPS3 states that the District Structure Plan is consistent with the following actions outlined in the City of Cockburn Local Planning Strategy (LPS):

- Promote higher density and mixed use developments to reduce car use and promote, walking and public transport;
- Ensure there is an appropriate housing and density mix to fulfil existing and potential demand from various groups;
- Promote medium and high density housing in and near regional and district centres and near public transport facilities;
- Provide a range of housing opportunities; and
- Promote mixed land uses in communities, especially through the location of housing in commercial centres.

The Structure Plan remains generally consistent with the SSDPS3 and as such is in accordance with the above actions within the LPS.

1.3.4.2 Local Planning Policy 5.19 - Structure Plans and Telecommunications Infrastructure (LPP 5.19)

LPP 5.19 requires structure plans to provide evidence of consultation with telecommunications carriers responsible for operating mobile telecommunications infrastructure, to ensure infrastructure requirements are outlined at the earliest stage of planning. As identified within the Structure Plan, a fibre optic cable located along Rowley Road will service the proposed subdivision with Lot 16 being serviced through extending the existing network on Barfield Road. Mobile coverage from all major providers is available throughout the Structure Plan area.

Hatch have attempted to contact the major service providers to obtain written confirmation regarding the operation and potential upgrades of telecommunication services in the area, however, no direct line of contact has been possible. Every attempt to contact the providers directly, resulted in being referred to the general enquiry number. Through the coverage mapping provided on each providers website, confirmation of the provision of telecommunication services is provided, with all major providers (Optus, Telstra and Vodafone) providing the structure plan area with 4G, and Telstra and Vodafone providing 5G across the structure plan site.

1.3.4.3 Local Planning Policy 1.12 - Noise Attenuation (LPP 1.12)

Local Planning Policy 1.2 – Noise Attenuation (LPP1.12) requires structure plans to demonstrate that consideration has been given to future noise levels and proposes appropriate mitigation measures. Lloyd George Acoustics have prepared a Noise Management Report (Appendix 5) in support of this structure plan, in accordance the current version of LPP 1.12.

Figure 6: Vegetation Condition



PART TWO: EXPLANATORY SECTION

2.0 Site Conditions And Environment

2.1 Environmental assets and constraints

2.1.1 Vegetation and Flora

A Level 2 flora and vegetation assessment was undertaken by Ecoscape during October and November 2008. The vegetation within the Structure Plan area is described as being predominantly Banksia and Jarrah-Banksia woodlands on Quaternary marine dunes of various ages, including the Bassendean System (Ecoscape, 2009a).

According to Heddl et al. (1980), the Structure Plan area is comprised of the Bassendean (Central and South) Vegetation Complex. The Complex is described as ranging from woodland of *Eucalyptus marginata-Allocasuarina fraseriana-Banksia* spp., to low woodland of *Melaleuca* spp. and sedgelands on moister sites (Ecoscape, 2009a).

While only one vegetation community was recorded on-site: Banksia spp. - *Allocasuarina fraseriana* Low Woodland, there was variation in the density of the various species within the community across the Structure Plan area.

The vegetation condition of the Structure Plan area was assessed and mapped using the Keighery (1994) Bushland Condition Scale and ranged from excellent (with few weeds and little sign of human disturbance) to completely degraded (associated with houses, gardens and areas of high disturbance). The condition of vegetation in the Structure Plan area is shown in Figure 6 and is described in more detail in the Environmental Assessment Report contained in Appendix 1.

2.1.1.1 Threatened Ecological Communities

A search of the Department of Environment and Conservation's (DEC) Threatened and Priority Ecological Communities (TECs and PECs) database was undertaken and four TECs were identified as occurring in the vicinity of the Structure Plan area:

- SCP 26a - *Melaleuca huegelii* - *Melaleuca acerosa* shrublands on limestone ridges (Endangered)
- SCP 10a - Shrublands on dry clay flats (Endangered)
- SCP 08 - Herb rich shrublands in clay pans (Vulnerable)
- SCP 30a - *Callitris preissii* (or *Melaleuca lanceolata*) forests and woodlands, Swan Coastal Plain (Vulnerable)

In addition, two Priority Ecological Communities are also known to occur in the vicinity of the Structure Plan area:

- SCP 24 - Northern Spearwood shrublands and woodlands
- 29a - Coastal shrublands on shallow soils

None of the TEC or PECs identified by the DEC's database search was found during the field survey of the Structure Plan area (Ecoscape, 2009a).

2.1.1.2 Flora

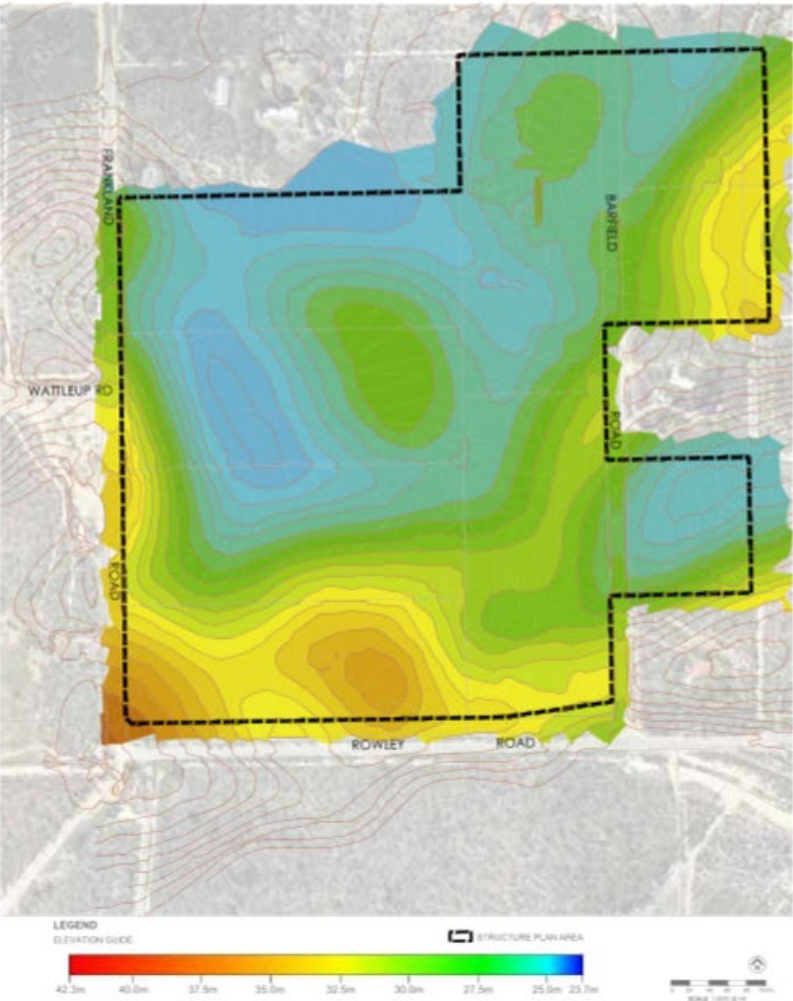
In total 149 vascular plant species were recorded from the Structure Plan area including 32 introduced weed species (Ecoscape, 2009a). The weeds recorded on-site include 10 species rated as high risk according to the Environmental Weed Strategy for Western Australia (Department of Conservation and Land Management, 1999), and one that is a Declared Plant (Department of Agriculture and Food Western Australia, 2008). Weeds that are high risk are those that have the ability to invade bushland that is in good to excellent condition, have a wide current or potential distribution, and have the ability to change the structure, composition and function of ecosystems, often forming monocultures (Ecoscape, 2009a).

During the field survey, a targeted search for Threatened and Priority Flora was conducted using a grid survey at 20m spacing 10m either side of a walked line. No Threatened Flora listed under the Western Australian Wildlife Conservation Act (1950), species listed under the EPBC Act (1999), or DEC Priority listed species were found to be located on-site during the spring survey (Ecoscape, 2009a).

The POS network has been designed to maximise the retention of vegetation identified as being in an excellent condition. There are no Threatened or Priority Flora or Threatened or Priority Ecological Communities found on-site. Landscaping will focus on the retention of the overstorey canopy of Banksia woodland where possible in order to provide potential foraging habitat for Carnaby's Cockatoo.

The updated Environmental Assessment and Management Strategy concludes that Lot 16 consists of native regrowth vegetation with no threatened or priority flora species identified within the site.

Figure 7: Contour Plan



PART TWO: EXPLANATORY SECTION

2.1.1.3 Fauna

A level 1 fauna assessment of the Structure Plan area was undertaken by Ecoscape in 2009. The assessment included a reconnaissance survey by suitably qualified personnel to undertake selective, low intensity sampling of the fauna and faunal assemblages in order to verify the accuracy of the desktop assessment and to further delineate and characterise the fauna and faunal assemblages present within the Structure Plan area.

None of the species identified on-site during the reconnaissance survey were conservation significant species (Ecoscape, 2009b).

The remnant vegetation of the Structure Plan area is predominantly Banksia Woodland which is a preferred foraging species for the Black Cockatoo species. Minor signs of Cockatoo feeding activity were observed on-site during the reconnaissance survey although the species could not be definitively identified (Ecoscape, 2009b). The site also contains some significant Jarrah (*Eucalyptus marginata*) trees, defined by the Department of Sustainability Environment Water Population and Communities as having a diameter at breast height (DBH) exceeding 0.5 m, or showing development of hollows suitable for cockatoo nesting.

The Structure Plan provides a network of POS areas which maximise the retention of vegetation identified as being in very good to excellent condition. In addition to the POS network, road reserves have been widened in places to retain significant trees. This will ensure that some habitat which may have the potential for Carnaby's Cockatoo foraging will be retained.

Due to the proposed clearing of potential foraging and nesting habitat, the proposed development is likely to have an impact on the Carnaby's Black Cockatoo species. An EPBC Act referral is therefore currently being prepared for the site for submission to the DSEWPac.

2.2 Landform and soils

The Structure Plan area is located in the transition area between the Spearwood Dune System and the Bassendean Sands System (Gozzard, 1983), with the Spearwood Dune System overlying the older Bassendean Sands System that lies to the east (Churchward and McArthur, 1980). The topographic elevation at the site ranges from 24m AHD along the northern and eastern boundaries, to 40m AHD along the south-western corner with multiple ridge lines running through the site. The grade of the topography in some areas is up to 15%.

The site is identified as having a moderate to low risk of Acid Sulphate Soils occurring within 3m of natural soil surface or deeper (Western Australian Planning Commission, 2009a).

A search of the DEC's Contaminated Sites database confirmed that there are no known contaminated sites within the site.

As a result no management recommendations or commitments are required to be implemented with respect to either of these factors.

The site's topography is shown in Figure 7.

2.3 Groundwater and surface water

A desktop analysis of the Structure Plan area confirms that there are no wetlands identified in the DEC's Geomorphic Wetlands Swan Coastal Plain dataset as being located either on or adjacent to the site.

The Department of Water's (DoW) Perth Groundwater Atlas (2008) identifies that the groundwater flow beneath the Structure Plan area is generally in a westerly to south-westerly direction. Based on the groundwater monitoring, groundwater levels underlying the Structure Plan area range from 18.75 mAHD to 21 mAHD with a depth to groundwater ranging from 5m to 10m (Cardno WA)

The EPBC Protected Matters Search Tool identifies the site as being located upstream from the Peel-Yalgorup System catchment (Australian Government, 2012), while two Ramsar wetlands are located within 10 km of the Structure Plan area: Forrestdale Lake is located approximately 7.45 km to the north-east and Thomsons Lake approximately 3.13 km to the north-west.

A search of the WA Atlas confirms that there are no wetlands identified in the DEC's Geomorphic Wetlands Swan Coastal Plain dataset as being located either on or adjacent to the Structure Plan area.

There are no defined watercourses, streamlines or floodways located on-site (Cardno, WA).

Surface water and drainage is addressed in the detail in the Local Water Management Strategy (LWMS) prepared by Emerge Associates following groundwater monitoring in accordance with agency requirements. The LWMS is provided in Appendix 2.

Figure 8: Context and Constraints Plan



PART TWO: EXPLANATORY SECTION

2.4 Bushfire hazard

A Bushfire Management Plan has been prepared in order to address the requirements for bush fire preparedness and bush fire damage mitigation. The implications of the Bushfire Management Plan are outlined further in 3.7 and a copy of the report is contained in Appendix 3. An updated BMP has been prepared by JBS&G to include Lot 16.

2.5 Context and constraints analysis

A Western Power easement and the Kwinana Freeway are located directly east of the Structure Plan area with Rowley Road, which runs in an east west direction, abutting the site's southern boundary. Land on the southern side of Rowley Road is currently uncleared and zoned 'urban deferred'. A sand quarry and the ALCOA Mandogalup Residue Disposal Area are a further 540m and two kilometres respectively to the south west. Frankland Park is located immediately to the west of the Structure Plan area.

2.5.1 Western Power Easement

A Western Power easement abuts the Structure Plan area to the east. Subdivision will encroach into part of the Western Power easement on Lots 37 and 38 Barfield Road, to provide a subdivisional road.

2.5.2 Rowley Road

Rowley Road borders the Structure Plan area to the south and has been identified as a future strategic freight route and as such is designated as a Planning Control Area by the Western Australian Planning Commission (WAPC). With the planning and development of the Latitude 32 Industry Zone and the future Outer Harbour to the west, Rowley Road has been identified as an east-west freight link of strategic importance. Redevelopment of Rowley Road to a single carriageway in order to allow for efficient and safe truck movement is seen as a high priority in the SSDSP3. To maintain the viability of Rowley Road as a freight route and progress the development of the Structure Plan area, it is a requirement that the interface is treated appropriately (in accordance with SPP 5.4 outlined in Section 1.3.3.8). The treatment of this interface is outlined in Section 3.4 of this report.

Figure 9: Structure Plan



2.5.3 Sand Extraction Plant

A sand extraction plant is located on the southern side of Rowley Road approximately 540 metres southwest of the site and is identified in figure 8. The EPA's Guidance Statement 3: Separation Distance between Industrial and Sensitive Land Uses (Environmental Protection Authority, 2000) recommends a generic separation buffer of 500 m to protect sensitive land uses such as residential, from the impacts of noise and dust emissions.

Given that the separation distance between the sand extraction plant and the site exceeds the EPA's 500m buffer and the site is nearing completion as a sand source, the plant is not a constraint to development in the Structure Plan area.

2.5.4 Mandogalup Residue Disposal Area

Alcoa's Mandogalup Residue Disposal Area (RDA) is located approximately two km to the south-west of the Structure Plan area (refer to figure 8). As detailed in the appended EAR a 1.5 kilometre buffer is provided for the RDA. Given that the separation distance between the RDA and the site exceeds the WAPC's 1.5 km buffer, the land use is not a constraint upon the proposed development of the site.

2.5.5 Frankland Park

Frankland Park is located to the west of the Structure Plan area. The land is reserved Parks and Recreation in TPS 3 to preserve and protect the existing vegetation and to provide district level playing fields in the southeast section of the Park.

Figure 10: Residential Density Plan

PART TWO: EXPLANATORY SECTION



3.0 Structure Plan

3.1 General

In accordance with SSDPS3 the Structure Plan provides for a range of residential densities, a well-designed POS network and a local centre. The location of POS is generally consistent with that prescribed in the SSDSP3 with some areas configured to retain significant trees and Banksia woodland identified as very good to excellent in condition.

Whilst not formally part of the Structure Plan, provision has been made for an indicative future road layout over the adjacent properties located to the east of Barfield Road. A 'shared road' design off Barfield Road has been incorporated along property boundaries to ensure development opportunities apply to all landowners.

3.2 Land use

A child care premises is located in the local centre. A childcare centre facility would complement the high school and primary schools identified directly north of the Structure Plan area, providing a clustering of educational uses.

Medium density development has been positioned in areas of high amenity, specifically adjacent to high quality POS. In the south west corner and the central areas of the Structure Plan, medium density development has been configured around areas of POS featuring either retained vegetation or landscaped parks capitalising on the preserved amenity or enhanced landscaping.

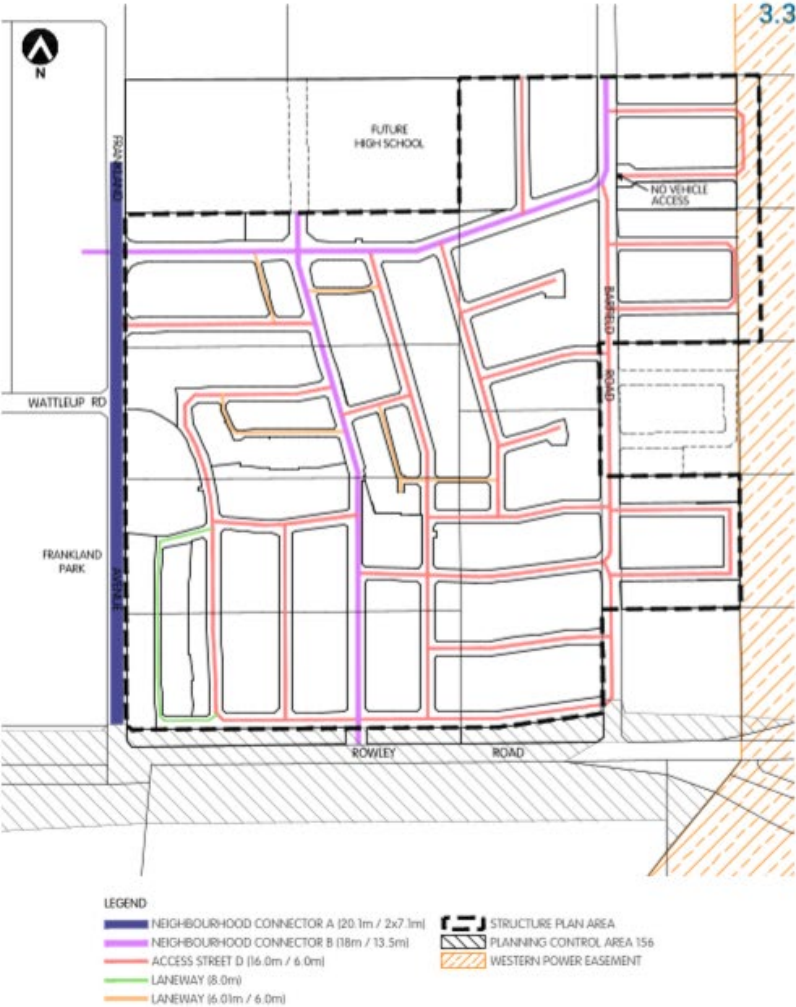
The proposed design for the Structure Plan is illustrated in Figure 9.

An overview of the Structure Plan and its key elements is provided in Table 2 below.

Table 2 - Structure Plan Summary Table

Item	
Total area covered by the structure plan	36.597 ha
Area of specified land use	Residential: 22.09 ha POS: 3.9 ha Road Reserve: 9.597 ha Local Centre: 0.15 ha High School Site: 0.86 ha
Estimated Lot Yield	545
Estimated number of dwellings	545
Estimated population	1400 people
Number of high schools (portion)	1
Number of primary schools	0
Estimated retail floor space	0
Estimated employment provided (no. of jobs)	5
Number and area of public open space	
: District parks	0
: Neighbourhood parks	3.9 ha

Figure 11: Movement Network Plan



3.3 Residential

The residential densities have been configured to reflect the requirements of SSDSP3. In this regard higher densities have been provided adjacent to POS areas and the local centre.

The densities proposed within the Structure Plan range from R25 to R60, based upon the specifications of SSDSP3 and the site's conditions and characteristics. The proposed mix will respond to a variety of demographics and cater for a range of household compositions (refer Figure 10).

A high point in the south west corner of the Structure Plan area provides an opportunity to elevate residential development and obtain views to the retained vegetation in the adjacent POS. Residential development in this corner will be retained with the objective of facilitating the gradient, retaining the vegetation and maximising view opportunities.

The proposed road network orientation north-south and east-west will ensure that all lots will be able to provide passive solar design opportunities for the built form and layout of future dwellings.

Table 3 provides a summary of the dwelling yield and number of dwellings per hectare. The average yield achieves the benchmarks advocated in Directions 2031, notwithstanding the combination of the provision of POS in excess of the standard requirements for POS contribution in order to facilitate a broad range of POS functions, and the accommodation of part of the proposed High School within the Structure Plan area. The Structure Plan exceeds the dwelling target provided in Liveable Neighbourhoods.

Lot 16 proposed lot sizes range from 302m² - 450m² with an approximate yield of 40 lots. This lot range in yield accords with the R30 coding proposed for the site.

Figure 12: Rowley Road Interface



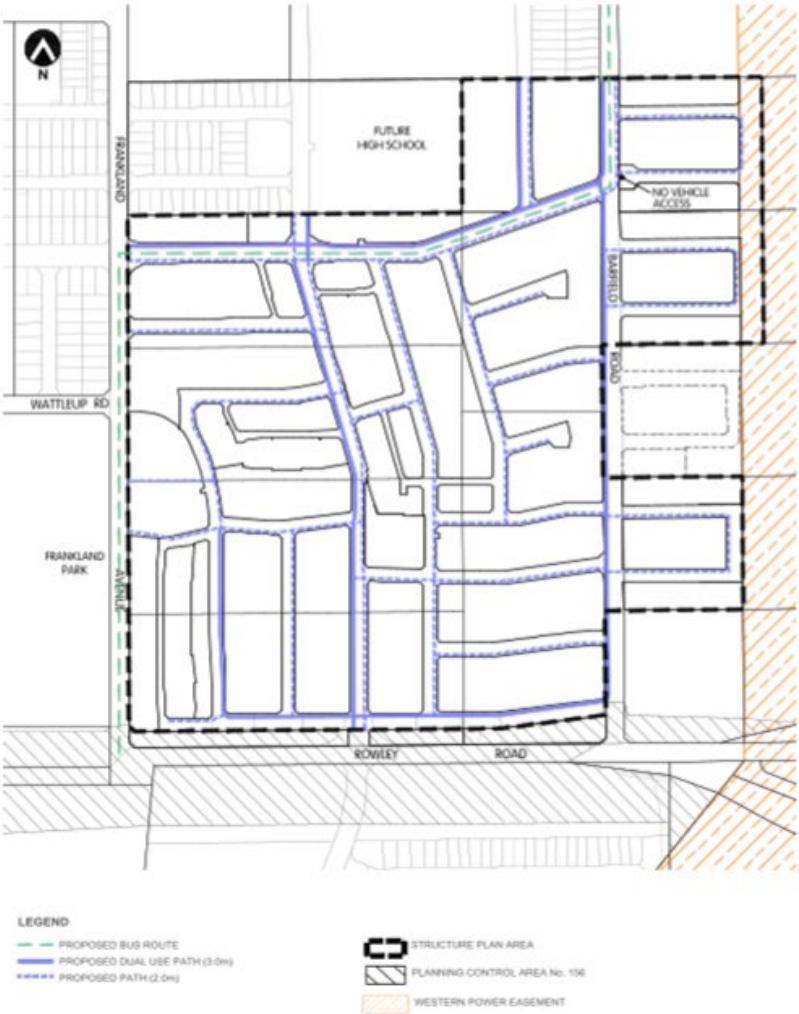
Table 3: Density Target Summary

Planning Document	Target	Proposed
Direction 2031	15 dwellings per hectare (urban zoned land: 36.597 ha)	15 dwellings per hectare
Liveable Neighbourhoods	22 dwellings per site hectare (residential land: 22.09 ha)	24.7 dwellings per hectare

3.4 Movement networks

The hierarchy of streets within and adjacent to the Structure Plan area is based on the hierarchy defined within Liveable Neighbourhoods. The proposed design provides for a permeable, interconnected road network that provides ease of movement for pedestrians, cyclists and motorists within the Structure Plan area. The below discussion on the proposed transport network relates to the Road Hierarchy Plan provided as Figure 11 and the Cycle/Footpath Plan provided as Figure 13.

Figure 13: Cycle/Footpath and Public Transport Plan



PART TWO: EXPLANATORY SECTION

Connection to Rowley Road is proposed at two points, this being Frankland Avenue and the proposed Neighbourhood Connector B which runs north/south through the Structure Plan area. These connections are short-medium term only and subject to rationalisation in preparation for when Rowley Road is upgraded to a strategic freight route.

In this regard the following provides an access and staging strategy for Rowley Road:

- At first stage subdivision, full access provisions for an entry road to the estate (Neighbourhood Connector B) comprising a roundabout.
- At a time to be agreed between Main Roads WA and the proponent, the final intersection configurations will comprise the following:
 - Access to and from Rowley Road for the Neighbourhood Connector B being removed;
 - Barfield Road to be a cul-de-sac; and
 - Access to and from Rowley Road for Frankland Avenue will ultimately only allow for a Left In/Left Out intersection.

Future landowners will be made aware of the temporary nature of these connections through information packages made available during the sales process, notifications on title and signs at each of the intersections.

Rowley Road has been identified as an important east–west freight route, servicing the developing Latitude 32 Industry Zone (Latitude 32) and future Westport Infrastructure project. As such, Rowley Road is planned to be widened and redeveloped. It is not expected that Latitude 32 or the Outer Harbour will become operational in the short to medium term; however as a high volume of trucks use both Rowley and Frankland Roads it is expected that Rowley Road will be constructed on an alignment between Frankland and Mandogalup Roads as a first phase of upgrading works.

Because Rowley Road is designated as a major freight route, there will be a requirement to provide a three metre high noise wall along the southern

boundary of the Structure Plan area. In accordance with the requirements of the SSDSP3, residential lots do not directly abut Rowley Road. The Structure Plan proposes lots that front an internal road, are configured adjacent to a nine metre landscape verge that effectively screens the road and noise wall whilst retaining existing vegetation. A conceptual cross-section depicting the manner in which the interface will be treated is shown in Figure 12.

Notifications will also be provided on Certificates of Title for all lots in the noise affected area as identified in the Noise Management Plan contained in Appendix 5.

The SSDSP3 identifies a 'bridge structure' to allow for vehicle access between the Structure Plan area and urban development to the south. In this regard the Structure Plan retains Barfield Road on its current alignment and within a 20m reserve, if this connection is required at some point in the future.

Access to the Structure Plan area will be achieved closer to the existing Rowley and Frankland Road intersection. This access road will ultimately act as a 'civic avenue' passing through the local centre and past a Primary School and a high school. Following a comprehensive traffic assessment the intersection at Rowley Road has been deemed suitable in the short-term with the provision of a 4-way roundabout.

The internal street network is premised on a north-south and east-west pattern, with regular intersections to allow a high level of accessibility for pedestrians, cyclists and vehicles. Due to the positioning of several areas of POS, the street network also provides view corridors to these POS parcels. The internal street network primarily comprises a series of Access Street 'D' roadways (as defined in Liveable Neighbourhoods). These streets have been designed in accordance with Liveable Neighbourhoods and include six metre kerb radii at intersections.

The detailed design of the local road network will be refined through the subdivision design process to the satisfaction of the City of Cockburn.

3.5 Open space

The location and configuration of POS within the Structure Plan design reflects the objectives of the SSDSP3 to provide a variety of POS opportunities facilitating informal or active recreation, drainage and tree retention.

The size and useability of POS areas varies across the site. POS Areas A1 and A2 in the south west corner preserve existing vegetation and provides an attractive outlook for the adjacent medium density development.

Medium density development will also border POS areas B and C, which will include some areas of retained banksia bushland areas for active play. POS area F is located in close proximity to the local centre and the future high school site and provides open turf areas for informal active recreation. POS H will provide a drainage function, a kick about area and provide an attractive view point from the Barfield Road view corridor.

The following street trees will be planted throughout the Structure Plan area:

- *Corymbia ficifolia* – Red Flowering Gum;
- *Agonis flexuosa* - WA Peppermint;
- *Jacaranda mimosifolia* – Jacaranda
- *Eucalyptus torquate* – Coral Gum
- *Eucalyptus sideroxylon* – Red Ironbark
- *Melaluca quinquinervia* - Paperbark

Liveable Neighbourhoods identifies the function of POS as: *sport, recreation, and nature*, which replaces the terms *active* and *passive* use. A balance between native vegetation retention and provision of urban water management is advocated through the provision of functional POS for sport, nature and recreation. Nature spaces provide a setting for people to enjoy and connect with nature. Nature spaces should be fully accessible to the public (i.e. not fenced off), although providing walking trails to prevent undue damage to vegetation is acceptable. POS Areas A1 and A2 seek to retain the existing native vegetation with walking trails (A1 walking path adjacent

Figure 14: Public Open Space



PART TWO: EXPLANATORY SECTION

the proposed lots to also provide for front pedestrian access / A2 central walking path linking residents with Frankland Ave). Both POS area A1 & A2 accord with the principles of Liveable Neighbourhoods and thereby form part of the 10% provision as set out in Table 5.

Table 4: Public Open Space Summary

Public Open Space Typology	Description
Local Park Type 1	<ul style="list-style-type: none"> Predominantly native planted areas with pockets of turf; Small gathering nodes and basic picnic/BBQ facilities Path network which links into the greater Hammond Park development; Primary focus on active recreation
Local Park Type 2	<ul style="list-style-type: none"> Predominantly retained vegetation; Path network which links into greater Hammond Park development; Primary focus on passive recreation
Neighbourhood Passive	<ul style="list-style-type: none"> Balance of native planted pockets and open turf areas; Large gathering nodes with BBQ/picnic facilities All age play areas Pedestrian/Cycle path network which links into the greater Hammond Park development; Primary focus informal active recreation spaces

The Structure Plan area provides 3.6747ha of POS (not including dedicated drainage areas which are excluded from the POS requirement), equating to 10.5% of the total gross subdivisible area. This represents an over provision 0.1747ha when assessed against the requirement for 10% POS.

Figure 14, Table 5 and Table 6 provide a detailed schedule of the provision of POS within the Structure Plan area.

Table 5: Public Open Space Calculations

Structure Plan Area		36.597 ha
Deductions:		
Local Centre	0.15 ha	
High School	0.86 ha	
Western Power high voltage line easement	0.29 ha	
Dedicated Drainage	0.26 ha	
Gross Subdivisible Area (GSA)		35.037 ha
Public Open Space requirement @ 10% of GSA		3.5 ha
May comprise:		
Minimum 80% Unrestricted Public Open Space		2.7995 ha
Maximum 20% Restricted Open Space		0.6998 ha
Unrestricted Public Open Space (minus 1 in 5 year)		
POS A1	0.3510 ha	
POS A2	0.9897 ha	
POS B	0.3983 ha	
POS C	0.6197 ha	
POS F	0.3761 ha	
POS H	0.7731 ha	
Total Unrestricted Public Open Space		3.5129 ha
Restricted Public Open Space (1 in 5 year minus 1 in 1 year)		
POS A1	-	
POS A2	-	
POS B	-	
POS C	0.0716 ha	
POS F	0.0460 ha	
POS H	0.0442 ha	
Total Restricted Public Open Space		0.1618 ha
Total Overall Public Open Space Provision		3.6747 ha (10.5%)

Table 6: Public Open Space Schedule

POS Area	Total Area (ha)	Unrestricted	Restricted	Dedicated Drainage (Deduction)
A1	0.3510 ha	0.3510 ha	-	
A2	0.9897 ha	0.9897 ha	-	
B	0.3983 ha	0.3983 ha	-	
C	0.7743 ha	0.6197 ha	0.0716 ha	0.0830 ha
F	0.5355 ha	0.3761 ha	0.0460 ha	0.1134 ha
H	0.8829 ha	0.7781 ha	0.0442 ha	0.0606 ha
Total	3.9317 ha	3.6129 ha	0.1618 ha	0.2570 ha

3.6 Water Management

A revised Water Management Strategy (LWMS) for the Structure Plan area has been developed in accordance with Better Urban Water Management (DOW 2008), State Planning Policy 2.9 Water Resources (WAPC 2006) and Planning Bulletin 92 Urban Water Management (WAPC 2008). Water will be managed using an integrated water cycle management approach, which has been developed using the philosophies and design approaches described in the Stormwater Management Manual for Western Australia (DOW 2007). The key principles of integrated water cycle management that have guided the water management approach in the Structure Plan area include:

- Considering all water sources, including wastewater, stormwater and groundwater
- Integrating water and land use planning
- Allocating and using water sustainably and equitably
- Integrating water use with natural water processes
- Adopting a whole of catchment integration of natural resource use and management.

The overall objective for integrated water cycle management for residential developments is to minimise pollution and maintain an appropriate water balance. The Structure Plan area LWMS design objectives seek to deliver best practice outcomes using a Water Sensitive Urban Design (WSUD) approach, including detailed management approaches for:

- Potable water consumption
- Flood mitigation
- Stormwater quality management
- Groundwater management.

PART TWO: EXPLANATORY SECTION

The first step in applying integrated water cycle management in urban catchments is to establish agreed environmental values for receiving waters and their ecosystems. The LWMS provides a comprehensive summary of the existing environment, based on a number of National and State policies and guidelines and site specific studies undertaken in and around the site. The characteristics and environmental values of the site have guided the design criteria, which will achieve the design objectives for the key management areas discussed above.

The WSUD approach and measures that are proposed for the Barfield Road development include:

- Maintaining existing flow regimes by retaining all runoff within the site;
- Treatment of surface runoff prior to infiltration to groundwater;
- Bio-retention areas incorporated in POS areas;
- Major event flood storage requirements addressed by POS areas;
- Co-location of flood storage areas with natural landforms and native remnant vegetation wherever possible;
- Adopting appropriate non-structural best management practices;
- Adopting a fit-for-purpose water use approach; and
- Minimising use of both scheme and non-potable water.

The LWMS was approved by the City of Cockburn and Department of Water in July 2013. The modifications to the Structure Plan plan do not result in any changes to the water management approach detailed in the approved LWMS and as such amendments to the LWMS are not required (as detailed in Section 10.3 of the approved LWMS). Future Urban Water Management Plans (UWMP) are expected to be required to support subdivision of the development, thus providing a mechanism for detailing the changes to the Structure Plan. UWMPs will include detailed drainage designs demonstrating how the criteria detailed in the approved LWMS are being met, as required by Better Urban Water Management (DoW 2008).

The LWMS demonstrates that the design approach for the Structure Plan area is consistent with a best practice WSUD approach, that the water management objectives for the Structure Plan area can be achieved, and the requirements of the relevant State and local government policies and guidelines will be satisfied.

The LWMS is contained in Appendix 2 and Lot 16 LWMS contained in Appendix 2C (refer Section 5.3).

3.7 Bush Fire Management

A revised Fire Management Plan (FMP) has been prepared for the proposed Structure Plan development (refer to Appendix 3) in accordance with the requirements of Planning for Bush Fire Protection Guidelines Edition 2 (the Guidelines, WAPC et al. 2010). The FMP details the approach to bush fire management for the proposed development and the measures to be implemented for protection from permanent and temporary bush fire risks in order to achieve an effective bush fire management outcome.

Detailed assessment of the on-ground fire environment, permanent and temporary bush fire hazards and the Bushfire Attack Level (BAL) was undertaken across the Structure Plan area and adjacent land to inform FMP recommendations and the level of application of AS 3959–2009 Construction of Buildings in Bushfire-prone Areas (SA 2009). This included assessment of the on-ground vegetation types and class, slope under classified vegetation and the distance between proposed development areas and the adjacent bushland extent.

The following is a summary of key bush fire issues that were considered as part of the FMP to inform development of specified bush fire risk treatment and mitigation measures:

- the Structure Plan Area has not been subject to fire for possibly more than 20 years
- common sources of ignition within the City of Cockburn include suspected arson and accidental causes such as vehicle accidents

- response times in the event that the Structure Plan Area is threatened by bush fire is within 30 minutes from local bush fire brigades
- the Structure Plan Area contains bush fire hazards in the form of banksia-Sheoak low woodland ('Extreme' bush fire hazard level) with slopes of up to 15 degrees in some areas
- the on-site vegetation extent is proposed to be cleared or landscaped with on site POS not considered to pose a significant bush fire risk
- land adjacent to the Structure Plan Area contains bush fire hazards levels grading from 'Low' to 'Extreme'.
- a proportion of the proposed development cannot achieve the full 100 m hazard separation distance to surrounding bush fire prone areas and a comprehensive suite of bush fire risk treatment and mitigation measures will need to be implemented to mitigate the risk.
- performance criteria and associated acceptable solutions will be achieved for a moderate bush fire hazard level.

Based on the on-ground fire environment and BAL assessment, the following key bush fire risk treatment and mitigation measures have been recommended for the Structure Plan:

1. Implement the 20 m wide BPZ as depicted in the FMP.
2. Maintain on-site POS at less than 5 t/ha, or less than 2 t/ha in areas where the POS occurs within a designated Building Protection Zone (BPZ).
3. Maintain vacant areas of private property and undeveloped land at less than 2 t/ha.
4. Comply with the current City of Cockburn annual fire control order.
5. Undertake fuel inspections.
6. Apply BAL 19 and BAL 12.5 building construction standards as depicted in the FMP.
7. Clear and leave undeveloped all lots depicted in the FMP as being located within BAL FZ/BAL 40 areas or the 20m wide BPZ. The lots are to remain in this state until such time that the temporary bush fire hazard on adjoining land is removed. Once the affecting hazard has been removed, the BALs for these unconstructed lots are to be reassessed and new BALs assigned where applicable.
8. Revise the BALs currently depicted in the FMP that address temporary bush fire risk if the temporary bush fire hazards are removed prior to development of affected areas of the Structure Plan.
9. Construct the masonry walls depicted in the FMP.
10. Implement a 100 m wide on-site fuel reduced buffer around each stage subject to construction to address the temporary bush fire risk posed by future undeveloped stages of the site.
11. Ensure that all residents and visitors are provided with at least two public vehicular access routes for all stages of development that connect to the surrounding public road network.
12. Provide a reticulated water supply throughout the development.
13. Provide a network of hydrants along the internal road network.
14. In case of bush fire emergency, utilise the suggested muster point location at POS Area H, as depicted in the FMP.
15. Include Section 70 Notification on Title for all proposed lots located within the 100 m wide BAL assessment area to ensure prospective landowners are aware that an FMP exists over the site and that specified building construction requirements and/or building setbacks may apply.
16. Prepare DAPs as required for specified lots at the subdivision stage to address detailed fire planning requirements.

PART TWO: EXPLANATORY SECTION

On the basis of the above, the FMP demonstrates compliance with the Guidelines and AS 3959–2009 and addresses the bush fire risk posed by both permanent and temporary hazard sources. The FMP also demonstrates that subject to careful design and future management an effective bush fire management outcome can be achieved for the site to ensure the ongoing protection from potential bush fire.

The determined worst-case BAL impact to habitable development for Lot 16 is BAL-29, which is an acceptable rating in accordance with SPP3.7 and Guideline requirements.

An updated bushfire assessment inclusive of a BAL assessment has been undertaken for Lot 16 Barfield Road. It has been determined that the worst-case BAL impact proposed to Lot 16 is BAL-29, which is deemed an acceptable rating in accordance with SPP3.7 and the Guidelines.

The BMP confirms that given the 20m road reserve no formal Asset Protection Zones (APZ's) or APZ setbacks will be required and that all proposed lots will be able to achieve BAL-29 or lower through standard low threat separation as provided for in the subdivision concept plan. On this basis there will be no additional management requirements for the City beyond those set out in the city's fire control order. In addition, the 'WA Planning Manual – Guidance for Structure Plans' only requires the identification of bushfire prone areas and to identify the need for a site-specific bushfire management plan at the time of subdivision.

3.8 Education Facilities

The SSDSP3 identifies a Private Primary School and High School directly north of the Structure Plan area. A portion of the High School site falls within the Structure Plan area and has been facilitated accordingly. A child care premises is located in the local centre and will complement the clustering of education facilities north of the Structure Plan area.

Operation Policy 2.4 School Sites (OP 2.4) indicates at the subdivision stage, ongoing consultation with the Department of Education, non-

government education providers and the WAPC should be conducted to ensure the acceptability of proposed school sites. OP 2.4 requires one government primary school site for every 1,500 dwellings and one secondary school for every 4-5 government primary schools.

The structure plan indicates a projected population of approximately 1,400 people, with the SSDSP3 identifying a Private Primary School and High School directly north of the Structure Plan area. A portion of the High School site falls within the Structure Plan area and has been facilitated accordingly. A child care premises is located in the local centre and will complement the clustering education facilities north of the Structure Plan area.

3.9 Infrastructure coordination, servicing and staging

An Engineering Servicing Report prepared by the Civil Group concludes that there are no major impediments to development within the Structure Plan area. The Engineering Servicing Report is contained within Appendix 6.

Earthworks

Site clearing and bulk earthworks will be required over the majority of the site to fill low lying areas to ensure that proposed gravity sewerage infrastructure can be accommodated. Retaining walls will need to be constructed on the majority of the lots, particularly in the southern portion of the site, to provide level lots to minimise building costs to homeowners.

Stormwater Drainage

The drainage strategy generally comprises infiltration and recharge of ground water at source via open bottomed drainage pits and discharge to infiltration type swales in the POS areas, in accordance with the LWMS.

Sewer

To service the area, a 300mm diameter sewer and 225mm sewer will need to be extended southwards from the north through the privately owned land comprising Lots 31 to 33.

Should access across the privately owned land not be feasible, an alternative alignment for a 225mm sewer along Barfield Road is possible as an interim measure, subject to Water Corporation agreement.

Water

To service the proposed site, the existing DN250 network in Frankland Avenue will need to be extended to the site and DN150 / DN100 reticulation mains laid to service the subdivision. Easements may be required over the proposed water mains until the road reserves are gazetted.

Power

Extension from either the 22kV overhead network in Rowley or Barfield Roads would service the initial stages of the proposed development. Some upstream power network reinforcement works may be required as the project develops subject to the current available spare capacity in the existing 22kV network.

Gas

To service the proposed site, it will be necessary to extend the existing gas infrastructure from Gaebler Road in the north.

Telecommunications

There is a fibre optic cable running along Rowley Road that would be sufficient to service the proposed subdivision. The telecommunications will need to comply with the requirements of the National Broadband Company.

3.10 Developer Contribution Arrangements

The Structure Plan area is located within two Development Contribution Areas (DCA) under Town Planning Scheme No. 3 being DCA 9 and DCA 13.

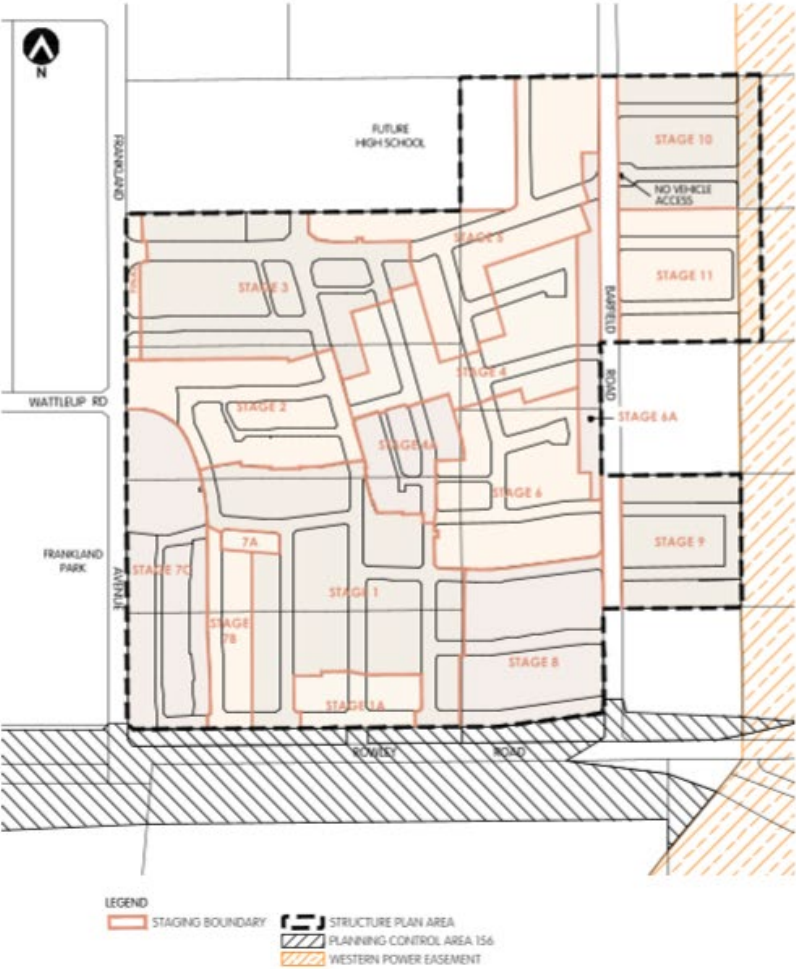
PART TWO: EXPLANATORY SECTION

4.0 Implementation

4.1 Staging

An indicative staging plan has been prepared, with the release of lots for sale following the numerical order shown on Figure 15. It is important to note that this staging plan is indicative only and will be subject to sales rates and market trends.

Figure 15: Staging Plan



5.0 Amendments

5.1 Background

Hatch RobertsDay acts on behalf of Gold Estates Holdings Pty Ltd c/- Richard Noble & Company in modifying the approved Barfield Road Structure Plan. The Barfield Road Structure Plan establishes the planning framework for Vivente Residential Estate, which is being developed by our client.

The Barfield Road LSP was first approved by the Council of the City of Cockburn on 14 November 2013 (prior to the introduction of the Deemed Provisions to Local Planning Schemes) and endorsed by the WAPC on 16 October 2014. As part of the original determination by the WAPC, some modifications were made to the Structure Plan, including changing the location of the Local Centre zone and tweaks to the road layout. The Barfield Road Structure Plan has been subject to six formal minor amendments since being endorsed in 2014, which are outlined below:

- 1. **Amendment 1:** Removal of unnecessary road connection to Wattleup Road
- 2. **Amendment 2:** Include the Stage 13 lots and Lot 414 located adjacent to Frankland Avenue.
- 3. **Amendment 3:** Updates to density codes and tweaks to road layout (cul-de-sac-ing two east-west streets
- 4. **Amendment 4:** Adding Lot 15 to the Structure Plan area and changing design over Lot 18 area
- 5. **Amendment 5:** Update density code over portion of land south of POS C from R60 to R30
- 6. **Amendment 6:** Introduce a new landholding into the Structure Plan area consisting of Lot 16. Update density code over portion of land south of POS C from R-60 to R30. Update density code for portion of land north of POS A2 from R60 to R30.

5.2 Amendment 6

5.2.1 Proposal Context

Previous amendments have included further land holdings, consistent with the inclusion of Lot 16 to the Structure Plan Area.

The proposed coding of the lots will offer further diversity to the scale and type of dwelling within the area. Amendments to the density and dwelling permissibility also allows for a reduction in house and land package price points, influencing the affordability of the area. Amendments to the density coding may also encourage a mix of commercial and residential developments within the area.

The modifications proposed will further improve the amenity for existing residents through the reduction of lots and houses along shared boundaries, whilst permitting compatible mixed-use developments. The specific lots were identified to be coded as they are positioned in areas of high amenity, located adjacent to or close to area of Public Open Space.

PART TWO: EXPLANATORY SECTION

5.2.2 Modifications (Amendment No.6)

Modification 1:

It is proposed to introduce a new landholding into the Barfield Road Structure Plan area consisting of Lot 16, located along the eastern boundary of the Structure Plan area. Lot 16 has an area of 1.8606ha and is bound by Barfield Road to the west. It is proposed that this portion of land is zoned R30, consistent with the zoning of the surrounding land.

Lot 16 will result in an additional 40 lots.

Modification 2:

Modification 2 is a density code change from R60 to R30 for a portion of land north of POS A2.

Modification 3:

Modification 3 is a density code change from R60 to R25-R30 for a portion of land south of POS C.

Proposed Modifications 2 and 3 achieve the following outcomes:

- Responds to market demand for single residential dwellings.
- Lot sizes will remain consistent with the existing lots of the Vivente Structure Plan and the adjacent residential cells.
- There is no attempt to avoid delivering on the required lot / dwelling yield for the estate. The Barfield Road LSP when first approved in 2013 / 2014 comprised 364 lots. The overall lot yield currently built or approved is 500 lots (498 residential lots & 2 Group Housing lots). This Amendment to the Structure Plan increases the yield to 545 dwellings which equates to 24.7 dwellings per residential hectare,
- The current 500 dwellings account for 16.6% of this total. The increase to the 545 dwellings would account for 18% of the total being sought, consistent with the South Metropolitan Peel Sub-regional Planning Framework.

5.2.2 *Public Open Space*

The latest approved version of the Barfield Road LSP provides 3.6747ha of POS (not including dedicated drainage areas which are excluded from POS requirements), equating to 10.5% of the total gross subdivisible area. This represents an over provision of 0.1747ha when assessed against the requirements for 10% POS.

The current approved Structure Plan provides 11.22% POS. The inclusion of the Lot 16 still provides a POS allocation for the estate of 10.5% being above the 10% requirement. In terms of the location of POS to Lot 16, future residents will be within 180-200m of the central POS area (H). This being a 3-4 minute walk.

5.2.3 *Overall Dwelling Yield*

The original yield for the Barfield Road Structure Plan approved in 2014 was 364 lots, with the recent amendment 5 estimating the dwelling yield to be in the range of 470-490. The current approved dwelling yield estimate for the Structure Plan, after the previous and current amendments, is approximately 545 dwellings.

The inclusion of Lot 16 increases the total yield by 40 dwellings, this does not alter the intended yield for the estate by more than 10%.

PART TWO: EXPLANATORY SECTION

5.3 Servicing

Infrastructure Coordination, Servicing and Staging

Traffic Engineering Report

An updated Traffic Engineering Report undertaken by KCTT concludes that the subdivision and development of Lot 16 will not have a negligible impact on the surrounding road network. Traffic modelling has determined that inclusive of the added traffic from the Structure Plan Area, Barfield Road will remain well under the maximum desirable traffic volume for Local Distributor Roads. The Traffic Engineering report is contained within Appendix 4B.

Local Water Management Strategy Addendum

An update to the Local Water Management Strategy Addendum by Emerges Associates stated that the flood storage areas (FSAs) within the POS on Whadjuk Drive (POS-F) have sufficient storage to accommodate the additional runoff resulting from the development of Lot 16. Updated XPSWMM modelling also indicates that FSAs meet relevant design criteria as well as City of Cockburn runoff and drainage requirements. The Local Water Management Strategy Addendum is enclosed in Appendix 2A.

Engineering Report

The Civil Group has prepared an Engineering Report for Lot 16. Existing services have been considered to assess whether Lot 16, Barfield Road has the capability of being subdivided to create residential lots. The full report can be found in Appendix 7. The following services have been considered:

Earthworks

The earthworks for Lot 16 include cutting and filing to create level lots. Retaining walls will also be constructed between the lots.

Stormwater Drainage

Emerge Associates have updated the XPSWMM modelling and have determined that existing Flood Storage Areas (FLS's) within the POS on Whadjuk drive (POS-F) have sufficient storage and is able to accommodate the additional runoff from Lot 16.

Roads

Barfield Road has been upgraded to urban standards, with Lot 16 fronting Barfield Road. Internal roads will connect with Barfield Road through the construction of two 'T' intersections.

Water Supply

Lot 16 will be supplied water through the connection of 100mm water mains to the existing 150mm water main located on Barfield Road.

Wastewater

Lot 16 will be serviced through the installation of 150mm diameter sewers connecting to the existing sewer in Barfield Road.

Underground Power

It is anticipated that residential developments on Lot 16 will initially connect into the existing LV underground cables which run along the western side of Barfield Road. However, with future development proposed for the area, a Transformer & Switchgear will likely be required to accommodate power demands. This will depend on volt drop calculations on the existing LV cables.

Gas

There is an ATCO Gas medium pressure gas pipe located on Barfield Road. By extending this pipe, this will adequately service the developments on Lot 16.

Telecommunications

Lot 16 will be serviced with NBN by extending the existing network on Barfield Road. The inclusion of Lot 16 into the Structure Plan area increases the total yield for the estate by 40, less than 10% of the intended yield and is only a minor amendment. Existing coverage of telecommunication services will service the whole of the structure plan area, inclusive of Lot 16, without the need of upgraded mobile telecommunication infrastructure within the area. Lot 16 is proposed for residential land and does not have the capacity to facilitate further infrastructure.

Transportation Noise Assessment

The subject site is located west of Kwinana Freeway, an identified Strategic Freight/Major Traffic Route, triggering a noise assessment against State Planning Policy No. 5.4 Road and Rail Noise. A Transportation Noise Assessment has been undertaken for Lot 16 by Lloyd George Acoustic consultants. It is noted that some developments on Lot 16, particularly on the eastern side, will exceed the outdoor noise targets. The reporting provides architectural packages that aim to mitigate noise control for the lots. The Transportation Noise Assessment is contained within Appendix 5.

Appendix 1 - Environment Assessment Report

Appendix 2 - Local Water Management Strategy

Appendix 3A - Bushfire Management Plan

Appendix 3B - Stage 9 and 10 Bushfire Management Plan

Appendix 3C - Bushfire Management Plan Lot 16

Appendix 4 - Transport Impact Assessment

Appendix 5 - Noise Management Report

Appendix 6 - Engineering Servicing Plan

Appendix 7 - Landscape Plans

Appendix 8 - Earthworks Plan



perth | sydney | melbourne
Level 2, 442 Murray Street,
Perth WA 6000, AUSTRALIA
T +61 8 9213 7300
W www.robertsday.com.au
ABN 53 667 373 703 | ACN 008 892 135



BARFIELD ROAD STRUCTURE PLAN • MAY 2024

File No. 110/243

Schedule of Submissions
Amendment No.6 to the Barfield Road Local Structure Plan

No.	Name/Address	Submission	Recommendation
1	Water Corporation PO Box 100 Leederville WA	COMMENT: Based on the text description of the amendments, the changes appear to be relatively minor nature. Any modifications required to the water or sewer planning for this locality, or upgrades required to the existing networks to facilitate adequate servicing will need to be undertaken by the proponents in consultation with the Corporation's Development Services.	1. Comment noted.
2.	Name and Address withheld	SUPPORT: There are no nearby fuel stations and food shops that we can go to without a long drive to the Cockburn area. All the talk about opposing is just made up objections. In fact the proposed development will be very good for the area and people will benefit from it in terms of time saving and convenience - shops and fuel nearby and saving on fuel cost - not driving to different areas to get things that they can get nearby. I hope proposed development passes but will see how things go.	1. Support noted. This submission may have been inadvertently submitted for the proposed Structure Plan Amendment, instead of a development application proposal for Lot 9501 Gaebler Road, Hammond Park, as that development application proposes a Service Station and other commercial uses.
3.	Name and Address withheld	OBJECT:	1. Objection noted.
4.	Name and Address withheld	SUPPORT:	1. Support noted.
5	Department of Health PO Box 8172 Perth BC	COMMENT: The DoH provides the following comment: 1. Water Supply and Wastewater Disposal Future developments are required to connect to scheme water, reticulated sewerage and be in accordance with the Government Sewerage Policy 2019. 2. Public Health Impacts DoH developed a document on 'Evidence supporting the creation of environments that encourage healthy active living' which may assist you with planning elements related to this structure plan. A copy may be downloaded from: https://www.health.wa.gov.au/~media/Files/Corporate/general-documents/Environmental-health/Health-risk-assessment/Evidence-statement-BE-Health.pdf	1. Comment noted. Lots will be required to connect to reticulated sewer and water through a future condition of subdivision approval. 2. Comment noted.

Prior to development of land, public health needs to be considered in the early planning stages to ensure developments do not impact negatively on the health and wellbeing of future populations living in or around the area, as well as enhance the human health benefits of these developments. The Department's publication on 'Residential estates precincts and urban developments' provides details of issues that should be considered. Available for download from:

https://www.health.wa.gov.au/Articles/N_R/Residential-estates-precincts-and-urban-developments

3. Medical Entomology

The subject land is in a region that regularly experiences significant problems with nuisance and disease carrying mosquitoes. These mosquitoes can disperse several kilometres from breeding sites and are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur annually in this general locality.

The subject land is within 3km of mosquito dispersal distance from mosquito breeding sites at Thomsons Lake Reserve and Harry Waring Marsupial Reserve. Mosquitoes will disperse from these sites to the subject land under favourable environmental conditions. It has been demonstrated that people living within 3km of mosquito breeding sites have an increased risk of acquiring mosquito-borne disease.

The above disease risks, as well as the lifestyle impacts of nuisance mosquitoes, will inevitably result in demands for the application of chemicals to control larval and/or adult mosquitoes. Environmental agencies may not automatically approve the use of such measures in and around environmentally significant wetlands. Therefore, it will be important that in-principle approval for effective mosquito control measures in and around these wetlands is obtained from the relevant environmental agencies before planning decisions are finalised.

Prior to development, the DoH recommends a mosquito management plan be developed and approved by both the DoH and the Local Government in which the proposal is based to ensure the risk to the community of exposure to nuisance and/or disease carrying mosquitoes is considered.

The DoH has provided guides and templates for the development of suitable mosquito management Plans to assist land developers meet these requirements. Please see: https://www.health.wa.gov.au/Articles/J_M/Mosquito-management for additional support.

In addition, due to the high-risk nature of the proposed development, the DoH requires the following wording to be placed on all land title documents:

"This lot is located near extensive mosquito breeding habitat and can experience substantial numbers of nuisance mosquitoes after certain environmental conditions. The mosquito species in the region are known vectors of Ross River virus and other

3. Not supported

What is being requested is beyond the area identified in the City's Local Planning Policy 1.11 as requiring memorials on title or a management plan to be produced.

Not including these requirements is consistent with the WAPC's determination of other structure plans and subdivision in the immediate area.

		<i>mosquito-borne diseases and the region is subject to annual outbreaks of these diseases."</i>	
6	Main Roads WA PO Box 6202 East Perth WA	<p>Further Info Required: Main Roads has reviewed the application and is unable to provide a recommendation at this point in time.</p> <p>Please provide the following items:</p> <p><u>Additional Information Required</u></p> <p>Main Roads advises that additional information be provided addressing the following:</p> <ol style="list-style-type: none"> 1. An updated Transport Impact Assessment (TIA) prepared in accordance with Transport Impact Assessment Guidelines (August 2016) and electronic SIDRA Intersection files (.sip) in Version 9 addressing the following matters. <ol style="list-style-type: none"> a) Transport network assessment was based on forecast value for the year 2031. Structure planning is usually a longer-term process and therefore the analysis of transport network to be undertaken for the ultimate development year (often 15 or 20 years or more into the future). Refer to section 10.9.1 Assessment year(s) of WAPC Transport Impact Assessment Guidelines (vol 2) – August 2016. b) SIDRA assessment should be undertaken for the major intersection/s along the Rowley Road for ultimate scenario. 2. A revised Transport Noise Assessment prepared in accordance with the State planning Policy 5.4 – Road and Rail Noise, and the associated WAPC Guidelines. The Transport Noise Assessment is not compliant with SPP as the 20-year planning horizon has not been considered. Noise modelling and treatment recommendations must be presented for 2044. 3. The Structure Plan document (plan and/or text) may need to be amended to reflect any changes due to above comments. <p>Please provide the above information at your earliest convenience, noting that Main Roads will require 30 days to review this information once received.</p> <p>As stated above, Main Roads is not in a position to support the subject proposal until the above information has been received and reviewed.</p>	<ol style="list-style-type: none"> 1. Comment noted. The WAPC's <i>Transport Impact Assessment Guidelines</i> (the Guidelines) recommends that the assessment of a Transport Impact Assessment models the transport network to 2031, or the assumed year of full development of the structure plan. The transport modelling undertaken is consistent with the minimum requirements of the Guidelines. 2. Comment noted. The proponent has revised the Transport Noise Assessment to consider project traffic modelling for the Kwinana Freeway up to 2046, using traffic projections provided by Main Roads. 3. Comment noted.
7	Name and Address withheld	SUPPORT:	1. Support noted.

8	Department of Education 151 Royal St East Perth, WA	<p>NO OBJECTION: Thank you for your email on 8 March 2024 requesting comments from the Department of Education (Department) on the proposed amendment to the Barfield Road Local Structure Plan (Structure plan) which seeks, amongst other things, to increase the previously amended dwelling yield from 470-490 to approximately 545 dwellings.</p> <p>The proposed Structure Plan amendment currently falls within the student enrolment intake areas of Jilbup Primary School. Based on current and future student enrolment and residential growth projections, it is anticipated that the potential lot yield will contribute the schools projected future enrolment demand. We are closely monitoring the student enrolment projections and residential growth in the surrounding area in conjunction with the timing for when new schools will be opened in the area.</p> <p>In view of the above, the Department has no in principle objections to the proposed Structure Plan amendment. Any further changes to the zoning, residential density coding and/or dwelling numbers which may result in an increase to the student yield within the Structure Plan will require prior consultation with the Department.</p>	<p>1. No objection noted.</p> <p>Any further amendments made to the Structure Plan will be referred to the Department of Educations, where an increase in residential density is proposed.</p>
9	Department of Water and Environmental Regulation PO Box 332 Mandurah WA	<p>NO OBJECTION: The Department does not object to the proposed amendment and has no comments.</p> <p>In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.</p>	<p>1. No objection noted.</p>
10	Department of Fire and Emergency Services PO Box P1174 Perth WA	<p>COMMENT: This advice relates only to State Planning Policy 3. 7 Planning in Bushfire Prone Areas (SPP 3.7) and the Guidelines for Planning in Bushfire Prone Areas (Guidelines). It is the responsibility of the proponent to ensure the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws.</p> <p>Assessment</p> <ul style="list-style-type: none"> DFES acknowledge that the changes proposed by the current modification include the addition of lot 16 to the structure plan, and the re-coding of two other areas. The City of Cockburn have requested comment in the additional of lot 16 only, with an email confirming this provided to DFES on 4 April 2024. DFES note that a new appendix (or an updated version of the current BMP) should be provided to validate the proposed vegetation inputs. The submitted vegetation assessment does not provide sufficient detail to allow for validation, 	<p>Not Supported</p>

	<p>with some changes proposed to previous vegetation classification being unsubstantiated with photo evidence.</p> <p>1. Policy Measure 6.3 a) (ii) Preparation of a BAL Contour Map</p> <table><tr><th>Issue</th><th>Assessment</th><th>Action</th></tr><tr><td>Vegetation classification</td><td><p>DFES notes that an updated vegetation assessment has been included in the BMP, however no updated photos or evidence has been provided to support the proposed changes. Comments on page 4 of the BMP state that</p><p>'Vegetation previously classified as Class B woodland under the Strategen-JBS&G (2020a) BMP has been updated to Class D scrub, which is a more accurate representation of the vegetation and potential bushfire behaviour in accordance with current AS3959-2018 methodology' however no additional photos have been provided to support this.</p><p>On this basis, without supporting evidence, DFES is unable to validate the proposed vegetation inputs.</p></td><td><p>Modification required.</p><p>Demonstrate how and who will maintain the POS area to 'low threat' as per AS3959 (in accordance with the Guidelines Appendix 4, Element 2 and Schedule 1).</p><p>This should also be included in the implementation section of the BMP.</p></td></tr></table> <p>2. Policy Measure 6.3 c) Compliance with the bushfire protection criteria</p> <table><tr><th>Issue</th><th>Assessment</th><th>Action</th></tr><tr><td>Location</td><td><p>A 1.1 - not demonstrated</p><p>The BAL ratings cannot be validated, as the vegetation classification inputs require modification as per the above table.</p></td><td><p>Modification to the BMP is required.</p></td></tr><tr><td>Vehicular Access</td><td><p>A3.4a - not demonstrated</p><p>The BMP notes that a road reserve is provided between all lots and the existing hazard vegetation to the east, however it is unclear how the excluded area abutting the southeastern lot will be managed in perpetuity</p></td><td><p>Modification required.</p><p>Further information should be provided to demonstrate</p></td></tr></table>	Issue	Assessment	Action	Vegetation classification	<p>DFES notes that an updated vegetation assessment has been included in the BMP, however no updated photos or evidence has been provided to support the proposed changes. Comments on page 4 of the BMP state that</p> <p>'Vegetation previously classified as Class B woodland under the Strategen-JBS&G (2020a) BMP has been updated to Class D scrub, which is a more accurate representation of the vegetation and potential bushfire behaviour in accordance with current AS3959-2018 methodology' however no additional photos have been provided to support this.</p> <p>On this basis, without supporting evidence, DFES is unable to validate the proposed vegetation inputs.</p>	<p>Modification required.</p> <p>Demonstrate how and who will maintain the POS area to 'low threat' as per AS3959 (in accordance with the Guidelines Appendix 4, Element 2 and Schedule 1).</p> <p>This should also be included in the implementation section of the BMP.</p>	Issue	Assessment	Action	Location	<p>A 1.1 - not demonstrated</p> <p>The BAL ratings cannot be validated, as the vegetation classification inputs require modification as per the above table.</p>	<p>Modification to the BMP is required.</p>	Vehicular Access	<p>A3.4a - not demonstrated</p> <p>The BMP notes that a road reserve is provided between all lots and the existing hazard vegetation to the east, however it is unclear how the excluded area abutting the southeastern lot will be managed in perpetuity</p>	<p>Modification required.</p> <p>Further information should be provided to demonstrate</p>	<p>1. <u>Vegetation Classification</u></p> <p>It is noted that the previous Bushfire Management Plan (prepared for Amendment No.4 to the Structure Plan) classified vegetation in the public open space to the north as 'Class B Woodland', in lieu of 'Class D Scrub', reflective of proposed revegetation of the site once sand mining had been undertaken.</p> <p>Whilst it is acknowledged that no photos have been provided to verify the revegetation as a 'Class D Scrub' at the current time, revegetation works have not been implemented.</p> <p>Designation of the future vegetation as 'Class D Scrub' is considered consistent with the classification of the wider vegetated corridor within the Special Use 23 zoned area.</p> <p>2. <u>Location</u></p> <p>Comment noted. The vegetation classification is considered acceptable for the reasons outlined above.</p> <p>3. <u>Vehicular Access</u></p> <p>The applicant has prepared a revised Landscape Concept Plan, which details a landscaped treatment to the road reserve. Subject to a modification to the Local Water</p>
Issue	Assessment	Action															
Vegetation classification	<p>DFES notes that an updated vegetation assessment has been included in the BMP, however no updated photos or evidence has been provided to support the proposed changes. Comments on page 4 of the BMP state that</p> <p>'Vegetation previously classified as Class B woodland under the Strategen-JBS&G (2020a) BMP has been updated to Class D scrub, which is a more accurate representation of the vegetation and potential bushfire behaviour in accordance with current AS3959-2018 methodology' however no additional photos have been provided to support this.</p> <p>On this basis, without supporting evidence, DFES is unable to validate the proposed vegetation inputs.</p>	<p>Modification required.</p> <p>Demonstrate how and who will maintain the POS area to 'low threat' as per AS3959 (in accordance with the Guidelines Appendix 4, Element 2 and Schedule 1).</p> <p>This should also be included in the implementation section of the BMP.</p>															
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Vehicular Access	<p>A3.4a - not demonstrated</p> <p>The BMP notes that a road reserve is provided between all lots and the existing hazard vegetation to the east, however it is unclear how the excluded area abutting the southeastern lot will be managed in perpetuity</p>	<p>Modification required.</p> <p>Further information should be provided to demonstrate</p>															

		<p>if the road is not extend through this area. DFES notes that further detail should be provided to validate this, as a review of Plan 1 in the structure plan indicates that that perimeter road could continue to the south. If the road is not proposed to extend between the hazard and the lot, the BMP should be updated to detail how hazard separation will be provided.</p> <p>compliance; or to justify a performance principle-based solution.</p>	<p>Management Strategy Addendum to confirm that the proponent has secured an irrigation licence for the eastern road reserve, it is considered that the road reserve can be classified as an 'exclusion' pursuant to clause 2.2.3.2 of AS 3959-2018.</p>
		<p><u>Recommendation - Compliance with Acceptable Solutions not demonstrated - modifications required</u></p> <p>The BMP does not adequately address the policy requirements of SPP 3.7 and the Guidelines.</p> <p>DFES has assessed the Structure Plan and accompanying BMP. Some issues are present that need to be addressed prior to support of the proposal (refer to the tables above).</p>	
11	<p>Department of Biodiversity, Conservation and Attractions</p> <p>Locked Bag 104 Bentley DC WA</p>	NO COMMENT	1. No comment noted.

City of Cockburn Recommended Modification – Amendment No.6 to the Barfield Road Local Structure Plan

Structure Plan Map

1. Modify the density coding applicable to Lot 414 Corsia Crescent from 'Residential R30' to 'Residential R20'.

Part One (Implementation)

2. Section 6.3 Other provisions/ standards/ requirements – Insert an additional point to reference the need for a rural fencing treatment to be provide along the boundary of road reserves and freehold lots within the Special Use 23 zoned area.

Part Two (Explanatory)

3. Section 5.2.2 Modifications (Amendment No.6) – Revise the last point under 'Modification 3' to reference the Structure Plan Amendment resulting in a number of dwellings consistent with the *South Metropolitan Peel Sub-regional Planning Framework*.
4. Amend Figure 11: Movement Network Plan to:
 - i. Remove reference to a 16m road reserve for 'Access Street D' reserves, to reflect approved and proposed roads reserves of this classification being between 13.5m and 16m in width;
 - ii. Revise the width of Cembra Lane to 8m; and
 - iii. Include an annotation at the intersection of Prato Vista and Frankland Avenue which states 'left in, left out only'.

Appendix 2C – Local Water Management Strategy)

5. Remove the Subdivision Concept Plan detailing noting a crushed limestone road reserve for the eastern road reserve,
6. Provide evidence of an irrigation licence having been obtained for the eastern road reserve.

Appendix 3C - Bushfire Management Plan (Lot 16 Barfield Road)

7. Revise 'Table 6: Responsibilities for implementation and management of the bushfire measures' to clearly detail the responsibility of the City of Cockburn in managing the bushfire risk within road reserves after handover.

Appendix 7 – Landscape Plans

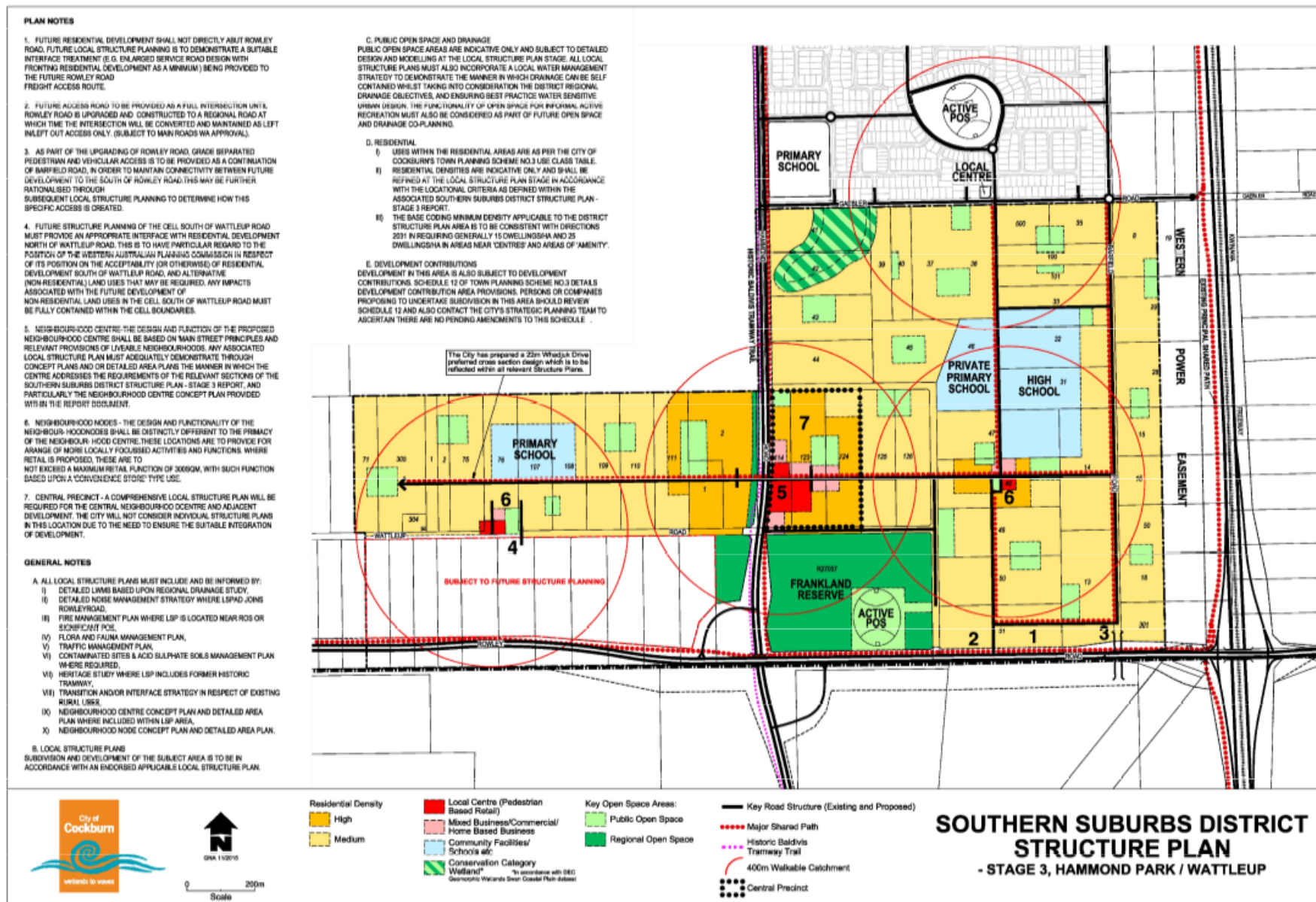
8. Revise the Landscape Plan to detail the location of retained vegetation within the Barfield Road and internal subdivisional road reserves, where the developed levels of the road reserves support vegetation retention.

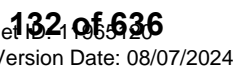
Appendix 8 – Earthworks Plan

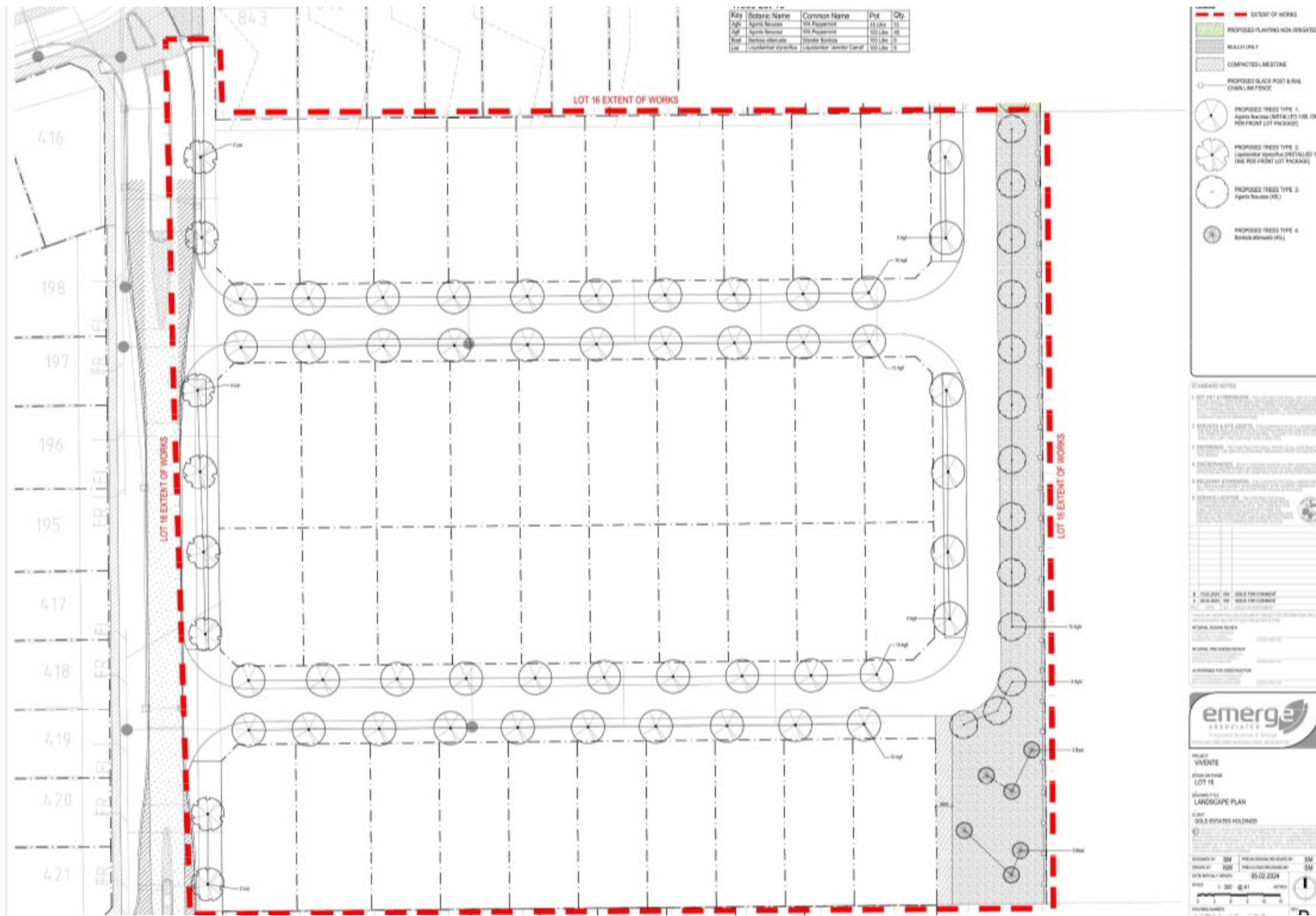
9. Revise the Earthworks Plan to provide the existing site levels, in addition to the shown development levels.

Subdivision Concept Plan

10. Add the Subdivision Concept Plan as a standalone appendix.
11. Remove the annotation '*Crushed Limestone Road Reserve for Bushfire Separation*' and replace with '*Landscaped Unconstructed Road Reserve*'.









Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

Bushfire Management Plan and Site Details

Site Address / Plan Reference:

Vivente Structure Plan Amendment (Lot 16 Barfield Road)

Suburb:

Hammond Park

State:

WA

P/code:

6164

Local government area:

City of Cockburn

Description of the planning proposal:

Structure Plan Amendment

BMP Plan / Reference Number:

64203/149,088

Version:

M01 Rev 2

Date of Issue:

08/05/2024

Client / Business Name:

Gold Estates Holdings Pty Ltd

Reason for referral to DFES	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the proposal any of the following special development types (see SPP 3.7 for definitions)?		
Unavoidable development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strategic planning proposal (including rezoning applications)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Minor development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
High risk land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vulnerable land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If the development is a special development type as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

The proposal is a Structure Plan Amendment, which is a strategic planning proposal.

Note: The decision maker (e.g. local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".

BPAD Accredited Practitioner Details and Declaration

Name	Accreditation Level	Accreditation No.	Accreditation Expiry
Zac Cockerill	Level 2	BPAD 37803	31/08/2024
Company		Contact No.	
JBS&G Australia Pty Ltd		(08) 9792 4797	

I declare that the information provided within this bushfire management plan is to the best of my knowledge true and correct

Signature of Practitioner

Date

08/05/2024



64203 M01 Vivente LSP BMP addendum (Rev 2)

Name:	Ali Smyth	Date:	8 May 2024
Company:	Gold Estates Holdings Pty Ltd	Job/Doc. No.:	64203/149,088
Email:	asmyth@rnoble.com.au	Inquiries:	Zac Cockerill

Bushfire Management Plan Addendum: Vivente Structure Plan Amendment (Lot 16 Barfield Road)

1.1 Introduction

Hatch Roberts Day, on behalf of Gold Estates Holdings Pty Ltd, is lodging a Structure Plan Amendment over Vivente Estate to facilitate inclusion of Lot 16 Barfield Road, Hammond Park into the development area. Inclusion of Lot 16 and part of the adjacent east Lot 38 (hereon referred to as the project area) will provide for additional residential development (40 proposed residential lots) and an internal road network, as depicted in the indicative subdivision concept (Figure 1). A 20 m wide road reserve is proposed as part of the Structure Plan amendment within the adjoining Lot 38 to the east. This north-south road reserve is consistent with Stage 10 Structure Plan provisions adjacent north of the project area, as depicted in the updated Barfield Road Structure Plan (Attachment A).

Strategen-JBS&G (now JBS&G) prepared a comprehensive Bushfire Management Plan (BMP) in May 2020 to support the previous Structure Plan Amendment that incorporated Stages 9 and 10 into the development area of Vivente Estate. This report has been prepared as an addendum to the 2020 BMP to accompany the Structure Plan Amendment relating to Lot 16.

This BMP addendum provides an updated strategic level bushfire assessment specific to the project area (appropriate to the Structure Plan stage of development) and should be read in conjunction with the original BMP (Strategen-JBS&G 2020a). This BMP addendum includes the following information:

1. A revised bushfire assessment including:
 - a. indicative subdivision concept for the project area (Figure 1)
 - b. updated pre and post-development Vegetation Classification and Effective Slope maps specific to the project area and current/proposed vegetation conditions (Figure 2 and Figure 3)
 - c. updated pre-development Bushfire Hazard Level Assessment map specific to the project area and current vegetation conditions, as mapped from Item 1b above (Figure 4)
 - d. updated post-development Bushfire Attack Level (BAL) Assessment map specific to the project area and proposed vegetation conditions, as mapped from Item 1b above (Figure 5).
2. A revised assessment against the bushfire protection criteria of the *Guidelines for Planning in Bushfire-Prone Areas Version 1.4* (the Guidelines; WAPC 2021), demonstrating that compliance will be achieved at subsequent planning stages (Table 5).

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1.2 Purpose

The project area is designated bushfire prone on the Map of Bush Fire Prone Areas (refer to Plate 1; DFES 2021); therefore, bushfire risk considerations and assessment are required to inform the development proposal in accordance with Policy Measure 6.2 of *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP3.7; WAPC 2015).

This BMP addendum has been prepared to accompany the proposed Structure Plan Amendment and address strategic planning requirements under Policy Measure 6.3 of SPP3.7 in accordance with the Guidelines.

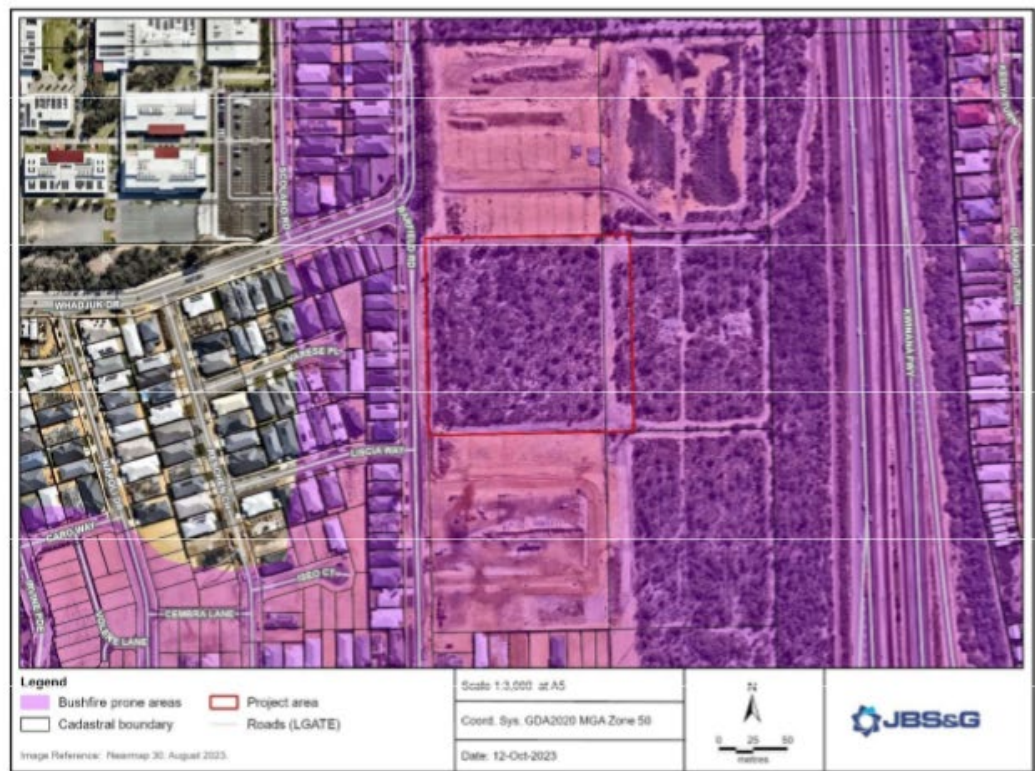
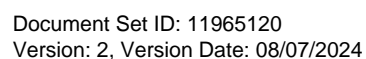


Plate 1: Designated bushfire prone status of the project area (DFES 2021)





1.3 Bushfire assessment results (assessment inputs)

1.3.1 Vegetation classification

JBS&G assessed vegetation classifications and exclusions within the project area and adjacent 150 m (i.e. the assessment area) through on-ground verification on 12 June 2018, 15 May 2019, 23 July 2020, 12 October 2021, 17 May 2022 and 7 September 2022 to support previous BMPs and BAL certification processes.

Vegetation classifications have been assigned in accordance with *AS 3959—2018 Construction of Buildings in Bushfire-Prone Areas* (AS3959; SA 2018) and the *Visual Guide for Bushfire Risk Assessment in Western Australia* (DoP 2016). Georeferenced site photos and a description of the vegetation classifications and exclusions are contained in Figure 3 and Appendix 2 of the previous Structure Plan Amendment BMP for Vivente Estate (Strategen-JBS&G 2020a), as well as Figure 1 and Appendix B of the BAL Compliance Report for Stage 4 Vivente Estate (Strategen-JBS&G 2020b). Vegetation classification results are outlined in Table 1 and Figure 2 for existing pre-development conditions; and Table 2 and Figure 3 for anticipated post-development conditions.

Site and desktop observations indicate that where vegetated, the project area and adjacent 150 m comprises consistent coverage of Class D scrub containing a predominant banksia/sheoak fuel profile between 2–6 m in height over a low shrub understorey. Vegetation previously classified as Class B woodland under the Strategen-JBS&G (2020a) BMP has been updated to Class D scrub, which is a more accurate representation of the vegetation and potential bushfire behaviour in accordance with current AS3959–2018 methodology.

The area of non-vegetated and low threat managed land excluded under Clauses 2.2.3.2 (e) and (f) has also been updated throughout the assessment area to reflect current on-ground conditions and the latest clearing/earthworked extent adjacent to the project area, particularly to the north and south.

1.3.2 Effective slope

Effective slope under classified vegetation was assessed through on-ground verification on 12 June 2018, 15 May 2019, 23 July 2020, 12 October 2021, 17 May 2022 and 7 September 2022 in accordance with AS 3959. Results were cross referenced with DPIRD 2m contour data.

Effective slope under classified vegetation was assessed to be downslope (>0–5°) to the east and southeast of the project area, associated with a gradual incline from Kwinana Freeway to the site; and flat/upslope to the north and northeast.

Effective slope results are outlined in Table 1 and Figure 2 for existing pre-development conditions; and Table 2 and Figure 3 for anticipated post-development conditions.

1.3.3 Pre-development inputs

A summary of the assessed pre-development classified vegetation, exclusions and effective slope within the project area and adjacent 150 m are listed in Table 1 and illustrated in Figure 2.

**Table 1: Summary of pre-development vegetation classifications/exclusions and effective slope**

Vegetation plot	Vegetation classification	Effective slope	Comments
1	Class D Scrub	Downslope >0–5°	Continuous banksia/sheoak fuel profile 2–6 m high over low shrubs to the east and southeast of the project area.
2	Class D Scrub	Flat/Upslope (0°)	Continuous banksia/sheoak fuel profile 2–6 m high over low shrubs to the north and northeast of the project area.
3	Excluded – Non-vegetated and Low threat (Clause 2.2.3.2 [e] and [f])	N/A	Existing non-vegetated land (i.e. buildings, roads, footpaths, sealed areas, mineral earth, etc) and low threat managed vegetation (i.e. urban street verges, managed turf, managed gardens, managed POS, etc).

1.3.4 Post-development inputs

A summary of the expected post-development classified vegetation, exclusions and effective slope within the assessment area are listed in Table 2 and illustrated in Figure 3.

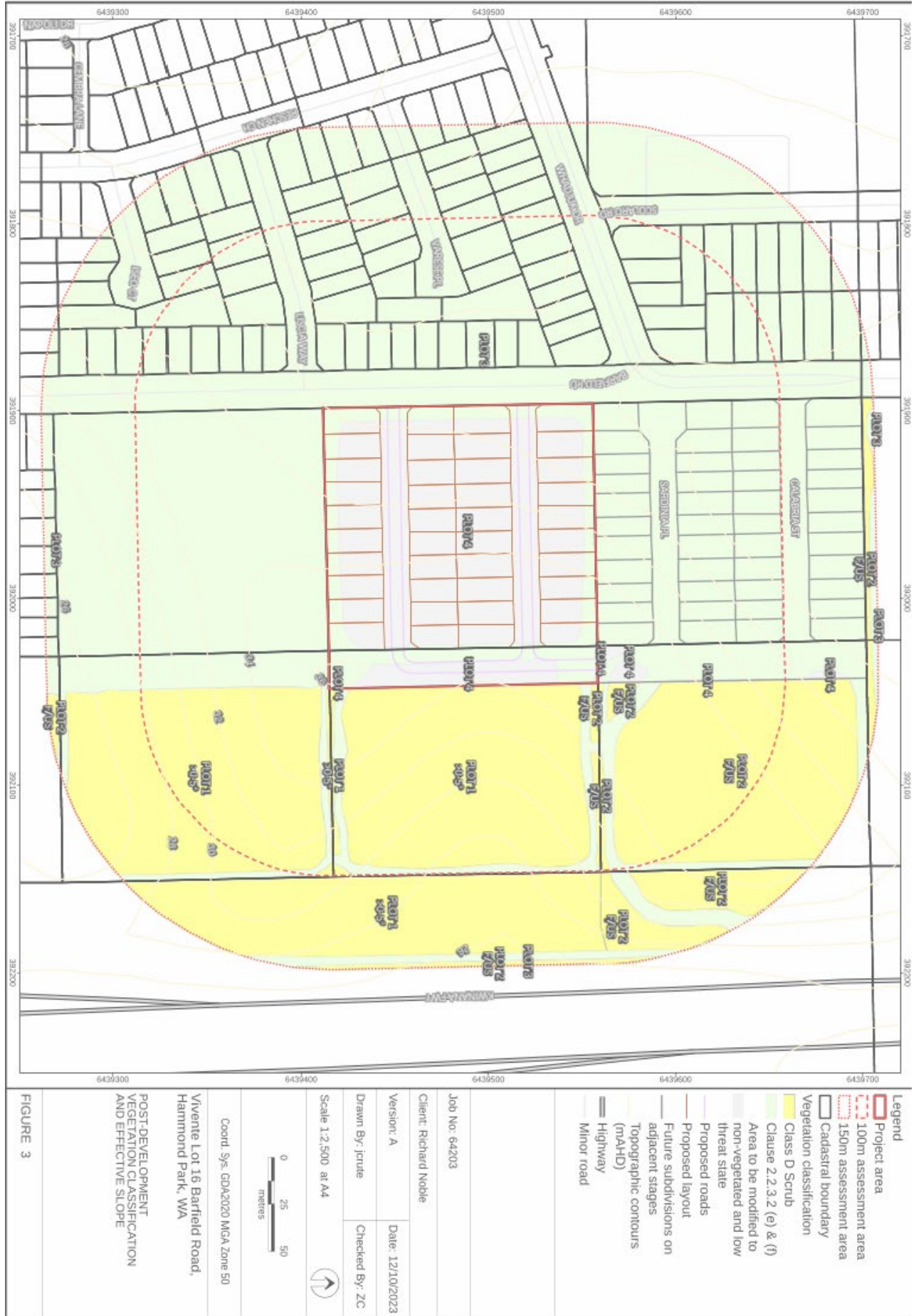
The entire project area and adjacent north Stage 10 area (currently being constructed) is expected to be modified to a non-vegetated/low threat managed state in accordance with Clauses 2.2.3.2 (e) and (f) to facilitate the proposed urban built footprint as per the indicative subdivision concept (Figure 1).

Vegetation classifications and exclusions for all land external to the project area are expected to remain as per pre-development conditions.

Table 2: Summary of post-development vegetation classifications, exclusions and effective slope

Vegetation plot	Vegetation classification	Effective slope	Comments
1	Class D Scrub	Downslope >0–5°	Continuous banksia/sheoak fuel profile 2–6 m high over low shrubs to the east and southeast of the project area.
2	Class D Scrub	Flat/upslope (0°)	Continuous banksia/sheoak fuel profile 2–6 m high over low shrubs to the north and northeast of the project area.
3	Excluded – Non-vegetated and Low threat (Clause 2.2.3.2 [e] and [f])	N/A	Existing non-vegetated land (i.e. buildings, roads, footpaths, sealed areas, mineral earth etc) and low threat managed vegetation (i.e. urban street verges, managed turf, managed gardens, managed POS, etc).
4	Excluded – Non-vegetated and Low threat (Clause 2.2.3.2 [e] and [f])	N/A	Areas within the project area and adjacent north Stage 10 area that are to be modified to a non-vegetated/low threat managed state as part of proposed development.







1.4 Bushfire assessment results (assessment outputs)

1.4.1 Bushfire Hazard Level (BHL) assessment

Pre-development vegetation extents have been assigned a bushfire hazard level in accordance with the methodology detailed in Appendix 2 of the Guidelines, as outlined in Table 3.

Table 3: BHL assessment results

Bushfire hazard level	Characteristics*
Extreme	<ul style="list-style-type: none"> Class A Forest Class B Woodland (05) Class D Scrub Any classified vegetation with a greater than 10° slope.
Moderate	<ul style="list-style-type: none"> Class B Low Woodland (07) Class C Shrubland Class E Mallee/Mulga Class G Grassland, including sown pasture and crops Class G Grassland: Open woodland (06), Low open woodland (08), Open shrubland (09) Vegetation that has a low hazard level but is within 100 metres of vegetation classified as a moderate or extreme hazard, is to adopt a moderate hazard level.
Low	<ul style="list-style-type: none"> Low threat vegetation may include areas of maintained lawns, golf courses, public recreation reserves and parklands, vineyards, orchards, cultivated gardens, commercial nurseries, nature strips and windbreaks Managed grassland in a minimal fuel condition (insufficient fuel is available to significantly increase the severity of the bushfire attack). For example, short-cropped grass to a nominal height of 100 millimetre Non-vegetated areas including waterways, roads, footpaths, buildings and rock outcrops.

*Vegetation classifications from AS 3959-2018 Table 2.3.

1.4.1.1 Pre-development BHL

JBS&G has mapped the pre-development BHLs within the project area and adjacent 150 m wide assessment area. The BHLs have been assessed on the basis of the vegetation discussed in Section 1.3.3 (i.e. the current pre-development extent of vegetation within and surrounding the project area).

The pre-development BHL assessment (refer to Figure 4) indicates that based on the existing vegetation extent, the project area contains land with Moderate and Extreme BHLs.

1.5 Post-development Bushfire Attack Level (BAL) Contour Assessment

Figure 1 depicts an indicative subdivision concept with a proposed lot layout and internal road network within the project area. Therefore, JBS&G has undertaken a BAL contour assessment for the project area in accordance with the expected post-development conditions discussed in Section 1.3.4 and Method 1 of AS 3959 (refer to Figure 5). The Method 1 procedure incorporates the following factors:

- state adopted FDI 80 rating
- vegetation classification
- effective slope
- distance maintained between proposed development areas and the classified vegetation.

The BAL rating gives an indication of the level of bushfire attack (i.e. the radiant heat flux) that may be received by proposed development and subsequently informs the standard of building construction and/or setbacks required for proposed habitable development to potentially withstand such impacts and deliver compliance with relevant bushfire protection criteria of the Guidelines.



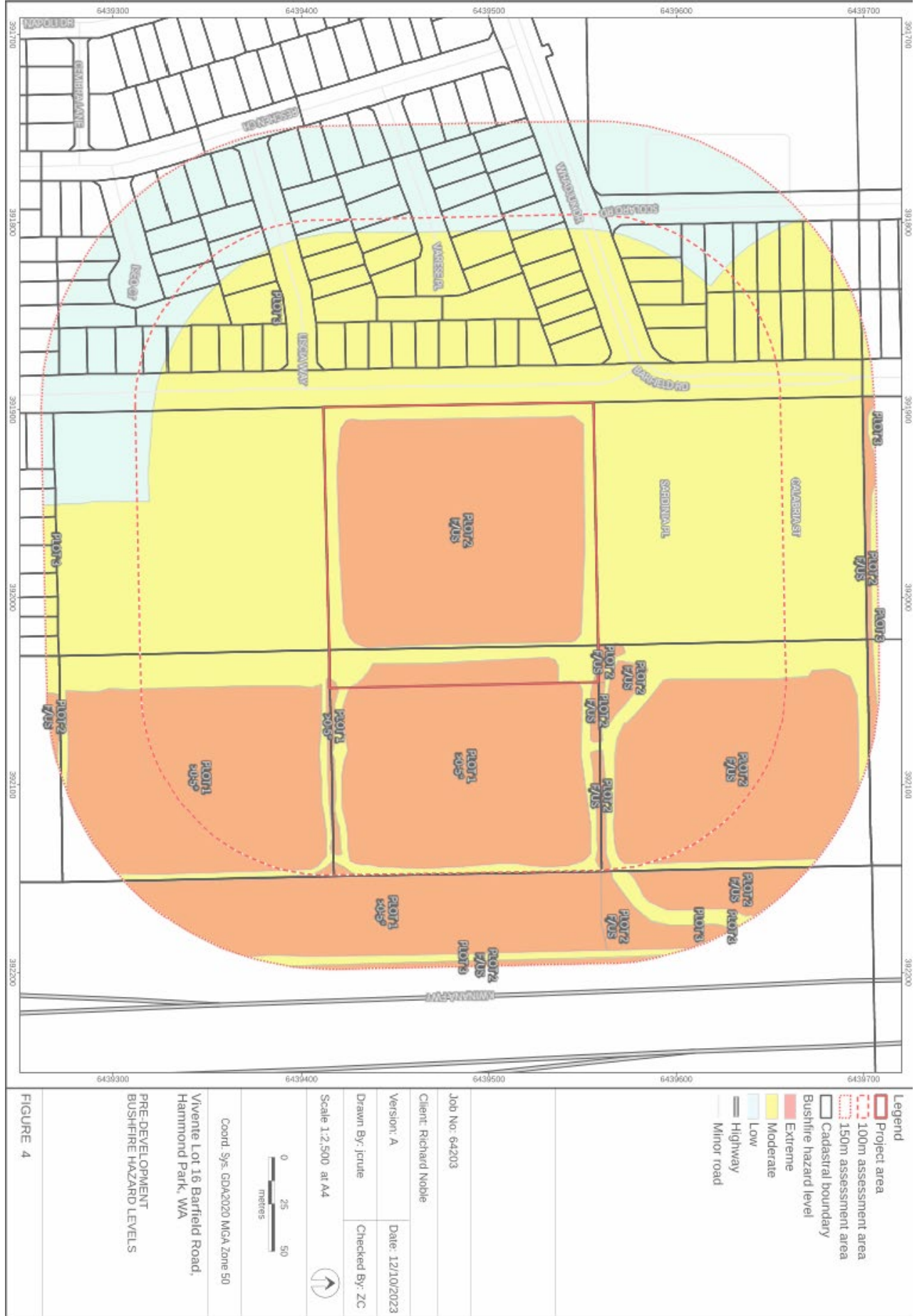
The BAL contours depicted in Figure 5 are based on:

- the vegetation classifications and effective slope observed during the various site inspections undertaken to capture current on-ground conditions
- the expected post-development vegetation extent in consideration of the areas to be modified to a non-vegetated/low threat managed state in accordance with the indicative subdivision concept in Figure 1.

Results of the BAL contour assessment are detailed in Table 4 and illustrated in Figure 5. The determined worst-case BAL impact to proposed habitable development within the project area is BAL-29, which is an acceptable rating in accordance with SPP3.7 and Guidelines requirements.

Table 4: Post-development BAL contour assessment results

Method 1 BAL determination				
Vegetation plot	Vegetation classification	Effective slope	Separation distance	Highest BAL
1	Class D Scrub	Downslope >0–5°	20 m	BAL-29
2	Class D Scrub	Flat/upslope (0°)	20 m	BAL-19
3	Excluded – Non-vegetated and Low threat (Clause 2.2.3.2 [e] and [f])	N/A	N/A	N/A
4	Excluded – Non-vegetated and Low threat (Clause 2.2.3.2 [e] and [f])	N/A	N/A	N/A





1.6 Assessment against bushfire protection criteria

1.6.1 Compliance with Elements 1-4

Compliance with Elements 1-4 of the bushfire protection criteria of the Guidelines (Version 1.4) will be demonstrated by meeting the acceptable solutions, as detailed in Table 5.

Table 5: Compliance with the bushfire protection criteria of the Guidelines (Elements 1-4)

Bushfire protection criteria	Performance Principle	Method of compliance Acceptable solutions	Statement of development compliance	Compliance achieved
Element 1: Location	Performance Principle P1 The strategic planning proposal, subdivision and development application is located in an area where the bushfire hazard assessment is or will, on completion, be moderate or low, or a BAL-29 or below, and the risk can be managed. For a moderate development in areas where BAL-29 or below, BAL-FZ applies, demonstrating that the risk can be managed to the satisfaction of the decision-maker.	A1.1 Development location The strategic planning proposal, subdivision and development application is located in an area that is not a bushfire hazard, or is subject to either a moderate or low bushfire hazard level or BAL-29 or below.	The development BAL contour map (see Figure 5) demonstrates that the project area will, on completion, be subject to BAL-29 or lower for all proposed lots.	✓
Element 2: Siting and design	Performance Principle P2 The siting and design of the strategic planning proposal, subdivision or development application, including roads, paths and landscaping, is appropriate to the level of bushfire threat that applies to the site. The proposal incorporates a defensible space and significant reduction to the bushfire risk at the building surface thereby minimising the bushfire risk to people, property and infrastructure, including compliance with AS 3958, if appropriate.	A2.1 Asset Protection Zone Every habitable building is surrounded by, and every proposed lot can achieve, an APZ depicted on submitted plans, which meets the requirements set out in Schedule 1.	None of the proposed lots are to be adjacent to classified vegetation so it is expected that no formal Asset Protection Zones (APZs) or APZ setbacks will be required and that all proposed lots will be able to achieve a 10m or greater from light-ignition low forest separation provided in line with the proposed subdivision concept plan, including a provision of a 20m wide road reserve to the east of proposed lots within the project area, consistent with Stage 20 Structure Plan provisions related to the project area. Any land to be modified to a low threat state as part of proposed development is to comply with Schedule 1 APZ standards of the Guidelines, refer to Attachment B. All proposed public roads will be constructed to the technical requirements of the Guidelines (i.e. street width, kerbs and footpaths) and in accordance with relevant forestry, storm and local government requirements.	✓
Element 3: Vehicular access	Performance Principle P3 The design and capacity of vehicular access and egress is to provide for the community to be able to evacuate the site before a bushfire arrives at the site, allowing emergency services personnel to attend the site and/or hazard vegetation.	A3.1 Public roads The minimum requirements under this acceptable solution are applicable to all accesses and existing public roads. Public roads are to meet the minimum technical requirements in Table 6, Column 1. The trafficable (carrageway/pavement) width is to be in accordance with the relevant class of road or the local government standards for Subdivided Development (IPWS Subdivision Guidelines). Usable lengths of roads, street frontages and/or any applicable standards for the local government area. A3.2a Multiple access roads Public road access is to be provided in two different directions to at least two different suitable destinations with an all-weather surface, two-way access. If the public road access to the subject site via a no-through road which cannot be avoided due to demonstrated site constraints, the road access is to be a maximum of 200 metres from the subject lot's boundary to an intersection where two-way access is provided. The no-through road may exceed 200 metres if it is demonstrated that an alternative access, including an emergency access way, cannot be provided due to site constraints and the following requirements are met: <ul style="list-style-type: none">the no-through road travels towards a suitable destination; andthe balance of the no-through road, that is greater than 200 metres from the subject site, is subject to either BAL-LDW, or is within a residential built-out area (Figure 23).	The project area forms an extension to the existing Vuente Estate and does not include any development design, two separate access connections will be provided to the surrounding public road network. These connections will meet two-way access points to Barfield Road to the west, which provides broader access to Russell Road in the north and Rowley Road in the east. Additional access/egress points to Stage 10 is also proposed as a future road reserve. Rowley Road provides broader access to multiple suitable destinations via Kwinana Freeway to the east of the development. The proposed internal access provisions will prevent any permanent no-through roads.	✓

Building protection criteria	Performance Principle	Method of compliance: Acceptable solutions	Statement of development compliance	Compliance achieved	
	A3.2b Emergency access way Where it is demonstrated that A3.2a cannot be achieved due to site constraints, or where an alternative design option does not exist, an emergency access way can be considered as an acceptable solution. An emergency access way is to meet all the following requirements: <ul style="list-style-type: none">• require a route in Table 6, Column 2;• provide a through connection to a public road;• be no more than 240 metres in length; and• must be signposted and if gated, gates must open the whole width of the road and remain unobscured.	A3.3 Through roads All public roads should be through roads. No through roads should be excluded and should only be excluded as an acceptable solution where: <ul style="list-style-type: none">• it is demonstrated that no alternative road layout exists due to site constraints; and• the no-through road is a minimum length of 200 metres to an intersection providing two way access, unless it satisfies the exemption provisions in A3.2a of this table. A no-through road is to meet all the following requirements: <ul style="list-style-type: none">• requirements of a public road (Table 6, Column 1); and• turn around areas as shown in Figure 24.	A3.4a Perimeter roads A perimeter road is a public road and should be provided for greenfield or built development where 10 or more lots are being proposed (including as part of a staged subdivision), with the aim of: <ul style="list-style-type: none">• separating areas of classified vegetation under AS3559, within adjoining the subdivision from the proposed lot(s); and• removing the need for battle-axe lots that back onto areas of classified vegetation. A perimeter road is to meet the requirements contained in Table 6, Column 1. A perimeter road may not be required where: <ul style="list-style-type: none">• the adjoining classified vegetation is Class 6 or less;• lots are zoned for rural living or equivalent;• it is demonstrated that it cannot be provided due to site constraints; or• a lot(s) have frontage to an existing public road.	Based on fire-fighter development design, no permanent Emergency Access Ways (EAWs) will be required as part of the proposed development, and no EAWs are proposed. Any remaining EAWs required to manage compliance during internal staging of development will be constructed to the technical requirements of the standards (see Attachment C).	✓
	Performance Principle P31 The design of vehicular access and egress provides: <ul style="list-style-type: none">• access and egress for emergency service vehicles while allowing the community to avoid delay;• a defensible space for emergency service personnel on the interface;• between classified vegetation and development sites; and• a clear separation between essential vegetation and the subdivision to reduce the effect of radiant heat that may impact a lot(s).	A3.4b Fire service access route Where proposed lots will be classified vegetation under AS3559, and a perimeter road is not required in accordance with A3.4a, a fire service access route can be considered as an acceptable solution to provide fire-fighter access, where access is not available, to the classified vegetation.	N/A. As previously mentioned, perimeter roads have been provided where required in accordance with acceptable solution A3.1a.	N/A	
	Performance Principle P31a Vehicular access is provided which is: <ul style="list-style-type: none">• access and egress for emergency service vehicles;• defensible space for emergency services.				

Building protection criteria	Performance Principle	Method of compliance: Acceptable solutions	Statement of development compliance	Compliance achieved
	<p>Performance Principle PMW</p> <p>Vehicle access is provided which allows emergency service vehicles to directly access all habitable buildings and water supplies and exit the lot without entrapment.</p>	<p>Performance Principle PMW</p> <p>Vehicle access is provided which allows emergency service vehicles to directly access all habitable buildings and water supplies and exit the lot without entrapment.</p>	<p>Performance Principle PMW</p> <p>Vehicle access is provided which allows emergency service vehicles to directly access all habitable buildings and water supplies and exit the lot without entrapment.</p>	<p>Performance Principle PMW</p> <p>Vehicle access is provided which allows emergency service vehicles to directly access all habitable buildings and water supplies and exit the lot without entrapment.</p>

Building protection criteria	Performance Principle	Method of compliance: Acceptable solutions	Statement of development compliance	Compliance achieved
Element 4: Water	No performance principle applies	<p>A4.1 Identification of future water supply</p> <p>Evidence that a reticulated or sufficient non-reticulated water supply for bushfire fighting can be provided at the subdivision and/or development application stage in accordance with the specifications of the relevant water supply authority or the requirements of Schedule 2.</p> <p>Where the provision of a strategic water tank(s) is required, a suitable area within a road reserve or a dedicated lot for the location should be identified, should be identified on the structural plan, to the satisfaction of the local government.</p> <p>A4.2 Provision of water for firefighting purposes:</p> <p>Where a reticulated water supply is proposed or proposed, hydrant connection(s) should be provided in accordance with the specifications of the relevant water supply authority. Where these specifications cannot be met, then the following applies:</p> <ul style="list-style-type: none"> The provision of a water tank(s), in accordance with the requirements of Schedule 2; and Where the provision of a strategic water tank(s) is not viable, then the following requirements apply: <ul style="list-style-type: none"> land to be ceded free of cost to the local government for the placement of the tank(s); the lot or road reserve where the tank is to be located is identified on the plan of subdivision; the lot or road reserve, and fringes, provided in accordance with the requirements of Schedule 2; and a strategic water tank(s) to be located no more than 10 minutes from the subject lot (all legal road speeds). <p>Where a subdivision includes an existing habitable building(s) that is to be retained, a water supply should be provided to this existing habitable building(s) in accordance with the requirements listed above.</p>	<p>Agreements will be made to connect the proposed development to a reticulated water supply via provision of reticulating services from adjacent development lots.</p> <p>N/A. Not applicable to the at-stroke planning stage. Notwithstanding, the proposed development will be connected to a reticulated water supply via extension of services from adjacent development lots in accordance with Water Corporation Design Standards for storm water.</p>	✓
	<p>Performance Principle P4</p> <p>Provide a permanent water supply that is:</p> <ul style="list-style-type: none"> sufficient and suitable for firefighting purposes; constructed from non-corrosible materials (e.g. steel), or able to maintain its integrity throughout its lifetime; and accessible with land access for maintenance and refilling by tankers and emergency service vehicles. 			N/A



1.7 Responsibilities for implementation and management of the bushfire measures

This BMP addendum has been prepared as a strategic guide to demonstrate how development compliance will be delivered at future planning stages in accordance with the Guidelines. Aside from the preparation of future BMPs/addendums to accompany future subdivision applications where appropriate, there are no further items to implement, enforce or review at this strategic stage of the planning process.

Future BMPs/addendums prepared to accompany future subdivision applications are to meet the relevant commitments outlined in this strategic level BMP addendum, address the relevant requirements of SPP 3.7 (i.e. Policy Measure 6.4) and demonstrate in detail how the proposed development will comply with the relevant acceptable solutions of the Guidelines. Future BMPs/addendums prepared to accompany future subdivision applications are to include the following detailed information:

- confirmation of final lot layout in accordance with a plan of subdivision
- confirmation of the anticipated post-development classified vegetation extent, effective slope and separation distances
- confirmation of areas to be modified to a non-vegetated/low threat managed state as part of proposed development to achieve BAL-29 or lower
- confirmation of how BAL management will be addressed during development staging (if required), including management of temporary bushfire hazards resulting from staged clearing (i.e. provision of low threat staging buffers or temporary quarantining of lots where required)
- confirmation of how vehicular access provisions will be addressed during development staging, including demonstration that a minimum of two access routes will be achieved for each stage of development (i.e. provision of public roads in advance and/or temporary compliant access provisions such as no-through roads and EAWs)
- confirmation of reticulated water supply provisions
- provisions for notification on Title for any proposed lots situated within a designated bushfire prone area containing a rating of BAL-12.5 or greater
- compliance requirements with the annual City of Cockburn firebreak notice (see Attachment D)
- compliance assessment against the acceptable solutions of Elements 1–4 of the bushfire protection criteria of the Guidelines
- proposed audit and compliance program outlining all measures requiring implementation prior to lot title and the appropriate timing and responsibilities for implementation.



Should preparation of future BMPs/addendums not be required at the subdivision stage (i.e. in the event where this BMP addendum is considered sufficient to support future subdivision application), then Table 6 has been prepared to drive implementation of all bushfire management works associated with this BMP addendum.

Table 6: Responsibilities for implementation and management of the bushfire measures

Implementation/management table	
Developer – prior to issue of titles	
No.	Implementation action
1	Construct (or have works bonded) the public roads (including any temporary no-through-roads/emergency access ways required as part of internal staging) to the standards stated in this BMP addendum.
2	Construct (or have works bonded) the reticulated water supply to the standards stated in this BMP addendum.
3	Establish the project area and adjacent north Stage 10 to a non-vegetated/low threat managed state in accordance with the requirements of this BMP addendum.
4	Comply with the relevant requirements of the City of Cockburn annual firebreak notice (refer to Attachment D).
5	Prepare a BMP compliance report to demonstrate the relevant bushfire management measures have been implemented to deliver compliance in accordance with this BMP addendum.
Developer – until sale/transfer of lots	
No.	Implementation action
1	Maintain the project area and adjacent north Stage 10 to a non-vegetated/low threat managed state in accordance with the requirements of this BMP addendum.
2	Comply with the relevant requirements of the City of Cockburn annual firebreak notice (refer to Attachment D).
Landowner/occupier – prior to building construction and ongoing	
No.	Implementation action
1	Comply with the relevant requirements of the City of Cockburn annual firebreak notice (refer to Attachment D), including maintenance of cleared/vacant lots in a low threat state.
2	Construct dwellings to the assessed BAL, where required under As3959.

Based on the information contained in this BMP, JBS&G considers the bushfire hazards within and adjacent to the project area and the associated bushfire risks to the proposed development are readily manageable through adoption of standard acceptable solution management responses in accordance with the Guidelines.



1.8 References

Department of Fire and Emergency Services (DFES) 2021, *Map of Bush Fire Prone Areas*, [Online], Government of Western Australia, available from: <https://maps.slip.wa.gov.au/landgate/bushfireprone/>, [21/12/2022].

Department of Planning (DoP) 2016, *Visual guide for bushfire risk assessment in Western Australia*, Department of Planning, Perth.

Standards Australia (SA) 2018, *Australian Standard AS 3959–2018 Construction of Buildings in Bushfire-prone Areas*, Standards Australia, Sydney.

Strategen-JBS&G 2020a, *Bushfire Management Plan Vivente Estate Structure Plan Amendment, including Stages 9 and 10*, report prepared for Gold Estate Holdings Pty Ltd, May 2020.

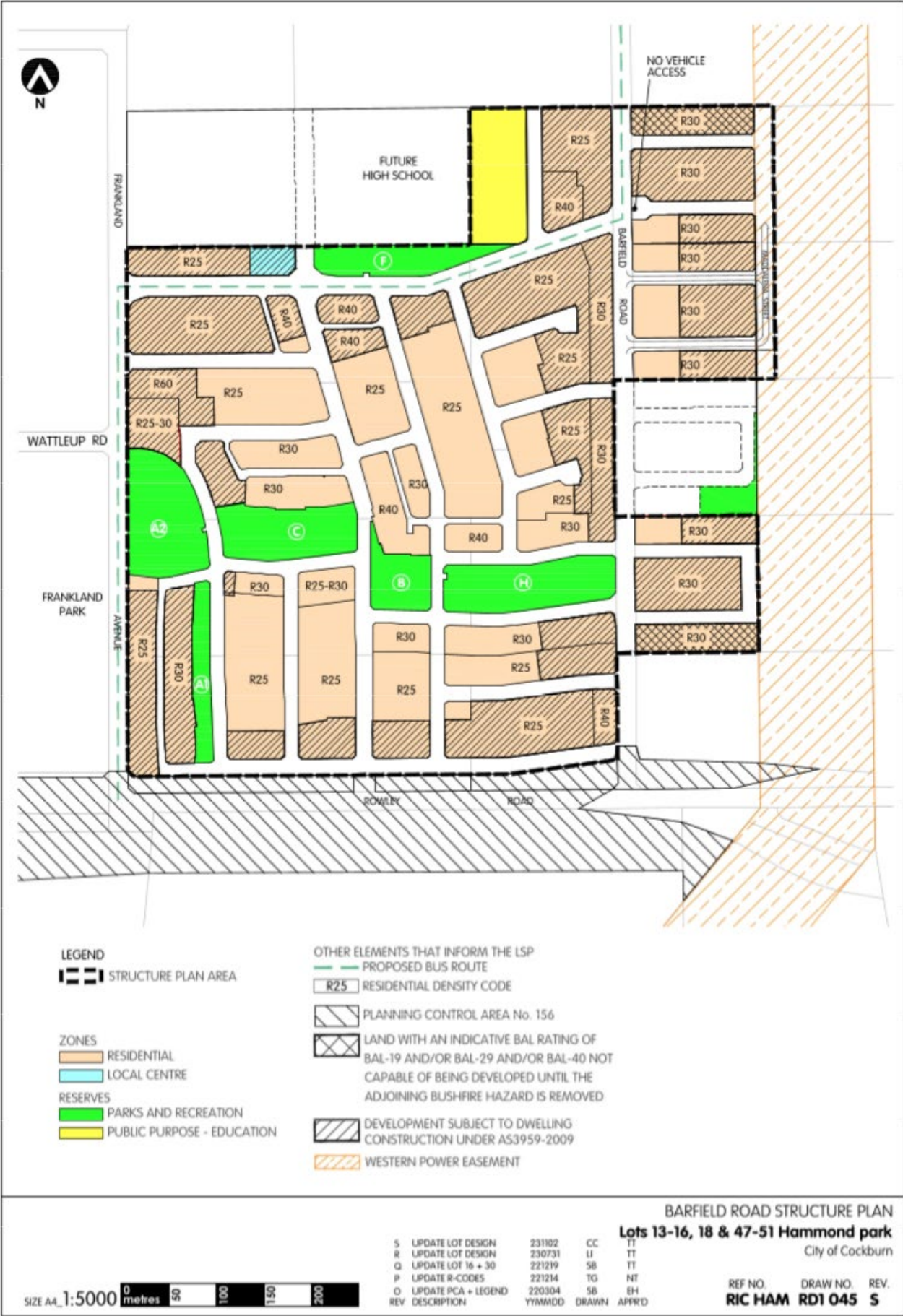
Strategen-JBS&G 2020b, *Bushfire Attack Level (BAL) Compliance Report Stage 4 Vivente, Hammond Park*, report prepared for Gold Estate Holdings Pty Ltd, August 2020.

Western Australian Planning Commission (WAPC) 2015, *State Planning Policy 3.7 Planning in Bushfire Prone Areas*, Western Australian Planning Commission, Perth.

Western Australian Planning Commission (WAPC) 2021, *Guidelines for Planning in Bushfire Prone Areas*, Version 1.4 December 2021, Western Australian Planning Commission, Perth.



Attachment A Barfield Road Structure Plan





Attachment B APZ standards (Schedule 1 of the Guidelines)



Schedule 1: Standards for Asset Protection Zones	
Object	Requirement
Fences within the APZ	<ul style="list-style-type: none"> Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Attachment F of AS 3959).
Fine fuel load (Combustible, dead vegetation matter <6 millimetres in thickness)	<ul style="list-style-type: none"> Should be managed and removed on a regular basis to maintain a low threat state. Should be maintained at <2 tonnes per hectare (on average). Mulches should be non-combustible such as stone, gravel or crushed mineral earth or wood mulch >6 millimetres in thickness.
Trees* (>6 metres in height)	<ul style="list-style-type: none"> Trunks at maturity should be a minimum distance of six metres from all elevations of the building. Branches at maturity should not touch or overhang a building or powerline. Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation. Canopy cover within the APZ should be <15 per cent of the total APZ area. Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to the tree canopy outside the APZ. <p>Figure 19: Tree canopy cover – ranging from 15 to 70 per cent at maturity</p> <p>15% 30% 70%</p>
Shrub* and scrub* (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees.	<ul style="list-style-type: none"> Should not be located under trees or within three metres of buildings. Should not be planted in clumps >5 square metres in area. Clumps should be separated from each other and any exposed window or door by at least 10 metres.
Ground covers* (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs)	<ul style="list-style-type: none"> Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above. Can be located within two metres of a structure, but three metres from windows or doors if >100 millimetres in height.
Grass	<ul style="list-style-type: none"> Grass should be maintained at a height of 100 millimetres or less, at all times. Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.



Schedule 1: Standards for Asset Protection Zones	
Defendable space	Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, but can include ground covers, grass and non-combustible mulches as prescribed above.
LP Gas Cylinders	<ul style="list-style-type: none">• Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building.• The pressure relief valve should point away from the house.• No flammable material within six metres from the front of the valve.• Must sit on a firm, level and non-combustible base and be secured to a solid structure.

Source: *Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)*



Attachment C Vehicular access technical standards of the Guidelines

Acceptable Solution A3.1 – Public Roads

Explanatory Note E3.1

These Guidelines do not prescribe values for the trafficable (carriageway/pavement) width of public roads as they should be in accordance with the class of road as specified in the IPWEA Subdivision Guidelines, Liveable Neighbourhoods, Austroad Standards and/or any applicable standard in the local government area.

The IPWEA Subdivision Guidelines, Liveable Neighbourhoods, Austroad Standards do not prescribe a horizontal clearance. However, it is recommended that a traversable verge is provided to allow for emergency services vehicles to stop and operate on the side of the public road, specifically where the public road may traverse large areas of classified vegetation.

Where local government roads are proposed to be widened by the proponent, they must obtain approval from the local government.

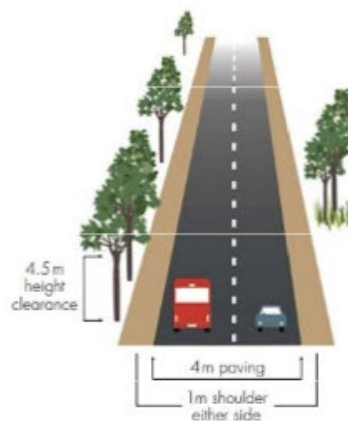


Figure 20: Example of a public road

Source: *Guidelines for Planning in Bushfire Prone Areas* (WAPC 2021)

Acceptable Solution A3.2a – Multiple access routes

Explanatory Note E3.2a

Two-way public road access is public road access from a lot in at least two different directions to two suitable destinations, and provides residents and the community, as well as emergency services, with access and egress from

both the subdivision and individual habitable buildings/development in the event of a bushfire emergency. A single road provides no alternative route if the access becomes congested or is unable to be traversed due to smoke and/or fallen trees during a bushfire.

Two-way public road access applies to access/egress routes leading into a subdivision, as well as those within a subdivision. A road that loops back onto itself does not constitute the option of two different directions.

Two-way public road access should always be the first option. Where the site is not able to achieve two-way access within 200 metres of the lot boundary, due to demonstrated site or environmental constraints, the proponent should identify options for an emergency access way from the subject site to a suitable destination. Where an emergency

access way cannot be provided, the proponent should demonstrate compliance with the performance principle.

Subject sites or proposed lots greater than 200 metres from an intersection, which provides two-way access, do not satisfy the requirement for two-way access unless they meet the provisions which allow for no-through roads greater than 200 metres in A3.2a.

To demonstrate compliance with the performance principle for two-way access, the bushfire planning practitioner may have regard to:

- the extent of the bushfire hazard, location and vegetation classification, the likelihood, potential severity and impact of bushfire to the subject site and the road network;
- time between fire detection and the onset of conditions in comparison to travel time for the community to evacuate to a suitable destination;
- available access route(s) travelling towards a suitable destination; and
- turn-around area for a fire appliance for no-through roads.

A3.3 where cul-de-sacs are used, the maximum length should be no greater than 200 metres. For the lots coloured green, two way access is provided once a vehicle reaches this intersection. Any lot that is coloured grey beyond 200 metres from this intersection is not compliant with A3.3.



Figure 21: Example of compliant and non-compliant two-way

Source: Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)

Acceptable Solution A3.4a – Perimeter roads

Explanatory Note E3.4a

Where a planning proposal includes the creation of 10 or more lots adjacent to each other, which adjoin classified vegetation under AS 3959 with the exception of Class G Grassland, as part of a greenfield development or large urban infill site, hazard separation and defensible space should be provided in the form of a perimeter road. Greenfield is 'undeveloped or minimally developed areas that have been identified for urban development'; and urban infill is 'the redevelopment of existing urban areas at a higher density than currently exists'. The creation of 10 or more lots includes cumulative subdivision applications where the subdivision application may be part of a staged subdivision.

A perimeter road should be in accordance with the class of road as specified in the IPWEA Subdivision Guidelines, Liveable Neighbourhoods, Austroad Standards and/or any applicable standard in the local government area as per the requirements of a public road in Table 6, Column 1.

As the road is likely to function as a key neighbourhood distributor, or similar, consideration should be given to the provision of additional width to allow for emergency services vehicles to stop and operate on the side of the perimeter road, whilst simultaneously providing for the evacuation of the community (Figure 20).

When designing a strategic planning proposal and/or subdivision, creating a large setback between classified vegetation and proposed lots with a perimeter road, and orientating habitable buildings to front onto (rather than back onto) areas of vegetation has many benefits, including:

- passive surveillance;
- defensible space for firefighting and emergency management purposes;
- reducing the potential radiant heat that may impact a habitable building in a bushfire event;
- reducing the need for battle-axe lots; and
- unconstrained public access/egress for the community in the event of a bushfire.

In developments where no perimeter road exists, property defence in a bushfire event is difficult and can be impossible. Where proposed lots have frontage to an existing public road and abut the hazard at the rear or side, it may be an undesirable planning outcome to create lots which front the existing public road and back onto a perimeter road. In this instance, consideration should be given to a fire service access route. Refer to E3.4b.



Figure 25: Example of a perimeter road

Source: *Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)*



Acceptable Solution A3.2b – Emergency access way

Explanatory Note E3.2b

An emergency access way is not a preferred alternative to through public road access and should only be considered acceptable where it has been demonstrated that it will provide the safety and performance needs of emergency services and the community, including consideration for future needs, and that public road access to satisfy A3.2a cannot be achieved due to site constraints, such as an established road network with no opportunity to provide a public road for secondary access. Acceptance of an emergency access way should also consider the ability to accommodate reasonable worst-case vehicle volumes.

The principle function of the emergency access way is to provide a contingency (second) community evacuation route and simultaneously provide access for emergency services, in the event of a bushfire emergency. Where an emergency access way traverses classified vegetation, which has the potential to create a bushfire hazard, an emergency access way performs the secondary function of providing access by emergency services to this vegetation.

Emergency access ways should connect to a public road to allow alternative two-way through access. An emergency access way should not exceed 500 metres in length as they may not be as safe for road-use due to not being designed or constructed to the full requirements of a public road and may present uncertainties to emergency service personnel and the public as they are not part of the daily road network and not identified on Maps.

Permanent public emergency access way

An emergency access way can be provided as either a public easement in gross or a right-of-way. In both approaches, the management of the emergency access way is by the local government as the grantee of the easement or management body of the right-of-way. The proponent must obtain written consent from the local government that the local government will accept care, control and management of the easement or right-of-way; this must be provided to the decision-maker prior to granting planning approval. The approach taken is at the discretion of the decision-maker and/or the local government and is also dependent on whether the land is to remain in private ownership or be ceded to the Crown. Consultation with Land Use Management at the Department of Planning, Lands and Heritage should also be considered if the land is to be ceded to the Crown or if the local government is uncertain of which approach to take.

If the emergency access way is provided as an easement, it should be provided as a public easement in gross under sections 195 and 196 of the Land Administration Act 1997 in favour of the local government and/or public authority, to ensure accessibility for emergency services and the public at all times. To be provided as a right-of-way the emergency access way should be vested in the Crown under section 152 of the Planning and Development Act 2005 as a right-of-way and such land to be ceded free of cost and without any payment or compensation by the Crown. If gates are used to control traffic flow during non-emergency periods, these will be managed by the local government and must not be locked. Gates should be double gates wide enough to access the full pavement width and accommodate Type 3.4 fire appliances with the design and construction to be approved by the relevant local government.

Temporary public emergency access way

A temporary emergency access way may be proposed to facilitate the staging arrangements of a subdivision. The provision of two public roads may not be possible in the first stage of the subdivision and an emergency access way can be provided as an interim access route until the second public road is developed and gazetted in a subsequent stage of the subdivision (see figure 22). The emergency access way should be provided in the same manner as a permanent emergency access way, but it should be removed from the certificate of title once the public road is developed and gazetted. Where an emergency access way is proposed as an alternative to a public road, the Bushfire Management Plan should provide thorough justification for its use.

Restricted public emergency access way

There may be some instances where a restricted emergency access way is proposed as a performance principle based solution where access is only available to the public in the event of a bushfire emergency. This option can only be considered where the local government or Main Roads WA have advised that vehicular access on the emergency access way is not allowed during non-emergency periods, as it provides an additional thoroughfare and entry point on a local or State road. In this scenario, the emergency access way can be provided as an easement under section 195 of the Land Administration Act 1997, as public access in the event of a bushfire emergency or vested in the Crown as a reserve under section 152 of the Planning and Development Act 2005. Such land is to be ceded free of cost without any payment or compensation by the Crown. The proponent must obtain written consent from the local government that the local government will accept care, control and management of the proposed reserve and agree to the terms of the Management Order Conditions (if applicable); this must be provided to the decision-maker prior to granting planning approval.

The purpose of the reserve should be for a public purpose specified in the condition related to the subdivision, for example for emergency access only, or for emergency access and recreation. A reserve for emergency access and recreation can optimise the land-use as a dual purpose where it provides vehicular access in the event of a bushfire

Acceptable Solution A3.2b – Emergency access way

Explanatory Note E3.2b

emergency, but can be accessed by the public (on foot) on a day-to-day basis as a recreation link. Appropriate signage can ensure the general public is aware of the purpose of the reserve. The approach taken is at the discretion of the decision-maker and/or local government.

Right-of-carriageway emergency access way

There may be some instances where a right-of-carriageway easement is proposed as a performance principle-based solution. This may be where particular landowner(s) and emergency services, but not the public, require access over a neighbouring lot(s). A right-of-carriageway easement should be provided under section 195 of the Land Administration Act 1997. The easement is to provide alternative access for the particular landowner(s) in the event of a bushfire emergency and not for use by the public. In this scenario, support will be necessary from the adjoining lot owner(s). The easement is to be granted to the local government and it is to agree with the landowner on the arrangements of the management of the easement area by deed. These management arrangements will be at the discretion of the local government. If gated, the easement area can be locked to restrict day-to-day vehicular access.

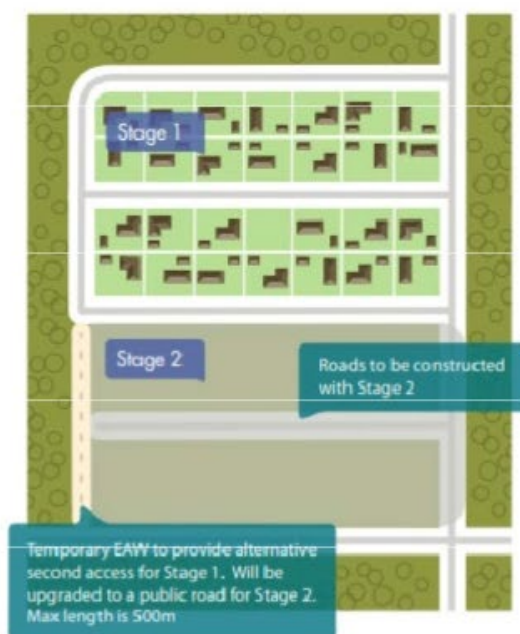


Figure 22: Example of an emergency access way

Source: Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)

Acceptable Solution A3.3 – Through roads

Explanatory Note E3.3

In bushfire prone areas, a proposed structure plan or subdivision that incorporates no-through roads should be avoided because they do not provide a connected and legible design that allows for easy access and egress by the community, residents and emergency services in the event of a bushfire. No-through roads also reduce the options available for access and egress in the event of a bushfire emergency.

There will however be situations where a subject site is accessed via an existing or proposed no-through road and alternative access cannot be provided. In these situations, the proponent should demonstrate to the decision-maker, that all efforts have been made with the local government and/or adjoining landowners to secure alternative public road access or an emergency access way and that a redesign has been explored. The bushfire planning practitioner may need to develop a performance principle-based solution or address the non-compliance and demonstrate to the decisionmaker why discretion should be exercised in accordance with section 2.6 of these Guidelines.

No-through roads will only be considered an acceptable solution where it is demonstrated by the proponent, to the satisfaction of the decision maker, that a no through-road cannot be avoided due to site constraints. For example, the internal road design of a structure plan or subdivision where site constraints, such as a water body or Bush Forever, prevent the ability to create a through-road and a no through road may be a more appropriate road layout.

No-through roads should be a maximum of 200 metres from the lot(s) boundary to an intersection where two-way access is provided and may only exceed 200 metres if it meets the provisions which allow for no-through roads greater than 200 metres in A3.2a.

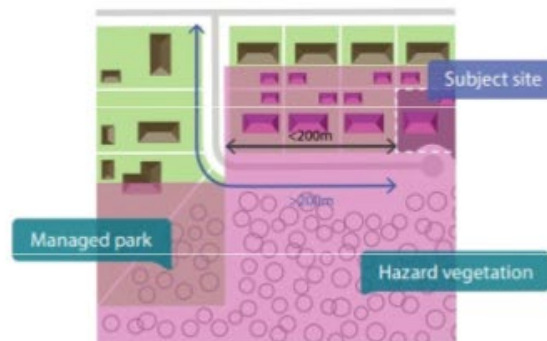


Figure 23: Example of a site on a nothrough road greater than 200 metres from the intersection, but within 200 metres of BAL-LOW

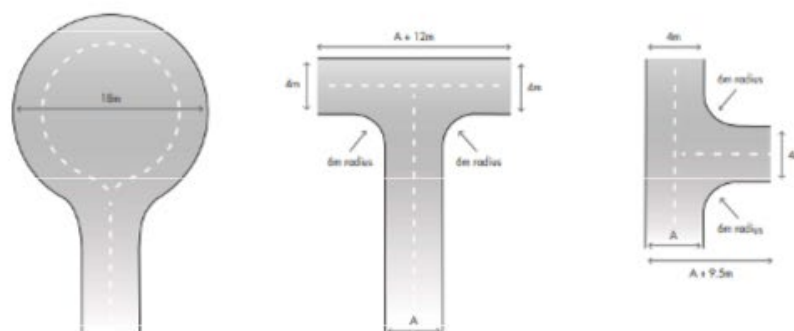


Figure 24: Turn-around area dimensions for a nothrough road

Source: Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)



Technical requirement	1	2	3	4
	Public road	Emergency access way ¹	Fire service access route ¹	Battle-axe and private driveways ²
Minimum trafficable surface (m)	In accordance with A3.1	6	6	4
Minimum horizontal clearance (m)	N/A	6	6	6
Minimum vertical clearance (m)	4.5	4.5	4.5	4.5
Minimum weight capacity (t)	15	15	15	15
Maximum grade unsealed road ³	As outlined in the IPWEA Subdivision Guidelines	1:10 (10%, 6°)	1:10 (10%, 6°)	1:10 (10%, 6°)
Maximum grade sealed road ³		1:7 (14.3%, 8°)	1:7 (14.3%, 8°)	1:7 (14.3%, 8°)
Maximum average grade sealed road		1:10 (10%, 6°)	1:10 (10%, 6°)	1:10 (10%, 6°)
Minimum inner radius of road curves (m)		8.5	8.5	8.5

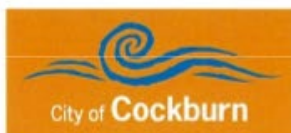
¹ To have crossfalls between 3 and 6%

² Where driveways and battle-axe legs are not required to comply with the widths in A3.5 or A3.6, they are to comply with the Residential Design Codes and Development Control Policy 2.2 Residential Subdivision

³ Dips must have no more than a 1 in 8 (12.5% -7.1 degree) entry and exit angle.



Attachment D City of Cockburn Fire Control Notice



I want to... Updates (4)



⌘ Aboriginal and Torres Strait Islander people are warned that this website may contain image and voices of deceased persons.

Fire Control Order

Find on this page

» City of Cockburn Fire Control Order (May 2018)
» All property (vacant or developed) –less than 4,047m2
» All property (vacant or developed) – 4,047m2 or greater
» Firebreak specifications
» Additional works
» Fire Control Order variations
» Burning
» Penalties
» Terms and definitions
» More information and contact

City of Cockburn Fire Control Order - Effective from 10 May 2018

First and Final Notice

Pursuant to *Section 33* of the *Bush Fires Act 1954* owners or occupiers of land situated within the City of Cockburn are required by law to comply with the prescribed Fire Control Order here within.

1. All Property (vacant or developed) - less than 4,047m2



To reduce the fire hazard on your land and to comply with the requirements of this Fire Control Order you are required to:

1.1 Have all flammable materials such as dry grass and weeds slashed, mown or trimmed down by other means to a maximum height of 50mm across the entire property for the duration of this firebreak time; and

1.2 Remove all dead vegetation.

2. All property (vacant or developed) - 4,047m2 or greater



To reduce the fire hazard on your land and to comply with the requirements of this Fire Control Order you are required to:

2.1 Construct a firebreak (as defined within section 3 of this order) immediately inside all external property boundaries, this includes those adjacent to roads, drains, rail reserves and any public open space reserves

2.2 Remove all dead vegetation surrounding and over all habitable structures to a radius of 3 metres except living trees, shrubs, maintained grass and gardens under cultivation.

3. Firebreak Specifications



A firebreak is an area of land cleared of flammable material, installed to minimise the spread or extension of a fire and to provide suitable access for fire fighting vehicles. The standards of a compliant firebreak are as follows:

3.1 A firebreak must be constructed of bare earth, stone, or sealed surfaces and be clear of all flammable materials to create a 3 metre wide trafficable surface

3.2 Maintained grass may occupy a firebreak

3.3 Overhanging branches must be pruned to provide a 4 metre vertical clearance above the full width of the 3 metre firebreak surface

3.4 A firebreak must be a continuous trafficable surface for a fire fighting vehicle, clear of any obstructions and must not terminate in a cul-de-sac (dead end).

4. Additional Works



Regardless of land size and location, the City of Cockburn or its Authorised Officer(s) may require you to undertake additional work(s) on your property to improve access and/or undertake further works where in the opinion of that Authorised Officer(s), these works would be conducive to preventing the outbreak and/or the spread or extension of a fire.

5. Fire Control Order Variations



A variation will be considered where the owner and/or occupiers believe it is impractical to meet the compliance requirements of this Fire Control Order.

Approved structure's occupying a firebreak will not require a variation approval. However, a firebreak will be required to be installed as close as practical around the approved structure.

If approved, variations will be valid in perpetuity, unless a new variation has been approved or the property changes ownership.

The City of Cockburn reserves the right to review, amend or revoke an existing variation in writing at any time. Should a request to vary the Fire Control Order requirements on your property not be approved in writing, this Fire Control Order must be complied with as applicable in its entirety.

If you cannot comply with the above requirements you can complete the online firebreak variation application form.

[Firebreak Variation Application Form](#)

Approved: You must comply with the conditions of the approved variation.

Not approved: You must comply with the requirements of the Fire Control Order.

6. Burning

During the declared prohibited burning time, owners and/or occupiers must not undertake any bush or garden refuse burning activities.

During the declared restricted burning time only, owners and/or occupiers may:

6.1 Apply for a permit to burn the bush for bush fire risk mitigation purposes, by following the conditions imposed on a permit to burn as issued by an Authorised Officer.

6.2 In areas zoned rural by the Metropolitan Region Scheme you may undertake burning of leaves, tree branches, and other dry vegetation in piles no larger than 1m³ in size, without a permit to burn, subject to the following conditions:

6.2.1 No flammable material (other than that being burned) is to be within 5 metres of the fire at any time while the fire is burning

6.2.2 The fire is lit between 6pm and 11pm and is completely extinguished before midnight on the same day

6.2.3 At least one person is present at the site of the fire at all times until it is completely extinguished

6.2.4 When the fire is no longer required, the person ensures that the fire is completely extinguished by the application of water or earth.

During the unrestricted burning time, owners and/or occupiers in areas zoned rural under the Metropolitan Region Scheme may burn garden refuse and set fire to bush on their land without a permit 'To Set Fire To The Bush'. Burning of the bush must be in accordance with all relevant State legislative requirements.

Burning of garden refuse in areas not zoned rural should not be undertaken within the City of Cockburn, unless approved by an Authorised Officer. Burning of household waste is prohibited in all areas of the City of Cockburn.

Burning of household waste is prohibited in all areas of the City of Cockburn.

7. Penalties



Failing to comply with this Fire Control Order will result in a penalty of up to \$5,000. A person in default is also liable whether prosecuted or not to pay the costs of performing the work directed by a City's Authorised Officer.

Any owner and/or occupier who engages a contractor to undertake works on their behalf is responsible to ensure that the works completed meet the requirements of this Fire Control Order.

Term	Definition
Authorised Officer	A person appointed by the City of Cockburn Chief Executive Officer as an authorised person/officer to exercise the powers and duties set out in the Local Government Act 1995, Bush Fires Act 1954 and Local Law(s).
Flammable Material	Any dead or dry grass, vegetation, substance, object, thing or material (except living flora including live and/ or habitat standing trees) that may or is likely to catch fire and burn or any other thing deemed by an Authorised Officer to be capable of combustion.
Maintained Grass	Soil covered land, planted with grasses or other durable plants, maintained green and less than 50mm in height.

Term	Definition
Prohibited Burning Time	The time of each year where it is unlawful to set fire to the bush at any time. This time is normally from 1 December of each year until and including 31 March of the following year. This time may be amended, subject to prevailing seasonal conditions.
Restricted Burning Time	The time of each year where it is unlawful to set fire to the bush without a valid Permit to Set Fire To The Bush issued by an Authorised Officer. This period is normally from 1 April until and including 31 May and from 1 October until and including 30 November of any year. This time may be amended, subject to the prevailing seasonal conditions.
Unrestricted Burning Time	The time of each year where it is lawful to set fire to the bush at any time, in areas zoned rural under the Metropolitan Region Scheme. This time is normally from 1 June until and including 30 September. This time may be amended, subject to the prevailing seasonal conditions.
Firebreak Time	The time of each year where fire hazard reduction works must be maintained as specified in this Fire Control Order. This time is 1 November of each year until and including 15 April of the following year.
Structure	A building, as defined in the Building Codes of Australia (BCA) may be made up of a number of classes if it has a mixed use.



Any Fire Control Order previously published by the City of Cockburn in the Government Gazette or in any Western Australian newsprint is hereby revoked.

By Order of Council

More information and contact

Please contact the City's Fire and Emergency Services for more information on firebreaks and burning permits on 08 9411 3444 or at rangercustomerservice@cockburn.wa.gov.au

Related Pages

-  Fire and Emergency Management
-  Fire Pits

- Prepare your home for Fire Season
- Proposed Prescribed Burning Areas
- Water Suppliers for Fire Fighters
- Cockburn Emergency Management Plans
- Home Emergency Plan

14.1.3 Tree Protection Measures

Executive	A/Director Planning and Sustainability
Author	Senior Strategic Planner
Attachments	1. WALGA Model Tree Protection Local Planning Policy

RECOMMENDATION

That Council:

- (1) CONTINUES to advocate for a State Government lead approach to tree retention in Western Australia to ensure consistency and transparency in the requirements and protection of trees;
- (2) PREPARES a draft local planning policy based on the WALGA model local planning policy for tree protection (including those on the Significant Tree list), tailored for the City of Cockburn to be presented to Council via the Governance Committee, for consideration to adopt for consultation; and
- (3) PREPARES an Amendment to City of Cockburn Town Planning Scheme No.3 to delete clause 4.18 (and any associated provisions) to ensure the local planning scheme does not contain provisions that would conflict with a local planning policy for tree protection.

Background

At the 13 July 2023 Ordinary Council Meeting, Council adopted Scheme Amendment No.158 to update the City's Significant Tree list provisions and introduce Tree Protection Orders (TPOs) as a more robust mechanism.

Council also instructed the City to prepare a further Scheme Amendment for Council's consideration to introduce the need for development approval for the removal, or substantial pruning, for all trees within the City that met certain criteria (such as over a particular height).

Council resolved that a report be presented to Council within 12 months, including an indication of resources to implement such an Amendment (Parts 5 and 6, Item 14.1.1).

The City has since undertaken investigations into potential tree protection measures in the context of decisions made by the Western Australian Planning Commission (WAPC) and Minister for Planning in other local planning schemes.

Officers have also been working with WALGA and the Department of Planning, Lands and Heritage (DPLH) to ensure alignment to other related initiatives and reforms.

The Local Government Urban Forest Working Group Tree Retention Subcommittee produced an issues paper examining the key challenges for Local Governments in retaining trees on private land and street trees.

The issues paper was refined into a series of questions on which legal advice was procured. This information has been used to inform this report in the context of the City of Cockburn.

The State Government have recently advised they will not be introducing measures requiring development approval to remove or prune trees.

Instead, they have committed to developing a new 'Urban Greening Strategy' to promote and enhance tree canopy and greening across the Perth and Peel region.

The 'Urban Greening Strategy' is expected to be finalised by the end of 2024.

Submission

N/A

Report

The purpose of this report is for Council to consider whether to instigate the introduction of broad tree protection measures, considering the resourcing implications and potential alternative approaches available.

Key issues

In most urban areas across Western Australia there has been a decline in canopy cover and much of this loss is on private land.

A drying climate and higher average temperatures are also resulting in a loss of mature trees in bushland and streetscapes, negatively impacting tree canopy.

Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community.

The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover.

Removal of tree canopy can result in a loss of amenity, reduced habitat and increased urban heat.

This cannot be easily regained by planting of new immature replacement trees which are often in more constrained spaces that limit their future contribution to tree canopy.

Mature trees also contribute positively to neighbourhood character, creating green, leafy streetscapes that are valued by the community.

Currently development approval is not required for the removal of trees in the City of Cockburn unless they are included on the 'Significant Tree' list.

Mature trees are frequently removed to accommodate infill development and greenfield subdivision.

Within existing residential areas loss of tree cover is also seen frequently where there is replacement of single dwellings in areas where the coding is unchanged (or where landowners choose not to develop at a higher coding but instead replace the existing single dwelling).

This issue is due to the larger size of replacement dwellings, greater site coverage and changing landowner preferences resulting in the removal of trees.

Community consultation on various City projects such as the Local Planning Strategy, Revitalisation Strategies and Strategic Community Plan has identified loss of mature trees and tree canopy as a concern to the community.

The challenge is determining how to improve the rate of mature tree retention whilst reasonably accommodating development intended by the zoning of land and ensuring infill targets are met.

Current Planning Framework

The City's Local Planning Strategy identifies protection of vegetation as a priority, with the draft Local Planning Scheme No.13 (draft LPS 13) identifying measures to strengthen protection of trees in the 'Rural' and 'Rural Water Protection' ('Resource') zones.

It also identifies additional requirements for street trees and landscaping in commercial and industrial zones to ensure future development contributes to the City's tree canopy cover, and to achieve high quality streetscapes.

Draft LPS 13 was adopted by Council at the 4 April 2024 Ordinary Meeting (Item 14.1.4) and is now awaiting the WAPC's consent to advertise.

Significant Tree list

The City's current framework for protecting Significant Trees originates from the identification of trees with cultural heritage significance in the City's first Local Heritage Survey (the Municipal Heritage Inventory) which was prepared in 1998.

Scheme Amendment No.86 (gazetted 14 September 2012) introduced Clause 4.18 to the Scheme to protect Significant Trees through the requirement for development approval prior to their removal or major pruning.

At the 13 July 2023 meeting, Council adopted Scheme Amendment No.158 to update the City's Significant Tree list provisions and introduce Tree Protection Orders (TPOs) as a more robust mechanism.

The WAPC have indicated they do not support the proposed TPO provisions, and are understood to have recommended retention of existing clause 4.18, with inclusion of

additional requirements, including for landowner consent to be required for nominations for the Significant Tree list.

At the time of writing this report the City is still awaiting a decision by the Minister for Planning on Scheme Amendment No.158.

The purpose of the City's 'Significant Tree' list is to protect trees with cultural heritage value or trees that make an exceptional contribution to amenity by meeting specific Council adopted criteria.

It is not intended to be used to protect trees more broadly. Therefore, should Council seek broader protection for trees this requires another mechanism to do so.

Residential Design Codes (R-Codes)

The R-Codes Volume 1 (2024) applies to all single houses, grouped dwellings and multiple dwellings in areas coded R60 and lower. It sets out the requirement for primary garden areas and deep soil zones, including one small tree for each single or grouped dwelling, and provision of trees for multiple dwellings dependent on the site area.

The R-Codes Volume 1 encourage and incentivise the retention of 'significant existing trees' by offering a reduction in the soft landscaping requirement from 15% to 10% for grouped and single houses.

For multiple dwellings in areas coded R30 to R60; where a significant existing tree is retained on a site that is subject to a development proposal, the average site area may be reduced by 10%.

'Significant existing tree' is defined in the R-Codes as being a healthy viable tree having a height of at least 4m; and/or trunk diameter of at least 160mm, measured 1m from the ground; and/or average canopy diameter of at least 4m.

While these provisions will encourage retention of mature trees, it is unlikely such measures alone will result in significant rates of mature tree protection within infill areas.

Options to protect trees on private land

The City has been advised by DPLH that a Scheme Amendment to introduce the requirement for development approval to remove trees that meet certain criteria (such as a defined size) would not be supported by the WAPC and Minister for Planning.

This is evidenced in the City of South Perth and City of Nedlands where such Scheme provisions have not been supported.

However, the removal of a tree is 'works' that may require development approval if the planning framework clarifies the circumstances in which approval is required to remove a tree.

Clause 61(1) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('Regulations') provides that "works specified in a local planning policy or local development plan that applies to the works as works that do not require development approval" are exempt from requiring development approval.

In this respect, a Local Planning Policy (LPP) could also specify instances where development approval is not required for tree removal (e.g. invasive species or trees under a certain height).

A LPP can therefore identify the circumstances in which the removal of a tree is exempt development, having the effect of requiring development approval if the works are not exempt.

Should Council wish to require Development Approval prior to the removal of trees, a LPP would be the best mechanism to do this.

For a LPP to be effective, clause 4.18 of TPS3 requiring development approval to remove trees on the Significant Tree list would need to be deleted from the Scheme. The LPP would then include the protection of 'Significant Trees'.

This is because if the Scheme specifies circumstances where development approval is required to remove or prune trees, a LPP cannot then specify other circumstances where trees may be subject to the requirement for development approval.

To ensure there is no conflict, it is recommended that a Scheme Amendment be initiated at the same time a LPP is adopted for consultation.

Local Planning Policy approach

A LPP to protect trees would pertinently need to:

- Clearly define what is a 'regulated tree' requiring development approval prior to removal or the undertaking of certain works
- Set out criteria for assessing the proposed removal or works to a prescribed tree.

Introduction of a LPP for tree protection does not mean regulated trees must be retained in perpetuity, rather it triggers the need for Development Approval to enable assessment of the proposed works.

The policy requirements, particularly the criteria for assessing such proposals, are therefore critical to ensure clarity for developers, landowners and the community.

In many circumstances it may be unfeasible to reasonably accommodate the type of development for which the land is zoned whilst retaining a prescribed tree, dependent on its siting, species, size at maturity, and the type of development proposed.

In residential infill situations most sites are in fragmented landownership, with lots between 600m² – 1,000m².

The likelihood of existing large tree(s) being in an appropriate location for retention is low, particularly given the design constraints (i.e. typical site coverage, setbacks, access requirements etc.) for grouped or multiple dwellings on small sites.

Large trees that may be suitable on a larger lot (set away from structures) may not be appropriate set amongst grouped dwellings. They may have an unacceptable negative impact on residential amenity and could pose a structural risk.

This means the rate of retention for regulated trees on infill sites may be low.

Although building footprints for commercial and industrial land uses are often large, there may be potential to retain trees in parking areas and open space. However, depending on the proposed land use and form of development there will be circumstances where tree retention is not feasible.

Notwithstanding the above, introducing the requirement for Development Approval to remove prescribed trees will provide a formal opportunity to discuss whether potential retention and re-design is possible in the context of new development.

The LPP would provide further guidance on how this is considered.

Such measures could work in conjunction with the R-Codes incentives to retain 'existing significant trees' (as specifically defined in the R-Codes) to result in greater retention of mature trees on infill sites.

This requirement would only apply within the areas where the City has development control and would not cover circumstances such as:

- The extent of the Hope Valley Wattleup Redevelopment Act area (which is not subject to the City's TPS 3 or the Metropolitan Region Scheme)
- Development in Regional reserves (such as Main Roads)
- Exempted Public Works
- Where development approval is conferred by the WAPC as part of the subdivision process.

A balanced approach is required whereby tree retention does not have an unreasonable impact on development potential, including dwelling yields to ensure infill targets are met.

The LPP would set out detailed criteria to assess the proposed removal of regulated trees, and the following approach would be reasonable to underpin these criteria:

1. Removal of a tree would only be supported where it is demonstrated to be unfeasible to retain the tree(s) and accommodate the proposed development. In this regard, design changes may be required to retain the prescribed tree(s), including to the size and/or siting of the proposed dwellings or structures, whilst achieving a level of development (such as lot yield for land with a designated R-Code) that would reasonably be anticipated by the zoning of the land.
2. Tree retention is to occur in a manner that is compatible with the new development, with consideration given to compatibility in terms of:

- Ensuring high levels of amenity for proposed and existing dwellings, such as allowing for adequate light
- The appropriateness of the tree species, size (including size at maturity) and siting to ensure its long-term viability, including consideration of the impact on the root zone
- The potential impact of the tree on proposed and existing development, including on adjacent sites, including structures such as fencing and retaining.

WALGA Model Local Planning Policy – Tree Protection

WALGA has developed a model LPP (refer Attachment 1) to establish a policy setting and provisions for regulating trees on private land to reduce uncertainty for decision makers, proponents, and communities.

The WALGA model LPP:

- Clarifies tree removal (or other tree damaging activity) is works requiring development approval.
- Introduces and defines the term ‘regulated tree’ being a living tree that:
 - Is 8m or more in height and/or
 - Has an average canopy diameter of at least 6m; and/or
 - Has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
 - Is of a species that is not included on State or local area weed register.
- Lists the circumstances where tree damaging activity would be exempt from requiring a development approval (i.e. tree does not meet the definition of regulated tree).
- Promotes and facilitates tree preservation at all stages of the planning and development process, including strategic planning proposals and subdivision applications, as well as development applications.

The previous 13 July 2023 Council decision requested consideration of an Amendment to introduce the need for development approval for trees over 4m in height, which at the time aligned with the WALGA discussion paper.

Since then, the WALGA model LPP has included an 8m height criteria for regulated trees, rather than 4m, to align with the R-Codes Volume 2 - Apartments, consistent with the ‘nominal height at maturity’ rate of medium trees.

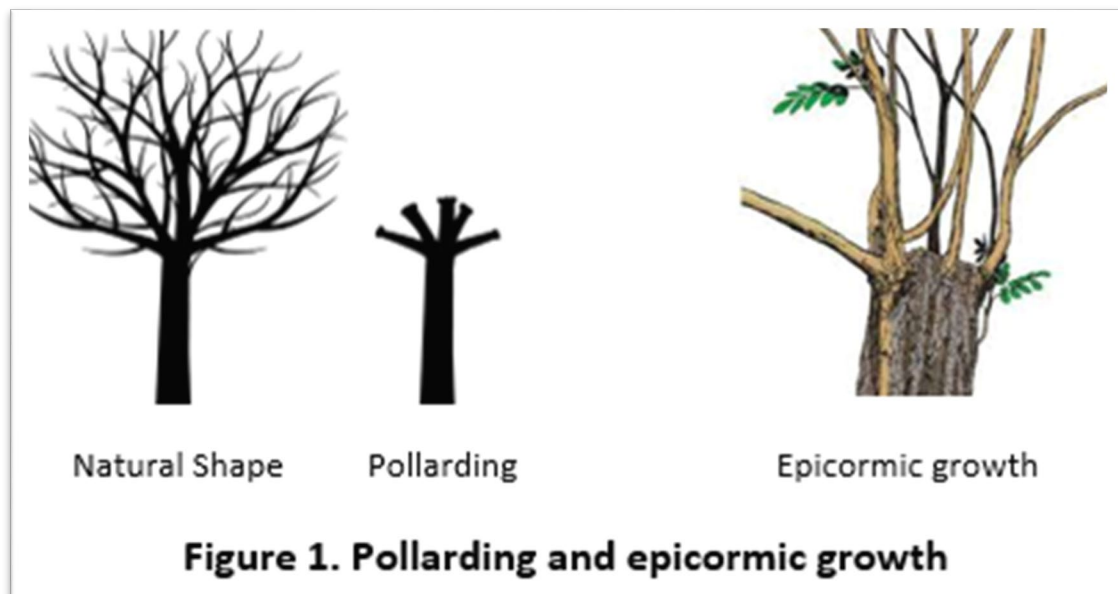
The tree height mapping discussed in the following section includes height strata ranges of 0–3 metres, 3–8 metres, 8–15 metres and 15+ metre.

This means the identified height will need to fall within these height strata ranges, and 4m height cannot be used. It is therefore logical to use the 8m height, consistent with the WALGA approach.

The WALGA model LPP and defined 'regulated trees' provide a sound basis for the preparation of a LPP for tree protection and could be tailored to the City of Cockburn context and be refined further in response to consultation outcomes.

Review of the WALGA model LPP has identified the following key issues that require further consideration, including:

- Clarification regarding the definition of a 'regulated tree', for example whether palm trees should be included if they meet the size requirements, given they are not listed local or state weeds
- Whether circumference size alone is an appropriate criterion
- Clearer criteria for assessing development applications for tree damaging works
- Clarification that *Local Government Act 1995* powers to issue notices (Part 3 – Division 3 – 3.25), specifically around obstructive and/or dangerous tree removal (detailed in Schedule 3.1), should be exempt
- Whether tree damaging activity should include altering roots, given removal of a large amount of structural roots could either kill the tree or cause it to become unsafe
- A requirement to include provisions for the protection of 'Significant Trees'
- Potential expansion of exemptions to encompass removal of epicormic growth to allow pruning for fresh growth and removal of sizeable limbs that have potential to become dangerous; and removal of trees that have been previously pollarded given the high failure rate of limbs (see Figure 1 below).



Required Mapping

Successful implementation of such a LPP requires supporting mapping to identify trees that at a minimum meet the height criteria for regulated trees.

Without such supporting maps it is anticipated there will be many circumstances where it will be too difficult to enforce the requirement and demonstrate a tree met the criteria using only aerial photography and Google Streetview images.

Urban Monitor provides mapped data of the urban tree canopy for the Perth and Peel Regions in Western Australia under the Better Urban Forest program every two years.

Landgate has procured Urban Monitor data for 2024, which was collected in January and is expected to be available towards the end of 2024.

Using four-band aerial imagery, vegetation height has been calculated and reported for each height strata of 0–3 metres, 3–8 metres, 8–15 metres and 15+ metres.

This mapping will be available free of cost on DataWA, with raw data also available free of cost to the City's GIS team for potential integration. Landgate have advised this data will be updated every two years.

It is considered this mapping of tree heights every two years will be sufficient to establish which trees are 8m or greater, which is key criterion for determining 'regulated trees'.

It is recommended any LPP reference this mapping as the basis for determining tree heights for the purposes of the policy.

This would not capture a tree's trunk circumference, therefore it is unlikely to be appropriate for trees to be captured on circumference alone.

The circumference of a tree would also be difficult to prove after removal.

Resources

Additional resources would be required to prepare and implement a LPP for tree protection.

In the first instance, preparation of a draft LPP for Council consideration and subsequent consultation will involve several City departments and extensive public consultation would be required.

The City's local weed register would require review and updating to ensure it encompassed trees intended to be exempt from removal under the LPP.

Table 1 sets out estimated costs to implement a LPP, including staff resources.

It is likely additional staff will be required in Development Services to process development applications, and Development Compliance to process and investigate unauthorised tree works and removal.

Whilst there may be additional revenue generated from Development Application fees and prosecutions, it is anticipated many proposals to remove a regulated tree

will form part of a Development Application for new development (such as grouped dwellings), thereby not incurring a separate additional fee.

Assessment of Development Applications may require input from Environmental Officers and Landscape Officers. In some circumstances arborist, structural engineering and/or legal expertise may be required at the City’s cost, including peer review of proponent reports.

Any prosecutions will incur legal costs and should there be any State Administrative Tribunal (SAT) appeals against Development Application decisions, this will incur legal costs and potential specialist reports.

There will also be increased expectation for officers to promptly attend sites in response to notification that works are underway on trees that may meet the criteria.

It is anticipated the first 12 months of operation would be the most resource intensive as community and stakeholder awareness is established. However, there will be an ongoing requirement for additional resources to manage increased workloads, provide timely site inspections, meet statutory timeframes and ensure provision of good customer service.

Community engagement and education

Engagement on a proposed draft LPP would need to be extensive and City-wide, including landowners, developers, residents and other stakeholder groups to seek broad feedback.

Should a LPP subsequently be adopted by Council and become operational, further engagement and education would be required to ensure widespread knowledge of the new requirements. All landowners, businesses and residents will need to be notified.

Ongoing education and engagement will also be required to ensure new landowners and stakeholders are aware of the requirements given the longstanding presumption in Western Australia that trees on private property can be removed without the need for approval.

The table below provides an overview of anticipated resources to implement a LPP:

TABLE 1: OVERVIEW OF ANTICIPATED REQUIRED RESOURCES		
Development Services		
STAFF RESOURCES		
Administration staff	<ul style="list-style-type: none">• Receipting Development Applications• Processing customer enquiries	Likely within existing staff capacity, to be reviewed dependent upon number of applications received.
Planning officers	<ul style="list-style-type: none">• Providing customer advice• Assessing development application, involvement with SAT appeals and prosecutions	Potential need for 1 additional FTE dependent upon number of applications received, their complexity and ongoing enquiries.
Landscape officer	<ul style="list-style-type: none">• Providing input on Development Applications involving prescribed trees	

OTHER COSTS		
Arborist or Engineering services/reports	May be required to peer review proponent arborist or engineering reports or provide required expertise.	Dependent upon number of applications received and SAT appeals requiring arborist expertise – Estimated between \$5,000-\$15,000 a year (each arborist report costs up to \$5,000).
Legal costs	Costs associated with prosecutions and SAT appeals.	Difficult to anticipate as dependent upon number of prosecutions and/or SAT appeals with each case potentially incurring legal costs of between \$10,000 - \$50,000.
Development Compliance		
STAFF RESOURCES		
Development Compliance Officers	<ul style="list-style-type: none"> Investigating potential unauthorised tree removal/pruning Prosecuting unauthorised works 	Potential need for 2 additional FTEs dependent upon number of applications and their complexity and ongoing enquiries.
Sustainability and Environment		
STAFF RESOURCES		
Environmental officers	<ul style="list-style-type: none"> Providing input on Development Applications involving prescribed trees Reviewing arborist reports Review of local weed register 	Staff currently at capacity, therefore depending upon number of applications received an additional FTE may be required.
Advocacy and Engagement		
STAFF RESOURCES		
Community Engagement officers	<ul style="list-style-type: none"> Requirement for extensive City-wide engagement on draft LPP City-wide engagement and education upon adoption to ensure ongoing awareness of the new requirements 	Likely within existing staff capacity and likely to reduce over time with initial 12 months the most intensive raising awareness of new requirements. May contribute to the need to for additional resources over time.
OTHER COSTS		
Communications materials	<ul style="list-style-type: none"> Leaflets to all landowners/residents: <ul style="list-style-type: none"> Initial engagement to seek comment Subsequent to adoption to ensure widespread awareness of new policy Letters to other stakeholders such as arborists and tree loppers 	<p>\$10,000 + for flyers to properties during advertising and subsequently upon adoption.</p> <p>\$2000 + newspaper ads</p>
INDICATIVE TOTAL YEARLY COSTS: \$615,000		

Based on the above discussion, Table 2 provides an overview of the key benefits of introducing such a LPP to provide statutory protection of trees, balanced against the potential risks.

TABLE 2: KEY BENEFITS AND RISKS OF INTRODUCING STATUTORY PROTECTION FOR REGULATED TREES	
Benefits	Risks
<ul style="list-style-type: none"> • Statutory protection of large mature trees that typically make the most significant social, economic, and environmental benefits to the community. • Greater likelihood of retention of large trees that make a significant contribution to tree canopy cover, particularly sites that are not subject to redevelopment. • Provides opportunity to liaise with landowners and developers to determine whether mature trees can be incorporated into new developments. • Supports valued green, leafy character of neighbourhoods. • Sends a clear message that protection of trees is a priority to the City. • Improved amenity outcomes for occupants of new development where appropriate species of mature trees are retained with an appropriate design response. 	<ul style="list-style-type: none"> • Potential removal of trees in anticipation of policy adoption to de-constrain development sites and avoid new approvals process. • Additional City resources to implement requirements may not be available. • Inherent difficulty in proving a breach has occurred and demonstrating whether the tree was a prescribed tree. • Many trees may not be suitable species/size for retention on grouped housing or development sites (i.e. within close proximity to structures). • A group of trees which collectively provide canopy and other values, individually do not meet the criteria of a prescribed tree. • Policy outcomes may not meet community expectations if tree removal is approved to allow for development where retention is deemed unfeasible. • Policy outcomes may not meet community expectations if very few trees are protected and canopy cover declines. • Additional costs incurred by landowners/developers where a site contains prescribed trees (e.g. arborist report, structural engineers report). • Additional costs and time to develop sites with a retained tree to ensure they are not damaged. • Other methods of tree removal may increase in prevalence, such as poisoning, physical damage and removal of water source.

Alternative approaches and use of resources

Given the resources required to implement this type of LPP, consideration should be given to the potential alternative use of those resources to improve tree retention and achieve the outcomes being sought.

There is an opportunity to increase resources towards new and expanded initiatives and education, as outlined in Table 3. These actions could cost significantly less than those required to introduce statutory requirements for Development Approval

Table 3 below provides a summary of potential key actions and outcomes that could be achieved with increased allocation of resources towards initiatives and education, rather than introducing statutory requirements for Development Approval to remove regulated trees.

TABLE 3: ALTERNATIVE USE OF ADDITIONAL RESOURCES TO SUPPORT URBAN COOLING, HABITATS AND IMPROVED AMENITY		
	Potential actions	Advantages
Education and engagement	<ul style="list-style-type: none"> • Develop and implement new Cockburn-specific program to increase community sentiment and value towards street trees – e.g., adopt a street tree, community bulk planting events. • Education programs to support improved retention of native vegetation and mature trees by improving understanding of the various benefits – environmental, health and wellbeing. • Run upskilling workshops to help retain healthy backyard trees – e.g., pruning, how to recognise and manage common tree pests. • Run specific information sessions and develop information to engage residents on small lots – e.g., trees for small spaces. • Tree ‘adoption’. • Assistance for residents with maintenance tasks (e.g. gutter clearing). 	<ul style="list-style-type: none"> • A proactive, positive approach that encourages the community to value trees, supporting landowner and stakeholder aspirations. • Engenders community ownership of street trees to increase their survival and ensure they thrive. • Educates the community on planting appropriate species for their property to contribute to residential amenity, urban cooling and habitats. • Supports ongoing health of existing mature trees on private property. • City currently runs many of these as part of the WA Tree Festival, however extra funds could enable more promotion at other times of the year.
Expansion of initiatives to encourage additional tree and vegetation planting on private land and verges.	<ul style="list-style-type: none"> • Develop a tree subsidy for larger tree stock, to be planted on private property. • Increase funding for the Native Plant Subsidy Scheme (plants and tree seedlings) – increase the quantity and or the discount offered to residents. • Increase funding towards Waterwise Verge Rebates to incentivise vegetated verges for urban cooling and support healthy street trees. 	<ul style="list-style-type: none"> • Increased uptake from collaborative residents/landowners. • Provides a focus on appropriate species in the context of current and/or proposed development for future tree canopy. Increased funding enables these existing programs to grow in proportion to the City’s expanding population and community needs.
Urban Forest Plan implementation	<ul style="list-style-type: none"> • Dedicate additional resources to implement and monitor progress of the Urban Forest Plan, including an additional FTE. • Increase budget to water newly planted trees to improve survival. • Undertake tree replacement as needed while considering more climate resilient species. 	<ul style="list-style-type: none"> • Improved implementation and progress of the Urban Forest Plan across the organisation. • Improved survival rates of established and newly planted trees and landscaping in the public realm, achieving better value for City-invested money.
INDICATIVE TOTAL YEARLY COSTS: \$190,000		

Alternatively, the City could investigate a subsidy (in the form of a small rate reduction) to properties with a tree 8m+ tall, potentially expanded to those who have planted an approved tree for the purpose of receiving a subsidy.

The approach would require further investigation into where it should apply and what would be an appropriate subsidy.

This requires consideration of the number of potential eligible properties, a number which is not currently known.

This could be easier to implement than a LPP as the tree canopy data could be obtained from DataWA to allow for the tree subsidy to be added to a property and updated every two years.

This approach would provide a financial incentive to retain a tree over 8m and does not discourage people from planting a tree capable of reaching 8m in height.

Conclusion

Mature trees provide significant social, economic, and environmental benefits to the community. Removal of tree canopy can negatively impact valued neighbourhood character and result in a loss of amenity, reduced habitat, and increased urban heat. This cannot be easily regained by planting of new immature replacement trees.

Introducing the requirement for development approval prior to the removal of trees 8m in height and greater could be a valuable mechanism to minimise the removal of mature trees.

A LPP is the best mechanism to achieve this within the current planning framework, based on legal advice received in relation to tree protection.

This requirement will provide the opportunity for the City to have discussions with landowners and developers to determine whether retention of the tree(s) is feasible whilst allowing for a reasonable level of development commensurate with the zoning of the land.

The potential benefits of such a requirement therefore warrants further exploration through preparation of a draft LPP for Council's consideration to adopt for consultation.

This approach would also require a Scheme Amendment to delete current clause 4.18 which sets out the requirement for development approval to remove 'Significant Trees'. The draft LPP would then also include the protection of 'Significant Trees'.

Should Council decide to adopt a draft LPP and Scheme Amendment, extensive consultation would provide the opportunity to formally obtain feedback on such a proposed requirement before Council decide whether to adopt it for final approval.

This will also allow time to appropriately budget for the required resources.

Alternatively, Council could consider allocating additional resources to funding an Urban Forest Planning/Strategic Officer, implementation of actions within the Urban Forest Plan, and additional tree planting incentives and education; or a rate subsidy for landowners of properties with trees over 8m in height.

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.
- Address Climate Change.

City Growth and Moving Around

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

- An attractive, socially connected and diverse built environment.

Listening and Leading

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

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

Budget/Financial Implications

This report has outlined the estimated financial implications of preparing and implementing a LPP for tree protection, and alternative approaches.

Should Council resolve to prepare a draft LPP this will require dedication of additional resources prior to final adoption of the LPP to ensure it can be implemented.

There is no option to reduce the current level of service to accommodate these changes given the impact primarily on a statutory process.

Legal Implications

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

In the current framework a LPP is considered a sound mechanism to trigger development approval for pruning or removal of trees and is supported by legal advice. However, this approach will require the deletion of current references in the local planning scheme to the requirement for development approval to remove significant trees.

This removes the potential conflict between the two planning mechanisms.

The process for preparing and adopting LPPs is set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Community Consultation

The *Planning and Development (Local Planning Schemes) Regulations 2015* set out the statutory requirements for consultation on LPPs. However, this represents the minimum requirements, and for a City-wide significant LPP more extensive consultation will be required to ensure widespread awareness.

Should Council resolve to proceed with a draft LPP, the detail of the consultation would be set out in the report for consideration of the draft LPP, and is likely to include the following:

- Letters to all properties where possible
- Letters to key stakeholders
- Newspaper advertisements
- Comment on Cockburn
- Social media

Risk Management Implications

In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, LPPs must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies. In this context, a LPP for protection of trees is appropriate.

However, it is noted DPLH are in the process of reviewing the manner and scope of LPPs with the possibility of the *Planning and Development (Local Planning Schemes) Regulations 2015* being amended to limit the matters LPPs can address. It is possible this may restrict the use of LPPs to trigger the need for development approval, either specifically for trees or more broadly.

This means there is a risk Council could use resources and undertake extensive consultation to adopt a LPP that is rendered ineffective. Should this occur, Council would need to re-consult with the community and stakeholders to advise them of any pertinent changes which has the risk of creating confusion around the requirements.

Advice to Proponent(s)/Submitters

N/A

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

Nil.

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION**Model Local Planning Policy Tree Retention****1.0 Citation**

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as *Local Planning Policy #.## - **Insert Policy Name***.

2.0 Introduction

Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover.

This policy outlines that the *City/Town/Shire's* recognises the increasing importance of retaining trees and ensures that retention and enhancement of the *City/Town/Shire's* tree canopy cover is considered at all stages of development.

This Policy should be read in conjunction with:

- Any relevant scheme provisions including significant tree register or Tree Preservation Orders;
- State Planning Policy 7.3 Residential Design Codes Volume 1 and Volume 2;
- State Planning Policy 3.7 - Planning in Bushfire Prone Areas;
- Council Street Tree Policy;
- Council Crossover Policy;
- Urban Forest Strategy/Plan;
- Australian Standards AS 4970—2009 - Protection of trees on development sites; and
- Australian Standards AS 4373-2007 Pruning of Amenity Trees.

Tree damaging activity constitutes works under the *Planning and Development (Local Planning Scheme) Regulations 2015* and development under the *Planning and Development Act 2005*. The policy clarifies the circumstances in which a development application and approval is required for any **tree damaging activity** and guides the assessment of these applications and other planning proposals.

3.0 Objectives

The policy aims to encourage and facilitate the protection of trees and to maintain and enhance tree canopy. The objectives of the policy are to:

- Provide a clear definition of a **regulated tree** and clarify when a development application is required for **tree damaging activity**;
- Prioritise the retention, protection, and the provisions of trees on private land and adjacent reserves in the planning process;
- Promote and facilitate tree preservation at the earliest possible stage in the planning and development process, balancing with the desired built form and land use outcomes;
- Preserve and enhance neighbourhood amenity, character and sense of place; and

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION

- Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to biodiversity and other environmental benefits.

4.0 Definitions

Arborist Report means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

Maintenance Pruning means pruning that:

- involves removing dead or diseased wood only; or
- is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- is of a fruit tree and done for fruit production; or
- does not include removing limbs with a diameter of 100mm or more; or
- is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
- is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

Regulated tree means a living tree that —

- Is 8m or more high; and/or
- has an average canopy diameter of at least 6m; and/or
- has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- is of a species that is not included on State or local area weed register.

Tree-damaging activity means —

- the killing or destruction of a tree; and/or
- the removal of a tree; and/or
- the severing of branches, limbs, stems or trunk of a tree; and/or
- the ringbarking, topping or lopping of a tree; and/or
- any other substantial damage to a tree.

5.0 Policy Application

This Policy applies to the [insert zones] within the [inset City/Town/Shire's Local Planning Scheme No.x] including in the circumstances described below:

- development applications;
- subdivision applications;
- other strategic planning proposals including scheme amendments and structure plans; and
- any **tree damaging activity** to a **regulated tree** where no other development or subdivision is proposed.

6.0 Requirement for Development Approval and Exemptions

Tree damaging activity requires development approval except in any of the following circumstances:

- the tree does not satisfy the definition of **regulated tree**;

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION

- b) the **tree damaging activity** is carried out in the course of works in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18:
"works that are urgently necessary for any of the following —
 - (a) public safety;*
 - (b) the safety or security of plant or equipment;*
 - (c) the maintenance of essential services; or*
 - (d) the protection of the environment."*
- c) the **tree damaging activity** is required as part of an approved Bushfire Management Plan;
- d) the **tree damaging activity** is **maintenance pruning**;
- e) **Tree damaging activity** to a **regulated tree** that is on the [insert *Local Government Unwanted Species List*]
- f) the **tree damaging activity** is carried out by the local government on a street tree and/or the tree damaging activity is a public work.

NOTE (i) A development application is required for any **tree damaging activity** to a **regulated tree** where other works are proposed on a subject site, even if those other works are exempt from development approval under the local planning scheme as per Schedule 2, Part 7 Clause 61 (deemed provisions) of the *Planning and Development (Local Planning Scheme) Regulations 2015* (eg., the erection of a Single House that meets the deemed-to-comply requirements of the Residential Design Codes).

7.0 Application requirements

Development applications, subdivision applications and strategic planning proposals that are subject to this Policy are to provide the following applicable information:

- a) Site survey and/or site plan indicating:
 - i. location of all **regulated trees**, including street trees;
 - ii. whether any **regulated tree** is proposed to be retained or affected by any **tree damaging activity**;
 - iii. Tree Protection Zone(s) in accordance with AS4970; and
 - iv. any trees proposed to be planted on the development site.
- b) Written justification for any proposed tree damaging activity against the objectives and requirements of this Policy; and
- c) Whether any **regulated tree** was identified to be retained at a previous planning stage (e.g, structure plan or subdivision approval).

An **Arborist Report** may be required in the following instances:

- i. To justify **tree damaging activity** to a **regulated tree** specifically considering the health of the tree and/or any safety risk it may pose to people or property;
- ii. To explain any mitigation measures proposed to protect a **regulated tree** including works proposed within the Tree Protection Zone (refer to AS4970 for details to identify the Tree Protection Zone).

Additional technical reports (i.e., Environmental reports, Tree Retention Strategy, Structural Engineering Reports) may be required for Structure Plan and large- scale subdivision applications.

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION

8.0 Policy statement

8.1 General Requirements

- a) Unless its removal is approved as part of a subdivision or development approval, or is exempt under the provisions of this Policy, a **regulated tree** should be retained in perpetuity and protected.
- b) Retention and protection of **regulated trees** should be prioritised, and development works, structure plan and subdivision design should preferably avoid or as a minimum minimise harm to **regulated trees**.
- c) Where **tree damaging activity** is proposed to a **regulated tree** the following will be given due regard in the assessment process:
 - i. Health, maturity, species, and location of the *tree*;
 - ii. Ecological, biodiversity and environmental values of the *tree*;
 - iii. Contribution of the *tree* to the streetscape;
 - iv. The preservation of any other **regulated tree** on the subject site;
 - v. The location of the *tree* within the development site and capacity for a modified building design or subdivision to maximise tree retention;
 - vi. Any existing development on the site;
 - vii. Design and location of proposed crossovers;
 - viii. Topography and the potential impact from excavation/fill;
 - ix. Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the *tree*;
 - x. Tree Protection Zone(s) (as per AS4970);
 - xi. Tree replacement and/or planting proposed;
 - xii. Recommendations of an **Arborist Report**; and
 - xiii. The objectives of this Policy.
- d) The following justifications for **tree damaging activity** to a **regulated tree** will not be supported:
 - i. Impact on views;
 - ii. The tree variety is disliked;
 - iii. The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or
 - iv. The tree impacts on private gardens, solar installations, swimming pools or the like.
- e) Any proposed **tree damaging activity** to a street tree is to be referred to *{insert relevant Local Government Department}*, for consideration, having regard to *{insert Council Street Tree Policy}*.

8.2 Development Application

- a) The *City/Town/Shire* will assess any development application in accordance with the general requirements above.
- b) There is a general presumption against **tree damaging activity** (other than **maintenance pruning**) to any **regulated tree** and the siting and design of the development should, where possible, avoid impacting any **regulated tree**.
- c) **Tree damaging activity** to a **regulated tree** may be considered if the following relevant information and/or technical reports are provided to demonstrate:
 - i. The **regulated tree** is unhealthy, based on the recommendations of an **Arborist report**;

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION

- ii. The **regulated tree** causes safety risks to people, infrastructure or buildings based on recommendations on an **Arborist report** and/or Structural Engineering Report; or
- iii. The redesign of the development to accommodate the **regulated tree** is unfeasible.
- d) Tree Planting Requirements.
(NOTE – any tree planting requirements that vary the deemed to comply provisions of State Planning Policy 7.3 Residential Design Codes Volume 1 and 2 requires approval from the Western Australian Planning Commission).

8.3 Development Approval Conditions

- a) If a **regulated tree** is proposed to be retained as part of an approved development, the City/Town/Shire may include the following condition on the development approval:
- b)
 - “1. The existing tree identified on the site plan must:**
 - i. **be retained and subsequently maintained in a healthy state;**
 - ii. **be protected during the construction of the development in accordance with Australian Standard AS4970; and**
 - iii. **only be maintenance pruned in accordance with Australian Standard AS 4373.**

If, notwithstanding paragraph (i) the existing tree dies or becomes unhealthy and requires replacement, the landowner must notify and make suitable arrangements with the City/Town/Shire for a replacement tree(s). Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.

2. The tree protection zone(s) shown on the site plan must be retained.”

- b) If tree planting or tree replacement is required as part of an approved development, the City/Town/Shire may include the following condition on the development approval:
 - “1. The tree(s) shown on the approved site plan / landscaping plan must:**
 - i. **be planted before the development is occupied;**
 - ii. **be maintained during the life of the development; and**
 - iii. **only be maintenance pruned in accordance with Australian Standard AS 4373.**

If, notwithstanding paragraphs (i) and (ii) a tree dies or becomes unhealthy the landowner must notify and make suitable arrangements with the City/Town/Shire for a replacement tree(s). Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.

ATTACHMENT 1: WALGA MODEL LOCAL PLANNING POLICY – TREE PROTECTION

2. The tree protection zone(s) shown on the approved site plan / landscaping plan must be created before the development is occupied, and thereafter retained.”

8.4 Subdivision applications

- a) The City/Town/Shire may recommend that prior to the determination of an application for subdivision approval additional information be provided to the Western Australian Planning Commission (WAPC) to allow consideration of the impacts of the subdivision design and layout on any **regulated tree** and whether the general requirements above have been addressed.
- b) Subdivision design, layout and earth working levels, including the positioning of public open space (POS), configuration of the public road network, lot design and densities, should prioritise the retention of **regulated trees**.
- c) The subdivision plan should identify **regulated trees** and note if they are to be retained or removed, and the applicant is to demonstrate how the retained **regulated trees** will be protected as part of the subdivision process.
- d) The City/Town/Shire will request the WAPC to include the following condition on the subdivision approval to ensure **regulated trees** identified by the City/Town/Shire are protected:

“The regulated tree(s) identified on the approved plan of subdivision dated [INSERT VALUE] shall be retained and protection measures implemented to ensure such trees are not impacted by subdivisional works. These trees must not be removed when clearing the conditions of this approval unless development approval for their removal is obtained from the local government.”

8.5 Strategic Planning Proposals (Local Planning Scheme amendments and Structure Plan Stage)

- a) Where applicable, Local Planning Scheme (LPS) amendments and Structure Plan proposals should identify **regulated trees** and shall outline mechanisms and measures to protect **regulated trees** at subsequent stages of the planning process.
- b) Concept Plans supporting LPS amendment applications and Structure Plans shall prioritise positioning of public open space (POS), configuration of the public road network and lot design and densities to retain **regulated trees**.
- c) Strategic planning proposals shall be supported by technical information and reports which demonstrate that the protection of **regulated trees** has been prioritised.

Responsible Business Unit	
LPP Category	
Public Consultation	Yes/No
Adoption Date	##/##/####
Next Review Date	##/##/####
Reference Number (Internal purposes)	

14.2 Corporate and System Services

14.2.1 RFT01/2024 Building Construction Services - Omeo Amenities Building, Port Coogee

Executive	A/Director Infrastructure Services
Author	Manager Landscape and Coastal Projects
Attachments	1. Evaluation Summary (confidential)

Officer Recommendation

That Council:

- (1) AUTHORISES the Chief Executive Officer to accept the tender submitted by Pennant Construction Pty Ltd for RFT01/2024 Building Construction Services – Omeo Amenities Building Port Coogee, for a lump sum contract value of \$1,828,306 (ex GST), for a construction period of thirty-six (36) weeks; in accordance with the submitted Tender Sum and subsequent clarifications; and the additional schedule of rates for determining variations and/or additional services, subject to the exclusion of the landscaping works for the proposed rooftop garden and any savings from the removal of the rooftop garden and parts of the roof structure not required, being negotiated prior to the tender being awarded;
- (2) AMENDS the FY25 Municipal Budget for the Omeo Amenities project of \$2,182,86. This includes \$715,760 from the Building Infrastructure Reserve account, \$390,000 proposed to be carried forward from FY24 and an approved Commonwealth grant of \$1,077,107.
- (3) RECEIVES a report at a later Ordinary Council Meeting, giving options for the rooftop treatment of the Omeo Amenities Building including estimated capital and operating costs.

Background

The City of Cockburn (the Principal) is seeking the services of a suitably qualified, registered, and experienced Commercial Building Contractor to undertake the construction of the Omeo Amenities Building located at Lot 8025, Corner of Napoleon Parade & Socrates Parade, Port Coogee.

This location was approved by Council at the July 2020 OCM (Item 16.3). At this time the initial community consultation report was also received by Council.

The scope of the project is to provide a public toilet, shade, and seating to service the Omeo Park and Coogee Maritime Trail Area. The nearest public toilets to the proposed site are the Ngarkal Beach toilets at the Port Coogee Marina (450m north).

In the initial community consultation, community preference was for a minimalist, modern, functional, safe and aesthetically pleasing facility. The preference of the developer (Port Catherine Developments, trading as Frasers Property Group) was for a low statue facility of high architectural quality so as not to adversely impact the premium coastal setting.

The consultation outcomes have resulted in a specific community endorsed design.

The proposed Contract shall be in force for a period of thirty-six (36) weeks from the date of contract award.

Tender Number RFT01/2024 Building Construction Services - Omeo Amenities Building Port Coogee, was advertised on Wednesday, 28 February 2024 in the Local Government Tenders section of "The West Australian" newspaper.

It was also displayed on the City's e-Tendering website between Wednesday, 28th February 2024 and 2:00pm (AWST) Friday, 19th April 2024.

Submission

Tenders closed at 2:00pm (AWST) Friday, 19th April 2024 with six (6) tender submissions received from:

Tenderer's Name	Entity Name
Schlager Group	Schlager Group Pty Ltd
Construct360	Construct360 Pty Ltd
Burgio Construction	Burgio Construction Pty Ltd
Kilmore Group	Kilmore Group Pty Ltd
Precise Build	Precise Build Pty Ltd
Pennant Construction	The Trustee for the Pennant Unit Trust

Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

Compliance Criteria	
(a)	Compliance with the Tender 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

Five (5) Tender submissions were deemed compliant by Procurement Services and released for evaluation. One (1) submission was deemed non-compliant under Clause 1.15 Conditions of Responding and Tendering, where their submission lacked necessary information for the panel to evaluate.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	25%
Tenderer's Resources	15%
Sustainability	10%
Local/Regional	10%
Tendered Price	40%
TOTAL	100%

Tender Intent/ Requirements

The City of Cockburn (the Principal) is seeking the services of a suitably qualified, registered and experienced Commercial Building Contractor to undertake the construction of the Omeo Amenities Building located at Lot 8025, Corner of Napoleon Parade & Socrates Parade, Port Coogee.

Evaluation Panel

Tender submissions were evaluated by the following City Officers:

Name	Position
Michael Foley	Acting Director, Infrastructure Services
Sarah Robinson	Manager - Landscape and Coastal Projects
Alexander Thompson	Project Manager
Shane Pike	City Facilities Manager
Ian Alestalo	Project Manager
Probity Role:	
Stephen White - Contracts Officer	

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
Pennant Construction**	38.80	33.68	72.48
Construct360	31.60	40.00	71.60
Kilmore Group	37.70	29.92	67.62
Schlager Group	32.10	32.43	65.54
Precise Build	28.90	27.21	56.11

** Recommended Submission

*Evaluation Criteria Assessment*Demonstrated Experience

Pennant Construction and Kilmore Group scored equally highest for this criterion, demonstrating to the Evaluation Panel they have adequate previous experience in similar works. Pennant Construction gave examples that involved precast concrete panel construction, a key component of these works. Kilmore Group provided similar examples of amenities building works undertaken for other local governments.

Schlager Group and Construct360 gave some relevant examples of previous works for local government. Precise Build demonstrated partial elements of this criterion, providing example of projects with no relevance to the proposed works.

Tenderers Resources

Kilmore Group, Construct 360, Schlager Group and Pennant Construction gave adequate details of their proposed staff nominated to undertake the works. The personnel from these companies appeared suitably experienced and qualified.

Precise Build failed to demonstrate their resources to this criterion as no experience or qualifications were provided on their submission from WA based site staff.

Methodology

Pennant Construction and Kilmore Group scored equally on this criterion demonstrating a well-considered methodology with a project specific response. They both identified two key risks relevant to the construction methodology.

Precise Build provided some project specific responses but failed to identify critical risks which did not satisfy the Evaluation Panel expectation that they understood the complexity of the work.

Schlager Group identified some key risks but provided a broad response that was not project specific.

Construct 360 provided a limited response to this criterion, with generic information that reflected their score in not fully demonstrating to the Evaluation Panel that they adequately understood the project scope and critical issues.

Sustainability

Pennant Construction gave an adequate response, providing details of their relevant policies and experience in delivering social Procurement outcomes.

Kilmore Group provided a generic response to this criterion.

Construct360, Schlager Group and Precise Build response lack sufficient detail.

Local and Regional

Pennant Construction scored the highest in this criterion, having a business located within the City boundaries, providing a detail response on how the organisation intends to provide local employment opportunities and contribute to the local and regional economy.

Kilmore Group provided some detail on how they would contribute to the local and regional economy, should they be awarded this contract.

All other Tenderers provided responses that lacked detail and did not demonstrate to the Evaluation Panel how they would contribute to the local and regional economy.

Summation

The Evaluation Panel recommends that Council accept the submission from The Trustee for the Pennant Unit Trust t/a Pennant Construction Pty Ltd as being the most advantageous submission having satisfied all criteria in the evaluation process and demonstrate their ability to undertake the Building Construction Services works for the Omeo Amenities Building at Port Coogee.

Clarifications were utilised to further value their submission to the satisfaction of the evaluation panel.

Pennant Construction provided the best overall submission against the combined selection criteria, being the best rank against the qualitative (non-cost) criteria and the second best rank against the cost criteria. Construct360 Pty Ltd provided the second ranked submission (combined criteria) with the best ranked cost criteria. However, the Evaluation Panel notes that Construct360 Pty Ltd also ranked 5th against the qualitative (non -cost) criteria and failed to demonstrate sufficient understanding of the project scope.

Reference checks were conducted for Pennant Construction that provided positive feedback from previous similar contracts.

An independent financial risk assessment has been requested and will be available prior to the Ordinary Council Meeting.

This recommendation is based on:

- Demonstrated experience in performing similar work;
- Personnel that have experience in managing the works associated with the requirements of the Contract;
- Having the required resources and contingency measures to undertake and meet the requirements of the works expected;
- An adequate understanding of the project requirements, methodology and program schedule to complete the Works;
- The best overall value for money and most advantageous outcome for the City.

Strategic Plans/Policy Implications

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.

Listening and Leading

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

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The construction phase for the project will be undertaken in FY25. The total project cost for FY25, including the construction contract, minor items, consultant fees and internal costs, is expected to be \$2,182,867 ex GST.

Funding Source	Amount
FY24 - Municipal	\$390,000
FY25 - Municipal	\$715,760
LRCI – Federal Grant	\$1,077,107
Total	\$2,182,867

In FY25 Municipal Budget the project has allocated funding to complete this project. However, further funding is required from the Building Infrastructure Reserve Account to complete the work.

This was applied for prior to the completion of the tender process and the increase of \$292,867 reflects the market response to the unique non-standard design (which was difficult to predict prior to market engagement).

There is an approved grant of \$1,077,107 from the Local Roads and Community Infrastructure (LRCI) program of the Commonwealth Department of Infrastructure, Transport, Regional Development, Communication and the Arts. A condition of the grant is that the works must be completed by 30 June 2025.

Legal Implications

N/A

Community Consultation

Extensive community consultation has been undertaken to formulate the Omeo Amenities building and shade shelter design.

The initial community consultation in 2020 received more than 256 responses during the comment period. Community and stakeholder feedback made it clear in the initial stages that a high quality, aesthetically pleasing building was a high priority as well as supporting the proposed location of works.

Further community consultation was invited on the draft design in 2021. Over 60 people provided feedback on the draft design. This resulted in design changes to include more seating, provision for lockers and adaptations to the shelter to provide more shade.

Risk Management Implications

If the recommendation to award the Tender is not supported the following risks have been identified:

- The project outcomes to provide a public toilet and shading to service the Omeo Park and Coogee Maritime Trail will not be met.
- There is a significant community expectation that this facility will be built. There is the risk of a potential negative impact to the City's relationship with the community and stakeholders if the works does not go ahead or is delayed.
- The approved grant funding of \$1,077,107 is at risk of being lost, if this project does not go ahead. This is due to the requirement of grant conditions where another 'shovel ready' eligible project will need to be identified.

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 9 July 2024 Ordinary Council Meeting.

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

Nil

14.2.2 Monthly Financial Report - May 2024

Executive	A/Director Corporate and System Services
Author	A/Head of Finance
Attachments	1. Financial Activity Statement May 2024

RECOMMENDATION

That Council:

- (1) ADOPTS the Monthly Financial Report containing the Statement of Financial Activity and other financial information for the month of May 2024, as attached to the Agenda.

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 year to date (YTD) budgets and actuals
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.

The materiality threshold has been set by Council at \$300,000 for the 2023-24 financial year (FY24).

Detailed analysis of budget variances is an ongoing exercise, with necessary budget amendments either submitted for Council approval through the Expenditure Review Committee or included in the City's mid-year budget review required by legislation.

Submission

N/A

Report

The attached Monthly Financial Report for May 2024 has been prepared in accordance with the Local Government Act and the associated Financial Management Regulations.

This was reviewed by management, with the following commentary addressing key financial results and the City's budgetary performance to the end of the month.

Statement of Financial Position

Due to amendments to the *Local Government (Financial Management) Regulations 1996*, Regulation 35 (1) requires the City to now include a Statement of Financial Position each month in the financial report.

This shows the City's financial position at the end of the month, compared to the end of the previous financial year. Net assets total \$1.817 billion at the end of the month (\$1.802 billion end of June), with the increase reflecting the impact of the City's year to date financial activities.

Opening Surplus

The audited opening surplus is \$9.79 million, and the amended budget now matches this following the mid-year budget review. The surplus includes \$8.76 million of municipal funding for the City's carry forward projects (adopted by Council in August 2023).

Closing Surplus

The City's YTD closing surplus to the end of May was \$40.65 million, compared to a YTD budget of \$24.02 million.

This represents a favourable variance of \$16.63 million, inclusive of variances across the FY24 operating and capital budgets reported in the following sections.

The full year surplus is currently budgeted at \$212,062, reduced from Council's adopted budget surplus of \$262,844. This fluctuates throughout the year due to various budget amendments adopted by Council (e.g., Expenditure Review Committee recommendations).

Operating Revenue

Operating revenue of \$186.96 million was \$2.68 million ahead of YTD budget for May.

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	125,915,511	125,915,511	126,078,975	163,464
Specified Area Rates	601,000	601,000	606,052	5,052
Operating Grants, Subsidies, Contributions	10,023,347	8,652,712	8,632,750	(19,962)
Fees and Charges	41,355,716	37,996,251	40,649,114	2,652,863
Service charges	1,200,000	1,180,000	1,120,057	(59,943)
Interest Earnings	11,145,106	10,358,443	11,545,507	1,187,064
Fair value adjustments to financial assets	7,372	0	0	0
Profit/(Loss) Asset Sale	1,281,988	(424,329)	(1,668,964)	(1,244,635)
Total	191,530,040	184,279,588	186,963,491	2,683,903

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

- Fees and charges (\$2.65 million over YTD budget):
 - Royalty income from 1712 Russell Road was more than YTD budget by \$0.53 million.
 - Landfill fees received was \$0.58 million more than YTD budget.
- Interest earnings (\$1.19 million over YTD budget). The City investment strategy has proven to be successful as the earnings have gone over YTD budget again.
- Loss on asset sale (\$1.24 million over YTD budget) as the City has written off some historical building assets at the Coogee Caravan Park belonging to the lessee, causing a \$1.74 million book loss (non-cash item).

Operating Expenditure

Operating expenditure to the end of May of \$170.01 million was under YTD budget by \$7.69 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	78,456,127	69,319,923	68,335,882	(984,041)
Materials & Contracts	54,937,141	47,642,007	40,944,464	(6,697,543)
Utility charges	6,472,033	5,809,180	5,662,338	(146,842)
Depreciation/Amortisation	44,937,413	39,744,823	39,847,506	102,683
Interest/Finance Costs	320,884	33,838	152,968	119,130
Insurance expenses	2,647,970	2,647,970	2,410,818	(237,152)
Other expenditure	13,961,577	12,495,622	12,652,496	156,874
Total	201,733,145	177,693,363	170,006,472	(7,686,891)

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

- Employee Costs (\$0.98 million under YTD budget):
 - Employee costs across the City are generally under budget due to underspending of \$0.57 million in training, conferences and professional development activities.
- Materials and contracts were \$6.70 million under YTD budget:
 - Waste Services Business Unit had an underspend of \$1.06 million against its YTD budget mainly due to the underspend in Off-Site Processing of Green Waste \$0.64 million.
 - General underspend within the Environmental Initiatives operational projects under Environmental Management, Policy and Planning Service Unit, \$0.33 million behind its YTD budget.
 - General underspend within the Marina and Coastal Special Projects, \$0.43 million behind its YTD budget.
 - General underspend across the Community Development & Services (\$1.14 million), with Cockburn Care having the highest underspend of \$0.44 million against its YTD budget.
 - General underspend across the Property Services Service Unit \$0.37 million.
 - Expenditure across all Cockburn ARC's activities were \$0.62 million under YTD budget.
 - Transformation, Culture and Innovation operational projects were \$0.31 million underspent against its YTD budget.
 - Office of the CEO Business Unit had \$0.65 million underspend against its YTD budget due to minimal spending within its discretionary project budget.

- The Environment, Parks and Streetscapes Service Unit had an overspend of \$0.56 million as the cost of maintaining sportsgrounds had gone over YTD budget by \$0.63 million (timing issue).

Capital Expenditure

Council adopted a capital works program of \$43.87 million in the FY24 annual budget, that is now \$75.67 million following the addition of carry forwards adopted by Council in August and reductions included in the mid-year budget review.

The City has spent \$29.68 million on its capital program to the end of May, representing an underspend of \$4.17 million against YTD budget. A further \$35.84 million has been committed through contract to be spent within this year and into next financial year.

The following table shows the budget performance by asset class:

Capital Acquisitions	Amended		YTD Actual \$	YTD Variance \$
	Budget \$	YTD Budget \$		
Buildings	19,714,139	8,979,367	7,621,072	(1,358,295)
Furniture & Equipment	1,085,000	367,500	308,004	(59,496)
Plant and Equipment	15,231,455	3,583,121	3,032,427	(550,694)
Information Technology	4,801,803	1,606,586	1,630,681	24,094
Infrastructure - Roads	10,093,046	6,539,159	5,948,741	(590,418)
Infrastructure - Drainage	6,556,569	1,888,663	1,357,042	(531,621)
Infrastructure - Footpath	2,122,392	1,637,925	1,211,688	(426,238)
Infrastructure - Parks hard	6,360,116	4,440,777	4,277,610	(163,168)
Infrastructure - Landscaping	1,257,799	1,010,720	1,032,358	21,638
Infrastructure - Landfill site	5,087,265	2,729,220	2,223,527	(505,692)
Infrastructure - Marina	1,452,102	514,015	808,686	294,671
Infrastructure - Coastal	1,910,873	555,510	232,624	(322,886)
Total	75,672,559	33,852,563	29,684,458	(4,168,105)

- Buildings were \$1.36 million under YTD budget mainly due to general underspend in all minor building improvements projects \$1.00 million under YTD budget.
- Plant and Equipment purchases were \$0.55 million under YTD mainly due to long lead time in securing stock.
- Drainage projects were \$0.53 million under YTD budget with the highest underspend being the drainage improvement project at 311 Edeline Street, \$0.32 million.

Non-Operating Grants, Subsidies and Contributions

The City's budget for capital grants and contributions is a net \$6.46 million. This includes \$8.48 million in funding to be received, less outgoing contributions of \$2.02 million for the underground power project in South Lake (Western Power).

Non-operating revenue of \$2.31 million was recognised to the end of May, \$0.33 million under YTD budget (timing issue).

Financial Reserves

A detailed schedule of the City's financial reserves is included in the financial report, showing a balance of \$210.44 million held at the end of May (\$212.74 million in April).

Council funded reserves made up \$176.29 million of the balance, \$13.33 million for restricted and legislated purposes, and another \$20.83 million for developer contribution plans.

Transfers in and out of financial reserves are made in accordance with budgetary requirements.

Cash and Financial Assets

The City's closing cash and financial assets investment holding at month's end totalled \$252.74 million (down from \$258.33 million in April).

This balance included financial assets (term deposits and investments) of \$251.79 million, and cash and cash equivalent holdings (cash at bank and at call deposits) of \$0.95 million.

\$211.23 million of these funds were internally and externally restricted, representing the City's financial reserves and liability for bonds and deposits held.

The remaining \$41.51 million represented unrestricted municipal funds for the City's operating activities and liabilities.

Investment Performance, Ratings and Maturity

The City's term deposit portfolio running yield was an annualised 5.11 percent as of 31 May (5.07 percent in April).

RBA announced no increases to the cash rate in May again. As a result, the City's portfolio running yield continues to outperform the KPI target rate of 4.85 percent (cash rate of 4.35 percent plus 0.50 percent performance margin).

New investments placed during the month were at rates ranging between 5.15 and 5.35 percent for the duration of longer than 12 months period.

Current term deposit investments are fully compliant with Council's Investment Policy requirements, as indicated below:

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 portfolio also includes several reverse mortgage securities purchased under previous policy and statutory provisions.

These have a face value of \$2.361 million and market value of \$1.53 million, although the City currently carries them at a book value of \$0.79 million (net of a \$1.575 million impairment provision made several years ago).

The City continues receiving interest and capital payments, with \$0.64 million returned to date of the original \$3.0 million invested.

The City's investments were held with the following financial institutions as at 31 May (inclusive of accrued interest):

Issuer	Market Value	% Total Value
AMP Bank Ltd	15,086,026.12	5.98%
Auswide Bank Limited	1,546,109.60	0.61%
Bank of Queensland Ltd	24,263,420.50	9.62%
Commonwealth Bank of Australia Ltd	49,482,502.24	19.62%
Credit Union Australia Ltd t/as Great Southern Bank	19,606,744.66	7.77%
Defence Bank Ltd	10,532,972.60	4.18%
Emerald Reverse Mortgage Trust	1,529,961.02	0.61%
Heritage and People's Choice Limited t/as People's Choice Credit Union	5,754,085.63	2.28%
ING Bank Australia Limited	63,883,612.67	25.33%
Judo Bank	12,041,213.68	4.77%
Macquarie Bank Ltd	0.01	0.00%
National Australia Bank Ltd	24,036,826.34	9.53%
Suncorp-Metway Ltd	21,420,898.62	8.49%
Westpac Banking Corporation Ltd	3,007,221.36	1.19%
Portfolio Total	252,191,595.03	100.00%

The City's short-term deposits (less than 12 months) made up 68.36 percent (\$172.40 million) of the City's portfolio, compared to 68.61 percent (\$176.50 million) in April.

These were classified under the following credit ratings:

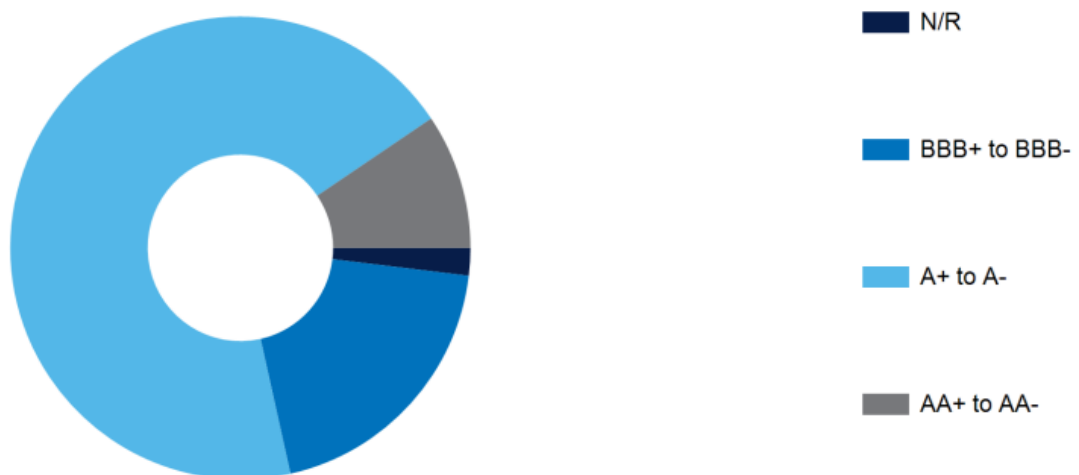
Market Value by Security Rating Group (Short Term)



Deposits invested between 1 and 3 years made up 31.64 percent (\$79.79 million) of the City's portfolio, compared to 31.39 percent (\$80.72 million) in April.

These were classified under following credit ratings:

Market Value by Security Rating Group (Long Term)



Investment in Fossil Fuel Free Banks

At month end, the City held \$73.36 million (29.80 percent) of its investment portfolio with banks considered non-funders of fossil fuel related industries (\$61.36 million or 24.50 percent 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 preferences fossil fuel free investments (given a similar deposit rate) in accordance with Council's Investment of Funds Policy.

Rates Debt Recovery

The collectible rates and charges for 2023-24 (comprising arrears, annual levies, and part year rating) totals \$151.53 million.

To the end of May, the City had collected \$145.45 million (95.99 percent), leaving a balance outstanding of \$6.08 million (4.01 percent). Prepayment of rates totalling \$2.05 million has also been received and will be applied to future year's rates accounts.

This year, underground power charges totalling \$3.077 million were raised against affected properties in South Lake, able to be paid either in full or over a ten-year payment plan.

To the end of May, the City had received full payment from 30.30 percent of these properties, exceeding conservative estimates for 10 percent. The outstanding balance at 30 June is to be collected over the remaining nine years of the Council adopted payment plan.

In terms of overdue and delinquent rates accounts under formal or legal debt recovery processes, the City had 159 properties owing a total of \$0.80 million in combined rates and legal fees (275 properties or \$1.07 million in April).

These include those properties that have fallen into arrears with their current year's rates and have not made any arrangements with the City.

Formal debt recovery activities are commenced when ratepayers have overdue rates and 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 \$4.84 million in outstanding trade and sundry debtors to the end of May (\$3.27 million in April).

Those debts overdue by more than 90 days made up \$244k or 5.03 percent of total debts outstanding (\$241k or 7.37 percent in April).

The 90-day debtors included lease monies owed by naval base tenants totalling \$86k, landfill commercial debtors owing \$71k and another \$19k in Cockburn Care arrears being actively managed.

Strategic Plans/Policy ImplicationsListening & Leading

A community focused, sustainable, accountable and progressive organisation.

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Budget amendments are initially referred to Council's Expenditure Review Committee for recommendation to Council. Changes adopted by Council at its June meeting have been included in this monthly financial report.

Council's adopted budget surplus for FY24 of \$262,844 has since decreased to \$212,062 due to Council decisions made.

These budget surplus changes are listed at Note 8 in the financial 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.

This enables it to be informed on and identify any potential financial risks.

Advice to Proponent(s)/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 Ended 31 May 2024

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
Statement of Financial Position	7
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 2 Cash and Financial Assets	10
Note 3 Disposal of Assets	11
Note 4 Capital Acquisitions	12
Note 5 Borrowings	13
Note 6 Cash Reserves	14
Note 7 Other Current Liabilities	16
Note 9 Budget Amendments	17
Note 10 Explanation of Material Variances	18

MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 31 MAY 2024

SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$9.79 M	\$9.79 M	\$9.79 M	(\$0.00 M)
Closing	\$0.21 M	\$24.02 M	\$40.65 M	\$16.63 M
Refer to Statement of Financial Activity				

Cash and financial assets		
	\$252.74 M	% of total
Unrestricted Cash	\$41.51 M	16.4%
Restricted Cash	\$211.23 M	83.6%
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)
\$34.80 M	\$46.33 M	\$64.40 M	\$18.07 M
Refer to Statement of Financial Activity			

Employee Cost		
YTD Actual	(\$68.34 M)	% Variance
YTD Budget	(\$69.32 M)	(1.4%)
Refer to Statement of Financial Activity		

Rates Revenue		
YTD Actual	\$126.69 M	% Variance
YTD Budget	\$126.52 M	0.0%
Refer to Statement of Financial Activity		

Fees and Charges		
YTD Actual	\$40.65 M	% Variance
YTD Budget	\$38.00 M	7.0%
Refer to Statement of Financial Activity		

Materials & Contracts		
YTD Actual	(\$40.94 M)	% Variance
YTD Budget	(\$47.64 M)	(14.1%)
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)
(\$66.93 M)	(\$36.00 M)	(\$31.44 M)	\$4.56 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.56 M	%
Amended Budget	\$2.29 M	24.5%
Refer to Note 3 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$29.68 M	% Spent
Amended Budget	\$75.67 M	39.2%
Refer to Note 4 - Capital Acquisition		

Capital Grants		
YTD Actual	\$2.31 M	% Received
Amended Budget	(\$6.46 M)	(35.8%)
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)
\$22.55 M	\$3.89 M	(\$2.10 M)	(\$6.00 M)
Refer to Statement of Financial Activity			

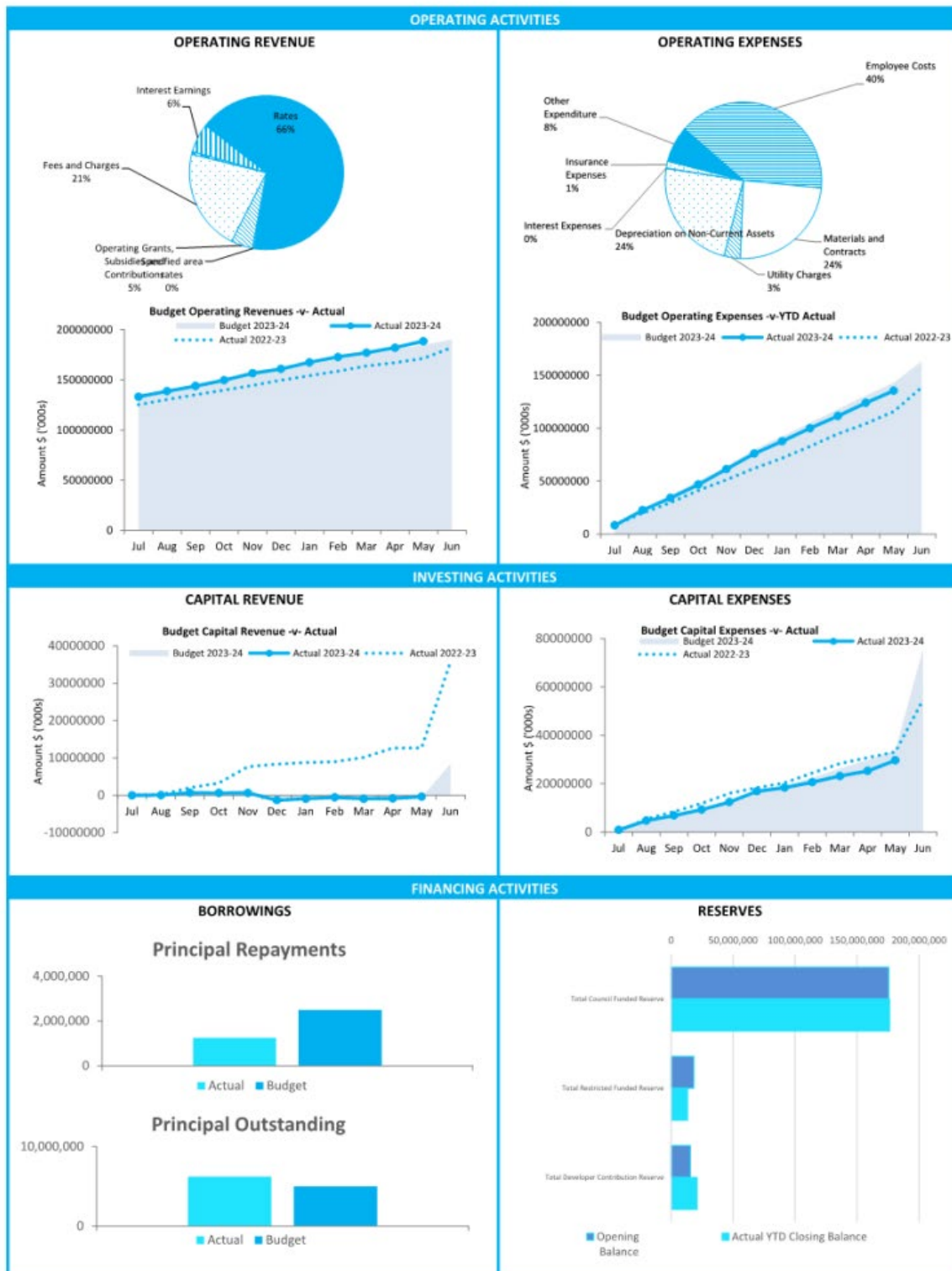
Borrowings	
Principal repayments	\$1.25 M
Interest expense	\$0.14 M
Principal due	\$6.25 M
Refer to Note 5 - Borrowings	

Reserves	
Reserves balance	\$210.44 M
Interest earned	\$0.94 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 MAY 2024**

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 MAY 2024**

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)	9,786,927	9,786,927	9,786,927	0	0.00%	
Revenue from operating activities							
Rates		125,915,511	125,915,511	126,078,975	163,464	0.13%	
Specified area rates		601,000	601,000	606,052	5,052	0.84%	
Operating grants, subsidies and contributions		10,023,347	8,652,712	8,632,750	(19,962)	(0.23%)	
Fees and charges		41,355,716	37,996,251	40,649,114	2,652,863	6.98%	▲
Service charges		1,200,000	1,180,000	1,120,057	(59,943)	(5.08%)	
Interest earnings		11,145,106	10,358,443	11,545,507	1,187,064	11.46%	▲
Fair value adjustments to financial assets at fair value through profit or loss		7,372	0	0	0	0.00%	
Profit/(loss) on disposal of assets		1,281,988	(424,329)	(1,668,964)	(1,244,635)	293.32%	
		191,530,040	184,279,588	186,963,491	2,683,903	1.46%	
Expenditure from operating activities							
Employee costs		(78,456,127)	(69,319,923)	(68,335,882)	984,041	1.42%	▲
Materials and contracts		(54,937,141)	(47,642,007)	(40,944,464)	6,697,543	14.06%	▲
Utility charges		(6,472,033)	(5,809,180)	(5,662,338)	146,842	2.53%	
Depreciation on non-current assets		(44,937,413)	(39,744,823)	(39,847,506)	(102,683)	(0.26%)	
Interest expenses		(320,884)	(33,838)	(152,968)	(119,130)	(352.06%)	
Insurance expenses		(2,647,970)	(2,647,970)	(2,410,818)	237,152	8.96%	
Other expenditure		(13,961,577)	(12,495,622)	(12,652,496)	(156,874)	(1.26%)	
		(201,733,145)	(177,693,363)	(170,006,472)	7,686,891	4.33%	
Non-cash amounts excluded from operating activities							
	1(a)	44,999,162	39,744,823	47,443,206	7,698,383	19.37%	▲
Amount attributable to operating activities		34,796,057	46,331,048	64,400,225	18,069,177		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		6,457,804	(2,641,596)	(2,312,928)	328,668	(12.44%)	
Proceeds from disposal of assets	3	2,288,908	498,681	561,180	62,499	12.53%	
Payments for property, plant and equipment and infrastructure	4	(75,672,559)	(33,852,563)	(29,684,458)	4,168,105	12.31%	▲
Amount attributable to investing activities		(66,925,847)	(35,995,478)	(31,436,206)	4,559,272		
Financing Activities							
Transfer from reserves	6	66,893,254	26,624,962	27,731,961	1,106,999	4.16%	▲
Payments for principal portion of lease liabilities		0	0	(90,068)	(90,068)	0.00%	
Repayment of debentures	5	(2,500,000)	(1,250,000)	(1,250,000)	0	0.00%	
Transfer to reserves	6	(41,838,332)	(21,480,023)	(28,494,321)	(7,014,298)	(32.65%)	▼
Amount attributable to financing activities		22,554,922	3,894,939	(2,102,428)	(5,997,367)		
Closing funding surplus / (deficit)	1(c)	212,062	24,017,436	40,648,518	16,631,083		

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 MAY 2024**

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 MAY 2024**

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)	9,786,927	9,786,927	9,786,927	(0)	(0.00%)	
Revenue from operating activities							
Office of the CEO		0	0	1,020	1,020	0.00%	
Legal and Compliance		1,653	1,515	3,145	1,630	107.59%	
Finance		139,744,539	138,780,149	139,897,667	1,117,518	0.81%	▲
Information & Technology		0	0	21,090	21,090	0.00%	
Library & Cultural Services		181,600	81,738	215,168	133,430	163.24%	
Recreation Infrastructure & Services		15,527,060	14,233,942	14,706,970	473,028	3.32%	▲
Community Development & Services		8,073,499	7,166,573	7,254,416	87,843	1.23%	
Community Safety & Ranger Services		1,560,960	1,268,075	1,655,255	387,180	30.53%	▲
Development and Compliance		3,268,485	3,039,527	3,153,905	114,378	3.76%	
Planning		203,200	17,500	9,186	(8,314)	(47.51%)	
Sustainability & Environment		737,053	559,815	567,018	7,203	1.29%	
Operations & Maintenance		16,673,119	15,548,015	16,402,126	854,111	5.49%	▲
Projects		1,211,988	(424,329)	77,386	501,715	(118.24%)	
Property & Assets		4,042,513	3,734,818	2,668,286	(1,066,532)	(28.56%)	▼
Advocacy and Engagement		0	0	76	76	0.00%	
Business and Economic Development		0	0	887	887	0.00%	
People Culture and Safety		297,000	272,250	329,890	57,640	21.17%	
		191,522,669	184,279,588	186,963,491	2,683,903		
Expenditure from operating activities							
Executive Support		(4,347,988)	(3,828,263)	(3,172,530)	655,733	17.13%	▲
Civic Services		(677,370)	(583,510)	(414,412)	169,098	28.98%	
Corporate Strategy		(2,361,883)	(2,102,626)	(1,656,425)	446,201	21.22%	▲
Governance, Risk & Compliance		(6,870,186)	(6,104,497)	(5,837,446)	267,051	4.37%	
Finance		(9,780,294)	(8,748,910)	(8,802,276)	(53,366)	(0.61%)	
Information & Technology		(1,032,909)	(915,930)	(771,574)	144,356	15.76%	
Procurement		(7,947,662)	(7,049,562)	(7,481,770)	(432,208)	(6.13%)	▼
Library & Cultural Services		(18,278,981)	(15,996,303)	(15,099,263)	897,040	5.61%	▲
Recreation Infrastructure & Services		(13,745,566)	(12,260,943)	(10,844,933)	1,416,010	11.55%	▲
Community Development & Services		(7,211,626)	(6,556,646)	(6,146,530)	410,116	6.25%	▲
Community Safety & Ranger Services		(7,252,823)	(6,400,946)	(5,633,295)	767,651	11.99%	▲
Development Assessment & Compliance		(3,608,293)	(2,881,049)	(3,043,297)	(162,248)	(5.63%)	
Planning		(4,885,932)	(4,109,658)	(3,208,930)	900,728	21.92%	▲
Sustainability & Environment		(89,582,600)	(78,912,246)	(79,284,690)	(372,444)	(0.47%)	▼
Operations & Maintenance		(1,267,477)	(1,063,819)	(784,196)	279,623	26.28%	
Projects		(13,400,432)	(11,746,831)	(10,796,806)	950,025	8.09%	▲
Property & Assets		(1,375,903)	(1,165,486)	(899,284)	266,202	22.84%	
Stakeholder Management		(1,981,689)	(1,828,134)	(1,711,436)	116,698	6.38%	
Communications & Marketing		(1,506,492)	(1,344,263)	(1,149,926)	194,337	14.46%	
Customer Experience		(984,132)	(874,552)	(843,912)	30,640	3.50%	
Business & Economic Development		(5,030,096)	(4,582,411)	(3,685,705)	896,706	19.57%	▲
Internal Recharging		1,404,560	1,363,222	1,262,163	(101,059)	7.41%	
		(201,725,774)	(177,693,363)	(170,006,473)	7,686,890		
Non-cash amounts excluded from operating activities	1(a)	44,999,162	39,744,823	47,443,206	7,698,383	19.37%	▲
Amount attributable to operating activities		34,796,057	46,331,048	64,400,224	18,069,176		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions		6,457,804	(2,641,596)	(2,312,928)	328,668	(12.44%)	
Proceeds from disposal of assets	3	2,288,908	498,681	561,180	62,499	12.53%	
Payments for property, plant and equipment and infrastructure	4	(75,672,559)	(33,852,563)	(29,684,458)	4,168,105	12.31%	▲
Amount attributable to investing activities		(66,925,847)	(35,995,478)	(31,436,206)	4,559,272		
Financing Activities							
Transfer from reserves	6	66,893,254	26,624,962	27,731,961	1,106,999	4.16%	▲
Repayment of debentures	5	(2,500,000)	(1,250,000)	(1,250,000)	0	0.00%	
Transfer to reserves	6	(41,838,332)	(21,480,023)	(28,494,321)	(7,014,298)	(32.65%)	▼
Amount attributable to financing activities		22,554,922	3,894,939	(2,102,428)	(5,997,367)		
Closing funding surplus / (deficit)	1(c)	212,062	24,017,432	40,648,523	16,631,081		

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 2023-24 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 MAY 2024**

STATEMENT OF FINANCIAL POSITION

	Year to Date 31 May 2024	Last Year Closing 30 June 2023
	\$	\$
Current Assets		
Cash and cash equivalents	7,954,980	13,592,531
Financial assets	167,000,000	183,000,000
Trade and other receivables	24,177,882	16,386,312
Inventories	-9,191	27,313
Total Current Assets	199,123,671	213,006,156
Non-Current Assets		
Trade and other receivables	1,296,336	1,362,704
Other financial assets	77,948,565	38,512,037
Property, plant and equipment	407,877,143	406,497,056
Infrastructure	1,223,001,939	1,236,775,214
Total Non-Current Assets	1,710,123,983	1,683,147,011
Total Assets	1,909,247,654	1,896,153,167
Current Liabilities		
Trade and other payables	10,856,206	20,009,067
Other liabilities	3,830,087	1,211,129
Lease liabilities	10,557	100,625
Borrowings	1,250,000	2,500,000
Employee related provisions	9,522,858	9,313,188
Total Current Liabilities	25,469,708	33,134,009
Non-Current Liabilities		
Other liabilities	22,269,196	16,764,058
Borrowings	5,000,000	5,000,000
Employee related provisions	2,207,781	1,598,227
Other provisions	37,764,565	37,764,565
Total Non-Current Liabilities	67,241,542	61,126,850
Total Liabilities	92,711,250	94,260,859
Net Assets	1,816,536,402	1,801,892,308
Equity		
Retained surplus	622,702,366	608,820,635
Reserve accounts	210,440,678	209,678,314
Revaluation surplus	983,393,358	983,393,355
Total Equity	1,816,536,402	1,801,892,308

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2024**

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 May 2024

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 MAY 2024**

**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 and non-current items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: (Profit)/loss on asset disposals	3	(1,281,988)	0	1,668,964
Less: Movement in liabilities associated with restricted cash		1,351,109	0	5,250,814
Less: Financial assets at fair value through profit and loss		(7,372)	0	0
Add: Movement in other liabilities (non-current)		0	0	66,368
Movement in employee benefit provisions (non-current)		0	0	609,554
Add: Depreciation on assets		44,937,413	39,744,823	39,847,506
Total non-cash items excluded from operating activities		44,999,162	39,744,823	47,443,206

(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 2023	This Time Last Year 31 May 2023	Year to Date 31 May 2024
Adjustments to net current assets				
Less: Reserves - restricted cash	6	(209,678,316)	(177,996,360)	(210,440,678)
Less: Bonds & deposits		(3,840,400)	(3,770,107)	(4,245,061)
Add: Borrowings	5	2,500,000	1,552,149	1,250,000
Add: Lease liabilities		100,625	106,676	10,557
Add: Financial assets at amortised cost - non-current	2	38,349,058	29,860,774	77,785,586
Total adjustments to net current assets		(172,569,033)	(150,246,868)	(135,639,596)
Cash and cash equivalents	2	13,592,531	9,181,646	7,954,980
Financial assets at amortised cost	2	183,000,000	207,500,000	167,000,000
Rates receivables		1,923,204	7,308,161	5,386,179
Receivables		8,823,405	8,095,649	14,642,764
Other current assets		5,667,016	4,330,966	4,139,748
Less: Current liabilities				
Payables		(17,525,249)	(6,818,088)	(8,222,051)
Borrowings	5	(2,500,000)	(1,552,149)	(1,250,000)
Contract liabilities	7	(1,211,129)	(4,197,358)	(3,830,087)
Lease liabilities		(100,625)	(106,676)	(10,557)
Provisions	7	(9,313,188)	(8,671,882)	(9,522,858)
Less: Total adjustments to net current assets	1(b)	(172,569,033)	(150,246,868)	(135,639,596)
Closing funding surplus / (deficit)		9,786,927	64,823,393	40,648,518

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 MAY 2024**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Institution
		\$	\$	\$	
Cash on hand					
Cash at bank	Cash and cash equivalents	927,166	0	927,166	NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	27,815	0	27,815	
Term deposits - current	Cash and cash equivalents	7,000,000	0	7,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	15,500,000	15,500,000	BANK OF QUEENSLAND
Term deposits - current	Financial assets at amortised cost	33,559,324	13,940,676	47,500,000	COMMONWEALTH BANK
Term deposits - current	Financial assets at amortised cost	0	17,000,000	17,000,000	ING BANK
Term deposits - current	Financial assets at amortised cost	0	1,500,000	1,500,000	AUSWIDE BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	WESTPAC
Term deposits - current	Financial assets at amortised cost	0	16,000,000	16,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	21,000,000	21,000,000	SUNCORP
Term deposits - current	Financial assets at amortised cost	0	13,000,000	13,000,000	CREDIT UNION AUSTRALIA
Term deposits - current	Financial assets at amortised cost	0	4,000,000	4,000,000	JUDO BANK
Term deposits - current	Financial assets at amortised cost	0	13,000,000	13,000,000	AMP
Term deposits - current	Financial assets at amortised cost	0	10,000,000	10,000,000	DEFENCE BANK
Term deposits - current	Financial assets at amortised cost	0	5,500,000	5,500,000	HERITAGE
Other investment - non current	Financial assets at amortised cost	0	785,586	785,586	BARCLAYS BANK
Other investment - non current	Financial assets at amortised cost	0	8,500,000	8,500,000	BANK OF QUEENSLAND
Other investment - non current	Financial assets at amortised cost	0	8,000,000	8,000,000	JUDO BANK
Other investment - non current	Financial assets at amortised cost	0	7,500,000	7,500,000	NATIONAL AUSTRALIA BANK
Other investment - non current	Financial assets at amortised cost	0	6,000,000	6,000,000	CREDIT UNION AUSTRALIA
Other investment - non current	Financial assets at amortised cost	0	1,500,000	1,500,000	AMP
Other investment - non current	Financial assets at amortised cost	0	45,500,000	45,500,000	ING BANK
Total		41,514,304	211,226,262	252,740,566	
Comprising		Unrestricted	Restricted	Total Cash	
		\$	\$	\$	
Cash and cash equivalents		7,954,980	0	7,954,980	
Financial assets at amortised cost		33,559,324	211,226,262	244,785,586	
		41,514,304	211,226,262	252,740,566	

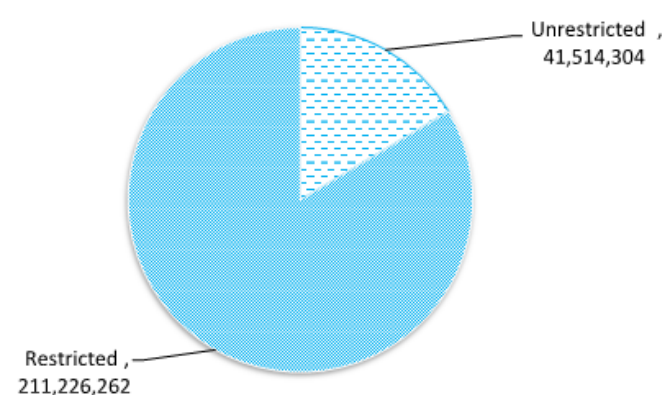
KEY INFORMATION

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.

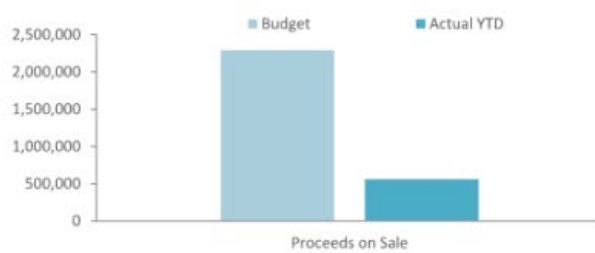
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings			0	0	1,744,029	0	0	(1,744,029)
	Plant and Machinery	1,006,920	2,288,908	1,281,988	0	486,115	561,180	75,065	0
		1,006,920	2,288,908	1,281,988	0	2,230,144	561,180	75,065	(1,744,029)



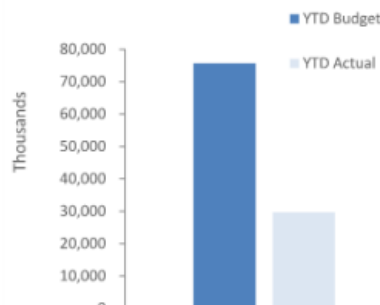
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024**

**INVESTING ACTIVITIES
NOTE 4
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	19,714,139	8,979,367	7,621,072	(1,358,295)
Furniture and equipment	1,085,000	367,500	308,004	(59,496)
Plant and equipment	15,231,455	3,583,121	3,032,427	(550,694)
Information technology	4,801,803	1,606,586	1,630,681	24,094
Infrastructure - roads	10,093,046	6,539,159	5,948,741	(590,418)
Infrastructure - drainage	6,556,569	1,888,663	1,357,042	(531,621)
Infrastructure - footpath	2,122,392	1,637,925	1,211,688	(426,238)
Infrastructure - parks hard	6,360,116	4,440,777	4,277,610	(163,168)
Infrastructure - parks landscaping	1,257,799	1,010,720	1,032,358	21,638
Infrastructure - landfill site	5,087,265	2,729,220	2,223,527	(505,692)
Infrastructure - marina	1,452,102	514,015	808,686	294,671
Infrastructure - coastal	1,910,873	555,510	232,624	(322,886)
Payments for Capital Acquisitions	75,672,559	33,852,563	29,684,458	(4,168,105)
Total Capital Acquisitions	75,672,559	33,852,563	29,684,458	(4,168,105)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	(6,457,804)	2,641,596	2,312,928	(328,668)
Other (disposals & C/Fwd)	(2,288,908)	(498,681)	(561,180)	(62,499)
Cash backed reserves				
Plant & Vehicle Replacement	(10,678,229)	(2,186,400)	(2,319,415)	(133,015)
Information Technology	(205,000)	0	(2,940)	(2,940)
Waste & Recycling	(5,302,890)	(1,645,820)	(2,616,057)	(970,238)
Land Development and Investment Fund	(896,373)	(731,044)	(623,961)	107,082
Roads & Drainage Infrastructure	(3,505,483)	(192,760)	(229,403)	(36,643)
Community Infrastructure	(8,619,056)	(919,299)	(682,412)	236,888
Aged and Disabled Asset Replacement	(330,000)	0	0	0
Port Coogee Special Maintenance - SAR	(280,000)	(38,446)	(112,037)	(73,591)
Community Surveillance	(861,533)	(110,250)	(369,346)	(259,096)
Waste Collection	(879,704)	(629,704)	0	629,704
Restricted Grants & Contributions	(78,872)	(78,872)	0	78,872
CIHCF Building Maintenance	(300,000)	(29,780)	(141,768)	(111,988)
Cockburn ARC Building Maintenance	(1,265,000)	(183,108)	(317,236)	(134,127)
Carry Forward Projects	(14,740,599)	(7,702,232)	(8,448,648)	(746,416)
Port Coogee Marina Assets Replacement	(578,470)	(207,788)	(143,638)	64,150
Port Coogee Waterways - WEMP	(344,600)	0	0	0
Contribution - operations	(18,060,038)	(21,339,976)	(15,429,345)	5,910,631
Capital funding total	(75,672,559)	(33,852,563)	(29,684,458)	4,168,105

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 MAY 2024**

FINANCING ACTIVITIES

NOTE 5

BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture										
To assist fund the Cockburn Central West development	8	7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
C/Fwd Balance		7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
Total		7,500,000	0	0	1,250,000	2,500,000	6,250,000	5,000,000	137,346	350,000
Current borrowings		3,226,983					1,250,000			
Non-current borrowings		4,273,017					5,000,000			
		7,500,000					6,250,000			

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 MAY 2024

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	1,762,036	0	0	0	0	(41,475)	0	1,720,561	1,762,036
Plant & Vehicle Replacement	12,489,426	0	0	3,085,500	3,083,419	(10,678,229)	(2,319,415)	4,896,697	13,253,430
Information Technology	3,147,908	0	0	1,500,000	1,500,000	(205,000)	(2,940)	4,442,908	4,644,968
Major Building Refurbishment	20,348,071	0	0	1,500,000	1,500,000	0	0	21,848,071	21,848,071
Waste & Recycling	17,965,167	0	0	7,013,363	0	(5,482,890)	(2,616,464)	19,495,640	15,348,703
Land Development and Investment Fund	4,041,642	0	0	1,584,000	0	(3,423,042)	(3,037,977)	2,202,601	1,003,666
Roads & Drainage Infrastructure	16,796,728	0	0	3,061,211	3,061,211	(5,969,388)	(1,851,385)	13,888,551	18,006,554
Naval Base Shacks	1,291,186	0	0	150,000	0	0	0	1,441,186	1,291,186
Community Infrastructure	39,902,481	0	0	737,758	0	(8,708,525)	(709,638)	31,931,715	39,192,844
Insurance	2,109,607	0	0	0	0	0	(67,986)	2,109,607	2,041,621
Greenhouse Action Fund	1,108,938	0	0	200,000	200,000	0	0	1,308,938	1,308,938
HWRP Post Closure Management & Contar	4,871,959	0	0	3,932,535	0	(400,000)	(350,808)	8,404,494	4,521,151
Municipal Elections	301,420	0	0	150,000	150,000	(300,000)	0	151,420	451,420
Community Surveillance	936,514	0	0	300,000	300,000	(1,156,533)	(533,922)	79,981	702,592
Waste Collection	9,920,005	0	0	532,368	0	(1,209,974)	(210,270)	9,242,399	9,709,735
Environmental Offset	248,759	0	0	0	0	0	0	248,759	248,759
Bibra Lake Management Plan	15,267	0	0	0	0	0	0	15,267	15,267
CIHCF Building Maintenance	12,119,211	0	0	1,000,000	986,978	(335,000)	(173,952)	12,784,211	12,932,237
Cockburn ARC Building Maintenance	8,175,048	0	0	1,500,000	1,500,000	(1,265,000)	(317,236)	8,410,048	9,357,813
Carry Forward Projects	15,701,407	0	0	8,759,609	8,759,609	(16,291,975)	(9,131,235)	8,169,041	15,329,781
Port Coogee Marina Assets Replacement	2,298,541	0	0	300,000	0	(578,470)	(143,638)	2,020,071	2,154,903
Coogee Beach Foreshore Management	118,334	0	19,568	1,000,000	1,023,480	0	0	1,118,334	1,161,382
Total Council Funded Reserve	175,669,657	0	19,568	36,306,344	22,064,697	(56,045,500)	(21,466,864)	155,930,501	176,287,058
Restricted Funded									
Aged and Disabled Asset Replacement	476,874	0	15,713	0	0	(330,000)	0	146,874	492,588

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Welfare Projects Employee Entitlements	858,114	0	16,115	0	0	(20,629)	0	837,485	874,229
Port Coogee Special Maintenance - SAR	2,119,576	0	75,759	430,000	428,709	(531,681)	(346,565)	2,017,895	2,277,479
Port Coogee Waterways - SAR	307,267	0	15,079	110,500	112,625	0	0	417,767	434,971
Family Day Care Accumulation Fund	(0)	0	33	0	0	0	0	(0)	33
Naval Base Shack Removal	881,216	0	29,028	50,000	0	(20,000)	(1,628)	911,216	908,615
Restricted Grants & Contributions	7,448,742	0	0	0	0	(6,033,617)	(5,838,249)	1,415,126	1,610,494
Public Open Space - Various	5,172,673	0	167,544	114,000	192,872	0	0	5,286,673	5,533,089
Port Coogee Waterways - WEMP	1,042,500	0	35,536	0	0	(473,626)	(66,270)	568,874	1,011,766
Cockburn Coast SAR	124,974	0	5,511	60,500	64,718	(22,323)	(12,385)	163,151	182,819
Total Restricted Funded Reserve	18,431,937	0	360,317	765,000	798,924	(7,431,875)	(6,265,097)	11,765,061	13,326,081
Developer Contribution Plans									
Community Infrastructure (DCA 13)	924,399	0	98,045	3,000,000	3,234,465	(2,962,102)	0	962,297	4,256,909
Developer Contribution Plans - Various	14,652,324	0	457,224	1,766,988	1,461,080	(453,777)	0	15,965,535	16,570,629
Total Developer Contribution Reserve	15,576,723	0	555,269	4,766,988	4,695,546	(3,415,879)	0	16,927,832	20,827,538
Total Cash Reserve	209,678,316	0	935,154	41,838,332	27,559,167	(66,893,254)	(27,731,961)	184,623,394	210,440,675

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024**

**OPERATING ACTIVITIES
NOTE 7
OTHER CURRENT LIABILITIES**

	Note	Opening Balance 1 July 2023	Liability Increase	Liability Reduction	Closing Balance 31 May 2024
Other current liabilities		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements - non-operating		1,211,129	4,320,815	(1,701,857)	3,830,087
Total unspent grants, contributions and reimbursements		1,211,129	4,320,815	(1,701,857)	3,830,087
Provisions					
Annual leave		4,643,393	52,331,277	(52,121,607)	4,853,063
Long service leave		4,669,795	0	0	4,669,795
Total Provisions		9,313,188	52,331,277	(52,121,607)	9,522,858
Total other current liabilities		10,524,317	56,652,092	(53,823,464)	13,352,945
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 MAY 2024				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						262,844
Various	Expenditure Review Committee July 2023	OCM 10/08/2023				(106,226)	156,618
OP4111	Coogee Golf Complex flora and fauna study	OCM 10/08/2023				(125,000)	31,618
CW7768	Increase expenditure to purchase landfill compactor	OCM 14/09/2023	Capital Expenses			(195,000)	(163,382)
CW7768	Increase funding from reserve to purchase landfill compactor	OCM 14/09/2023	Transfer from Reserve		195,000		31,618
Various	Expenditure Review Committee September 2023	OCM 05/10/2023			417,092		448,710
CW4712	Increase funding from Carry Forward Reserve to fund Cockburn BMX project at Malabar Park	OCM 10/08/2023	Transfer from Reserve		3,000,000		3,448,710
CW4712	Increase external funding from CSRFF to fund Cockburn BMX project at Malabar Park	OCM 10/08/2023	Capital Revenue		100,000		3,548,710
CW4712	Increase funding from Contaminated Sites & HWRP Reserve to fund Cockburn BMX project at Malabar Park	OCM 10/08/2023	Transfer from Reserve		300,000		3,848,710
CW4712	Increase funding from Community Infrastructure Reserve to fund Cockburn BMX project at Malabar Park	OCM 10/08/2023	Transfer from Reserve		1,900,000		5,748,710
CW4712	Increase expenditure to construct Cockburn BMX at Malabar Park	OCM 10/08/2023	Capital Expenses			(5,300,000)	448,710
OP4051	Increase Expense Resident CCTV Rebate Program	OCM 14/12/2023	Operating Expenses			(50,000)	398,710
OP4051	Increase Funding from Reserve for Resident CCTV Rebate Program	OCM 14/12/2023	Transfer from Reserve		50,000		448,710
Various	Expenditure Review Committee November 2023	OCM 14/12/2023	Operating Expenses			(89,244)	359,466
CW6351	Increase expense Stratton Street Upgrade	OCM 12/03/2024	Capital Expenses			(891,478)	(532,012)
CW6351	Increase funding from reserve	OCM 12/03/2024	Transfer from Reserve		891,478		359,466
CW7756	Increase price of sideloader	OCM 12/03/2024	Capital Expenses			(30,758)	328,708
CW7756	Increase funding from reserve	OCM 12/03/2024	Transfer from Reserve		30,758		359,466
CW7769	Increase price of sideloader	OCM 12/03/2024	Capital Expenses			(30,758)	328,708
CW7769	Increase funding from reserve	OCM 12/03/2024	Transfer from Reserve		30,758		359,466
CW7783	Increase price of sideloader	OCM 12/03/2024	Capital Expenses			(30,758)	328,708
CW7783	Increase funding from reserve	OCM 12/03/2024	Transfer from Reserve		30,758		359,466
CW1715	Close CW1715 and consolidate with CW6459	OCM 14/05/2024	Capital Revenue		130,000		489,466
CW1715	Close CW1715 and consolidate with CW6459	OCM 14/05/2024	Transfer to Reserve			(130,000)	359,466
CW6459	Close CW1715 and consolidate with CW6459	OCM 14/05/2024	Capital Expenses			(130,000)	229,466
CW6459	Close CW1715 and consolidate with CW6459	OCM 14/05/2024	Transfer from Reserve		130,000		359,466
CW1714	Close CW1714 and consolidate with CW1687	OCM 14/05/2024	Capital Revenue		151,053		510,519
CW1714	Close CW1714 and consolidate with CW1687	OCM 14/05/2024	Transfer to Reserve			(151,053)	359,466
CW1687	Close CW1714 and consolidate with CW1687	OCM 14/05/2024	Capital Expenses			(151,053)	208,413
CW1687	Close CW1714 and consolidate with CW1687	OCM 14/05/2024	Transfer from Reserve		151,053		359,466
CW1714	Close CW1835 and consolidate with CW6387	OCM 14/05/2024	Capital Revenue		12,826		372,292
CW1714	Close CW1835 and consolidate with CW6387	OCM 14/05/2024	Transfer to Reserve			(12,826)	359,466
CW1687	Close CW1835 and consolidate with CW6387	OCM 14/05/2024	Capital Expenses			(12,826)	346,640
CW1687	Close CW1835 and consolidate with CW6387	OCM 14/05/2024	Transfer from Reserve		12,826		359,466
CW7782	Transfer to CW7782 from CW7783	OCM 14/05/2024	Capital Expenses		40,000		399,466
CW7782	Transfer to CW7782 from CW7783	OCM 14/05/2024	Transfer from Reserve			(40,000)	359,466
CW7783	Transfer to CW7782 from CW7783	OCM 14/05/2024	Capital Revenue			(40,000)	319,466
CW7783	Transfer to CW7782 from CW7783	OCM 14/05/2024	Transfer to Reserve		40,000		359,466
CW6542	Leachate Pond Design expense increase	SCM 19/03/2024	Capital Expenses			(80,000)	279,466
CW6542	Increase funding from reserve	SCM 19/03/2024	Transfer from Reserve		80,000		359,466
CW6543	Transfer Station Relocation	SCM 19/03/2024	Capital Expenses			(500,000)	(140,534)
CW6543	Increase funding from reserve	SCM 19/03/2024	Transfer from Reserve		500,000		359,466
CW5004	EP Act License Document Preparation	SCM 19/03/2024	Capital Expenses			(100,000)	259,466
CW5004	Increase funding from reserve	SCM 19/03/2024	Transfer from Reserve		100,000		359,466
Various	Expenditure Review Committee March 2024	OCM 09/04/2024				(20,590)	338,876
CW6128	Reduce budget to \$500K and trf balance to CIF reserve	OCM 09/04/2024				(737,758)	(398,882)
CW6128	Reduce budget to \$500K and trf balance to CIF reserve	OCM 09/04/2024			737,758		338,876
Various	Expenditure Review Committee May 2024	OCM 11/06/2024				(126,815)	212,061
CW6388	Project not to proceed	OCM 11/06/2024	Capital Revenue		140,000		352,061
CW6388	Increase transfer to reserve	OCM 11/06/2024	Transfer to Reserve			(140,000)	212,061
CW1768	Transfer exercise equipment fr Port Coogee to Bibra Lake	OCM 11/06/2024	Capital Expenses		45,000		257,061
CW1108	Transfer exercise equipment fr Port Coogee to Bibra Lake	OCM 11/06/2024	Capital Revenue			(45,000)	212,061
OP4908	Project not progressing this year	OCM 11/06/2024	Operating Revenue		351,801		563,862
OP4908	Increase transfer to reserve	OCM 11/06/2024	Transfer to Reserve			(351,801)	212,061
OP9050	unforseen landfill gas investigation result	OCM 11/06/2024	Operating Expenses			(40,000)	172,061
OP9050	increase transfer from reserve	OCM 11/06/2024	Transfer from Reserve		40,000		212,061
OP7989	Increase landfill cost	OCM 11/06/2024	Operating Expenses			(148,000)	64,061
OP8208	Increase trailer passes expense	OCM 11/06/2024	Operating Expenses			(578,000)	(513,939)
GL480	reduce transfer to reserve due to higher costs above	OCM 11/06/2024	Transfer from Reserve		726,000		212,061
OP79863	Jandakot Solomon Rd crown land	OCM 11/06/2024	Operating Expenses			(2,320,751)	(2,108,690)
OP7863	increase transfer from reserve	OCM 11/06/2024	Transfer from Reserve		2,320,751		212,061
OP0099	Return unspent legal exp	OCM 11/06/2024	Operating Revenue		339,000		551,061
OP0099	Increase transfer to reserve	OCM 11/06/2024	Transfer to Reserve			(339,000)	212,061
OP7851	Land compensation funded from reserve	OCM 11/06/2024	Operating Expenses			(690,000)	(477,939)
OP7851	increase transfer from reserve	OCM 11/06/2024	Transfer from Reserve		690,000		212,061
				0	13,683,912	(13,734,695)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024**

**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 2023-24 year is \$300,000 or 0.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
Revenue from operating activities				
Finance	1,117,518	0.81%	▲ Timing	Revenue brought forward
Recreation Infrastructure & Services	473,028	3.32%	▲ Timing	Revenue brought forward
Community Safety & Ranger Services	387,180	30.53%	▲ Timing	Revenue brought forward
Operations & Maintenance	854,111	5.49%	▲ Timing	Revenue brought forward
Property & Assets	(1,066,532)	(28.56%)	▼ Timing	Revenue delayed
Expenditure from operating activities				
Executive Support	655,733	17.13%	▲ Timing	Expenditure delayed
Corporate Strategy	446,201	21.22%	▲ Timing	Expenditure delayed
Procurement	(432,208)	(6.13%)	▼ Timing	Expenditure brought forward
Library & Cultural Services	897,040	5.61%	▲ Timing	Expenditure delayed
Recreation Infrastructure & Services	1,416,010	11.55%	▲ Timing	Expenditure delayed
Community Development & Services	410,116	6.25%	▲ Timing	Expenditure delayed
Community Safety & Ranger Services	767,651	11.99%	▲ Timing	Expenditure delayed
Planning	900,728	21.92%	▲ Timing	Expenditure delayed
Sustainability & Environment	(372,444)	(0.47%)	▼ Timing	Expenditure brought forward
Projects	950,025	8.09%	▲ Timing	Expenditure delayed
Business & Economic Development	896,706	19.57%	▲ Timing	Expenditure delayed
Investing activities				
Payments for property, plant and equipment and infrastructure	4,168,105	12.31%	▲ Timing	Expenditure delayed
Financing activities				
Transfer from reserves	1,106,999	4.16%	▲ Timing	Expenditure delayed
Transfer to reserves	(7,014,298)	(32.65%)	▼ Timing	Expenditure brought forward

14.2.3 Payments Made from Municipal Fund and Local Procurement Summary - May 2024

Executive	A/Director Corporate and System Services
Author	A/Head of Finance
Attachments	<ol style="list-style-type: none"> 1. Payment Listing May 2024 2. Purchase Cards Transactions Report May 2024 3. BP Fuel Cards May 2024 4. Credit Card Transactions Report April 2024

RECOMMENDATION

That Council:

- (1) RECEIVES the list of payments from the Municipal Fund during the month of May 2024, as attached to the Agenda; and
- (2) RECEIVES the list of transactions made from purchase cards during the month of May 2024, as attached to the Agenda.

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.

A new Regulation 13A under the Local Government (Financial Management) Regulations has come into effect on 1 September 2023, requiring a list of payments to be prepared and presented to Council each month for those made by employees using credit, debit, or other purchasing cards.

It should be noted the City has already been reporting in this format since July 2022, following a Council decision at that time to introduce detailed credit card expenditure reporting.

Submission

N/A

Report

Payments made under delegation during the month of May totalled \$16.95 million, and a listing of these is attached to the agenda for review by Council.

These comprise:

- EFT payments (suppliers, sundry creditors) - \$13.10 million (944 payments)
- Cancelled EFT payments - \$11,250
- Payroll payments - \$3.78 million (2 fortnights)
- Corporate credit cards – total of \$81k (65 cards used)
- Bank transactional fees (BPay and merchant fees) - \$1,853.

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

Also attached is the monthly credit card payments report, showing April transactions (paid in May) grouped by cardholder position.

There was no transaction made on the CEO's credit card for May 2024.

The following table summarises all purchases made by corporate credit cards for the month of March, representing 0.49% of the City's monthly expenditure spend:

Description	Amount	Major items
Supplies and Materials Purchases	20,962.42	Library books, Council newspaper, Spin the Wheel event, polo shirts for events staff, truck suspension
Travel and Accommodation	8,977.16	ALGA National Conference, Senior Development Engineer Conference, NGA Conference, Urban Infrastructure Conference
Advertising	7,939.56	Facebook advertising
Events and Functions	7,425.81	Seniors Centre outings, Mosaic Festival
Training & Professional Development	6,764.51	First aid courses, lifeguard course, Whitecard training
Subscriptions and Memberships	6,742.90	Library marketing platform, ARC member retention software, AHRI membership, FDC Harmony fees
Conferences and Seminars	6,717.54	Marinas 24 Conference, IPWA Conference, UDIA Industry Breakfast
Equipment Purchases	4,507.64	Office chair, blood pressure machines, library refurbishment
Office Supplies	3,650.40	Sit/stand up desk, office chairs, stationery
Program Costs	2,653.94	Outrage programs, barista program
Meeting/Workshop Catering	2,270.70	Youth Programs, Family & Community and Events catering
Hire of Equipment and Facilities	1,525.00	SpaceToCo venue hire
Professional Services	337.76	Indoor plants maintenance
Motor Vehicle Expenses	318.54	Diesel for Events Van
Parking Expenses	241.78	Parking
Bank and Other Fees	213.04	Bank fees
Application, Licence, Registration Fees	165.70	Landgate & police station application fees
Disputed	40.94	Disputed transactions
Grand Total	81,455.34	

The Department of Local Government, Sport and Cultural Industries has provided guidance on the types of purchase cards to be included in monthly reporting to Council, being those using an approved line of credit. These include the following:

- business or corporate credit cards
- debit cards
- store cards
- fuel cards
- taxi cards.

The City has reviewed its purchase cards held across the City and identified the following usage for May 2024:

- Woolworths Group – 8 cards totalling \$4,666
- Bunnings PowerPass - 9 cards totalling \$6,758
- BP Plus fuel card – 91 cards totalling \$27,992.

Local Procurement

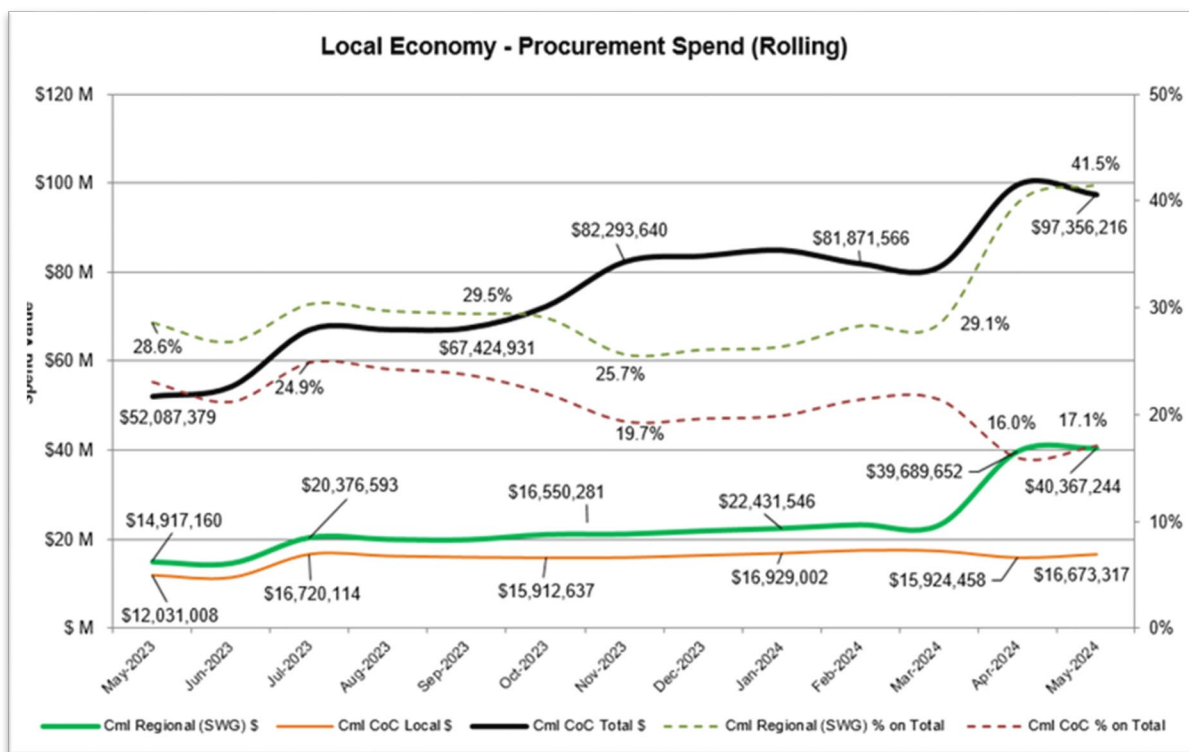
Monthly statistics on local and regional procurement spend are summarised below, showing the spend amounts and percentages against total spend:

Procurement Report - Local Buy Summary & Trends					May	2024
Monthly Statistics	Local/Regional Spend	\$1,605,140	CoC Local \$	20.4%	Local/Regional \$	23.7%
	CoC Local Spend	\$1,379,334	CoC Local %	34.7%	Local/Regional %	41.4%
Aboriginal Engagement	Suppliers used YTD	20	Orders raised	67	Committed spend YTD	\$161,194

In May, local spending within Cockburn made up 20.40 percent of the City’s monthly spend, comprising 34.70 percent of all procurement transactions made for the month.

Within the Perth South West Metropolitan Alliance (PSWMA) region, this increased to 23.70 percent of monthly spend from 41.40 percent of transactions.

The following one year rolling chart to May 2024 tracks the City's procurement spend with businesses located within Cockburn and the PSWMA.



The 12-month rolling local Cockburn spend was \$16.67 million, representing 17.10 percent of the City's total spend, with \$40.37 million or 41.50 percent of total spend within the PSWMA.

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

Social Procurement

To the end of May, the City had engaged twenty (20) aboriginal businesses, with a total YTD spend of \$161,194 (17 businesses and \$133,161 in April).

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 & 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, 13, and 13A 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 Proponent(s)/Submitters

N/A

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

Nil

MAY 2024 PAYMENT LISTING

MUNICIPAL FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF168817	99997	Family Day Care	Fdc Payment W/E 28/04/2024	2/05/2024	48,481.11
EF168818	10118	Australia Post	Postage Charges	7/05/2024	28,862.56
EF168819	10244	Building & Const Industry Training Fund	Levy Payment	7/05/2024	190,470.10
EF168820	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	7/05/2024	1,582.86
EF168821	10326	City Of Gosnells	Replacement Of Library Supplies / Lsl	7/05/2024	782.01
EF168822	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	7/05/2024	176,922.33
EF168823	24655	Automasters Spearwood	Vehicle Servicing	7/05/2024	2,896.95
EF168824	26614	Marketforce Pty Ltd	Advertising	7/05/2024	1,404.43
EF168825	26987	Cti Risk Management	Security - Cash Collection	7/05/2024	2,556.60
EF168826	27809	Ra-One Pty Ltd	Software	7/05/2024	3,102.00
EF168827	27946	Kambarang Services Pty Ltd	Training Indigenous Cultute	7/05/2024	5,225.00
EF168828	99997	Sophie Xiang	Artist Payment From Exhibition Sales	7/05/2024	400.00
EF168829	99997	Over 3 Oceans Pty Ltd	City Business Grant	7/05/2024	4,980.00
EF168830	99997	Progressive Pilates Education	City Business Grant	7/05/2024	4,500.00
EF168831	99997	Xing Qin Justina Chia	Cctv Residentail Rebate	7/05/2024	500.00
EF168832	99997	Marisa Laven	Cctv Residentail Rebate	7/05/2024	500.00
EF168833	99997	Karen McCreanor	Cctv Residentail Rebate	7/05/2024	500.00
EF168834	99997	Neil Evans	Cctv Residentail Rebate	7/05/2024	500.00
EF168835	99997	Jay Bassett	Cctv Residentail Rebate	7/05/2024	500.00
EF168836	99997	Melanie Orr	Cctv Residentail Rebate	7/05/2024	500.00
EF168837	99997	Katrina Giadresco	Cctv Residentail Rebate	7/05/2024	500.00
EF168838	99997	Hyejune Park	Cctv Residentail Rebate	7/05/2024	500.00
EF168839	99997	Shannon Bromley	Cctv Residentail Rebate	7/05/2024	500.00
EF168840	99997	Bhupendra Singh	Cctv Residentail Rebate	7/05/2024	500.00
EF168841	99997	Shawn Stanley	Cctv Residentail Rebate	7/05/2024	500.00
EF168842	99997	Ellen Kenny	Senior Security Rebate	7/05/2024	300.00
EF168843	99997	Melva Parry	Senior Security Rebate	7/05/2024	100.00
EF168844	99997	Nick Castro	Senior Security Rebate	7/05/2024	100.00
EF168845	99997	Olive Giacomini	Senior Security Rebate	7/05/2024	300.00
EF168846	99997	Robert Lombardo	Senior Security Rebate	7/05/2024	100.00
EF168847	99997	Brian Hunt	Senior Security Rebate	7/05/2024	300.00
EF168848	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	7/05/2024	200.00
EF168849	99997	Allious Persic	Senior Security Rebate	7/05/2024	500.00
EF168850	99997	Pascale Audy	Nappy And Sanitary Product Rebate	7/05/2024	50.00
EF168851	99997	Paul Knight	Compost Bin Rebate	7/05/2024	50.00
EF168852	99997	Er Del Borrello	Nappy And Sanitary Product Rebate	7/05/2024	50.00
EF168853	99997	Alison Blackwell	Compost Bin Rebate	7/05/2024	50.00
EF168854	99997	Caitlin And Renae Purcell	Nappy And Sanitary Product Rebate	7/05/2024	100.00
EF168855	99997	Jacqueline Powell	Nappy And Sanitary Product Rebate	7/05/2024	42.00
EF168856	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	7/05/2024	50.00

EF168857	99997	Tamara Locke	Nappy And Sanitary Product Rebate Refund	7/05/2024	50.00
EF168858	99997	T&J Neale	Crossover Rebates	7/05/2024	500.00
EF168859	99997	Sharee Knowles	Crossover Rebates	7/05/2024	500.00
EF168860	99997	Salim Widjaja	Crossover Rebates	7/05/2024	500.00
EF168861	99997	Kerry L Hau	Crossover Rebates	7/05/2024	500.00
EF168862	99997	Wei Yeng Lim	Compost Bin Rebate Refund	7/05/2024	50.00
EF168863	99997	Jandakot Bushfire Brigade Reimbursement	Jandakot Vbfb Reimbursement	7/05/2024	3,500.00
EF168864	99997	Bernadette Hamer	Nappy And Sanitary Product Rebate Refund	7/05/2024	50.00
EF168865	99997	Michelle Selby	Nappy And Sanitary Product Rebate	7/05/2024	50.00
EF168866	99997	Aimee O'Neill-Geary	Bird Bath Rebate	7/05/2024	24.75
EF168867	99997	N V Moska	Bird Bath Rebate	7/05/2024	50.00
EF168868	99997	Bibra Lake Residents Association	Po Box Reimbursement	7/05/2024	179.00
EF168869	99997	J & D Mason	Bird Bath Rebate - Dayna Mason	7/05/2024	49.99
EF168870	99997	Mir Noor M Talpur	Reimbursement Of Short Course Fees	7/05/2024	110.00
EF168871	99997	Shariful Malik	Employee Reimbursement	7/05/2024	6,688.13
EF168872	99997	Beeliar Community Association	Canva Subscription	7/05/2024	164.99
EF168873	99997	Mucky Duck	Deposit For Invoice 170524	7/05/2024	300.00
EF168874	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	7/05/2024	50.00
EF168875	99997	The Last Great Hunt	Royalties For Bruce As Part Of Sotg	7/05/2024	138.45
EF168876	99997	Scouts Wa	Donation For Quiz Night.	7/05/2024	200.00
EF168877	99997	Mills Oakley	Reference: Sxrp:8153459	7/05/2024	12,100.00
EF168878	99997	James And Alexandra Bawden	Refund For Bird Bath Rebate	7/05/2024	24.75
EF168879	99997	Diane Sulayao	Bird Bath Rebate Refund	7/05/2024	49.50
EF168880	99997	James And Manuela Lenehan	Rebate For Bird Bath	7/05/2024	49.99
EF168881	99997	Scott Harrison	Bird Bath Rebate Refund	7/05/2024	50.00
EF168882	99997	Theresa Giersch	Rebate For Bird Bath	7/05/2024	49.50
EF168883	99997	Bibra Lake Residents Association	January Newsletter/Flyer	7/05/2024	368.50
EF168884	99997	Liz Vuchocho	Employee Reimbursement	7/05/2024	434.65
EF168885	10152	Aust Services Union	Payroll Deductions	13/05/2024	777.00
EF168886	10154	Australian Taxation Office	Payroll Deductions	13/05/2024	624,304.00
EF168887	10305	Child Support Agency	Payroll Deductions	13/05/2024	2,063.83
EF168888	19726	Health Insurance Fund Of Wa	Payroll Deductions	13/05/2024	948.25
EF168889	27874	Smartsalary	Salary Packaging/Leasing Administration	13/05/2024	13,351.79
EF168890	28263	Julia Kay Wallis	Historian	13/05/2024	461.50
EF168891	28458	Easi Group	Novated Leasing	13/05/2024	10,833.06
EF168892	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgr	Union	13/05/2024	22.00
EF168893	26987	Cti Risk Management	Security - Cash Collection	14/05/2024	1,626.70
EF168894	99997	Cyr O'Neill	Artist Payment From Exhibition Sales	14/05/2024	600.00
EF168895	99997	Lilliana Stafford	Artist Payment From Exhibition Sales	14/05/2024	420.00
EF168896	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	14/05/2024	50.00
EF168897	99997	Cockburn Cobras Football Club	Sports Equipment Grant	14/05/2024	928.15
EF168898	99997	Ashleigh Nelson	Sports Hall Of Fame Mc	14/05/2024	800.00
EF168899	99997	Platinum Planning Solutions	Foi-0544 - Refund Of Application Fee	14/05/2024	30.00
EF168900	99997	R B & V L Warner	Rebate For Bird Bath	14/05/2024	49.99
EF168901	99997	Paul Stokes	Rebate For Bird Bath	14/05/2024	29.99
EF168902	99997	Sophie Galati	Incorrectly Charged By Arc	14/05/2024	75.00

EF168903	99997	Natasha M Roberts	Habitat For Homes Bird Bath Rebate	14/05/2024	14.99
EF168904	99997	Maureen Marriott	Habitat For Homes Bird Bath Rebate	14/05/2024	49.99
EF168905	99997	Arshdeep Singh Khehra	Cctv Home Rebate	14/05/2024	500.00
EF168906	99997	Vanessa Baluyut Pinpin	Cctv Home Rebate	14/05/2024	500.00
EF168907	99997	Jeroen Simons	Cctv Home Rebate	14/05/2024	500.00
EF168908	99997	Gareth Hoogewerf	Cctv Home Rebate	14/05/2024	500.00
EF168909	99997	Jolene Da Silva	Cctv Home Rebate	14/05/2024	500.00
EF168910	99997	Sylvia Donnelly	Cctv Home Rebate	14/05/2024	500.00
EF168911	99997	Sonal Chokshi	Refund Book	14/05/2024	5.50
EF168912	99997	Jacob Mansell	Refund Book	14/05/2024	28.60
EF168913	99997	Hamid Salamat	Refund Book	14/05/2024	18.70
EF168914	99997	Tee Siew Shy	Refund Book	14/05/2024	11.00
EF168915	99997	Mehdi Esfand	Refund Book	14/05/2024	11.00
EF168916	99997	Brendan Dwyer	Refund Book	14/05/2024	11.00
EF168917	99997	Stephen Alcock	Seniors Security Rebate	14/05/2024	200.00
EF168918	99997	Janette Whitlome	Seniors Security Rebate	14/05/2024	300.00
EF168919	99997	Henryk Gawel	Seniors Security Rebate	14/05/2024	200.00
EF168920	99997	Vicki Discerni	Seniors Security Rebate	14/05/2024	100.00
EF168921	99997	Frances Petkovic	Seniors Security Rebate	14/05/2024	200.00
EF168922	99997	Robin Antrobus	Seniors Security Rebate	14/05/2024	200.00
EF168923	99997	Adrian Donovan	Seniors Security Rebate	14/05/2024	500.00
EF168924	99997	Frank Dick	Seniors Security Rebate	14/05/2024	300.00
EF168925	99997	Sharon Mcgrath	Seniors Security Rebate	14/05/2024	100.00
EF168926	99997	Janet Renting	Seniors Security Rebate	14/05/2024	500.00
EF168927	99997	Robyn Smith	Seniors Security Rebate	14/05/2024	100.00
EF168928	99997	Jenny Pinto	Seniors Security Rebate	14/05/2024	100.00
EF168929	99997	Donna Wallace	Seniors Security Rebate	14/05/2024	100.00
EF168930	99997	Brian L D'cruz	Seniors Security Rebate	14/05/2024	300.00
EF168931	99997	Vesna Elezovich	Seniors Security Rebate	14/05/2024	200.00
EF168932	99997	Mary Vinci	Seniors Security Rebate	14/05/2024	200.00
EF168933	99997	Li-Hui Wang	Working With Children Cards	14/05/2024	77.00
EF168934	99997	Roksteady Pty Ltd	Roksteady Grc Dgt	14/05/2024	6,215.00
EF168935	99997	Tania Clegg	Junior Sport Travel Assistance Grant	14/05/2024	400.00
EF168936	99997	Marcelly Van Santen	Junior Sport Travel Assistance Grant	14/05/2024	400.00
EF168937	99997	Kereth Harris	Junior Sport Travel Assistance Grant	14/05/2024	400.00
EF168938	99997	Allen Bassula	Senior Security Rebate	14/05/2024	200.00
EF168939	99997	Augusta Tussler	Senior Security Rebate	14/05/2024	200.00
EF168940	99997	Carmela Piscicelli	Senior Security Rebate	14/05/2024	200.00
EF168941	99997	Yvonne Austin	Senior Security Rebate	14/05/2024	300.00
EF168942	99997	Patricia Blakey-Scholes	Senior Security Rebate	14/05/2024	100.00
EF168943	99997	Dianna Williams	Senior Security Rebate	14/05/2024	40.00
EF168944	99997	Molly Schmidt	Invoice012	14/05/2024	313.00
EF168945	99997	Michelle Ross	Habitat For Homes Bird Bath Rebate	14/05/2024	49.50
EF168946	99997	Gregory Dodd	Habitat For Homes Bird Bath Rebate	14/05/2024	22.99
EF168947	99997	Lj&Gl Simms	Habitat For Homes Bird Bath Rebate	14/05/2024	50.00
EF168948	99997	Roy Arnold	Habitat For Homes Bird Bath Rebate	14/05/2024	50.00

EF168949	99997	High Tea In A Box	Htiab Amyp	14/05/2024	50.00
EF168950	99997	High Tea In A Box	Htiab Amyp	14/05/2024	3,853.50
EF168951	99997	Mitul S Bhatt	Crossover Claim	14/05/2024	500.00
EF168952	99997	Southern Cross Village Seniors	Bus Hire 22-03-2024	14/05/2024	100.00
EF168953	99997	St Jerome's Seniors	Bus Hire 09-04-2024	14/05/2024	100.00
EF168954	99997	Southern Cross Village Seniors	Bus Hire 26-04-2024	14/05/2024	100.00
EF168955	99997	Sabbir Hussain	Employee Reimbursement	14/05/2024	261.50
EF168956	99997	Natalie Crabbe	Refund - Waste Collection	14/05/2024	70.00
EF168957	99997	Trystan Rodden-Starr	Insurance Claim 1619 Excess Reimbursemen	14/05/2024	700.00
EF168958	99997	Services Australia	Transaction Charges For Centrepay	14/05/2024	219.78
EF168959	99997	Anthem Pty Ltd T/F Zip Unit Trust	Invoice Coc24001 Success Library Event	14/05/2024	621.50
EF168960	10040	Australian Institute Of Building Surveyors	Membership & Training Services	17/05/2024	8,050.00
EF168961	10058	Alsco Pty Ltd	Hygiene Services/Supplies	17/05/2024	385.84
EF168962	10082	Armandos Sports	Sporting Goods	17/05/2024	185.10
EF168963	10207	Boc Gases	Gas Supplies	17/05/2024	1,166.16
EF168964	10212	Boss Bollards	Security Products	17/05/2024	349.80
EF168965	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	17/05/2024	26,942.59
EF168966	10226	Bridgestone Australia Ltd	Tyre Services	17/05/2024	29,691.94
EF168967	10231	Brooks Hire	Hire Services - Equipment	17/05/2024	3,103.76
EF168968	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	17/05/2024	6,927.11
EF168969	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	17/05/2024	1,710.97
EF168970	10352	Cockburn Bowling & Recreational Club Inc Cockburn Barc	Recreation Club	17/05/2024	1,200.00
EF168971	10359	Cockburn Painting Service	Painting Supplies/Services	17/05/2024	13,946.40
EF168972	10368	Cockburn Wetlands Education Centre	Community Grant	17/05/2024	750.00
EF168973	10390	The Trustee For The Standard Building Trust Computer Badge Embroider	Embroidery	17/05/2024	499.40
EF168974	10483	Landgate	Mapping/Land Title Searches	17/05/2024	3,011.85
EF168975	10526	E & Mj Rosher Pty Ltd	Mower Equipment CON02	17/05/2024	137,249.98
EF168976	10528	Easifleet	Vehicle Lease	17/05/2024	2,025.00
EF168977	10535	Workpower Incorporated	Employment Services - Planting	17/05/2024	19,388.33
EF168978	10559	Environmental Industries Pty Ltd	Landscaping Maintenance	17/05/2024	75,042.00
EF168979	10589	Fines Enforcement Registry	Fines Enforcement Fees	17/05/2024	7,018.70
EF168980	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	17/05/2024	29,580.18
EF168981	10683	Gronbek Security	Locksmith Services	17/05/2024	3,525.06
EF168982	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	17/05/2024	13,717.00
EF168983	10787	Jandakot Accident Repair Centre	Panel Beating Services	17/05/2024	1,000.00
EF168984	10794	Jason Signmakers	Signs	17/05/2024	56,388.24
EF168985	10879	Les Mills Aerobics	Instruction/Training Services	17/05/2024	1,724.95
EF168986	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	17/05/2024	43,672.39
EF168987	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	17/05/2024	74,493.29
EF168988	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	17/05/2024	2,512.51
EF168989	10944	Mcleods	Legal Services	17/05/2024	13,492.40
EF168990	10982	Modern Teaching Aids Pty Ltd	Teaching Aids	17/05/2024	2,501.36
EF168991	10991	Beacon Equipment	Mowing Equipment	17/05/2024	2,332.50
EF168992	11032	Noise & Vibration Measurement Systems	Measuring Equipment/Services	17/05/2024	1,469.38
EF168993	11036	Northlake Electrical Pty Ltd	Electrical Services C100798	17/05/2024	168,798.30
EF168994	11152	Fulton Hogan Industries Pty Ltd	Road Maintenance	17/05/2024	2,358.40

EF168995	11247	Richgro Wa	Gardening Supplies	17/05/2024	268.88
EF168996	11307	Satellite Security Services Pty Ltd	Security Services	17/05/2024	20,973.29
EF168997	11334	Shenton Pumps	Pool Equipment/Services	17/05/2024	10,404.34
EF168998	11387	Bibra Lake Soils	Soil & Limestone Supplies	17/05/2024	96.00
EF168999	11425	Resource Recovery Group	Waste Disposal Gate Fees	17/05/2024	1,715.34
EF169000	11449	Spearwood Florist Ultimate Co Pty Ltd	Floral Arrangements	17/05/2024	625.00
EF169001	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	17/05/2024	343.20
EF169002	11470	Sportsworld Of Wa	Sport Supplies	17/05/2024	7,879.30
EF169003	11483	St John Ambulance Aust Wa Operations	First Aid Courses	17/05/2024	2,373.00
EF169004	11502	State Law Publisher	Advertising Services	17/05/2024	109.20
EF169005	11511	Statewide Bearings	Bearing Supplies	17/05/2024	380.56
EF169006	11619	Titan Ford	Purchase Of Vehicles & Servicing	17/05/2024	400.00
EF169007	11625	Nutrien Water	Reticulation Supplies	17/05/2024	3,564.76
EF169008	11642	Trailer Parts Pty Ltd	Trailer Parts	17/05/2024	121.37
EF169009	11651	Tree Watering Services	Tree Watering Services	17/05/2024	10,664.00
EF169010	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	17/05/2024	2,259.05
EF169011	11749	Warren's Earthmoving Contractors	Earthmoving Services	17/05/2024	1,314.50
EF169012	11773	Nutrien Ag Solutions	Chemical Supplies	17/05/2024	6,710.00
EF169013	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	17/05/2024	33,366.11
EF169014	11795	Western Power	Street Lighting Installation & Service	17/05/2024	8,964.00
EF169015	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	17/05/2024	16,831.50
EF169016	11828	Worldwide Online Printing - O'connor	Printing Services	17/05/2024	3,458.09
EF169017	11854	Zipform Pty Ltd	Printing Services	17/05/2024	3,986.27
EF169018	11873	Wattleup Tractors	Hardware Supplies	17/05/2024	2,091.83
EF169019	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	17/05/2024	15,521.08
EF169020	12018	O'connor Lawnmower & Chainsaw Centre	Mowing Equipment/Parts/Services	17/05/2024	333.60
EF169021	12153	Hays Personnel Services Pty Ltd	Employment Services	17/05/2024	26,176.25
EF169022	12207	Civica Pty Ltd	Software Support/Licence Fees	17/05/2024	1,861.99
EF169023	12685	Trcb Taylor Robinson Unit Trust	Architectural Services	17/05/2024	23,197.06
EF169024	13102	Michael Page International (Australia) Pty Ltd	Employment Services	17/05/2024	1,439.72
EF169025	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa)	Property Management	17/05/2024	22,460.37
EF169026	13779	Porter Consulting Engineers	Engineering Consultancy Services	17/05/2024	13,200.00
EF169027	14297	Artref Pty Ltd	Printing Cartridges	17/05/2024	56,400.30
EF169028	14350	Baileys Fertiliser	Fertiliser Supplies	17/05/2024	869.22
EF169029	15393	Stratagreen	Hardware Supplies	17/05/2024	4,651.50
EF169030	15550	Apac Aid Inc	Plants & Landscaping Services	17/05/2024	510.00
EF169031	15588	Natural Area Consulting Management Services	Weed Spraying	17/05/2024	39,297.96
EF169032	15746	Western Australia Police Service	Police Clearances	17/05/2024	102.00
EF169033	15850	Ecoscape Australia Pty Ltd	Environmental Consultancy	17/05/2024	1,650.00
EF169034	15895	Royal Wolf Trading Australia Pty Ltd	Container Hire	17/05/2024	507.78
EF169035	15916	1Spatial Australia Pty Ltd	Annual Software Subscription	17/05/2024	11,984.21
EF169036	16064	Cms Engineering	Airconditioning Services	17/05/2024	21,405.35
EF169037	16107	Wren Oil	Waste Disposal Services	17/05/2024	440.00
EF169038	16432	Scarvac's Iga	Groceries	17/05/2024	1,200.00
EF169039	16533	Total Packaging	Packaging	17/05/2024	528.00
EF169040	16653	Complete Portables Pty Ltd	Supply & Hire Of Modular Buildings	17/05/2024	3,232.84

EF169041	16698	Tidy Up	Rubbish Removal	17/05/2024	3,152.50
EF169042	16914	Element Advisory Pty Ltd	Consultancy Services	17/05/2024	3,124.00
EF169043	17343	Rac Businesswise	Membership Subscription	17/05/2024	485.00
EF169044	17345	Kennards Hire - Myaree	Equipment Hire	17/05/2024	3,820.00
EF169045	17553	Altus Traffic Pty Ltd	Traffic Control Services	17/05/2024	21,291.48
EF169046	17608	Nu-Trac Rural Contracting	Beach Cleaning/Firebreak Construction	17/05/2024	24,541.00
EF169047	17624	Allsports Linemarking	Linemarking Services	17/05/2024	8,349.00
EF169048	18126	Dell Australia Pty Ltd	Computer Hardware	17/05/2024	242.00
EF169049	18203	Natsync Environmental	Pest Control	17/05/2024	3,620.00
EF169050	18272	Austraclear Limited	Investment Services	17/05/2024	120.30
EF169051	18533	Friends Of The Community Inc.	Donation	17/05/2024	5,120.00
EF169052	18962	Sealanes (1985) P/L	Catering Supplies	17/05/2024	2,359.08
EF169053	19107	Forever Shining Artforms Wa	Parks Infrastructure Services	17/05/2024	16,884.60
EF169054	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	17/05/2024	2,577.90
EF169055	19821	Structerre Consulting	Structural Design Consultancy Services	17/05/2024	3,300.00
EF169056	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	17/05/2024	16,370.67
EF169057	20146	Data#3 Limited	Contract It Personnel & Software	17/05/2024	4,222.57
EF169058	20321	Riverjet Pty Ltd	Educting-Cleaning Services	17/05/2024	14,401.20
EF169059	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	17/05/2024	2,255.00
EF169060	21291	The Worm Shed	Environmental Education	17/05/2024	2,860.00
EF169061	21294	Cat Haven	Animal Services	17/05/2024	517.28
EF169062	21627	Manheim Pty Ltd	Impounded Vehicles	17/05/2024	2,447.50
EF169063	21672	Mega Music Australia Pty Ltd	Musical Instruments/Sound Equipment	17/05/2024	7,519.00
EF169064	21691	Zettanet Pty Ltd	Internet/Web Services	17/05/2024	45.00
EF169065	21744	Jb Hi Fi - Commercial	Electronic Equipment	17/05/2024	872.34
EF169066	21782	Westcoast Timber Flooring	Flooring Supplies	17/05/2024	22,220.00
EF169067	21798	The Civil Group	Consultancy - Engineering	17/05/2024	9,680.00
EF169068	21910	Gmf Contractors Pty Ltd	Excavating/Earthmoving Services C101032	17/05/2024	133,372.36
EF169069	21946	Ryan's Quality Meats	Meat Supplies	17/05/2024	2,001.67
EF169070	22106	Intelife Group	Services - Daip	17/05/2024	7,850.47
EF169071	22307	Creative Spaces	Graphic Design	17/05/2024	14,437.50
EF169072	22541	Surfing Western Australia Inc.	Training Services - Surfing	17/05/2024	1,200.00
EF169073	22553	Brownes Food Operations	Catering Supplies	17/05/2024	1,373.70
EF169074	22589	Jb Hi Fi - Cockburn	Electrical Equipment	17/05/2024	330.70
EF169075	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	17/05/2024	4,419.80
EF169076	22752	Elgas Limited	Gas Supplies	17/05/2024	853.31
EF169077	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	17/05/2024	110,880.04
EF169078	22859	Top Of The Ladder	Gutter Cleaning Services	17/05/2024	14,737.80
EF169079	22903	Unique International Recoveries Llc	Debt Collectors	17/05/2024	307.20
EF169080	23034	Douglas Partners	Consultancy Services - Geo Technical	17/05/2024	4,224.00
EF169081	23457	Totally Workwear Fremantle	Clothing - Uniforms	17/05/2024	5,400.01
EF169082	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	17/05/2024	13,942.50
EF169083	23600	Ironbark Sustainability	Consultancy Services - Environmental	17/05/2024	11,471.90
EF169084	24298	Tanks For Hire	Equipment Hire	17/05/2024	572.00
EF169085	24506	Amaranti's Personal Training	Personal Training Services	17/05/2024	3,000.00
EF169086	24655	Automasters Spearwood	Vehicle Servicing	17/05/2024	5,677.40

EF169087	24974	Scott Print	Printing Services	17/05/2024	5,747.50
EF169088	25063	Superior Pak Pty Ltd	Vehicle Maintenance	17/05/2024	11,495.83
EF169089	25102	Fremantle Mobile Welding	Welding Services	17/05/2024	8,003.60
EF169090	25121	Imagesource Digital Solutions	Billboards	17/05/2024	1,558.70
EF169091	25264	Acurix Networks Pty Ltd	Wifi Access Service	17/05/2024	6,470.20
EF169092	25332	Intergraph Corporation	Mapping Services	17/05/2024	1,584.26
EF169093	25418	Cs Legal	Legal Services	17/05/2024	16,115.08
EF169094	25731	Wheelie Clean	Cleaning Services	17/05/2024	3,509.00
EF169095	25813	Lg Connect Pty Ltd	Erp Systems Development	17/05/2024	13,371.05
EF169096	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	17/05/2024	275.00
EF169097	25832	Exteria	Street And Park Infrastructure	17/05/2024	10,877.90
EF169098	26114	Grace Records Management	Records Management Services	17/05/2024	1,691.88
EF169099	26120	Ecoburbia	Environmental Waste Workshops	17/05/2024	715.00
EF169100	26211	Amcom Pty Ltd	Internet/Data Services	17/05/2024	11,578.30
EF169101	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	17/05/2024	36,493.19
EF169102	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance C100932	17/05/2024	296,892.96
EF169103	26314	Cpe Group	Temporary Employment Services	17/05/2024	5,288.75
EF169104	26382	Rangs Graphics And Design	Software Licences	17/05/2024	209.00
EF169105	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	17/05/2024	1,138.50
EF169106	26419	Equifax Australasia Credit Ratings Pty Ltd	Credit Reference Checks	17/05/2024	603.90
EF169107	26449	Eco Shark Barrier Pty Ltd	Leasing Fee For Shark Barrier	17/05/2024	10,569.00
EF169108	26470	Scp Conservation	Fencing Services	17/05/2024	13,354.00
EF169109	26558	Healthcare Australia Pty Ltd	Temporary Employment Services	17/05/2024	663.59
EF169110	26623	Sigma Chemicals Cromag Pty Ltd (Sigma Chemicals)	Chemicals - Pool	17/05/2024	6,793.49
EF169111	26625	Andover Detailers	Car Detailing Services	17/05/2024	2,258.97
EF169112	26626	Senversa Pty Ltd	Environmental Auditing	17/05/2024	12,743.50
EF169113	26705	Creative Adm	Marketing Services	17/05/2024	10,516.00
EF169114	26709	Talis Consultants Pty Ltd	Waste Consultancy	17/05/2024	26,400.00
EF169115	26735	Shane McMaster Surveys	Survey Services	17/05/2024	15,290.00
EF169116	26745	Embroidme Myaree	Embroidery	17/05/2024	1,015.30
EF169117	26754	Connect Call Centre Services	Call Centre Services	17/05/2024	5,525.91
EF169118	26761	The Sand Card Company	Entertainment Services	17/05/2024	1,070.00
EF169119	26771	Instant Products Hire	Portable Toilet Hire	17/05/2024	1,386.92
EF169120	26778	Robert Walters	Recruitment Services	17/05/2024	6,053.35
EF169121	26782	Soft Landing	Recycling Services	17/05/2024	30,170.58
EF169122	26807	Transair Two Way Radio	Equipment Repairs & Maintenance Services	17/05/2024	25,161.40
EF169123	26812	Brooks Choice Removals	Removalists	17/05/2024	3,025.00
EF169124	26843	Ergolink	Ergonomic Office Furniture	17/05/2024	230.25
EF169125	26888	Media Engine	Graphic Design, Marketing, Video Product	17/05/2024	1,020.00
EF169126	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	17/05/2024	660.00
EF169127	26915	Focused Vision Consulting Pty Ltd	Consulting	17/05/2024	15,054.60
EF169128	26929	Elan Energy Matrix Pty Ltd	Recycling Services	17/05/2024	5,116.92
EF169129	26932	Central Regional Tafe	Tafe	17/05/2024	907.01
EF169130	26946	Av Truck Services Pty Ltd	Truck Dealership	17/05/2024	65,767.10
EF169131	26957	Jbs & G Australia Pty Ltd	Consultancy - Enviromental	17/05/2024	20,124.50
EF169132	26972	Les Mills Asia Pacific Industries	Excercise Equipment	17/05/2024	1,894.82

EF169133	27002	Cockburn Party Hire	Hire Services	17/05/2024	3,438.60
EF169134	27010	Quantum Building Services Pty Ltd	Building Maintenance - Cockburn Bowling Club Fitout	17/05/2024	174,998.10
EF169135	27015	Intelli Trac	Gps Tracking	17/05/2024	3,617.90
EF169136	27031	Downer Edi Works Pty Ltd	Asphalt Services	17/05/2024	380.87
EF169137	27034	Adelby Pty Ltd	Firebreak Construction	17/05/2024	25,839.00
EF169138	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	17/05/2024	40,837.67
EF169139	27052	Event Marquees	Marquee Hire	17/05/2024	3,313.00
EF169140	27054	Vocus Pty Ltd	Telecommunications	17/05/2024	3,871.20
EF169141	27065	Westbooks	Books	17/05/2024	7,326.58
EF169142	27082	Kulbardi Pty Ltd	Stationery Supplies	17/05/2024	5,961.40
EF169143	27098	Q2 (Q-Squared)	Digital Data Service	17/05/2024	1,045.00
EF169144	27133	Marindust Sales	Goal Posts	17/05/2024	385.00
EF169145	27143	Fully Promoted Success	Uniforms And Promotional Items	17/05/2024	2,365.00
EF169146	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	17/05/2024	87,341.52
EF169147	27169	Natural Power Solutions Pty Ltd	Power Supply Protection, Products & Serv	17/05/2024	5,028.10
EF169148	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	17/05/2024	10,684.21
EF169149	27189	Healthstrong Pty Ltd	Home Care	17/05/2024	627.00
EF169150	27198	Green Promotions Pty Ltd	Promotional Supplies	17/05/2024	1,886.50
EF169151	27241	Landscape Elements	Landscaping Services CM18/2023	17/05/2024	168,819.00
EF169152	27261	Tudor House	Flags & Banners	17/05/2024	1,939.00
EF169153	27334	Westcare Print	Printing Services	17/05/2024	126.50
EF169154	27346	Office Line	Furniture Office	17/05/2024	78,216.60
EF169155	27351	Programmed Property Services	Property Maintenance	17/05/2024	8,305.00
EF169156	27366	The Henna Leaf	Artistic - Henna	17/05/2024	1,780.00
EF169157	27374	Southern Cross Cleaning	Commercial Cleaning	17/05/2024	3,500.97
EF169158	27377	Accidental Health And Safety - Perth	First Aid Supplies	17/05/2024	3,202.52
EF169159	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	17/05/2024	309.00
EF169160	27401	Emprise Mobility	Mobility Equipment	17/05/2024	27,924.50
EF169161	27420	Cygnat Workplace Investigations	Consultancy - Human Resources	17/05/2024	6,600.00
EF169162	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	17/05/2024	12,514.22
EF169163	27427	Home Chef	Cooking/Food Services	17/05/2024	746.90
EF169164	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irrigation Services	17/05/2024	550.00
EF169165	27448	Selectro Services Pty Ltd	Electrical	17/05/2024	330.00
EF169166	27455	The Trustee For Ssh Group Safety Trust Ocula (Aus)	Cctv Parts C100713	17/05/2024	116,786.78
EF169167	27507	Serco Facilities Management Pty Ltd	Cleaning Services C100831	17/05/2024	112,964.53
EF169168	27518	Kyocera Document Solutions Australia Pty Ltd	Photocopying Machines	17/05/2024	4,680.10
EF169169	27539	Jasmin Carpentry & Maintenance	Carpentry	17/05/2024	9,236.80
EF169170	27546	Bpa Engineering	Consultancy - Engineering	17/05/2024	1,815.00
EF169171	27548	Standing Fork	Catering	17/05/2024	8,872.60
EF169172	27579	Soco Studios	Photography Services	17/05/2024	1,402.50
EF169173	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	17/05/2024	82,882.80
EF169174	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	17/05/2024	32,678.28
EF169175	27613	Redimed Pty Ltd	Medical & Health Services	17/05/2024	1,105.50
EF169176	27620	Gold Corporation	Ceremonial Coins	17/05/2024	1,507.00
EF169177	27622	Trugrade Medical Supplies	Medical Supplies	17/05/2024	5,238.14
EF169178	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	17/05/2024	10,221.11

EF169179	27635	Mammoth Security	Security	17/05/2024	52.60
EF169180	27640	Range Ford	Motor Vehicles	17/05/2024	1,700.00
EF169181	27657	Positive Balance Massage	Massage Therapy	17/05/2024	500.00
EF169182	27658	Wa Hardwood Floors Pty Ltd	Flooring Services	17/05/2024	910.00
EF169183	27676	Blue Force Pty Ltd	Security Services C100942 - 38861	17/05/2024	298,738.16
EF169184	27677	Dodgy Bros Dodgeball Co.	Dodgeball Game	17/05/2024	1,960.00
EF169185	27695	Qtm Pty Ltd	Traffic Management	17/05/2024	36,440.76
EF169186	27720	Bj Systems	Security Services	17/05/2024	2,448.38
EF169187	27779	Sports Circuit Linemarking	Linemarking	17/05/2024	11,764.50
EF169188	27819	Axiis Contracting Pty Ltd	Concrete Works	17/05/2024	10,725.00
EF169189	27829	Smec Australia Pty Ltd	Consultancy - Engineering	17/05/2024	32,133.82
EF169190	27850	Dowsing Group Pty Ltd	Concreting Services	17/05/2024	69,845.05
EF169191	27855	Total Landscape Redevelopment Service Pty Ltd	Tree Watering	17/05/2024	73,227.00
EF169192	27856	My Flex Health International	Nursing Services	17/05/2024	249.16
EF169193	27885	Stevens McGann Willcock And Copping Pty Ltd	Consultancy - Mechanical Engineering	17/05/2024	5,494.50
EF169194	27890	Tabec Pty Ltd	Engineering Services	17/05/2024	3,828.00
EF169195	27894	Homecare Physiotherapy	Healthcare	17/05/2024	27,520.54
EF169196	27899	Nature Calls Portable Toilets	Hire - Portable Loos	17/05/2024	650.00
EF169197	27914	Fleetcare	Software	17/05/2024	1,518.00
EF169198	27917	Go Doors Advanced Automation	Door Maintenance & Repair	17/05/2024	26,110.35
EF169199	27946	Kambarang Services Pty Ltd	Training Indigenous Culture	17/05/2024	1,100.00
EF169200	27963	Buffalo Solutions	Training	17/05/2024	6,490.00
EF169201	27965	Stantec Australia Pty Ltd	Engineering Services	17/05/2024	4,257.00
EF169202	27969	Perfect Gym Solutions	Software For Gym's	17/05/2024	269.39
EF169203	27985	Rosmech Sales & Service Pty Ltd	Road Sweeper	17/05/2024	4,386.75
EF169204	27986	Daily Living Products	Mobility Equip	17/05/2024	1,075.00
EF169205	28003	Taylor Made Design	Graphic Design	17/05/2024	1,694.00
EF169206	28025	The Nappy Guru	Nappy Workshops	17/05/2024	850.00
EF169207	28031	Brandon's Shredding Boxes	Recycling	17/05/2024	125.00
EF169208	28049	Copy Magic	Printing Services	17/05/2024	622.60
EF169209	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	17/05/2024	6,162.75
EF169210	28090	K Craft Building	Construction	17/05/2024	345.00
EF169211	28100	Solair Group Pty Ltd	Water Systems/Pumping	17/05/2024	2,387.00
EF169212	28114	Crawlin Crocodile	Art And Design	17/05/2024	550.00
EF169213	28184	Spearwood Veterinary Hospital	Veterinary Hospital	17/05/2024	658.10
EF169214	28185	Rj's Bikes Pty Ltd	Sales And Repair Of Bicycles	17/05/2024	1,000.00
EF169215	28189	Mercury Messengers Pty Ltd	Courier Service	17/05/2024	1,692.59
EF169216	28191	Enviro Sweep	Sweeping Services	17/05/2024	5,423.00
EF169217	28196	Brightmark Group Pty Ltd	Cleaning Services	17/05/2024	14,887.34
EF169218	28197	Lite N Easy Pty Ltd	Food Supplies	17/05/2024	3,699.72
EF169219	28201	Select Fresh	Food Supplies	17/05/2024	747.17
EF169220	28211	Nordic Fitness Equipment	Fitness Equipment	17/05/2024	9,752.95
EF169221	28214	Beyond Skateboarding	Skateboarding Clinics	17/05/2024	935.00
EF169222	28215	Complete Office Supplies Pty Ltd	Stationery	17/05/2024	2,390.41
EF169223	28218	Laminar Capital Pty Ltd	Financial Services	17/05/2024	1,518.00
EF169224	28229	Reino International Pty Ltd	Parking Software	17/05/2024	8,428.20

EF169225	28233	Western Maze Wa Pty Ltd	Waste Collection Services	17/05/2024	46,442.00
EF169226	28235	Otium Planning Group Pty Ltd	Management Consulting	17/05/2024	4,207.50
EF169227	28241	Swift Flow Pty Ltd	Plumbing	17/05/2024	49,135.62
EF169228	28246	Hendercare	Nursing Services	17/05/2024	7,147.17
EF169229	28258	Garden Care West	Gardening Services	17/05/2024	1,650.00
EF169230	28264	Garden Organics	Organics Processing	17/05/2024	3,402.04
EF169231	28265	Tree Care Wa	Vegetation Maintenance Services	17/05/2024	79,719.50
EF169232	28270	Volunteer Home Support	Aged Care	17/05/2024	136.40
EF169233	28275	Farrington Dry Cleaners	Dry Cleaning	17/05/2024	300.00
EF169234	28277	Gesha Coffee Co	Coffee Supplies	17/05/2024	1,672.40
EF169235	28283	Mills Recruitment	Recruitment Services	17/05/2024	4,290.00
EF169236	28289	Grafton General Products	Mobility Equipment	17/05/2024	2,512.40
EF169237	28297	Techbrain	It Consultancy	17/05/2024	470.80
EF169238	28303	Miracle Recreation Equipment	Playground Equipment	17/05/2024	2,886.40
EF169239	28308	Vision Australia Limited	Vision Impaired Items	17/05/2024	718.04
EF169240	28318	Ati-Mirage	Training	17/05/2024	5,390.00
EF169241	28358	Chris Kitchen	Catering	17/05/2024	165.00
EF169242	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	17/05/2024	765.60
EF169243	28371	Flexi Staff	Employment Services	17/05/2024	20,880.41
EF169244	28381	Sandwai Pty Ltd	Software	17/05/2024	3,775.20
EF169245	28392	Mcs Civil Contracting	Engineering/Earthworks	17/05/2024	69,577.09
EF169246	28409	Sanpoint Pty Ltd (Ld Total)	Landscape Services	17/05/2024	31,409.33
EF169247	28410	Wa Temporary Fencing Supplies	Hire Fencing	17/05/2024	231.00
EF169248	28427	Tredwell Management Services Pty Ltd	Drafting Services	17/05/2024	13,200.00
EF169249	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	17/05/2024	42.45
EF169250	28437	Building & Industrial Cleaning Services	Clenaing Services	17/05/2024	63,043.83
EF169251	28439	Gambara Pty Ltd	Watering Services	17/05/2024	2,173.60
EF169252	28454	Aussie Natural Spring Water	Water Supplies	17/05/2024	409.00
EF169253	28461	Carealert	Entertainment	17/05/2024	6.49
EF169254	28463	Antree Dnh Pty Ltd	Gardening	17/05/2024	4,165.70
EF169255	28471	Telstra Limited	Telecommunications	17/05/2024	14,452.94
EF169256	28475	Host Corporation Pty Ltd	Catering Supplies	17/05/2024	613.80
EF169257	28489	Wjs Training Saunders, Wayne John	First Aid Training	17/05/2024	890.00
EF169258	28495	Danielle Brady - Research Services	Social Scientific Data Collection	17/05/2024	1,000.00
EF169259	28503	Christal Clear Training	Training And Assessment	17/05/2024	1,470.00
EF169260	28508	T C Waste (Wa) Pty Ltd (D & M Waste Management) D & M Waste Man	Waste Management	17/05/2024	8,580.00
EF169261	28511	Pet Stock South Fremantle	Pet Product Supplier	17/05/2024	537.69
EF169262	28516	Classic Hire	Equipment Hire	17/05/2024	3,384.31
EF169263	28517	Robowash Pty Ltd	Automatic Cleaning System Manufacturer	17/05/2024	1,045.00
EF169264	28522	Bing Technologies Pty Ltd	Mailing Services	17/05/2024	1,057.07
EF169265	28529	Hans Botellho		17/05/2024	660.00
EF169266	28530	Dva Fabrications	Furniture Manufacturer	17/05/2024	2,065.80
EF169267	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	17/05/2024	174.60
EF169268	28533	Melchor Services Pty Ltd		17/05/2024	96,788.98
EF169269	28546	Swan Event Hire	Event Hire	17/05/2024	7,042.35
EF169270	28547	Eco Faeries	Family Education And Entertainment	17/05/2024	2,810.00

EF169271	28558	Publicity Promotional Products	Promotional Products & Uniforms	17/05/2024	1,709.40
EF169272	28569	Choiceone Pty Ltd	Recruitment Services PSP 001-004	17/05/2024	105,625.88
EF169273	28579	Project M Group	Building Works, Repairs & Maintenance	17/05/2024	72,569.65
EF169274	28584	Ausco Modular Pty Ltd	Hire Services	17/05/2024	2,454.61
EF169275	28612	Pickleball West	Pickleball Equipment Sales	17/05/2024	2,575.00
EF169276	28618	Tunstall Healthcare	Medical Alarm Equipment & Monitoring	17/05/2024	44.00
EF169277	28621	Imprint Plastic	Printing	17/05/2024	365.20
EF169278	28627	White Oak Home Care Services	White Oak Home Care	17/05/2024	1,776.00
EF169279	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	17/05/2024	23,807.69
EF169280	28634	Damien Gee Building & Maintenance	Building, Maintenance, Wombat Installati	17/05/2024	2,750.00
EF169281	28637	Site Safe Security Rentals Pty Ltd	Rental Of Security Equipment	17/05/2024	550.00
EF169282	28651	Moodjar Holdings Pty Ltd	Cultural Engagement	17/05/2024	2,194.50
EF169283	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Australi	Media And Advertising Services	17/05/2024	827.04
EF169284	28655	Rockingham Glass Reads West Coast Maintenance Pty Ltd	Emergency Glass Repair	17/05/2024	1,366.20
EF169285	28668	Artisan Alley Pty Ltd (Gather Foods)	Catering	17/05/2024	2,332.00
EF169286	28679	Creditor Watch Pty Ltd	Credit Bureau	17/05/2024	1,320.00
EF169287	28687	Megavision	Event Business	17/05/2024	6,875.00
EF169288	28691	Kgo Enterprises Pty Ltd Perth Bouncy Castle Hire	Entertainment - Amusement & Inflatables	17/05/2024	5,358.10
EF169289	28693	Klein, Lea Maud-Charlott Sustylable	Sustainable Designer	17/05/2024	530.00
EF169290	28700	Securitech Consultancy Solutions Pty Ltd Full Circle Partners Pty Ltd	It Recruitment And Consultancy Services	17/05/2024	15,262.50
EF169291	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	17/05/2024	142.09
EF169292	28728	Australian Defence Apparel Pty Ltd Legear	Law Enforcement Gear	17/05/2024	4,951.35
EF169293	28730	Tsp Studio Pty Ltd	Videography - Video Production	17/05/2024	5,500.00
EF169294	28731	O'donnell, Crystal Dawn Dementia Together	Healthcare - Occupational Therapy	17/05/2024	306.90
EF169295	28743	Access Without Barriers Pty Ltd	Construction	17/05/2024	69,134.21
EF169296	28756	Rehbein Consulting Pty Ltd	Engineering Service	17/05/2024	5,896.00
EF169297	28757	Kee Hire Pty Ltd	Plant And Equipment Hire	17/05/2024	30,089.49
EF169298	28758	Cwc Consultants Pty Ltd	Electrical Consultant	17/05/2024	2,750.00
EF169299	28760	Spawtz Pty Ltd	Competition Management And Payments Soft	17/05/2024	1,842.08
EF169300	28762	Hart Sport Australia Pty Ltd Hart Sport	Supply Sporting Equipment	17/05/2024	1,220.00
EF169301	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	17/05/2024	4,968.00
EF169302	28771	Safety Australia Group Pty Ltd	Training And Recruitment	17/05/2024	3,674.00
EF169303	28780	Graham, Tamara Anne Tamara Yoga	Yoga Studio	17/05/2024	522.50
EF169304	28784	Riddell, Johanna Na Nurtured By Nature	Forest Bathing	17/05/2024	600.00
EF169305	28785	Sanity Music Stores Pty Ltd Sanity Entertainment	Retail Of Entertainment Products	17/05/2024	1,170.80
EF169306	28787	Blue Assist Pty Ltd	Supply And Install Emergency Help Device	17/05/2024	752.15
EF169307	28790	All Flags And Signs Pty Ltd	Large Format Digital Printing	17/05/2024	718.30
EF169308	28796	Meiklejohn Consulting Pty Ltd	Sustainability Consulting	17/05/2024	11,000.00
EF169309	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	17/05/2024	1,745.65
EF169310	28824	The Trustee For Calder Family Trust Tam Bakes Cakes	Bakers - Cake Baking	17/05/2024	398.65
EF169311	28831	Safepath Pty Ltd	Concrete footpath grinding to remove tripping hazards	17/05/2024	330.00
EF169312	28835	Veitch Lister Consulting Pty Ltd Vlc	Engineering Consulting Services	17/05/2024	17,600.00
EF169313	28852	Cti Couriers Pty Ltd	Courier Services	17/05/2024	2,165.40
EF169314	23250	Department Of Planning, Lands & Heritage	Dap Applications & Dap Fees	17/05/2024	6,168.00
EF169315	88888	Scc Main Account	Bond Refund	17/05/2024	2,000.00
EF169316	88888	Mate Dropulic	Bond Refund	17/05/2024	37,000.00

EF169317	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising	Water Usage / Sundry Charges	17/05/2024	14,664.08
EF169318	11760	Water Corporation	Sewer Easement	17/05/2024	1,637.78
EF169319	10047	Alinta Energy	Natural Gas & Electricity Supply	17/05/2024	138.35
EF169320	11794	Synergy	Electricity Usage/Supplies	17/05/2024	122,800.38
EF169321	28571	Perth Energy Pty Ltd	Energy Supply	17/05/2024	13,406.22
EF169322	99996	Dylan R Ness	Property and Rates related refunds	17/05/2024	441.00
EF169323	99996	Tangent Nominees T/As Summit Homes	Property and Rates related refunds	17/05/2024	295.00
EF169324	99996	Dalross Pty Ltd	Property and Rates related refunds	17/05/2024	813.00
EF169325	99996	Kirsteen Brown	Property and Rates related refunds	17/05/2024	50.00
EF169326	99996	Jason Mesiti	Property and Rates related refunds	17/05/2024	150.00
EF169327	99996	Nicole Anne Dwyer	Property and Rates related refunds	17/05/2024	62.50
EF169328	99996	Robert Forrest	Property and Rates related refunds	17/05/2024	100.00
EF169329	99996	Kate Davies	Property and Rates related refunds	17/05/2024	56.65
EF169330	99996	Aveling Homes Pty Ltd	Property and Rates related refunds	17/05/2024	924.98
EF169331	99996	Edwin David Thompson	Property and Rates related refunds	17/05/2024	294.00
EF169332	99996	Nescon Builders Pty Ltd	Property and Rates related refunds	17/05/2024	295.00
EF169333	99996	Geoffrey Bathgate	Property and Rates related refunds	17/05/2024	154.68
EF169334	99996	Loreden Estates	Property and Rates related refunds	17/05/2024	478.00
EF169335	99996	Lg And Mj Morgan	Property and Rates related refunds	17/05/2024	245.00
EF169336	99996	Lynette Smith	Property and Rates related refunds	17/05/2024	626.00
EF169337	99996	Alan Green	Property and Rates related refunds	17/05/2024	227.62
EF169338	99996	Cale Provan	Property and Rates related refunds	17/05/2024	425.00
EF169339	99996	Buffon Pty Ltd	Property and Rates related refunds	17/05/2024	7,866.48
EF169340	99996	Semple Property Group	Property and Rates related refunds	17/05/2024	1,958.52
EF169341	99996	Kennedy O Aduma	Property and Rates related refunds	17/05/2024	1,261.43
EF169342	99996	Golden Butterfly Holdings Pty Ltd	Property and Rates related refunds	17/05/2024	596.00
EF169343	99996	Forefront Conveyancing	Property and Rates related refunds	17/05/2024	700.00
EF169344	99996	Zeanna M Vlahov	Property and Rates related refunds	17/05/2024	1,286.00
EF169345	99996	Lok Yim	Property and Rates related refunds	17/05/2024	429.00
EF169346	99996	Hanson Property Settlements	Property and Rates related refunds	17/05/2024	502.00
EF169347	99996	Semple Property Group	Property and Rates related refunds	17/05/2024	540.73
EF169348	99996	Regal Gateway Property	Property and Rates related refunds	17/05/2024	807.00
EF169349	99996	Jessica C Kolker	Property and Rates related refunds	17/05/2024	509.24
EF169350	99996	Qube Hammond Link Pty Ltd	Property and Rates related refunds	17/05/2024	764.51
EF169351	99996	J S Van Dalsen	Property and Rates related refunds	17/05/2024	308.96
EF169352	99996	Complete Approvals	Property and Rates related refunds	17/05/2024	147.00
EF169353	99996	Padmakar Zalkikar	Property and Rates related refunds	17/05/2024	519.00
EF169354	99996	Hanson Heidelberg Cement Group	Property and Rates related refunds	17/05/2024	640.36
EF169355	99997	Family Day Care	Fdc Payment W/E 12/05/2024	16/05/2024	46,804.66
EF169356	10484	Department Of Mines, Industry Regulation And Safety	Building Services Levy	21/05/2024	89,318.40
EF169357	26987	Cti Risk Management	Security - Cash Collection	21/05/2024	577.05
EF169358	27835	Diverseco Pty Ltd	Weighing Equipment	21/05/2024	22,284.07
EF169359	99997	Paul Mccaw	Bird Bath Rebate	21/05/2024	50.00
EF169360	27492	Superchoice Services Pty Limited	Payroll Deductions	21/05/2024	785,266.94
EF169361	10152	Aust Services Union	Payroll Deductions	27/05/2024	777.00
EF169362	10154	Australian Taxation Office	Payroll Deductions	27/05/2024	616,101.00

EF169363	10305	Child Support Agency	Payroll Deductions	27/05/2024	2,193.38
EF169364	19726	Health Insurance Fund Of Wa	Payroll Deductions	27/05/2024	839.60
EF169365	27874	Smartsalary	Salary Packaging/Leasing Administration	27/05/2024	16,074.45
EF169366	28458	Easi Group	Novated Leasing	27/05/2024	11,273.30
EF169367	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgr	Union	27/05/2024	22.00
EF169368	26987	Cti Risk Management	Security - Cash Collection	28/05/2024	385.60
EF169369	99997	Mary Gardiner	Senior Security Rebate	28/05/2024	200.00
EF169370	99997	Candice Haycock	Compost Bin Rebate Refund	28/05/2024	50.00
EF169371	99997	Rhea Ahlanu	Refund For Stationary Purchase For Chsp	28/05/2024	206.29
EF169372	99997	A Peck And A Warne	Refund For Roe 8 Work Expenses	28/05/2024	59.53
EF169373	99997	4Lifeskills Inc	Community Grants-Freindship Hub	28/05/2024	3,300.00
EF169374	99997	C D'ascenzo & L Oakley	Refund - Sanitary Product Rebate	28/05/2024	49.00
EF169375	99997	Jandakot Primary School	Invoice Number: 6845	28/05/2024	263.64
EF169376	99997	Port School Inc	Community Grants-Embedding Aboriginal	28/05/2024	9,570.00
EF169377	99997	Perpetual Mushayabasa	Birthday Party Cancellation	28/05/2024	270.00
EF169378	99997	Bibra Lake Residents Association	Community Grants-Purchase Of Equipment	28/05/2024	1,836.00
EF169379	99997	Coogee Community Garden Wa Inc	Community Grants-Purchase Of Fencing And	28/05/2024	4,950.00
EF169380	99997	Friends Of Woodman Point Recreation Camp	Community Grants-Restoration Of Insolati	28/05/2024	3,000.00
EF169381	99997	Kyro Carpenter	Invoice 1 Mural Signage Painting	28/05/2024	300.00
EF169382	99997	Cockburn Prime Timers	Bus Hire Subsidy	28/05/2024	100.00
EF169383	99997	Bartosz & Danae Gardula	Habitat For Homes Bird Bath Rebate	28/05/2024	39.99
EF169384	99997	Jack Zhou	Refund Book	28/05/2024	19.44
EF169385	99997	Quanfeng Xu	Refund - Returned Library Materials	28/05/2024	14.19
EF169386	99997	Roberta Bunce	Volunteer Reimbursement	28/05/2024	29.34
EF169387	99997	Aaron Patterson	Crossover Claim	28/05/2024	500.00
EF169388	99997	Jane Marie Tetley	Invoice 188 Success Library	28/05/2024	180.00
EF169389	99997	Jason Montgomery	Invoice 1662	28/05/2024	1,870.00
EF169390	99997	Osman Masnor	Reimbursement For Alia Conference	28/05/2024	127.85
EF169391	99997	Fiona Blackham	Invoice Inv2410	28/05/2024	450.00
EF169392	99997	Rachael Blair	Invoice 202408	28/05/2024	385.00
EF169393	99997	Narius Irani	Cancellation Of Membership	28/05/2024	42.40
EF169394	99997	Knox Hades	Peer Researcher Payment	28/05/2024	500.00
EF169395	99997	Amber Jane Trought	Peer Researcher Payment	28/05/2024	500.00
EF169396	99997	Nischal Koppu	Peer Researcher Payment	28/05/2024	500.00
EF169397	99997	Mackinlee Tibbits	Peer Researcher Payment	28/05/2024	320.00
EF169398	99997	Lucy Jakob-Boyle	Peer Researcher Payment	28/05/2024	500.00
EF169399	99997	Jack Findlater	Peer Researcher Payment	28/05/2024	500.00
EF169400	99997	Nelson Bourke	Peer Researcher Payment	28/05/2024	220.00
EF169401	99997	Leila Diaz	Peer Researcher Payment	28/05/2024	500.00
EF169402	99997	Atlas Pillinger	Peer Researcher Payment	28/05/2024	500.00
EF169403	99997	Yangebup Family Centre Inc	Sustainability Grant	28/05/2024	4,400.00
EF169404	99997	Kiera M Ross	Sustainability Grant	28/05/2024	4,054.49
EF169405	99997	Diamonds Netball Club Anne Forster	Sports Equipment Grant	28/05/2024	429.00
EF169406	99997	Bibra Lake Junior Football Club Matt Sla	Sports Equipment Grant	28/05/2024	1,000.00
EF169407	99997	Annabel Campbell	Refund For Bird Bath Rebate	28/05/2024	29.99
EF169408	99997	Vipin Menon	Refund For Library Material - Books	28/05/2024	24.13

EF169409	99997	Fe Fc Holden Car Club Of Wa (Inc)	Small Events Sponsorship	28/05/2024	3,000.00
EF169410	99997	Spearwood Alternative School Community C	Sustainability Grant Acs2	28/05/2024	3,038.00
EF169411	99997	Kate Thresher	Sustainability Grant	28/05/2024	4,000.00
EF169412	10118	Australia Post	Postage Charges	31/05/2024	3,603.01
EF169413	10184	Benara Nurseries	Plants	31/05/2024	7,613.83
EF169414	10207	Boc Gases	Gas Supplies	31/05/2024	741.28
EF169415	10226	Bridgestone Australia Ltd	Tyre Services	31/05/2024	2,953.02
EF169416	10239	Budget Rent A Car - Perth	Motor Vehicle Hire	31/05/2024	134.68
EF169417	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	31/05/2024	2,563.67
EF169418	10247	Bunzl Australia Ltd	Paper/Plastic/Cleaning Supplies	31/05/2024	169.37
EF169419	10329	City Of Rockingham	Long Service Leave Payment	31/05/2024	15,048.55
EF169420	10353	Cockburn Cement Ltd	Cement And Lime	31/05/2024	386.76
EF169421	10483	Landgate	Mapping/Land Title Searches	31/05/2024	6,403.73
EF169422	10526	E & Mj Rosher Pty Ltd	Mower Equipment	31/05/2024	391.25
EF169423	10535	Workpower Incorporated	Employment Services - Planting	31/05/2024	8,336.58
EF169424	10589	Fines Enforcement Registry	Fines Enforcement Fees	31/05/2024	11,463.00
EF169425	10683	Gronbek Security	Locksmith Services	31/05/2024	28,462.32
EF169426	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	31/05/2024	21,447.51
EF169427	10783	Jandakot Metal Industries Pty Ltd	Metal Supplies	31/05/2024	1,736.90
EF169428	10787	Jandakot Accident Repair Centre	Panel Beating Services	31/05/2024	1,000.00
EF169429	10794	Jason Signmakers	Signs	31/05/2024	6,592.21
EF169430	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	31/05/2024	948.55
EF169431	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	31/05/2024	365.96
EF169432	10991	Beacon Equipment	Mowing Equipment	31/05/2024	799.00
EF169433	11004	Murdoch University Office Of Finance, Planning & Reporting	Analysing Services	31/05/2024	1,229.80
EF169434	11022	Native Arc Inc T/ A Wa Wildlife	Grants & Donations	31/05/2024	165.00
EF169435	11036	Northlake Electrical Pty Ltd	Electrical Services A000100	31/05/2024	189,231.79
EF169436	11247	Richgro Wa	Gardening Supplies	31/05/2024	283.87
EF169437	11284	The Royal Life Saving Society Wa Inc Pty Ltd	Training Services	31/05/2024	250.00
EF169438	11307	Satellite Security Services Pty Ltd	Security Services	31/05/2024	2,564.10
EF169439	11316	Seek Limited	Recruitment Advertising	31/05/2024	2,719.76
EF169440	11333	Shelford Constructions Pty Ltd	Construction Services A001492	31/05/2024	388,932.94
EF169441	11364	Silver Chain Group Limited	Home Care/Respite Services	31/05/2024	88.00
EF169442	11406	South Lake Ottey Family & Neighbourhood Centre	Community Service	31/05/2024	660.00
EF169443	11425	Resource Recovery Group	Waste Disposal Gate Fees	31/05/2024	930.00
EF169444	11483	St John Ambulance Aust Wa Operations	First Aid Courses	31/05/2024	4,000.00
EF169445	11511	Statewide Bearings	Bearing Supplies	31/05/2024	184.80
EF169446	11531	Sunny Industrial Brushware Pty Ltd	Brush/Road Broom Supplies	31/05/2024	924.00
EF169447	11625	Nutrien Water	Reticulation Supplies	31/05/2024	9,099.58
EF169448	11701	Vibra Industrial Filtration Australasia	Filter Supplies	31/05/2024	493.90
EF169449	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	31/05/2024	651.01
EF169450	11749	Warren's Earthmoving Contractors	Earthmoving Services	31/05/2024	528.00
EF169451	11787	Department Of Transport	Vehicle Search Fees	31/05/2024	1,751.70
EF169452	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	31/05/2024	15,611.69
EF169453	11795	Western Power	Street Lighting Installation & Service	31/05/2024	1,320.00
EF169454	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	31/05/2024	7,387.82

EF169455	11828	Worldwide Online Printing - O'connor	Printing Services	31/05/2024	515.00
EF169456	11835	Wurth Australia Pty Ltd	Hardware Supplies	31/05/2024	2,005.62
EF169457	11841	Yangebup Family Centre Inc	Venue Hire / Grants & Donations	31/05/2024	2,690.00
EF169458	12153	Hays Personnel Services Pty Ltd	Employment Services	31/05/2024	7,987.24
EF169459	12394	Mp Rogers & Associates	Consultancy Services - Marine	31/05/2024	6,253.28
EF169460	12589	Australian Institute Of Management	Training Services	31/05/2024	3,979.00
EF169461	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa)	Property Management	31/05/2024	33,060.48
EF169462	13671	Winc Australia Pty Ltd	Office/Stationery Supplies	31/05/2024	10,417.00
EF169463	13779	Porter Consulting Engineers	Engineering Consultancy Services	31/05/2024	14,245.00
EF169464	14350	Baileys Fertiliser	Fertiliser Supplies	31/05/2024	31,861.23
EF169465	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	31/05/2024	17,498.25
EF169466	15393	Stratagreen	Hardware Supplies	31/05/2024	4,955.93
EF169467	15550	Apac Aid Inc	Plants & Landscaping Services	31/05/2024	14,944.84
EF169468	15588	Natural Area Consulting Management Services	Weed Spraying	31/05/2024	9,262.28
EF169469	15746	Western Australia Police Service	Police Clearances	31/05/2024	238.00
EF169470	16064	Cms Engineering	Airconditioning Services	31/05/2024	40,149.17
EF169471	16107	Wren Oil	Waste Disposal Services	31/05/2024	715.00
EF169472	16432	Scarvac's Iga	Groceries	31/05/2024	907.00
EF169473	16698	Tidy Up	Rubbish Removal	31/05/2024	2,417.50
EF169474	16979	Japanese Truck And Bus Spares Pty Ltd	Spare Parts - Automotive	31/05/2024	202.45
EF169475	16985	Wa Premix	Concrete Supplies	31/05/2024	2,159.52
EF169476	17301	Good Reading Magazine	Subscription	31/05/2024	2,095.00
EF169477	17345	Kennards Hire - Myaree	Equipment Hire	31/05/2024	2,110.00
EF169478	17553	Altus Traffic Pty Ltd	Traffic Control Services	31/05/2024	5,373.01
EF169479	17555	Maia Financial	Equipment Lease Payments	31/05/2024	53,768.07
EF169480	18373	Rockingham Nissan	Purchase Of New Vehicle	31/05/2024	1,131.12
EF169481	18533	Friends Of The Community Inc.	Donation	31/05/2024	972.00
EF169482	18962	Sealanes (1985) P/L	Catering Supplies	31/05/2024	1,454.00
EF169483	19107	Forever Shining Artforms Wa	Parks Infrastructure Services	31/05/2024	28,985.00
EF169484	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	31/05/2024	2,447.60
EF169485	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	31/05/2024	20,627.08
EF169486	20864	Paragon Corporate Training	Training/ Instruction	31/05/2024	750.00
EF169487	20885	Tactile Indicators Perth	Tactiles	31/05/2024	1,623.00
EF169488	21291	The Worm Shed	Environmental Education	31/05/2024	60.00
EF169489	21469	John Hughes Volkswagon	Purchase Of New Vehicle	31/05/2024	11,666.70
EF169490	21669	West-Net Imaging Pty Ltd	Records Management Services	31/05/2024	10,159.87
EF169491	21678	Iannello Designs	Graphic Design	31/05/2024	1,056.00
EF169492	21934	Phoenix Podiatry	Podiatry Services	31/05/2024	70.00
EF169493	21946	Ryan's Quality Meats	Meat Supplies	31/05/2024	1,485.47
EF169494	22106	Intelife Group	Services - Daip	31/05/2024	11,389.64
EF169495	22404	Cleverpatch Pty Ltd	Arts/Craft Supplies	31/05/2024	1,001.87
EF169496	22553	Brownes Food Operations	Catering Supplies	31/05/2024	1,238.92
EF169497	22602	Densford Civil Pty Ltd	Civil & Electrical Works C100949 - A000207	31/05/2024	432,191.76
EF169498	22613	Vicki Royans	Artistic Services	31/05/2024	600.00
EF169499	22639	Shatish Chauhan	Training Services - Yoga	31/05/2024	2,335.00
EF169500	22752	Elgas Limited	Gas Supplies	31/05/2024	313.40

EF169501	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	31/05/2024	60,500.26
EF169502	22859	Top Of The Ladder	Gutter Cleaning Services	31/05/2024	308.00
EF169503	22874	Economic Development Australia Ltd	Conference/Events	31/05/2024	4,059.00
EF169504	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	31/05/2024	1,157.94
EF169505	23457	Totally Workwear Fremantle	Clothing - Uniforms	31/05/2024	2,492.29
EF169506	24506	Amaranti's Personal Training	Personal Training Services	31/05/2024	960.00
EF169507	24655	Automasters Spearwood	Vehicle Servicing	31/05/2024	4,965.10
EF169508	24725	Feral Invasive Species Eradication Management	Eradication Management Services	31/05/2024	10,901.00
EF169509	24736	Zenien	Cctv Camera Licences	31/05/2024	7,732.01
EF169510	24748	Pearmans Electrical & Mechanical Services P/L	Electrical Services	31/05/2024	11,480.24
EF169511	25063	Superior Pak Pty Ltd	Vehicle Maintenance	31/05/2024	12,151.00
EF169512	25102	Fremantle Mobile Welding	Welding Services	31/05/2024	2,387.00
EF169513	25121	Imagesource Digital Solutions	Billboards	31/05/2024	3,712.50
EF169514	25127	Milmar Distributors	Printing Services - Id Cards	31/05/2024	671.00
EF169515	25418	Cs Legal	Legal Services	31/05/2024	3,634.03
EF169516	25586	Envirovap Pty Ltd	Hire Of Leachate Units	31/05/2024	35,585.00
EF169517	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	31/05/2024	400.00
EF169518	25731	Wheelie Clean	Cleaning Services	31/05/2024	592.35
EF169519	25771	Integral Development Associates Pty Ltd	Training Courses	31/05/2024	3,316.50
EF169520	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	31/05/2024	2,240.59
EF169521	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	31/05/2024	11,117.15
EF169522	26314	Cpe Group	Temporary Employment Services	31/05/2024	4,520.34
EF169523	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	31/05/2024	302.50
EF169524	26470	Scp Conservation	Fencing Services	31/05/2024	46,387.00
EF169525	26574	Eva Bellydance	Entertainment - Belly Dancing	31/05/2024	300.00
EF169526	26600	Timothy Kelly	Aboriginal Cultural Dancing	31/05/2024	750.00
EF169527	26618	Global Spill Control Pty Ltd	Road Safety Products	31/05/2024	545.88
EF169528	26623	Sigma Chemicals Cromag Pty Ltd (Sigma Chemicals)	Chemicals - Pool	31/05/2024	16,362.06
EF169529	26625	Andover Detailers	Car Detailing Services	31/05/2024	1,904.52
EF169530	26626	Senversa Pty Ltd	Environmental Auditing	31/05/2024	3,465.00
EF169531	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	31/05/2024	2,333.87
EF169532	26705	Creative Adm	Marketing Services	31/05/2024	4,677.20
EF169533	26709	Talis Consultants Pty Ltd	Waste Consultancy	31/05/2024	4,400.00
EF169534	26735	Shane McMaster Surveys	Survey Services	31/05/2024	5,280.00
EF169535	26752	Mg Group Wa	Construction C100950	31/05/2024	1,071,392.45
EF169536	26754	Connect Call Centre Services	Call Centre Services	31/05/2024	4,763.39
EF169537	26778	Robert Walters	Recruitment Services	31/05/2024	4,323.82
EF169538	26791	Monsterball Amusement & Hire	Amusement Hire	31/05/2024	2,500.00
EF169539	26800	The Goods	Retail	31/05/2024	254.69
EF169540	26812	Brooks Choice Removals	Removalists	31/05/2024	1,732.50
EF169541	26813	Buswest	Bus Hire	31/05/2024	638.00
EF169542	26871	John Papas Trailers	Trailer Manufacture	31/05/2024	45.00
EF169543	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	31/05/2024	1,609.33
EF169544	26923	Woodlands	Rubbish Collection Equipment	31/05/2024	9,308.17
EF169545	26940	Floorwest Pty Ltd	Floor Coverings	31/05/2024	6,325.00
EF169546	26946	Av Truck Services Pty Ltd	Truck Dealership	31/05/2024	2,988.82

EF169547	26987	Cti Risk Management	Security - Cash Collection	31/05/2024	144.02
EF169548	27010	Quantum Building Services Pty Ltd	Building Maintenance	31/05/2024	35,345.01
EF169549	27015	Intelli Trac	Gps Tracking	31/05/2024	6,109.40
EF169550	27023	Solargain Pv Pty Ltd	Solar Energy Provider	31/05/2024	1,386.00
EF169551	27031	Downer Edi Works Pty Ltd	Asphalt Services	31/05/2024	2,938.39
EF169552	27032	Wtp Australia Pty Ltd	Quantity Surveyors	31/05/2024	2,145.00
EF169553	27046	Tfh Hire Services Pty Ltd	Hire Fencing	31/05/2024	818.40
EF169554	27054	Vocus Pty Ltd	Telecommunications	31/05/2024	7,852.23
EF169555	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	31/05/2024	3,080.15
EF169556	27065	Westbooks	Books	31/05/2024	4,357.54
EF169557	27082	Kulbardi Pty Ltd	Stationery Supplies	31/05/2024	1,846.14
EF169558	27085	Savills Project Management Pty Ltd	Project Management	31/05/2024	4,510.00
EF169559	27130	Motio Play Pty Ltd	Digital Marketing & Software Service Pro	31/05/2024	1,419.64
EF169560	27168	Nightlife Music Pty Ltd	Music Management	31/05/2024	465.53
EF169561	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	31/05/2024	165.00
EF169562	27189	Healthstrong Pty Ltd	Home Care	31/05/2024	209.00
EF169563	27246	Veale Auto Parts	Spare Parts Mechanical	31/05/2024	342.60
EF169564	27276	Quash	Acoustic - Soundproofing	31/05/2024	14,260.40
EF169565	27334	Westcare Print	Printing Services	31/05/2024	379.50
EF169566	27346	Office Line	Furniture Office	31/05/2024	2,594.90
EF169567	27362	The Mighty Booths	Photobooth	31/05/2024	599.00
EF169568	27377	Accidental Health And Safety - Perth	First Aid Supplies	31/05/2024	401.23
EF169569	27381	Fit For Life Exercise Physiology	Exercise Classes	31/05/2024	2,079.00
EF169570	27385	Programmed Electrical Technologies	Electrical Services	31/05/2024	913.00
EF169571	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	31/05/2024	35.85
EF169572	27398	The Behaviour Change Collaborative Pty Ltd	Marketing Communication	31/05/2024	16,115.00
EF169573	27401	Emprise Mobility	Mobility Equipment	31/05/2024	1,420.00
EF169574	27404	K2 Audiovisual Pty Ltd	Audio Visual Equipment	31/05/2024	5,327.30
EF169575	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	31/05/2024	579.70
EF169576	27427	Home Chef	Cooking/Food Services	31/05/2024	482.90
EF169577	27480	Form Building A State Of Creativity Inc.	Consultancy - Art	31/05/2024	11,721.60
EF169578	27499	Hodge Collard Preston Architects	Architects	31/05/2024	3,025.00
EF169579	27507	Serco Facilities Management Pty Ltd	Cleaning Services	31/05/2024	4,749.22
EF169580	27546	Bpa Engineering	Consultancy - Engineering	31/05/2024	13,475.00
EF169581	27547	Impressions Catering	Catering	31/05/2024	3,223.84
EF169582	27548	Standing Fork	Catering	31/05/2024	8,581.10
EF169583	27560	Artem Design Studio Pty Ltd	Architectural Services	31/05/2024	181.50
EF169584	27566	Thuroona Services	Asbestos Removal	31/05/2024	3,234.00
EF169585	27579	Soco Studios	Photography Services	31/05/2024	660.00
EF169586	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	31/05/2024	1,168.30
EF169587	27609	Latte Lab Pty Ltd	Coffee Vendor	31/05/2024	600.00
EF169588	27613	Redimed Pty Ltd	Medical & Health Services	31/05/2024	2,189.00
EF169589	27622	Trugrade Medical Supplies	Medical Supplies	31/05/2024	1,128.02
EF169590	27626	International Marina Consultants Pty Ltd	Planning And Design	31/05/2024	7,151.38
EF169591	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	31/05/2024	1,841.21
EF169592	27637	Aqua Research And Monitoring Services	Marine Services	31/05/2024	3,500.00

EF169593	27640	Range Ford	Motor Vehicles	31/05/2024	28,305.04
EF169594	27657	Positive Balance Massage	Massage Therapy	31/05/2024	300.00
EF169595	27676	Blue Force Pty Ltd	Security Services A000200	31/05/2024	160,415.56
EF169596	27694	Red Hot Design	Garment Print And Supply	31/05/2024	1,483.68
EF169597	27695	Qtm Pty Ltd	Traffic Management	31/05/2024	18,791.31
EF169598	27701	Perth Better Homes	Shade Sails	31/05/2024	79,190.10
EF169599	27720	Bj Systems	Security Services	31/05/2024	594.00
EF169600	27722	Metra Australia	Software	31/05/2024	2,539.17
EF169601	27778	Culture Counts Australia	Surveying/Marketing Services	31/05/2024	4,400.00
EF169602	27779	Sports Circuit Linemarking	Linemarking	31/05/2024	556.60
EF169603	27801	Transponder Technologies Pty Ltd	Fuel Management Systems	31/05/2024	990.00
EF169604	27829	Smec Australia Pty Ltd	Consultancy - Engineering	31/05/2024	35,724.72
EF169605	27850	Dowsing Group Pty Ltd	Concreting Services	31/05/2024	35,435.62
EF169606	27856	My Flex Health International	Nursing Services	31/05/2024	124.58
EF169607	27873	Playground Safety Inspectors Australia Pty Ltd (Psia)	Training	31/05/2024	2,365.00
EF169608	27894	Homecare Physiotherapy	Healthcare	31/05/2024	3,320.00
EF169609	27917	Go Doors Advanced Automation	Door Maintenance & Repair	31/05/2024	12,995.00
EF169610	27946	Kambarang Services Pty Ltd	Training Indigenous Cultute	31/05/2024	300.00
EF169611	27953	Truckline	Spare Parts, Truck/Trailer	31/05/2024	455.93
EF169612	27963	Buffalo Solutions	Training	31/05/2024	6,490.00
EF169613	27965	Stantec Australia Pty Ltd	Engineering Services	31/05/2024	7,590.00
EF169614	27978	Frontline Safety Australia Pty Ltd	Clothing - Uniforms	31/05/2024	2,608.64
EF169615	27984	Sabrina Fenwick	Excercise Classes	31/05/2024	560.00
EF169616	28047	Mitchell Garlett	Ceremonial Services	31/05/2024	600.00
EF169617	28049	Copy Magic	Printing Services	31/05/2024	2,805.20
EF169618	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	31/05/2024	2,398.00
EF169619	28070	Marlbroh Bingo Enterprises	Printing Services	31/05/2024	264.00
EF169620	28082	For Blue Pty Ltd	Consultancy - Economic	31/05/2024	5,500.00
EF169621	28084	Ddg Technology	Ict Services	31/05/2024	979.00
EF169622	28088	Ut Consulting	Technology Consulting	31/05/2024	3,080.00
EF169623	28090	K Craft Building	Construction	31/05/2024	93,808.00
EF169624	28101	Melbourne Mailing Pty Ltd	Library Cards	31/05/2024	2,519.00
EF169625	28154	Remplan	Economic & Demographic Modelling & Analy	31/05/2024	45,100.00
EF169626	28191	Enviro Sweep	Sweeping Services	31/05/2024	2,028.97
EF169627	28196	Brightmark Group Pty Ltd	Cleaning Services	31/05/2024	20,110.99
EF169628	28197	Lite N Easy Pty Ltd	Food Supplies	31/05/2024	830.19
EF169629	28201	Select Fresh	Food Supplies	31/05/2024	528.53
EF169630	28214	Beyond Skateboarding	Skateboarding Clinics	31/05/2024	935.00
EF169631	28229	Reino International Pty Ltd	Parking Software	31/05/2024	64,900.00
EF169632	28237	Galt Geotechnics	Geotechnics	31/05/2024	28,666.00
EF169633	28241	Swift Flow Pty Ltd	Plumbing	31/05/2024	21,785.57
EF169634	28246	Hendercare	Nursing Services	31/05/2024	2,228.78
EF169635	28254	Cleantex Pty Ltd	Laundry Service	31/05/2024	1,258.88
EF169636	28256	Simon Tan & Associates Pty Ltd	Electrical Engineering	31/05/2024	220.00
EF169637	28258	Garden Care West	Gardening Services	31/05/2024	753.50
EF169638	28261	Hazed Services Pty Ltd	Safety - Roof	31/05/2024	6,584.52

EF169639	28263	Julia Kay Wallis	Historian	31/05/2024	102.50
EF169640	28265	Tree Care Wa	Vegetation Maintenance Services	31/05/2024	125,201.96
EF169641	28270	Volunteer Home Support	Aged Care	31/05/2024	272.80
EF169642	28275	Farrington Dry Cleaners	Dry Cleaning	31/05/2024	135.00
EF169643	28277	Gesha Coffee Co	Coffee Supplies	31/05/2024	624.40
EF169644	28283	Mills Recruitment	Recruitment Services	31/05/2024	22,825.00
EF169645	28303	Miracle Recreation Equipment	Playground Equipment	31/05/2024	4,037.22
EF169646	28325	Squiz Australia Pty Ltd	Search Engine Optimisation	31/05/2024	31,350.00
EF169647	28331	Kwinana Early Years Services Inc.	Counselling	31/05/2024	5,000.00
EF169648	28349	Cable Locates & Consulting	Underground Utility Location And Survey	31/05/2024	3,245.00
EF169649	28354	Sauna And Steam Wa	Carpentry Services	31/05/2024	7,200.85
EF169650	28371	Flexi Staff	Employment Services	31/05/2024	6,360.22
EF169651	28377	Cabcharge Payments Pty Ltd	Cab Charge	31/05/2024	33.04
EF169652	28392	Mcs Civil Contracting	Engineering/Earthworks	31/05/2024	28,297.50
EF169653	28405	Cohesis Pty Ltd	Strategic Ict Consultancy	31/05/2024	9,240.00
EF169654	28418	Property Council Of Australia Limited	Non Profit	31/05/2024	7,695.00
EF169655	28423	Jordies Garden Bags	Waste Services	31/05/2024	1,113.72
EF169656	28426	Power Paving Pty Ltd	Paving Services	31/05/2024	2,860.00
EF169657	28454	Aussie Natural Spring Water	Water Supplies	31/05/2024	408.50
EF169658	28461	Carealert	Entertainment	31/05/2024	6.49
EF169659	28463	Antree Dnh Pty Ltd	Gardening	31/05/2024	514.80
EF169660	28471	Telstra Limited	Telecommunications	31/05/2024	3,165.53
EF169661	28516	Classic Hire	Equipment Hire	31/05/2024	2,343.37
EF169662	28522	Bing Technologies Pty Ltd	Mailing Services	31/05/2024	474.17
EF169663	28526	All Good Grub	All Good Grub Bushtukka Catering	31/05/2024	931.26
EF169664	28569	Choiceone Pty Ltd	Recruitment Services	31/05/2024	87,248.61
EF169665	28580	Successful Projects	Project Management, Planning &Scheduling	31/05/2024	6,420.29
EF169666	28589	The Flower Run Wa Pty Ltd	Florsit - Floral Arrangements	31/05/2024	1,200.00
EF169667	28593	Milliyaan Aboriginal Services	Cultural Education & Consultancy Service	31/05/2024	4,615.88
EF169668	28601	The Feelgood Fashionista	Public Speaking/ Educational Presentatio	31/05/2024	500.00
EF169669	28607	Noongar Boodjar Language Cultural Aboriginal Corporation	Linguistic Analysis, Recording And Docum	31/05/2024	2,046.00
EF169670	28610	Green Values Australia	Environmental Consultancy	31/05/2024	5,303.10
EF169671	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	31/05/2024	1,126.58
EF169672	28637	Site Safe Security Rentals Pty Ltd	Rental Of Security Equipment	31/05/2024	1,320.00
EF169673	28695	Burnby, Amanda Jayne Absolute Care Therapy	Physiotherapy And Dementia Consultancy	31/05/2024	1,430.00
EF169674	28700	Securitech Consultancy Solutions Pty Ltd Full Circle Partners Pty Ltd	It Recruitment And Consultancy Services	31/05/2024	9,157.51
EF169675	28703	Altus Planning Pty Ltd	Altus Planning	31/05/2024	1,938.75
EF169676	28709	Paatsch Consulting Pty Ltd	Consulting	31/05/2024	79,844.16
EF169677	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	31/05/2024	293.24
EF169678	28728	Australian Defence Apparel Pty Ltd Legear	Law Enforcement Gear	31/05/2024	2,016.56
EF169679	28731	O'donnell, Crystal Dawn Dementia Together	Healthcare - Occupational Therapy	31/05/2024	468.88
EF169680	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	31/05/2024	2,592.75
EF169681	28771	Safety Australia Group Pty Ltd	Training And Recruitment	31/05/2024	1,837.00
EF169682	28795	Smsglobal Pty Ltd	Sms	31/05/2024	385.00
EF169683	28797	Wa International Pty Ltd Plunge & Co	Catering - Cafe & Restaurant	31/05/2024	880.00
EF169684	28808	Tjuart Architects Pty Ltd	Architectural Practice	31/05/2024	4,235.00

EF169685	28812	Rpm Hire Australia Pty Ltd Rpm Hire	Traffic Management	31/05/2024	231.00
EF169686	28814	Mobile Screening Pty Ltd	Medical - Onsite Health Screening	31/05/2024	8,800.00
EF169687	28817	J G Guilfoile & K E Swann-Jafari West Coast Pickleball	Pickleball Coaching and Facilitating Social and Competitive Pickleball Sessions	31/05/2024	800.00
EF169688	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	31/05/2024	1,465.40
EF169689	28827	Award Contracting Pty Ltd	Surveying Work	31/05/2024	6,600.00
EF169690	28830	Carabiner Architects Pty Ltd	Architectural Services	31/05/2024	2,706.00
EF169691	28840	A T Nairn Pty Ltd Western Sheds	Retails Of Sheds And Garages	31/05/2024	2,800.00
EF169692	28842	Tribix Mining Supplies Aus Pty Ltd Magasealed South West Perth	Tiling And Waterproofing	31/05/2024	24,750.00
EF169693	28843	Pgc Training Pty Ltd Consolidated Training Services	Training Provider	31/05/2024	1,089.00
EF169694	28846	The Trustee For The Bulletproof Civil Trust Bulletproof Civil Pty Ltd	Civil Construction	31/05/2024	12,125.16
EF169695	28854	Crommelin Air & Power Pty Ltd Air & Power	Engineering - Air Compressor Sale & Serv	31/05/2024	639.87
EF169696	99996	Mel Sapienza	Property and Rates related refunds	31/05/2024	70.00
EF169697	99996	Complete Approvals	Property and Rates related refunds	31/05/2024	171.65
EF169698	99996	Deborah L Chapman	Property and Rates related refunds	31/05/2024	1,290.30
EF169699	99996	Bhavin Ankadawala	Property and Rates related refunds	31/05/2024	516.36
EF169700	99996	Big Sky Developments	Property and Rates related refunds	31/05/2024	2,471.00
EF169701	99996	Averil Ann Lunn	Property and Rates related refunds	31/05/2024	1,061.31
EF169702	99996	Marvlla Group Pty Ltd	Property and Rates related refunds	31/05/2024	1,798.50
EF169703	99996	Avery Rawung	Property and Rates related refunds	31/05/2024	436.00
EF169704	99996	The Baik Yang Presbyterian Church Inc	Property and Rates related refunds	31/05/2024	233.30
EF169705	99996	Regal Gateway Property	Property and Rates related refunds	31/05/2024	484.00
EF169706	99996	Home Group Wa Pty Ltd	Property and Rates related refunds	31/05/2024	1,011.17
EF169707	99996	Strand Legal & Conveyancing	Property and Rates related refunds	31/05/2024	1,629.25
EF169708	10747	Iinet Limited	Internet Services	31/05/2024	1,009.88
EF169709	11758	Water Corp Utility Account Only - Please Refer To 11760 When Raising	Water Usage / Sundry Charges	31/05/2024	34,291.28
EF169710	11760	Water Corporation	Sewer Easement	31/05/2024	34,188.60
EF169711	11794	Synergy	Electricity Usage/Supplies	31/05/2024	316,057.61
EF169712	28571	Perth Energy Pty Ltd	Energy Supply	31/05/2024	103.61
EF169713	88888	Yangebup Developments Pty Ltd	Bond Refund	31/05/2024	48,990.00
EF169714	88888	Paula Seager	Bond Refund	31/05/2024	500.00
EF169715	99997	Sharad Poudel	Cctv Residentail Rebate	31/05/2024	500.00
EF169716	99997	Maria Clements	Cctv Residentail Rebate	31/05/2024	500.00
EF169717	99997	Joe Ganci	Cctv Residentail Rebate	31/05/2024	250.00
EF169718	99997	Andrew Powell	Cctv Residentail Rebate	31/05/2024	500.00
EF169719	99997	Lesley Davis	Cctv Residentail Rebate	31/05/2024	500.00
EF169720	99997	Gavin Mascarenhas	Cctv Residentail Rebate	31/05/2024	500.00
EF169721	99997	Meagan Stallard	Cctv Residentail Rebate	31/05/2024	500.00
EF169722	99997	Dinker Madra	Cctv Residentail Rebate	31/05/2024	500.00
EF169723	99997	Janet Cardew	Cctv Residentail Rebate	31/05/2024	500.00
EF169724	99997	Giselle Tenefrancia	Cctv Residentail Rebate	31/05/2024	500.00
EF169725	99997	Callum Warner	Cctv Residentail Rebate	31/05/2024	500.00
EF169726	99997	Rob Signorile	Cctv Residentail Rebate	31/05/2024	500.00
EF169727	99997	Cameron Hardie	Cctv Residentail Rebate	31/05/2024	500.00
EF169728	99997	Malcolm Whittaker	Cctv Residentail Rebate	31/05/2024	500.00
EF169729	99997	John Esplin	Cctv Residentail Rebate	31/05/2024	500.00
EF169730	99997	William Eddy	Senior Security Rebate	31/05/2024	300.00

EF169731	99997	Dorothy Buttery	Senior Security Rebate	31/05/2024	200.00
EF169732	99997	Domenic Oteri	Senior Security Rebate	31/05/2024	100.00
EF169733	99997	Ilario Cavallaro	Senior Security Rebate	31/05/2024	200.00
EF169734	99997	Lilia Frenandez	Senior Security Rebate	31/05/2024	300.00
EF169735	99997	Geertruida Mckenna	Senior Security Rebate	31/05/2024	500.00
EF169736	99997	Valerie Wilson	Senior Security Rebate	31/05/2024	200.00
EF169737	99997	Lolita Johnston	Crossover Claim	31/05/2024	500.00
EF169738	99997	B & T Harris	Bird Bath Rebate - Bianca Harris	31/05/2024	47.00
EF169739	99997	Rodney Mark Devalle Sally Ann Stredwick	Bird Bath Rebate - Sally Stredwick	31/05/2024	49.99
EF169740	99997	Colour Bandits	Invoice 032	31/05/2024	565.00
EF169741	99997	Play Factory Play Group	Community Grants-Contribution To The	31/05/2024	7,000.00
EF169742	99997	Atwell Primary School P & C Association	Community Grants-Funding To Create A	31/05/2024	1,100.00
EF169743	99997	Madelaine Dickie	Author Talk With Wayne Bergmann And	31/05/2024	313.00
EF169744	99997	Lakeland Senior High School	Youth Fund Applicant -Cultural Club At L	31/05/2024	900.00
EF169745	99997	Thomas Carapina	Crossover Rebates	31/05/2024	500.00
EF169746	99997	Pui Yin Ruby Cheng	Crossover Rebates	31/05/2024	500.00
EF169747	99997	Randall Standley	Crossover Rebates	31/05/2024	500.00
EF169748	99997	Michael Hood	Crossover Rebates	31/05/2024	500.00
EF169749	99997	Kadiejayne Trikot	Xover Rebates	31/05/2024	500.00
EF169750	11867	Kevin John Allen	Elected Member Sitting Fees & Allowances	31/05/2024	2,758.70
EF169751	12740	Logan Howlett	Elected Member Sitting Fees & Allowances	31/05/2024	11,901.26
EF169752	19059	Carol Reeve-Fowkes	Elected Member Sitting Fees & Allowances	31/05/2024	2,767.80
EF169753	25353	Philip Eva	Elected Member Sitting Fees & Allowances	31/05/2024	2,774.86
EF169754	27326	Michael Separovich	Elected Member Sitting Fees & Allowances	31/05/2024	2,752.03
EF169755	27327	Chontelle Stone	Monthly Elected Member Allowance	31/05/2024	4,716.88
EF169756	27871	Tom Widenbar	Elected Member Sitting Fees & Allowances	31/05/2024	3,638.80
EF169757	27872	Phoebe Corke	Elected Member Sitting Fees & Allowances	31/05/2024	2,758.86
EF169758	28238	Tarun Dewan	Elected Member Sitting Fees & Allowances	31/05/2024	2,799.49
EF169759	28717	Carol Lechun Zhang	Elected Member Sitting Fees & Allowances	31/05/2024	2,755.47
EF169760	99997	Family Day Care	Fdc Payment W/E 26/05/2024	30/05/2024	45,089.71
TOTAL OF 944 EFT PAYMENTS					13,100,731.66
LESS: CANCELLED EFT PAYMENTS					
EF168667	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	7/05/2024	-600.00
EF168671	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	7/05/2024	-420.00
EF168674	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	3/05/2024	-400.00
EF168707	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	2/05/2024	-4,980.00
EF168708	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	2/05/2024	-4,500.00
EF168848	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	17/05/2024	-200.00
EF168856	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	16/05/2024	-50.00
EF168874	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	14/05/2024	-50.00
EF168896	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	21/05/2024	-50.00
TOTAL CANCELLED EFT PAYMENT					-11,250.00

		TOTAL EFT PAYMENTS (EXCL. CANCELLED PAYMENTS)			13,089,481.66
		<u>ADD: BANK FEES</u>			
		BPAY BATCH FEE			17.85
		MERCHANT FEES COC			
		MERCHANT FEES MARINA			
		MERCHANT FEES ARC			
		MERCHANT FEES VARIOUS OUT CENTRES			
		NATIONAL BPAY CHARGE			1,778.00
		RTGS/ACLR FEE			
		NAB TRANSACT FEE			56.70
		MERCHANDISE / OTHER FEES			
					1,852.55
		<u>ADD: CREDIT CARD PAYMENTS</u>			81,455.34
					81,455.34
		<u>ADD: PAYROLL PAYMENTS</u>			
		COC01/05/24 Pmt 000258527792 City of Cockburn	2/05/2024	7,030.88	
		COC02/05/24 Pmt 000258572288 City of Cockburn	2/05/2024	91.71	
		COC26/04/24 Pmt 000258527310 City of Cockburn	2/05/2024	16,612.24	
		COC03/05/24 Pmt 000259003552 City of Cockburn	8/05/2024	21,403.62	
		COC05/05/24 Pmt 000259016615 City of Cockburn	8/05/2024	1,845,301.10	
		COC06/05/24 Pmt 000259003770 City of Cockburn	8/05/2024	6,474.52	
		COC09/05/24 Pmt 000259148085 City of Cockburn	9/05/2024	4,524.08	
		COC06/05/24 Pmt 000259163544 City of Cockburn	10/05/2024	1,542.80	
		COC10/05/24 Pmt 000259471474 City of Cockburn	14/05/2024	3,912.77	
		COC06/05/24 Pmt 000259474640 City of Cockburn	15/05/2024	842.29	
		COC15/05/24 Pmt 000260081158 City of Cockburn	22/05/2024	9,558.96	
		COC16/05/24 Pmt 000260082726 City of Cockburn	22/05/2024	2,829.78	
		COC17/05/24 Pmt 000260081921 City of Cockburn	22/05/2024	12,345.66	
		COC19/05/24 Pmt 000260091673 City of Cockburn	22/05/2024	1,843,610.47	
		COC23/05/24 Pmt 000260243352 City of Cockburn	23/05/2024	123.68	
		COC24/05/24 Pmt 000260489398 City of Cockburn	28/05/2024	4,276.65	
					3,780,481.21
		TOTAL PAYMENTS MADE FOR THE MONTH			16,953,270.76

City of Cockburn
Woolworths Group Transactions Report
Transactions Made Between 1 May - 31 May 2024

Reference	Date	Amount	Description
Senior Centre - Cook		727.25	
TI-01EC5-17919A	2/05/2024	35.55	Groceries and Consumables
TI-01EC5-17919C	3/05/2024	72.00	Groceries and Consumables
TI-01EC5-1791A2	7/05/2024	98.50	Groceries and Consumables
TI-01EC5-1791A3	7/05/2024	40.50	Groceries and Consumables
TI-01EC5-1791A6	8/05/2024	203.34	Groceries and Consumables
TI-01EC5-1791AF	14/05/2024	52.74	Groceries and Consumables
TI-01EC5-1791B4	16/05/2024	13.90	Groceries and Consumables
TI-01EC5-1791BC	21/05/2024	18.62	Groceries and Consumables
TI-01EC5-1791BF	23/05/2024	122.70	Groceries and Consumables
TI-01EC5-1791C3	28/05/2024	12.00	Groceries and Consumables
TI-01EC5-1791C4	28/05/2024	9.60	Groceries and Consumables
TI-01EC5-1791C8	30/05/2024	47.80	Groceries and Consumables
Program Booking Assistant		14.70	
TI-01EC5-1791A8	9/05/2024	14.70	Groceries and Consumables
Library Shelver		35.00	
TI-01EC5-1791B6	17/05/2024	35.00	Groceries and Consumables
Amenities Officer		143.10	
TI-01EC5-179198	1/05/2024	80.10	Groceries and Consumables
TI-01EC5-1791AD	10/05/2024	63.00	Groceries and Consumables
Kitchen Hand		2,449.53	
TI-01EC5-179199	1/05/2024	254.27	Groceries and Consumables
TI-01EC5-17919D	3/05/2024	29.80	Groceries and Consumables
TI-01EC5-17919E	6/05/2024	7.00	Groceries and Consumables
TI-01EC5-17919F	6/05/2024	238.18	Groceries and Consumables
TI-01EC5-1791A1	6/05/2024	84.40	Groceries and Consumables
TI-01EC5-1791A4	8/05/2024	137.90	Groceries and Consumables
TI-01EC5-1791A5	8/05/2024	6.00	Groceries and Consumables
TI-01EC5-1791A9	9/05/2024	159.95	Groceries and Consumables
TI-01EC5-1791AA	9/05/2024	10.00	Groceries and Consumables
TI-01EC5-1791AC	10/05/2024	173.30	Groceries and Consumables
TI-01EC5-1791AE	13/05/2024	191.90	Groceries and Consumables
TI-01EC5-1791B2	14/05/2024	37.10	Groceries and Consumables
TI-01EC5-1791B3	15/05/2024	146.66	Groceries and Consumables
TI-01EC5-1791B5	17/05/2024	267.37	Groceries and Consumables
TI-01EC5-1791B8	20/05/2024	123.98	Groceries and Consumables
TI-01EC5-1791BE	22/05/2024	197.07	Groceries and Consumables
TI-01EC5-1791C1	24/05/2024	55.73	Groceries and Consumables
TI-01EC5-1791C2	27/05/2024	185.57	Groceries and Consumables
TI-01EC5-1791C7	29/05/2024	97.65	Groceries and Consumables
TI-01EC5-1791CA	31/05/2024	45.70	Groceries and Consumables
Youth Centre Duty Supervisor		684.41	
TI-01EC5-17919B	2/05/2024	71.78	Groceries and Consumables
TI-01EC5-1791A0	6/05/2024	51.69	Groceries and Consumables
TI-01EC5-1791A7	8/05/2024	57.41	Groceries and Consumables
TI-01EC5-1791AB	9/05/2024	64.77	Groceries and Consumables
TI-01EC5-1791B1	14/05/2024	64.80	Groceries and Consumables
TI-01EC5-1791B7	17/05/2024	63.12	Groceries and Consumables
TI-01EC5-1791BB	20/05/2024	105.80	Groceries and Consumables
TI-01EC5-1791BD	21/05/2024	40.10	Groceries and Consumables
TI-01EC5-1791C0	23/05/2024	58.68	Groceries and Consumables
TI-01EC5-1791C6	28/05/2024	61.20	Groceries and Consumables
TI-01EC5-1791C9	30/05/2024	45.06	Groceries and Consumables

City of Cockburn
Woolworths Group Transactions Report
Transactions Made Between 1 May - 31 May 2024

Reference	Date	Amount	Description
Amenities Officer		557.40	
TI-01EC5-1791BA	20/05/2024	557.40	Groceries and Consumables
Marina Manager		54.13	
TI-01EC5-1791B0	14/05/2024	15.01	Groceries and Consumables
TI-01EC5-1791B9	20/05/2024	2.45	Groceries and Consumables
TI-01EC5-1791C5	28/05/2024	36.67	Groceries and Consumables
Total Cards - 8		4,665.52	

City of Cockburn
Bunnings PowerPass Transactions Report
Transactions Made Between 1 May - 31 May 2024

<i>Reference</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
Rehabilitating Roe 8 Project Manager		85.29	
2015/01716662	28/05/2024	66.57	Supplies and Materials
2402/00903924	28/05/2024	18.72	Supplies and Materials
Parks Operations Coordinator		452.58	
2015/00175201	29/05/2024	140.56	Supplies and Materials
2015/01544037	13/05/2024	252.12	Supplies and Materials
2015/01792837	2/05/2024	59.90	Supplies and Materials
City Facilities Coordinator		392.77	
2015/01561756	31/05/2024	80.28	Supplies and Materials
2015/01676779	29/05/2024	25.80	Supplies and Materials
2015/01677430	30/05/2024	146.95	Supplies and Materials
2015/01792718	2/05/2024	106.38	Supplies and Materials
2160/01855106	3/05/2024	33.36	Supplies and Materials
Engineering Technical Officer		745.64	
2015/01326145	28/05/2024	224.42	Supplies and Materials
Waste Collection Supervisor		149.66	
2015/01560028	29/05/2024	149.66	Supplies and Materials
Trades Assistant		1,214.14	
2015/01320762	2/05/2024	20.58	Supplies and Materials
Trades Assistant/Sign Installer		2,041.08	
2015/01320622	1/05/2024	514.48	Supplies and Materials
2015/01537479	7/05/2024	23.51	Supplies and Materials
2015/01547231	17/05/2024	30.10	Supplies and Materials
2015/01673959	22/05/2024	259.70	Supplies and Materials
2015/01711472	23/05/2024	71.48	Supplies and Materials
2015/01798610	9/05/2024	60.23	Supplies and Materials
2160/01255218	14/05/2024	1,081.58	Supplies and Materials
Marina Operations Coordinator		655.24	
2015/01703412	14/05/2024	55.72	Supplies and Materials
2015/01715669	27/05/2024	12.07	Supplies and Materials
2015/01792714	2/05/2024	409.48	Supplies and Materials
2015/01792726	2/05/2024	177.97	Supplies and Materials
Environmental Supervisor		540.71	
2015/00175393	29/05/2024	113.51	Supplies and Materials
2015/01530654	1/05/2024	65.30	Supplies and Materials
2015/01550979	21/05/2024	9.32	Supplies and Materials

City of Cockburn
Bunnings PowerPass Transactions Report
Transactions Made Between 1 May - 31 May 2024

<i>Reference</i>	<i>Date</i>	<i>Amount</i>	<i>Description</i>
Streetscapes Coordinator		163.51	
2015/00164527	15/05/2024	32.43	Supplies and Materials
2015/01038581	21/05/2024	33.00	Supplies and Materials
2015/01039159	22/05/2024	37.92	Supplies and Materials
2015/01704802	16/05/2024	60.16	Supplies and Materials
Maintenance Supervisor - Works		118.24	
2015/01796877	7/05/2024	118.24	Supplies and Materials
Civil Infrastructure Operations Coordinator		198.67	
2015/01550028	20/05/2024	53.55	Supplies and Materials
2015/01553791	23/05/2024	145.12	Supplies and Materials
Total Cards - 9		6,757.53	

BP Australia Pty Ltd
A.B.N. 53 004 085 616
PO Box 1621
MELBOURNE VIC 3001

BP Plus
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527



CITY OF COCKBURN
Accounts Payable (Invoice Only) PO
67775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 1 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)				
7050 15405338 04250 IHTF630 2058 WHITE FORD RANGER UTILITY Cost Centre	08/05/24 26/05/24	08:01:55 18:09:10	SPEARWOOD ROCKINGHAM	WA WA	6443 6172	014974 003462	ULT DSL	187.83	57.41	98.04	9.80	107.84	16000 17631	1631	4.4	8
							ULT DSL	183.08	72.00	119.84	11.98	131.82				
							DIESEL		129.41	217.88	21.78	239.66				
							TOTAL		129.41	217.88	21.78	239.66				
							THIS PERIOD		129.41	217.88	21.78	239.66				
							YEAR TO DATE		417.31	715.38	71.53	786.91				
							DIESEL		129.41	217.88	21.78	239.66				
							TOTAL		129.41	217.88	21.78	239.66				
							THIS PERIOD		129.41	217.88	21.78	239.66				
							YEAR TO DATE		417.31	715.38	71.53	786.91				
7050 15405338 02890 IGNC833 2067 WHITE KIA SORENTO WAGON Cost Centre	07/05/24 20/05/24	12:50:00 10:26:52	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045957 046962	ULT DSL	189.83	49.68	85.74	8.57	94.31	103169 103738	569	8.0	14
							ULT DSL	185.08	45.27	76.16	7.62	83.78				
							DIESEL		94.95	161.90	16.19	178.09				
							TOTAL		94.95	161.90	16.19	178.09				
							THIS PERIOD		94.95	161.90	16.19	178.09				
							YEAR TO DATE		380.11	652.92	65.30	718.22				
							DIESEL		94.95	161.90	16.19	178.09				
							TOTAL		94.95	161.90	16.19	178.09				
							THIS PERIOD		94.95	161.90	16.19	178.09				
							YEAR TO DATE		380.11	652.92	65.30	718.22				
7050 15405338 03146 IGSP764 2077 WHITE HYUNDAI 130 HATCHBACK Cost Centre	06/05/24 21/05/24	08:08:01 11:47:27	SPEARWOOD SUCCESS	WA WA	6443 5992	014896 030718	ULT DSL	187.83	41.76	71.31	7.13	78.44	123005 123758	806 753	5.2 6.0	9 10
							ULT DSL	183.08	45.00	74.89	7.49	82.38				
							DIESEL		86.76	146.20	14.62	160.82				
							TOTAL		86.76	146.20	14.62	160.82				
							THIS PERIOD		86.76	146.20	14.62	160.82				
							YEAR TO DATE		458.55	787.59	78.75	866.34				
							DIESEL		86.76	146.20	14.62	160.82				
							TOTAL		86.76	146.20	14.62	160.82				
							THIS PERIOD		86.76	146.20	14.62	160.82				
							YEAR TO DATE		458.55	787.59	78.75	866.34				
7050 15405338 03732 IHBQ384 2097	06/05/24 14/05/24	11:56:16 18:04:40	GREENWOOD CURRAMBINE	WA WA	6171 6427	050242 069552	ULT DSL	189.83	54.03	93.25	9.32	102.57	138446 139314	870 868	6.2 6.2	11 11
							ULT DSL	183.15	53.54	89.15	8.91	98.06				

Go paperless and receive your invoices and statements via email. Provide your BP Plus account number along with your email address to acoustcare@bp.com and our team will help you make the switch. If you have paid your account via credit card, your Service Fee will appear on your summary Tax Invoice.

Please Note: If you are disputing a transaction, this needs to be lodged in writing within 30 days from the date of issue of this Fleet Control Report.



Page: 2 of 3
Date: 31/05/2021

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)				
/WHITE SUBARU OUTBACK <																

BP Australia Pty Ltd
C.B.N. 53 004 085 616
PO Box 1621
MELBOURNE VIC 3001

BP Plus
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527



CITY OF COCKBURN
Accounts Payable (Invoice Only) PO
67775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 3 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04235 1HTW447 2206 WHITE FORD RANGER UTILITY	30/04/24 07/05/24 17/05/24 24/05/24	07:03:50 11:08:54 06:58:09 11:21:21	FREMANTLE SPEARWOOD FREMANTLE SOUTH FREMANTLE	WA WA WA WA	6220 6443 6220 9802	046962 014932 047802 021942	DIESEL		226.35	386.67	38.66	425.33			
							TOTAL		226.35	386.67	38.66	425.33		2431	9.3
							YEAR TO DATE		954.00	1,648.49	164.85	1,813.34		10177	9.4
							DIESEL		226.35	386.67	38.66	425.33			
							TOTAL		226.35	386.67	38.66	425.33		2431	9.3
							YEAR TO DATE		954.00	1,648.49	164.85	1,813.34		10177	9.4
							ULT DSL	190.26	59.43	102.79	10.28	113.07	32252	762	7.8
							ULT DSL	187.83	53.82	91.90	9.19	101.09	32908	656	8.2
							ULT DSL	183.15	62.67	104.35	10.43	114.78	33733	825	7.6
							ULT DSL	183.08	53.66	89.31	8.93	98.24	34373	640	8.4
Cost Centre 7050 15405338 04532 1ID1923 2236 WHITE FORD RANGER	01/05/24 08/05/24 14/05/24 20/05/24 23/05/24 28/05/24	08:41:38 10:24:04 11:07:04 07:58:34 07:59:06 08:55:29	BIBRA LAKE BIBRA LAKE BIBRA LAKE COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA WA WA	7451 7451 7451 7395 7395 7395	045513 046052 046522 001786 054375 054699	DIESEL		229.58	388.35	38.83	427.18			
							TOTAL		229.58	388.35	38.83	427.18		2883	8.0
							YEAR TO DATE		813.21	1,393.91	139.39	1,533.30		9571	8.5
							DIESEL		229.58	388.35	38.83	427.18			
							TOTAL		229.58	388.35	38.83	427.18		2883	8.0
							YEAR TO DATE		813.21	1,393.91	139.39	1,533.30		9571	8.5
							ULSD G10	189.90	41.61	71.84	7.18	79.02	4420	509	11.5
							ULT DSL	189.83	58.60	101.13	10.11	111.24	4929	452	10.9
							ULT DSL	185.15	49.22	82.85	8.28	91.13	5381	452	11.3
							ULT DSL	185.08	63.28	106.47	10.65	117.12	5943	562	10.3
Cost Centre 7050 15405338 04052 1GMF052 2246 WHITE SUBARU OUTBACK	16/05/24	08:49:50	BIBRA LAKE	WA	7451	046710	ULT DSL	185.08	33.83	56.92	5.69	62.61	6272	329	10.3
							ULT DSL	183.88	65.59	109.53	10.95	120.48	6838	566	11.6
							DIESEL		312.13	528.74	52.86	581.60			
							TOTAL		312.13	528.74	52.86	581.60		2418	12.9
							YEAR TO DATE		655.90	1,131.09	113.10	1,244.19		4640	14.1
							DIESEL		312.13	528.74	52.86	581.60			
							TOTAL		312.13	528.74	52.86	581.60		2418	12.9
							YEAR TO DATE		655.90	1,131.09	113.10	1,244.19		4640	14.1
							ULT DSL	185.15	46.74	78.67	7.87	86.54	913441		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 4 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
WAGON							DIESEL		46.74	78.67	7.87	86.54			
							TOTAL		46.74	78.67	7.87	86.54			
							THIS PERIOD		46.74	78.67	7.87	86.54			
							YEAR TO DATE		282.86	488.37	48.84	537.21	1845	15.3	29
Cost Centre			2246				DIESEL		46.74	78.67	7.87	86.54			
							TOTAL		46.74	78.67	7.87	86.54			
							THIS PERIOD		46.74	78.67	7.87	86.54			
							YEAR TO DATE		282.86	488.37	48.84	537.21	1845	15.3	29
7050 15405338 04177 HRY951 2257 WHITE FORD RANGER UTE	09/05/24 18/05/24 28/05/24	09:16:04 11:25:42 17:50:49	COCKBURN CENTRAL MAIDA VALE MAIDA VALE	WA WA WA	7395 6180 6180	001471 004036 018168	ULT DSL	189.83	73.82	127.40	12.74	140.14	51915	871	8.5
							ULT DSL	183.15	66.79	111.21	11.12	122.33	52772	857	7.8
							ULT DSL	181.68	69.58	114.92	11.49	126.41	53683	911	7.6
							DIESEL		210.19	353.53	35.35	388.88			
Cost Centre			2257				TOTAL		210.19	353.53	35.35	388.88	2639	8.0	14
							THIS PERIOD		210.19	353.53	35.35	388.88			
							YEAR TO DATE		1,106.73	1,901.31	190.14	2,091.45	13097	8.5	16
							DIESEL		210.19	353.53	35.35	388.88			
7050 15405338 04482 HCB465 2297 FORD RANGER WHITE	08/05/24 30/05/24	08:57:12 08:53:58	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	011371 047838	ULSD G10	188.83	46.69	80.15	8.02	88.17	2576	2576	1.8
							ULSD G10	182.68	65.14	108.18	10.82	119.00	3281	705	9.2
							DIESEL		111.83	188.33	18.84	207.17			
							TOTAL		111.83	188.33	18.84	207.17	3281	3.4	6
Cost Centre			2297				THIS PERIOD		111.83	188.33	18.84	207.17			
							YEAR TO DATE		323.81	555.52	55.57	611.09	3281	9.9	18
							DIESEL		111.83	188.33	18.84	207.17			
							TOTAL		111.83	188.33	18.84	207.17	3281	3.4	6
7050 15405338 02759 HGLZ772 2307 WHITE MITSUBISHI TRITON UTE	10/05/24 27/05/24	11:10:12 10:42:50	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	046268 047513	ULSD G10	188.83	57.96	99.50	9.95	109.45	96967	611	9.5
							ULSD G10	182.68	49.29	81.85	8.19	90.04	97518	551	8.9
							DIESEL		111.83	188.33	18.84	207.17			
							TOTAL		111.83	188.33	18.84	207.17	3281	9.9	18

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 5 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04169 1HRY950 2308 WHITE FORD RANGER UTE	30/04/24 14/05/24 16/05/24	14:28:38 13:40:40 11:26:24	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	011139 046534 046733	DIESEL		107.25	181.35	18.14	199.49			
							TOTAL		107.25	181.35	18.14	199.49		1162	9.2
							YEAR TO DATE		316.10	538.01	53.80	591.81		3261	9.7
							DIESEL		107.25	181.35	18.14	199.49			
							TOTAL		107.25	181.35	18.14	199.49		1162	9.2
							YEAR TO DATE		316.10	538.01	53.80	591.81		3261	9.7
							ULT DSL	192.26	59.42	103.85	10.39	114.24	291777		
							ULT DSL	185.15	64.43	108.45	10.84	119.29	30066		
							ULSD G10	184.15	19.27	32.26	3.23	35.49	30329	263	7.3
							DIESEL		143.12	244.56	24.46	269.02			
							TOTAL		143.12	244.56	24.46	269.02		263	54.4
Cost Centre 7050 15405338 03831 1HFX380 2317 SILVER NISSAN XTRAIL WAGON	07/05/24 14/05/24 24/05/24	07:51:46 13:36:09 21:37:02	BIBRA LAKE BIBRA LAKE CARLISLE	WA WA WA	7451 7451 6218	011319 011464 013152	YEAR TO DATE		798.19	1,374.88	137.48	1,512.36		6887	11.6
							DIESEL		143.12	244.56	24.46	269.02			
							TOTAL		143.12	244.56	24.46	269.02		263	54.4
							YEAR TO DATE		798.19	1,374.88	137.48	1,512.36		6887	11.6
							ULP UNM	177.70 P	58.24	94.08	9.41	103.49	54391	600	9.7
							ULP UNM	173.70 P	54.71	86.39	8.64	95.03	54913	522	10.5
							ULP UNM	177.83	57.51	92.97	9.30	102.27	55436	523	11.0
							M/S		170.46	273.44	27.35	300.79			
							TOTAL		170.46	273.44	27.35	300.79		1645	10.4
							YEAR TO DATE		805.30	1,300.49	130.06	1,430.55		7516	10.7
Cost Centre 7050 15405338 04219 1HSW321 2329 WHITE FORD RANGER UTE	17/05/24	13:04:13	BIBRA LAKE	WA	7451	046832	M/S		170.46	273.44	27.35	300.79			
							TOTAL		170.46	273.44	27.35	300.79		1645	10.4
							YEAR TO DATE		805.30	1,300.49	130.06	1,430.55		7516	10.7
							ULSD G10	184.15	62.67	104.92	10.49	115.41	9577	553	11.3

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 6 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03963 1HLO161 2336 WHITE FORD RANGER UTILITY	07/05/24 22/05/24	14:56:19 15:03:57	SUCCESS BIBRA LAKE	WA WA	5992 7451	030154 047219	DIESEL		62.67	104.92	10.49	115.41			
							TOTAL		62.67	104.92	10.49	115.41		553	11.3
							YEAR TO DATE		338.93	582.54	58.25	640.79		3011	11.3
							DIESEL		62.67	104.92	10.49	115.41			
							TOTAL		62.67	104.92	10.49	115.41		553	11.3
							YEAR TO DATE		338.93	582.54	58.25	640.79		3011	11.3
							ULT DSL	187.83	62.78	107.20	10.72	117.92	34351	814	7.7
							ULT DSL	185.08	69.30	116.60	11.66	128.26	35000	649	10.7
							DIESEL		132.08	223.80	22.38	246.18			
							TOTAL		132.08	223.80	22.38	246.18		1463	9.0
Cost Centre 7050 15405338 03948 1HJO790 2346 WHITE FORD RANGER UTILITY	06/05/24 29/05/24	14:02:19 08:22:54	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045878 047720	YEAR TO DATE		453.67	780.63	78.06	858.69		5146	8.8
							DIESEL		132.08	223.80	22.38	246.18			
							TOTAL		132.08	223.80	22.38	246.18		1463	9.0
							YEAR TO DATE		453.67	780.63	78.06	858.69		5146	8.8
							ULT DSL	189.83	49.12	84.77	8.48	93.25	38700	599	8.2
							ULT DSL	183.68	67.57	112.83	11.28	124.11	39400	700	9.7
							DIESEL		116.69	197.60	19.76	217.36			
							TOTAL		116.69	197.60	19.76	217.36		1299	9.0
							YEAR TO DATE		635.52	1,086.11	108.61	1,194.72		3623	17.5
							DIESEL		116.69	197.60	19.76	217.36			
Cost Centre 7050 15405338 03526 1GY0863 2355 WHITE FORD RANGER UTILITY	17/05/24	09:10:29	BIBRA LAKE	WA	7451	046802	TOTAL		116.69	197.60	19.76	217.36		1299	9.0
							YEAR TO DATE		635.52	1,086.11	108.61	1,194.72		3623	17.5
							ULSD G10	184.15	68.26	114.27	11.43	125.70	777		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 7 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03161 1GT1472 2376 WHITE MITSUBISHI TRITON UTE	27/05/24	11:17:53	BIBRA LAKE	WA	7451	047522	DIESEL		68.26	114.27	11.43	125.70			
							TOTAL		68.26	114.27	11.43	125.70			
							YEAR TO DATE		454.91	782.61	78.26	860.87		4274	10.6 20
							DIESEL		68.26	114.27	11.43	125.70			
							TOTAL		68.26	114.27	11.43	125.70			
							YEAR TO DATE		454.91	782.61	78.26	860.87		4274	10.6 20
							ULSD G10	182.68	55.01	91.35	9.14	100.49	10000		
							DIESEL		55.01	91.35	9.14	100.49			
							TOTAL		55.01	91.35	9.14	100.49			
							YEAR TO DATE		390.85	671.70	67.17	738.87		2153	18.2 34
Cost Centre 7050 15405338 04276 HUL718 2388 WHITE FORD RANGER UTE	01/05/24 13/05/24 21/05/24	08:58:41 09:17:35 10:14:03	BIBRA LAKE SPEARWOOD BIBRA LAKE	WA WA WA	7451 6443 7451	045518 015110 047070	DIESEL		55.01	91.35	9.14	100.49			
							TOTAL		55.01	91.35	9.14	100.49			
							YEAR TO DATE		390.85	671.70	67.17	738.87		2153	18.2 34
							ULSD G10	189.90 P	71.00	122.57	12.26	134.83	23137	823	8.6 16
							ULT DSL	183.15	62.49	104.05	10.40	114.45	23845	708	8.8 16
							ULT DSL	185.08	59.97	100.90	10.09	110.99	24539	694	8.6 16
							DIESEL		193.46	327.52	32.75	360.27			
							TOTAL		193.46	327.52	32.75	360.27			
							YEAR TO DATE		871.96	1,493.97	149.42	1,643.39		2225 9474	8.7 9.2 16 17
							DIESEL		193.46	327.52	32.75	360.27			
							TOTAL		193.46	327.52	32.75	360.27			
							YEAR TO DATE		871.96	1,493.97	149.42	1,643.39		2225 9474	8.7 9.2 16 17
Cost Centre 7050 15405338 03351 1GXF233 2397 WHITE FORD RANGER UTILITY	08/05/24	15:32:07	SUCCESS	WA	5992	010575	ULT DSL	187.83	63.88	109.08	10.91	119.99	123977	777	8.2 15

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 8 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04490 HCH248 2398 FORD RANGER WHITE	06/05/24 18/05/24	10:00:17 17:13:20	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	011292 046904	DIESEL		63.88	109.08	10.91	119.99			
							TOTAL		63.88	109.08	10.91	119.99		777	8.2
							YEAR TO DATE		560.26	965.98	96.60	1,062.58		3360	16.7
							DIESEL		63.88	109.08	10.91	119.99			
							TOTAL		63.88	109.08	10.91	119.99		777	8.2
							YEAR TO DATE		560.26	965.98	96.60	1,062.58		3360	16.7
							ULT DSL	189.83	67.62	116.70	11.67	128.37	7770	792	8.5
							ULT DSL	185.15	55.47	93.36	9.34	102.70	8387	617	9.0
							DIESEL		123.09	210.06	21.01	231.07			
							TOTAL		123.09	210.06	21.01	231.07		1409	8.7
Cost Centre 7050 15405338 04359 IGY2376 2407 WHITE MITSUBISHI TRITON UTE	04/05/24 11/05/24 24/05/24	15:40:22 05:58:30 13:51:33	PARMELIA PARMELIA NAVAL BASE	WA WA WA	6178 6178 7770	019328 025813 020613	DIESEL		123.09	210.06	21.01	231.07			
							TOTAL		123.09	210.06	21.01	231.07		1409	8.7
							YEAR TO DATE		769.59	1,339.07	133.92	1,472.99		6127	12.6
							ULT DSL	190.26	60.65	104.90	10.49	115.39	74227	423	14.3
							ULT DSL	187.83	45.86	78.31	7.83	86.14	74582	355	12.9
							ULT DSL	179.90 P	41.88	68.49	6.89	75.34	75055	473	8.9
							DIESEL		148.39	251.70	25.17	276.87			
							TOTAL		148.39	251.70	25.17	276.87		1251	11.9
							YEAR TO DATE		1,027.65	1,763.28	176.35	1,939.63		7281	14.1
							DIESEL		148.39	251.70	25.17	276.87			
Cost Centre 7050 15405338 03781 IHEJ525 2418 WHITE FORD RANGER UTILITY	14/05/24 28/05/24	11:23:59 14:53:00	BIBRA LAKE COCKBURN CENTRAL	WA WA	7451 7395	011449 054724	TOTAL		148.39	251.70	25.17	276.87		1251	11.9
							YEAR TO DATE		1,027.65	1,763.28	176.35	1,939.63		7281	14.1
							ULT DSL	185.15	71.31	120.03	12.00	132.03	105155	922	7.7
							ULT DSL	183.68	61.55	102.77	10.28	113.05	105682	526	11.7

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 9 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03898 IHIN859 2438 WHITE FORD RANGER UTILITY	12/05/24 21/05/24 29/05/24	14:37:22 08:39:31 16:16:06	SPEARWOOD AUSTRALIND BIBRA LAKE	WA WA WA	6443 1864 7451	015095 022911 047795	DIESEL		132.86	222.80	22.28	245.08			
							TOTAL		132.86	222.80	22.28	245.08		1448	9.2
							YEAR TO DATE		858.07	1,474.04	147.39	1,621.43		7933	10.8
							DIESEL		132.86	222.80	22.28	245.08			
							TOTAL		132.86	222.80	22.28	245.08		1448	9.2
							YEAR TO DATE		858.07	1,474.04	147.39	1,621.43		7933	10.8
							ULT DSL	187.83	65.92	112.56	11.26	123.82	66071	650	10.1
							ULT DSL	185.71	71.25	120.29	12.03	132.32	66872	801	8.9
							ULT DSL	183.68	60.78	101.49	10.15	111.64	67533	661	9.2
							DIESEL		197.95	334.34	33.44	367.78			
Cost Centre 7050 15405338 03054 IGRH938 2457 WHITE FORD RANGER UTILITY	23/05/24	07:33:53	MYAREE	WA	1840	017824	TOTAL		197.95	334.34	33.44	367.78		2112	9.4
							YEAR TO DATE		835.65	1,439.00	143.91	1,582.91		7210	11.6
							DIESEL		197.95	334.34	33.44	367.78			
							TOTAL		197.95	334.34	33.44	367.78		2112	9.4
							YEAR TO DATE		835.65	1,439.00	143.91	1,582.91		7210	11.6
							ULT DSL	183.08	59.00	98.20	9.82	108.02	46234	685	8.6
							DIESEL		59.00	98.20	9.82	108.02			
							TOTAL		59.00	98.20	9.82	108.02		685	8.6
							YEAR TO DATE		363.03	623.14	62.32	685.46		4639	7.8
							DIESEL		59.00	98.20	9.82	108.02			
Cost Centre 7050 15405338 03120 IGTE408 2467 WHITE FORD RANGER UTE	01/05/24 15/05/24 30/05/24	11:17:53 09:50:43 11:55:53	COCKBURN CENTRAL BIBRA LAKE COCKBURN CENTRAL	WA WA WA	7395 7451 7395	001185 046606 054834	TOTAL		59.00	98.20	9.82	108.02		685	8.6
							YEAR TO DATE		363.03	623.14	62.32	685.46		4639	7.8
							ULT DSL	192.26	70.83	123.80	12.38	136.18	62672	666	10.6
							ULSD G10	184.15	71.83	120.25	12.03	132.28	67721		14
							ULT DSL	183.68	56.66	94.61	9.46	104.07	63849		20
							DIESEL		59.00	98.20	9.82	108.02			
							TOTAL		59.00	98.20	9.82	108.02		685	8.6
							YEAR TO DATE		363.03	623.14	62.32	685.46		4639	7.8
							ULT DSL	192.26	70.83	123.80	12.38	136.18	62672	666	10.6
							ULSD G10	184.15	71.83	120.25	12.03	132.28	67721		14

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 10 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03971 1HM1124 2497 WHITE FORD RANGER UTE	03/05/24 15/05/24 27/05/24	14:42:42 10:25:56 08:50:14	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	045739 011492 047501	DIESEL		199.32	338.66	33.87	372.53			
							TOTAL		199.32	338.66	33.87	372.53		666	29.9
							YEAR TO DATE		765.09	1,318.79	131.90	1,450.69		5364	14.3
							DIESEL		199.32	338.66	33.87	372.53			
							TOTAL		199.32	338.66	33.87	372.53		666	29.9
							YEAR TO DATE		765.09	1,318.79	131.90	1,450.69		5364	14.3
							ULSD G10	189.90 P	66.17	114.24	11.42	125.66	777		
							ULSD G10	184.15	62.46	104.56	10.46	115.02	777		
							ULSD G10	182.68	57.16	94.93	9.49	104.42	38499		
							DIESEL		185.79	313.73	31.37	345.10			
Cost Centre 7050 15405338 02494 1GGH334 2507 WHITE MAZDA 6 SEDAN	01/05/24 21/05/24	08:35:06 08:27:31	PIARA WATERS PIARA WATERS	WA WA	1110 1110	011033 011956	TOTAL		185.79	313.73	31.37	345.10		1345	57.7
							YEAR TO DATE		776.62	1,335.40	133.55	1,468.95		1345	57.7
							DIESEL		185.79	313.73	31.37	345.10			
							TOTAL		185.79	313.73	31.37	345.10		1345	57.7
							YEAR TO DATE		776.62	1,335.40	133.55	1,468.95		1345	57.7
							ULP UNM	192.12	44.00	76.85	7.68	84.53	777		
							ULP UNM	165.70 P	51.19	77.11	7.71	84.82	124651		
							M/S		95.19	153.96	15.39	169.35			
							TOTAL		95.19	153.96	15.39	169.35			
							YEAR TO DATE		637.38	1,014.94	101.47	1,116.41		6130	10.4
Cost Centre 7050 15405338 03708 1HCC815 2515 WHITE FORD RANGER UTILITY	09/05/24	09:57:02	SUCCESS	WA	5992	030234	TOTAL		95.19	153.96	15.39	169.35			
							YEAR TO DATE		637.38	1,014.94	101.47	1,116.41		6130	10.4
							ULT DSL	187.83	36.41	62.17	6.22	68.39	20800		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 11 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km	
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)
Cost Centre 7050 15405338 04110 1HPF979 2523 SUZU D-MAX UTILITY	30/05/24	18:21:31	COCKBURN CENTRAL	WA	7395	054850		DIESEL	36.41	62.17	6.22	68.39					
							TOTAL	THIS PERIOD	36.41	62.17	6.22	68.39					
								YEAR TO DATE	290.78	499.18	49.93	549.11		1075	27.0	51	
								DIESEL	36.41	62.17	6.22	68.39					
							TOTAL	THIS PERIOD	36.41	62.17	6.22	68.39					
								YEAR TO DATE	290.78	499.18	49.93	549.11		1075	27.0	51	
								ULT DSL	183.68	54.16	90.44	9.04	99.48	5301	650	8.3	15
								DIESEL	54.16	90.44	9.04	99.48					
							TOTAL	THIS PERIOD	54.16	90.44	9.04	99.48		650	8.3	15	
								YEAR TO DATE	171.13	290.19	29.01	319.20		952	18.0	33	
Cost Centre 7050 15405338 03849 1HHB989 2537 WHITE FORD RANGER UTILITY	04/05/24 20/05/24	09:11:20 10:50:27	PIARA WATERS BIBRA LAKE	WA WA	1110 7451	011181 046965		DIESEL	54.16	90.44	9.04	99.48					
							TOTAL	THIS PERIOD	54.16	90.44	9.04	99.48		650	8.3	15	
								YEAR TO DATE	171.13	290.19	29.01	319.20		952	18.0	33	
								ULT DSL	192.26	60.75	106.18	10.62	116.80	59724	649	9.4	18
								ULT DSL	185.08	70.22	118.15	11.81	129.96	60435	711	9.9	18
								DIESEL	130.97	224.33	22.43	246.76					
							TOTAL	THIS PERIOD	130.97	224.33	22.43	246.76		1360	9.6	18	
								YEAR TO DATE	366.48	633.56	63.36	696.92		3251	11.3	21	
								DIESEL	130.97	224.33	22.43	246.76					
							TOTAL	THIS PERIOD	130.97	224.33	22.43	246.76		1360	9.6	18	
	YEAR TO DATE	366.48	633.56	63.36	696.92		3251	11.3	21								
Cost Centre 7050 15405338 03344 1GXB734 2555 WHITE SUBARU OUTBACK WAGON	08/05/24	09:41:49	BIBRA LAKE	WA	7451	046047		ULT DSL	189.83	57.57	99.35	9.94	109.29	148200			

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 12 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03591 1GXV149 2565 WHITE FORD RANGER UTILITY	02/05/24 13/05/24 20/05/24 27/05/24	16:14:32 08:47:18 15:02:42 09:04:41	WEMBLEY COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE	WA WA WA WA	6211 7395 7451 7451	013432 001574 047011 047503	DIESEL		57.57	99.35	9.94	109.29			
							TOTAL		57.57	99.35	9.94	109.29			
							YEAR TO DATE		460.35	798.27	79.84	878.11		7725	6.0 11
							DIESEL		57.57	99.35	9.94	109.29			
							TOTAL		57.57	99.35	9.94	109.29			
							YEAR TO DATE		460.35	798.27	79.84	878.11		7725	6.0 11
							ULT DSL	190.26	72.99	126.25	12.62	138.87	84721	896	8.1 15
							ULT DSL	185.15	68.27	114.91	11.49	126.40	85526	805	8.5 15
							ULT DSL	185.08	68.25	114.83	11.48	126.31	86384	858	8.0 14
							ULT DSL	183.68	66.71	111.39	11.14	122.53	87185	801	8.3 15
Cost Centre 7050 15405338 04094 1HPP327 2575 WHITE ISUZU D-MAX UTE	03/05/24 12/05/24 23/05/24 26/05/24	17:25:33 13:14:44 09:19:58 16:33:38	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	045746 046377 047267 047464	DIESEL		276.22	467.38	46.73	514.11			
							TOTAL		276.22	467.38	46.73	514.11		3360	8.2 15
							YEAR TO DATE		997.89	1,706.28	170.63	1,876.91		11674	8.5 16
							DIESEL		276.22	467.38	46.73	514.11			
							TOTAL		276.22	467.38	46.73	514.11		3360	8.2 15
							YEAR TO DATE		997.89	1,706.28	170.63	1,876.91		11674	8.5 16
							ULT DSL	192.26	40.30	70.44	7.04	77.48	36341	381	10.6 20
							ULT DSL	189.83	45.92	79.25	7.92	87.17	36744	403	11.4 21
							ULT DSL	185.08	60.07	101.07	10.11	111.18	37263	519	11.6 21
							ULT DSL	185.08	32.04	53.91	5.39	59.30	37540	277	11.6 21
Cost Centre 7050 15405338 02908 1GNM104 2596 WHITE MITSUBISHI TRITON UTE	29/05/24	14:43:10	BIBRA LAKE	WA	7451	047775	DIESEL		178.33	304.67	30.46	335.13			
							TOTAL		178.33	304.67	30.46	335.13		1680	11.3 21
							YEAR TO DATE		1,030.21	1,784.34	178.42	1,962.76		6257	16.5 31
							DIESEL		178.33	304.67	30.46	335.13			
							TOTAL		178.33	304.67	30.46	335.13		1680	11.3 21
							YEAR TO DATE		1,030.21	1,784.34	178.42	1,962.76		6257	16.5 31
							ULT DSL	183.68	52.21	87.18	8.72	95.90	567530		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 13 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre 7050 15405338 04086 1HOK035 2606 WHITE FORD RANGER UTILITY	16/05/24 28/05/24	10:54:16 14:39:17	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	046728 047660		DIESEL	52.21	87.18	8.72	95.90						
							TOTAL	THIS PERIOD	52.21	87.18	8.72	95.90						
								YEAR TO DATE	109.47	182.39	18.24	200.63		458	23.9	43		
								DIESEL	52.21	87.18	8.72	95.90						
							TOTAL	THIS PERIOD	52.21	87.18	8.72	95.90						
								YEAR TO DATE	109.47	182.39	18.24	200.63		458	23.9	43		
								ULT DSL	185.15	62.63	105.42	10.54	115.96	17413	378	16.6	30	
								ULT DSL	183.68	63.79	106.52	10.65	117.17	17823	410	15.6	28	
								DIESEL	126.42	211.94	21.19	233.13						
							TOTAL	THIS PERIOD	126.42	211.94	21.19	233.13		788	16.0	29		
			YEAR TO DATE	632.40	1,085.15	108.50	1,193.65		3804	16.6	31							
Cost Centre 7050 15405338 04292 1HVF574 2618 WHITE VOLKSWAGEN CADDY VAN	17/05/24	09:30:20	BIBRA LAKE	WA	7451	011541		DIESEL	126.42	211.94	21.19	233.13						
							TOTAL	THIS PERIOD	126.42	211.94	21.19	233.13		788	16.0	29		
								YEAR TO DATE	632.40	1,085.15	108.50	1,193.65		3804	16.6	31		
								ULT DSL	185.15	41.88	70.49	7.05	77.54	15330	640	6.5	12	
								DIESEL	41.88	70.49	7.05	77.54						
							TOTAL	THIS PERIOD	41.88	70.49	7.05	77.54		640	6.5	12		
								YEAR TO DATE	332.45	580.09	58.01	638.10		4241	7.8	15		
								DIESEL	41.88	70.49	7.05	77.54						
							TOTAL	THIS PERIOD	41.88	70.49	7.05	77.54		640	6.5	12		
										YEAR TO DATE	332.45	580.09	58.01	638.10		4241	7.8	15
Cost Centre 7050 15405338 04417 1GRB219 2626 WHITE MITSUBISHI TRITON UTE	09/05/24 30/05/24	08:14:39 09:03:57	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	046130 011843		ULT DSL	189.83	51.10	88.19	8.82	97.01	42600	300	17.0	32	
								ULT DSL	183.68	50.98	85.13	8.51	93.64	43000	400	12.7	23	

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 14 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04029 1HOA671 2646 WHITE MITSUBISHI TRITON	30/04/24 17/05/24 28/05/24	10:39:06 09:47:40 10:27:00	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	045430 046805 047631	DIESEL		102.08	173.32	17.33	190.65			
							TOTAL		102.08	173.32	17.33	190.65		700	14.6
							YEAR TO DATE		550.21	953.04	95.30	1,048.34		3000	18.3
							DIESEL		102.08	173.32	17.33	190.65			
							TOTAL		102.08	173.32	17.33	190.65		700	14.6
							YEAR TO DATE		550.21	953.04	95.30	1,048.34		3000	18.3
							ULSD G10	162.90 P	62.56	92.65	9.26	101.91	39949	656	9.5
							ULSD G10	184.15	65.00	108.82	10.88	119.70	40611	662	9.8
							ULSD G10	182.68	63.14	104.85	10.49	115.34	42176	1565	4.0
							DIESEL		190.70	306.32	30.63	336.95			
							TOTAL		190.70	306.32	30.63	336.95		2883	6.6
Cost Centre 7050 15405338 04037 1HOQ717 2656 FORD RANGER XL SC	30/04/24 09/05/24 16/05/24 27/05/24	07:15:37 10:53:40 14:36:54 14:24:49	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA	7395 7395 7395 7395	001082 053496 001703 054657	DIESEL		190.70	306.32	30.63	336.95			
							TOTAL		190.70	306.32	30.63	336.95		2883	6.6
							YEAR TO DATE		701.15	1,179.78	117.98	1,297.76		8299	8.4
							ULT DSL	192.26	75.84	132.55	13.26	145.81	40245	590	12.9
							ULT DSL	189.83	75.87	130.94	13.09	144.03	40799	554	13.7
							ULT DSL	185.15	72.70	122.36	12.24	134.60	41400	601	12.1
							ULT DSL	183.68	74.49	124.38	12.44	136.82	41985	585	12.7
							DIESEL		298.90	510.23	51.03	561.26			
							TOTAL		298.90	510.23	51.03	561.26		2330	12.8
							YEAR TO DATE		1,183.06	2,043.04	204.31	2,247.35		7956	14.9
Cost Centre 7050 15405338 03914 1HIN742 2667 WHITE MITSUBISHI TRITON UTE	03/05/24 13/05/24 17/05/24 27/05/24	14:00:47 12:11:20 14:51:04 10:56:21	SPEARWOOD SPEARWOOD WEMBLEY BIBRA LAKE	WA WA WA WA	6443 6443 6211 7451	014839 015124 014046 047516	DIESEL		298.90	510.23	51.03	561.26			
							TOTAL		298.90	510.23	51.03	561.26		2330	12.8
							YEAR TO DATE		1,183.06	2,043.04	204.31	2,247.35		7956	14.9
							ULT DSL	190.26	56.63	97.95	9.80	107.75	55593		
							ULT DSL	183.15	56.85	94.65	9.47	104.12	57066	1473	3.9
							ULT DSL	183.15	61.16	101.84	10.18	112.02	57657	591	10.3
							ULT DSL	183.68	59.73	99.74	9.97	109.71	58052	395	15.1
							ULT DSL								
							ULT DSL								
							ULT DSL								

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 15 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre 7050 15405338 03823 1HG898 2677 WHITE MITSUBISHI TRITON UTE	03/05/24 14/05/24 20/05/24 28/05/24	10:08:17 14:33:26 13:23:55 14:18:09	COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL COCKBURN CENTRAL	WA WA WA WA	7395 7395 7395 7395	001278 053832 054214 054721		DIESEL	234.37	394.18	39.42	433.60					
							TOTAL		234.37	394.18	39.42	433.60		2459	9.5	17	
								THIS PERIOD YEAR TO DATE	1,079.63	1,847.96	184.80	2,032.76		6769	15.9	30	
								DIESEL	234.37	394.18	39.42	433.60					
							TOTAL		234.37	394.18	39.42	433.60		2459	9.5	17	
								THIS PERIOD YEAR TO DATE	1,079.63	1,847.96	184.80	2,032.76		6769	15.9	30	
								ULT DSL	192.26	58.18	101.69	10.17	111.86	62044	438	13.3	25
								ULT DSL	185.15	51.98	87.49	8.75	96.24	62439	395	13.2	24
								ULT DSL	185.08	53.64	90.25	9.02	99.27	62834	395	13.6	25
								ULT DSL	183.68	56.30	94.01	9.40	103.41	63265	431	13.1	24
Cost Centre 7050 15405338 03765 1HE1019 2687 WHITE ISUZU D-MAX UTE	01/05/24 07/05/24 17/05/24 22/05/24 29/05/24	15:20:06 17:17:53 17:18:22 14:21:28 10:12:17	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	045558 046011 046862 047215 047737		DIESEL	220.10	373.44	37.34	410.78					
							TOTAL		220.10	373.44	37.34	410.78		1659	13.3	24	
								THIS PERIOD YEAR TO DATE	1,104.42	1,918.50	191.85	2,110.35		8191	13.5	25	
								DIESEL	220.10	373.44	37.34	410.78					
							TOTAL		220.10	373.44	37.34	410.78		1659	13.3	24	
								THIS PERIOD YEAR TO DATE	1,104.42	1,918.50	191.85	2,110.35		8191	13.5	25	
								ULSD G10	189.90 P	50.82	87.74	8.77	96.51	66717	446	11.4	21
								ULSD G10	188.83	57.90	99.39	9.94	109.33	67238	521	11.1	21
								ULT DSL	185.15	39.10	65.81	6.58	72.39	67595	357	11.0	20
								ULSD G10	184.08	41.02	68.65	6.86	75.51	67955	360	11.4	21
Cost Centre 7050 15405338 04425 1HJA763 2706 WHITE FORD RANGER UTILITY	01/05/24 09/05/24 17/05/24	07:14:00 12:36:30 08:27:27	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	011156 046170 046796		ULSD G10	182.68	42.74	70.98	7.10	78.08	68331	376	11.4	20
								DIESEL	231.58	392.57	39.25	431.82					
							TOTAL		231.58	392.57	39.25	431.82		2060	11.2	21	
								THIS PERIOD YEAR TO DATE	852.18	1,472.51	147.23	1,619.74		8664	9.8	18	
								DIESEL	231.58	392.57	39.25	431.82					
							TOTAL		231.58	392.57	39.25	431.82		2060	11.2	21	
								THIS PERIOD YEAR TO DATE	852.18	1,472.51	147.23	1,619.74		8664	9.8	18	
								ULSD G10	189.90 P	43.69	75.43	7.54	82.97	54862			
								ULSD G10	188.83	68.04	116.80	11.68	128.48	55459	597	11.4	21
								ULSD G10	184.15	42.72	71.52	7.15	78.67	55840	381	11.2	20

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 16 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03336 1GVU053 2723 WHITE ISUZU FIRE TRUCK	09/05/24	09:57:40	SUCCESS	WA	5992	010590	DIESEL		154.45	263.75	26.37	290.12			
							TOTAL		154.45	263.75	26.37	290.12		978	15.8
							YEAR TO DATE		966.25	1,652.02	165.22	1,817.24		7729	12.5
							DIESEL		154.45	263.75	26.37	290.12			
							TOTAL		154.45	263.75	26.37	290.12		978	15.8
							YEAR TO DATE		966.25	1,652.02	165.22	1,817.24		7729	12.5
Cost Centre 7050 15405338 04458 1IAN072 2737 WHITE FORD RANGER	08/05/24 17/05/24 30/05/24	08:08:31 18:16:58 10:14:18	BIBRA LAKE ARMADALE BIBRA LAKE	WA WA WA	7451 1803 7451	046039 031849 047855	ULT DSL	187.83	84.75	144.72	14.47	159.19	37021		
							DIESEL		84.75	144.72	14.47	159.19			
							TOTAL		84.75	144.72	14.47	159.19			
							YEAR TO DATE		1,184.08	2,063.38	206.33	2,269.71		1546	76.6
							DIESEL		84.75	144.72	14.47	159.19			
							TOTAL		84.75	144.72	14.47	159.19		1546	76.6
Cost Centre 7050 15405338 04151 1HRR422 2766 WHITE FORD RANGER UTE	16/05/24	12:00:32	SPEARWOOD	WA	6443	015231	ULSD G10	188.83	70.66	121.30	12.13	133.43	9570	1070	6.6
							ULT DSL	183.15	76.52	127.41	12.74	140.15	100200		
							ULT DSL	183.68	70.95	118.47	11.85	130.32	10200		
							DIESEL		218.13	367.18	36.72	403.90			
							TOTAL		218.13	367.18	36.72	403.90		1070	20.4
							YEAR TO DATE		858.03	1,461.62	146.18	1,607.80		5680	15.1

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CITY OF COCKBURN
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BIBRA LAKE DC PRIVATE BOXES WA
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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 17 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04193 IHRS629 2784 TOYOTA LCRUSR - WHITE	29/05/24	13:35:10	SUCCESS	WA	5992	031106	DIESEL		69.10	115.05	11.51	126.56			
							TOTAL		69.10	115.05	11.51	126.56		800	8.8
							YEAR TO DATE		325.47	554.39	55.44	609.83		2216	14.7
							DIESEL		69.10	115.05	11.51	126.56			
							TOTAL		69.10	115.05	11.51	126.56		800	8.8
							YEAR TO DATE		325.47	554.39	55.44	609.83		2216	14.7
							ULT DSL	181.68	39.58	65.37	6.54	71.91	9226		
							DIESEL		39.58	65.37	6.54	71.91			
							TOTAL		39.58	65.37	6.54	71.91			
							YEAR TO DATE		597.10	1,032.23	103.23	1,135.46		2977	20.1
Cost Centre 7050 15405338 03872 IHIN860 2797 WHITE FORD RANGER UTE	13/05/24 24/05/24	15:57:47 12:51:57	BIBRA LAKE BIBRA LAKE	WA WA	7451	011437 047370	DIESEL		39.58	65.37	6.54	71.91			
							TOTAL		39.58	65.37	6.54	71.91			
							YEAR TO DATE		597.10	1,032.23	103.23	1,135.46		2977	20.1
							ULT DSL	185.15	74.05	124.64	12.46	137.10	55978	793	9.3
							ULT DSL	185.08	70.00	117.77	11.78	129.55	56769	791	8.8
							DIESEL		144.05	242.41	24.24	266.65			
							TOTAL		144.05	242.41	24.24	266.65		1584	9.1
							YEAR TO DATE		717.67	1,238.25	123.82	1,362.07		7767	9.2
							DIESEL		144.05	242.41	24.24	266.65			
							TOTAL		144.05	242.41	24.24	266.65		1584	9.1
Cost Centre 7050 15405338 03864 IHFX818 2808 BLUE NISSAN X-TRAIL	06/05/24 21/05/24	14:34:19 09:00:44	HUNTINGDALE BIBRA LAKE	WA WA	6117 7451	075387 047066	ULP UNM	184.70 P	58.00	97.39	9.74	107.13	56072	2490	2.3
							ULP UNM	169.70 P	53.00	81.76	8.18	89.94	56679	607	8.7
							DIESEL		144.05	242.41	24.24	266.65			
							TOTAL		144.05	242.41	24.24	266.65		1584	9.1
							YEAR TO DATE		717.67	1,238.25	123.82	1,362.07		7767	9.2
							DIESEL		144.05	242.41	24.24	266.65			
							TOTAL		144.05	242.41	24.24	266.65		1584	9.1
							YEAR TO DATE		717.67	1,238.25	123.82	1,362.07		7767	9.2
							DIESEL		144.05	242.41	24.24	266.65			
							TOTAL		144.05	242.41	24.24	266.65		1584	9.1

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 18 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03567 1GYU017 2836 TOYOTA CAMRY SEDAN	08/05/24 21/05/24	17:37:30 17:14:45	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	046096 047125	M/S		111.00	179.15	17.92	197.07			
							TOTAL		111.00	179.15	17.92	197.07		3097	3.6
							YEAR TO DATE		625.24	1,019.67	101.98	1,121.65		7037	8.9
							M/S		111.00	179.15	17.92	197.07			
							TOTAL		111.00	179.15	17.92	197.07		3097	3.6
							YEAR TO DATE		625.24	1,019.67	101.98	1,121.65		7037	8.9
							BP ULT UNM	202.23	41.46	76.20	7.62	83.82	74514	862	4.8
							BP ULT UNM	191.96	33.63	58.68	5.87	64.55	75242	728	4.6
							M/S		75.08	134.88	13.49	148.37			
							TOTAL		75.08	134.88	13.49	148.37		1590	4.7
Cost Centre 7050 15405338 04060 1HNM845 2857 WHITE ISUZU D-MAX UTE	05/05/24 25/05/24	09:49:07 11:41:37	SPEARWOOD BIBRA LAKE	WA WA	6443 7451	014876 011752	YEAR TO DATE		427.94	757.46	75.73	833.19		8232	5.2
							M/S		75.08	134.88	13.49	148.37			
							TOTAL		75.08	134.88	13.49	148.37		1590	4.7
							YEAR TO DATE		427.94	757.46	75.73	833.19		8232	5.2
							ULT DSL	190.26	67.31	116.43	11.64	128.07	24431	888	7.6
							ULSD G10	184.08	62.97	106.37	10.54	115.91	72849		
							DIESEL		130.28	221.80	22.18	243.98			
							TOTAL		130.28	221.80	22.18	243.98		888	14.7
							YEAR TO DATE		435.76	745.98	74.59	820.57		3477	12.5
							DIESEL		130.28	221.80	22.18	243.98			
Cost Centre 7050 15405338 04128 1HPR483 2867 WHITE ISUZU DMAX UTILITY	05/05/24 18/05/24	08:21:39 14:28:55	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045797 046898	YEAR TO DATE		435.76	745.98	74.59	820.57		3477	12.5
							TOTAL		130.28	221.80	22.18	243.98		888	14.7
							YEAR TO DATE		435.76	745.98	74.59	820.57		3477	12.5
							ULT DSL	192.26	39.71	69.41	6.94	76.35	16482	399	10.0
							ULT DSL	185.15	44.46	74.84	7.48	82.32	16920	438	10.2

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 19 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04011 1HJU694 2877 WHITE ISUZU D-MAX UTILITY	11/05/24 16/05/24 29/05/24	11:09:37 15:43:55 14:34:13	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	046350 046766 047773	DIESEL		84.17	144.25	14.42	158.67			
							TOTAL		84.17	144.25	14.42	158.67		837	10.1
							YEAR TO DATE		1,176.31	2,033.43	203.33	2,236.76		6387	18.4
							DIESEL		84.17	144.25	14.42	158.67			
							TOTAL		84.17	144.25	14.42	158.67		837	10.1
							YEAR TO DATE		1,176.31	2,033.43	203.33	2,236.76		6387	18.4
							ULT DSL	189.83	62.15	107.25	10.73	117.98	1742581		
							ULT DSL	185.15	62.02	104.39	10.44	114.83	43070		
							ULT DSL	183.68	63.29	105.68	10.57	116.25	43603	533	11.9
							DIESEL		187.46	317.32	31.74	349.06			
							TOTAL		187.46	317.32	31.74	349.06		533	35.2
Cost Centre 7050 15405338 02486 1GEH032 2883 WHITE ISUZU FIRE TRUCK	04/05/24 09/05/24 27/05/24	12:29:27 19:18:45 20:19:46	COCKBURN CENTRAL PIARA WATERS COCKBURN CENTRAL	WA WA WA	7395 1110 7395	053169 001501 002053	DIESEL		187.46	317.32	31.74	349.06			
							TOTAL		187.46	317.32	31.74	349.06		533	35.2
							YEAR TO DATE		919.26	1,569.87	156.98	1,726.85		3359	27.4
							ULSD G10	191.26	23.79	41.36	4.14	45.50	23770	64	37.2
							ULSD DSL	189.83	16.75	28.91	2.89	31.80	23806	36	46.5
							ULSD G10	182.68	30.63	50.86	5.09	55.95	777		88
							DIESEL		71.17	121.13	12.12	133.25			
							TOTAL		71.17	121.13	12.12	133.25		100	71.2
							YEAR TO DATE		1,076.17	1,863.28	186.36	2,049.64		703	153.1
							DIESEL		71.17	121.13	12.12	133.25			
Cost Centre 7050 15405338 03096 1GSG891 2896 WHITE FORD RANGER UTE	06/05/24 09/05/24 14/05/24 30/05/24	14:19:25 13:59:18 17:11:23 08:04:20	BIBRA LAKE KEWDALE BALDIVIS BALDIVIS	WA WA WA WA	7451 7772 7374 7375	045885 065480 000168 039389	DIESEL		71.17	121.13	12.12	133.25			
							TOTAL		71.17	121.13	12.12	133.25		100	71.2
							YEAR TO DATE		1,076.17	1,863.28	186.36	2,049.64		703	153.1
							ULT DSL	189.83	60.76	104.85	10.49	115.34	114843	170	35.7
							ULT DSL	187.83	34.13	58.28	5.83	64.11	115100	257	13.3
							ULT DSL	183.15	47.60	79.25	7.93	87.18	115505	405	11.8
							ULT DSL	181.68	67.72	111.85	11.18	123.03	116900	1395	4.9
							ULT DSL								
							ULT DSL								
							ULT DSL								

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 20 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 03666 1GCX392 2943 WHITE MITSUBISHI ROSA BUS	10/05/24 20/05/24 27/05/24	07:50:36 08:57:29 07:44:07	BIBRA LAKE SPEARWOOD BIBRA LAKE	WA WA WA	7451 6443 7451	046244 015318 047493	DIESEL		210.21	354.23	35.43	389.66			
							TOTAL		210.21	354.23	35.43	389.66		2227	9.4
							YEAR TO DATE		1,108.30	1,900.71	190.07	2,090.78		9158	12.1
							DIESEL		210.21	354.23	35.43	389.66			
							TOTAL		210.21	354.23	35.43	389.66		2227	9.4
							YEAR TO DATE		1,108.30	1,900.71	190.07	2,090.78		9158	12.1
Cost Centre 7050 15405338 04516 1IDY275 2966 WHITE MITSUBISHI TRITON UTE	30/04/24 06/05/24 13/05/24 18/05/24 27/05/24	14:44:40 14:18:45 08:49:29 07:29:30 10:04:35	NAVAL BASE NAVAL BASE MANDURAH NAVAL BASE MANDURAH	WA WA WA WA WA	7770 7770 1993 7770 1993	015032 020285 015151 016525 015532	ULT DSL	189.83	63.92	110.31	11.03	121.34	123227	299	21.4
							ULT DSL	183.08	58.72	97.73	9.77	107.50	123535	308	19.1
							ULT DSL	183.68	35.35	59.03	5.90	64.93	123685	150	23.6
							DIESEL		157.99	267.07	26.70	293.77			
							TOTAL		157.99	267.07	26.70	293.77		757	20.9
							YEAR TO DATE		893.53	1,538.72	153.86	1,692.58		4105	21.8
Cost Centre 7050 15405338 03674 1EWR786 2993 WHITE MITSUBISHI ROSA BUS	01/05/24 08/05/24 10/05/24 17/05/24 22/05/24	08:46:07 08:38:09 15:54:06 08:47:18 08:44:52	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	045515 046045 046315 046799 047171	ULT DSL	188.90 P	55.39	96.12	9.51	104.63	3038	520	10.7
							ULT DSL	187.83	65.40	111.67	11.17	122.84	3128	90	72.7
							ULT DSL	183.15	66.43	110.61	11.06	121.67	4264	1136	5.8
							ULT DSL	180.90 P	64.20	105.58	10.56	116.14	4876	612	10.5
							ULT DSL	181.68	62.84	103.79	10.38	114.17	5483	607	10.4
							DIESEL		314.26	526.77	52.68	579.45			
Cost Centre 7050 15405338 03674 1EWR786 2993 WHITE MITSUBISHI ROSA BUS	01/05/24 08/05/24 10/05/24 17/05/24 22/05/24	08:46:07 08:38:09 15:54:06 08:47:18 08:44:52	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	045515 046045 046315 046799 047171	TOTAL		314.26	526.77	52.68	579.45		2965	10.6
							YEAR TO DATE		434.96	738.44	73.84	812.28		3493	12.5
							DIESEL		314.26	526.77	52.68	579.45			
							TOTAL		314.26	526.77	52.68	579.45		2965	10.6
							YEAR TO DATE		434.96	738.44	73.84	812.28		3493	12.5
							ULTSD G10	189.90 P	43.34	74.82	7.48	82.30	133372	239	18.1

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CITY OF COCKBURN

Account Number: **0050188034**
 Period Starting: **01/05/2024**

Customer Number: **0115405338**
 Period Ending: **31/05/2024**

Page: 21 of 1
 Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cent /km		
								Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre	27/05/24 29/05/24	07:49:23 14:00:18	BIBRA LAKE SUCCESS	WA WA	7451 5992	047494 031107		ULT DSL	183.68	43.87	73.25	7.33	80.58	134712	255	17.2	31	
								ULT DSL	181.68	33.26	54.94	5.49	60.43	134862	150	22.2	40	
								DIESEL		332.72	563.99	56.39	620.38					
							TOTAL	THIS PERIOD YEAR TO DATE		332.72 1,196.11	563.99 2,061.49	56.39 206.13	620.38 2,267.62		1729 5286	19.2 22.6	36 42	
								DIESEL		332.72	563.99	56.39	620.38					
							TOTAL	THIS PERIOD YEAR TO DATE		332.72 1,196.11	563.99 2,061.49	56.39 206.13	620.38 2,267.62		1729 5286	19.2 22.6	36 42	
7050 15405338 03740 IHCL935 4255 WHITE FORD RANGER UTILITY	07/05/24 18/05/24 27/05/24	13:51:15 10:13:21 19:44:27	BIBRA LAKE HUNTINGDALE PIARA WATERS	WA WA WA	7451 6117 1110	045979 075755 012262		ULT DSL	189.83	65.27	112.64	11.26	123.90	60216	642	10.2	19	
								ULT DSL	183.15	71.78	119.52	11.95	131.47	60858	642	11.2	20	
								ULT DSL	183.68	50.83	84.87	8.49	93.36	61333	475	10.7	19	
								DIESEL		187.88	317.03	31.70	348.73					
							TOTAL	THIS PERIOD YEAR TO DATE		187.88 803.80	317.03 1,374.57	31.70 137.46	348.73 1,512.03		1759 7479	10.7 10.7	19 20	
Cost Centre								DIESEL		187.88	317.03	31.70	348.73					
								TOTAL	THIS PERIOD YEAR TO DATE		187.88 803.80	317.03 1,374.57	31.70 137.46	348.73 1,512.03		1759 7479	10.7 10.7	19 20
	7050 15405338 04367 1GLPB81 4264 SILVER FORD FOCUS HATCH	13/05/24 20/05/24	08:55:07 09:20:35	SPEARWOOD SPEARWOOD	WA WA	6443 6443	015107 015320		ULP UNM	177.70	35.89	57.98	5.80	63.78	118485	353	10.2	18
									ULP UNM	177.70	P 22.29	P 36.01	3.60	39.61	11829			
									M/S		58.18	93.99	9.40	103.39				
TOTAL								THIS PERIOD YEAR TO DATE		58.18 402.66	93.99 661.11	9.40 66.12	103.39 727.23		353 3931	16.5 10.2	29 18	
														M/S		58.18	93.99	9.40
Cost Centre								TOTAL	THIS PERIOD YEAR TO DATE		58.18 402.66	93.99 661.11	9.40 66.12	103.39 727.23		353 3931	16.5 10.2	29 18
	7050 15405338 03906 1HG138 4294 WHITE MITSUBISHI TRITON UTE	01/05/24 17/05/24 28/05/24	06:32:41 08:01:57 12:13:47	BIBRA LAKE COCKBURN CENTRAL BIBRA LAKE	WA WA WA	7451 7395 7451	011152 054029 047640		ULT DSL	192.26	57.86	101.13	10.11	111.24	97426	570	10.2	19
									ULT DSL	185.15	56.32	94.80	9.48	104.28	97969	543	10.4	19
									ULT DSL	183.68	54.75	91.42	9.14	100.56	98530	561	9.8	17
														TOTAL	THIS PERIOD YEAR TO DATE			

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 22 of 4
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 02966 IGNL074 5043 WHITE KIA SPORTAGE WAGON	30/04/24 16/05/24 28/05/24	07:28:12 07:30:48 07:32:27	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	045408 046693 047605	DIESEL		168.93	287.35	28.73	316.08			
							TOTAL		168.93	287.35	28.73	316.08		1674	10.1
							YEAR TO DATE		543.34	941.10	94.09	1,035.19		5348	10.2
							DIESEL		168.93	287.35	28.73	316.08			
							TOTAL		168.93	287.35	28.73	316.08		1674	10.1
							YEAR TO DATE		543.34	941.10	94.09	1,035.19		5348	10.2
							ULT DSL	192.26	41.65	72.80	7.28	80.08	117260	526	7.9
							ULT DSL	185.15	49.77	83.77	8.38	92.15	117883	623	8.0
							ULT DSL	183.68	46.85	78.23	7.82	86.05	118484	601	7.8
							DIESEL		138.27	234.80	23.48	258.28			
Cost Centre 7050 15405338 03534 IGY0868 5251 WHITE FORD TRANSIT VAN	03/05/24 11/05/24 30/05/24	09:03:54 13:32:07 17:09:21	COCKBURN CENTRAL BIBRA LAKE BIBRA LAKE	WA WA WA	7395 7451 7451	001275 011413 011857	TOTAL		138.27	234.80	23.48	258.28		1750	7.9
							YEAR TO DATE		576.31	993.02	99.30	1,092.32		7173	8.0
							DIESEL		138.27	234.80	23.48	258.28			
							TOTAL		138.27	234.80	23.48	258.28		1750	7.9
							YEAR TO DATE		576.31	993.02	99.30	1,092.32		7173	8.0
							ULT DSL	192.26	57.01	99.65	9.96	109.61	60497	526	10.8
							ULT DSL	189.83	58.97	101.77	10.18	111.95	61061	564	10.5
							ULT DSL	183.68	58.64	97.92	9.79	107.71	6164		
							DIESEL		174.62	299.34	29.93	329.27			
							TOTAL		174.62	299.34	29.93	329.27		1090	16.0
Cost Centre 7050 15405338 02569 IGH0226 5282 WHITE HYUNDAI I30 HATCH	27/05/24	15:17:20	SUCCESS	WA	5992	030980	YEAR TO DATE		767.63	1,327.67	132.75	1,460.42		6270	12.2
							DIESEL		174.62	299.34	29.93	329.27			
							TOTAL		174.62	299.34	29.93	329.27		1090	16.0
							YEAR TO DATE		767.63	1,327.67	132.75	1,460.42		6270	12.2
							ULT DSL	181.68	30.33	50.09	5.01	55.10	41620	440	6.9

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 23 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04045 1GMJ053 5313 WHITE MAZDA 6 SEDAN	14/05/24	15:32:28	SOUTH FREMANTLE	WA	9802	021684	DIESEL		30.33	50.09	5.01	55.10			
							TOTAL		30.33	50.09	5.01	55.10		440	6.9
							YEAR TO DATE		207.18	357.68	35.78	393.46		3229	6.4
							DIESEL		30.33	50.09	5.01	55.10			
							TOTAL		30.33	50.09	5.01	55.10		440	6.9
							YEAR TO DATE		207.18	357.68	35.78	393.46		3229	6.4
Cost Centre 7050 15405338 03880 1HGG065 5404 WHITE VW TIGUAN WAGON	14/05/24	08:37:44	BIBRA LAKE	WA	7451	046503	ULP UNM	167.70 P	44.06	67.17	6.72	73.89	51568	524	8.4
							MS		44.06	67.17	6.72	73.89			
							TOTAL		44.06	67.17	6.72	73.89		524	8.4
							YEAR TO DATE		94.67	151.18	15.12	166.30		590	16.0
							MS		44.06	67.17	6.72	73.89			
							TOTAL		44.06	67.17	6.72	73.89		524	8.4
Cost Centre 7050 15405338 04318 1HXK969 5424 WHITE VOLKSWAGEN T-ROC	25/05/24	17:08:15	SPEARWOOD	WA	6443	015473	BP ULT UNM	194.97	49.49	87.72	8.77	96.49	23005	539	9.2
							MS		49.49	87.72	8.77	96.49			
							TOTAL		49.49	87.72	8.77	96.49		539	9.2
							YEAR TO DATE		198.09	350.42	35.05	385.47		2040	9.7
							MS		49.49	87.72	8.77	96.49			
							TOTAL		49.49	87.72	8.77	96.49		539	9.2
							ULP 95 UNM	185.95	40.00	67.62	6.76	74.38	10744		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 24 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre 7050 15405338 03716 1HBW349 5463 WHITE FORD RANGER UTILITY	01/05/24 09/05/24 21/05/24	08:39:55 08:11:05 12:39:03	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	045512 046129 047092		M/S	40.00	67.62	6.76	74.38					
							TOTAL	THIS PERIOD	40.00	67.62	6.76	74.38					
								YEAR TO DATE	358.03	613.16	61.30	674.46		4842	7.4	13	
								M/S	40.00	67.62	6.76	74.38					
							TOTAL	THIS PERIOD	40.00	67.62	6.76	74.38					
								YEAR TO DATE	358.03	613.16	61.30	674.46		4842	7.4	13	
								ULSD G10	189.90 P	56.91	98.25	9.82	108.07	35250	617	9.2	17
								ULT DSL	189.83	33.02	56.98	5.70	62.68	777			
								ULSD G10	184.08	45.90	76.81	7.68	84.49	36083			
								DIESEL	135.83	232.04	23.20	255.24					
TOTAL	THIS PERIOD	135.83	232.04	23.20	255.24		617	22.0	41								
	YEAR TO DATE	187.14	316.69	31.66	348.35		1083	17.3	32								
Cost Centre 7050 15405338 03559 1GZB377 5473 WHITE TOYOTA CAMRY SEDAN	08/05/24 20/05/24 27/05/24	11:44:10 08:22:16 17:22:20	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	046064 046952 047573		DIESEL	135.83	232.04	23.20	255.24					
							TOTAL	THIS PERIOD	135.83	232.04	23.20	255.24		617	22.0	41	
								YEAR TO DATE	187.14	316.69	31.66	348.35		1083	17.3	32	
								BP ULT UNM	202.23	46.71	85.87	8.59	94.46	97564	78	59.9	121
								BP ULT UNM	191.96	46.53	81.20	8.12	89.32	98743	1179	3.9	7
								BP ULT UNM	190.60	42.20	73.12	7.31	80.43	99440	697	6.1	11
								M/S	135.44	240.19	24.02	264.21					
							TOTAL	THIS PERIOD	135.44	240.19	24.02	264.21		1954	6.9	13	
								YEAR TO DATE	738.47	1,251.73	125.18	1,376.91		8158	9.1	16	
							Cost Centre 7050 15405338 04185 1HSD237 5494 WHITE MITSUBISHI TRITON UTE	02/05/24 15/05/24 16/05/24 29/05/24	09:17:16 07:07:49 09:42:07 11:35:38	WEMBLEY MANNING SPEARWOOD COCKBURN CENTRAL	WA WA WA WA	6211 6227 6443 7395	016613 995065 015227 054770		M/S	135.44	240.19
TOTAL	THIS PERIOD	135.44	240.19	24.02	264.21									1954	6.9	13	
	YEAR TO DATE	738.47	1,251.73	125.18	1,376.91									8158	9.1	16	
	ULT DSL	190.26	66.89	115.70	11.57	127.27								37065	820	8.2	15
	ULSD G10	178.89 P	21.55	35.05	3.50	38.55								75000			
	ULT DSL	183.15	54.38	90.55	9.05	99.60								37833			
	ULT DSL	183.68	64.86	108.30	10.83	119.13								36876			

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 25 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04268 1HUL717 5504 WHITE FORD RANGER UTE	10/05/24 24/05/24	11:27:25 14:17:34	BIBRA LAKE SUCCESS	WA WA	7451 5992	011405 030868	DIESEL		207.68	349.60	34.95	384.55			
							TOTAL		207.68	349.60	34.95	384.55		820	25.3
							YEAR TO DATE		1,081.88	1,857.09	185.70	2,042.79		6119	17.7
							DIESEL		207.68	349.60	34.95	384.55			
							TOTAL		207.68	349.60	34.95	384.55		820	25.3
							YEAR TO DATE		1,081.88	1,857.09	185.70	2,042.79		6119	17.7
Cost Centre 7050 15405338 04466 1HHE012 5523 WHITE FORD RANGER UTILITY	15/05/24 13:27:44	13:27:44	BIBRA LAKE	WA	7451	046638	ULT DSL	189.83	73.22	126.36	12.64	139.00	23094	848	8.6
							ULT DSL	183.08	78.95	131.40	13.14	144.54	24044	950	8.3
							DIESEL		152.17	257.76	25.78	283.54			
							TOTAL		152.17	257.76	25.78	283.54		1798	8.5
							YEAR TO DATE		688.38	1,186.26	118.64	1,304.90		7684	9.0
							DIESEL		152.17	257.76	25.78	283.54			
Cost Centre 7050 15405338 03542 1GYZ082 5542 WHITE SUBARU FORESTER WAGON	29/05/24 10:13:51	10:13:51	SPEARWOOD	WA	6443	015589	ULSD G10	184.15	71.99	120.52	12.05	132.57	7760		
							DIESEL		71.99	120.52	12.05	132.57			
							TOTAL		71.99	120.52	12.05	132.57			
							YEAR TO DATE		412.44	700.80	70.08	770.88		2605	15.8
							DIESEL		71.99	120.52	12.05	132.57			
							TOTAL		71.99	120.52	12.05	132.57		2605	15.8
							YEAR TO DATE		412.44	700.80	70.08	770.88			
							ULP UNM	176.57	55.65	89.33	8.93	98.26	777		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 26 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre	7050 15405338 03690 1HBD279 5701 WHITE ISUZU D-MAX UTILITY	30/04/24 01/05/24 02/05/24 03/05/24 04/05/24 07/05/24 08/05/24 09/05/24 10/05/24 16/05/24 18/05/24 21/05/24 22/05/24 26/05/24 30/05/24	5542	WA WA WA WA WA WA WA WA WA WA WA WA WA WA WA	6443 7451 7451 7451 7451 7451 7451 7451 7451 7451 7451 7451 7451 7451 7451	014725 045572 045654 045744 045788 045959 046091 046202 046318 046678 046872 047031 047147 047462 011852		M/S	55.65	89.33	8.93	98.26					
							TOTAL	THIS PERIOD YEAR TO DATE	55.65 255.41	89.33 435.01	8.93 43.49	98.26 478.50		1000	25.5	47	
								M/S	55.65	89.33	8.93	98.26					
							TOTAL	THIS PERIOD YEAR TO DATE	55.65 255.41	89.33 435.01	8.93 43.49	98.26 478.50		1000	25.5	47	
								ULT DSL	190.26	20.42	35.32	3.53	38.85	166579	182	11.2	21
								ULT DSL	192.26	19.29	33.72	3.37	37.09	166748	169	11.4	21
								ULT DSL	192.26	10.10	17.65	1.77	19.42	166869	121	8.3	16
								ULT DSL	192.26	13.23	23.13	2.31	25.44	167008	139	9.5	18
								ULT DSL	192.26	19.22	33.59	3.36	36.95	167114	106	18.1	34
								ULT DSL	189.83	15.56	26.85	2.69	29.54	167289	175	8.9	16
	ULT DSL	189.83	23.55	40.65	4.06	44.71	167418	129	18.3	34							
	ULT DSL	189.83	20.67	35.67	3.57	39.24	167599	181	11.4	21							
	ULT DSL	189.83	17.98	31.03	3.10	34.13	16774										
	ULT DSL	185.15	19.77	33.27	3.33	36.60	167936										
	ULT DSL	185.15	41.63	70.07	7.01	77.08	168269	333	12.5	23							
	ULT DSL	185.08	36.40	61.25	6.12	67.37	168689	420	8.7	16							
	ULT DSL	185.08	17.70	29.78	2.98	32.76	168754	65	27.2	50							
	ULT DSL	185.08	33.20	55.86	5.59	61.45	168982	228	14.6	27							
	ULT DSL	183.68	25.43	42.46	4.25	46.71	169193	211	12.1	22							
							DIESEL	334.15	570.30	57.04	627.34						
	TOTAL	THIS PERIOD YEAR TO DATE	334.15 2,505.55	570.30 4,311.85	57.04 431.22	627.34 4,743.07		2459	13.6	25							
							DIESEL	334.15	570.30	57.04	627.34						
	TOTAL	THIS PERIOD YEAR TO DATE	334.15 2,505.55	570.30 4,311.85	57.04 431.22	627.34 4,743.07		2459	13.6	25							
							ULP UNM	192.12	21.25	37.12	3.71	40.83	214742				
							ULP UNM	190.20	46.33	80.11	8.01	88.12	250420				
							ULP UNM	183.70 P	16.72	27.92	2.79	30.71	205286				
							ULP UNM	173.70 P	20.02	31.61	3.16	34.77	205478				
							ULP UNM	173.70 P	17.73	28.00	2.80	30.80	205641				
							ULP UNM	183.01	58.19	96.81	9.68	106.49	206133				
							ULP UNM	181.70 P	40.64	67.13	6.71	73.84	206354				
							ULP UNM	179.83	14.58	23.84	2.38	26.22	206672				
							ULP UNM	169.70 P	38.91	60.03	6.00	66.03	207011				

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 27 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
7050 15405338 03617 IGZL077 5721 WHITE NISSAN QASHQAI SUV	23/05/24	05:33:29	BIBRA LAKE	WA	7451	047249	ULP UNM	179.83	21.99	35.95	3.60	39.55	207219	208	10.6
	25/05/24	05:40:03	BIBRA LAKE	WA	7451	047412	ULP UNM	179.83	18.05	29.51	2.95	32.46	207402	183	9.9
	27/05/24	05:30:41	BIBRA LAKE	WA	7451	047470	ULP UNM	178.57	36.27	58.88	5.89	64.77	207711	309	11.7
							M/S		350.68	576.91	57.68	634.59			
							TOTAL		350.68	576.91	57.68	634.59		2425	14.5
							THIS PERIOD								26
							YEAR TO DATE	2,389.34	3,917.09	391.70	4,308.79		13862	17.2	31
							M/S		350.68	576.91	57.68	634.59			
							TOTAL		350.68	576.91	57.68	634.59		2425	14.5
							THIS PERIOD								26
							YEAR TO DATE	2,389.34	3,917.09	391.70	4,308.79		13862	17.2	31
7050 15405338 04474 IBU371 5732 ORD RANGER WHITE	30/04/24	05:33:59	BIBRA LAKE	WA	7451	011115	ULP UNM	181.70 P	18.65	30.81	3.08	33.89	219343		
	01/05/24	05:32:39	BIBRA LAKE	WA	7451	045492	ULP UNM	179.70 P	20.95	34.23	3.42	37.65	219547	204	10.3
	03/05/24	17:38:37	BIBRA LAKE	WA	7451	045748	ULP UNM	192.12	23.26	40.63	4.06	44.69	219716	169	13.8
	05/05/24	05:20:08	SPEARWOOD	WA	6443	014871	ULP UNM	184.70 P	14.68	24.65	2.46	27.11	219882	165	8.8
	06/05/24	05:31:29	BIBRA LAKE	WA	7451	045818	ULP UNM	183.70 P	23.36	39.01	3.90	42.91	220060	178	13.1
	06/05/24	17:32:59	BIBRA LAKE	WA	7451	045909	ULP UNM	179.70 P	10.13	16.55	1.65	18.20	220181	121	8.4
	07/05/24	05:42:59	BIBRA LAKE	WA	7451	045914	ULP UNM	179.70 P	20.16	32.94	3.29	36.23	2203		
	10/05/24	17:31:56	BIBRA LAKE	WA	7451	046327	ULP UNM	190.20	36.04	62.32	6.23	68.55	220720		
	11/05/24	17:32:07	BIBRA LAKE	WA	7451	046364	ULP UNM	183.70 P	24.54	40.98	4.10	45.08	220955	235	10.4
	12/05/24	17:36:39	BIBRA LAKE	WA	7451	011418	ULP UNM	183.70 P	25.57	42.70	4.27	46.97	221260	305	8.4
	15/05/24	17:35:36	BIBRA LAKE	WA	7451	046667	ULP UNM	183.01	45.01	74.88	7.49	82.37	221643	383	11.8
	16/05/24	17:31:15	BIBRA LAKE	WA	7451	011519	ULP UNM	183.01	26.37	43.87	4.39	48.26	221875	232	11.4
	19/05/24	17:27:04	BIBRA LAKE	WA	7451	046919	ULP UNM	181.70 P	57.83	95.53	9.55	105.08	222366	491	11.8
	23/05/24	17:29:11	BIBRA LAKE	WA	7451	011718	ULP UNM	179.83	22.26	36.39	3.64	40.03	222585	219	10.2
	28/05/24	05:29:53	BIBRA LAKE	WA	7451	011781	ULP UNM	173.70 P	17.48	27.60	2.76	30.36	222722	137	12.8
	29/05/24	05:45:08	BIBRA LAKE	WA	7451	047703	ULP UNM	167.70 P	17.73	27.03	2.70	29.73	222839	117	15.2
							M/S		404.02	670.12	66.99	737.11			
							TOTAL		404.02	670.12	66.99	737.11		2957	13.7
							THIS PERIOD								24
							YEAR TO DATE	1,781.99	2,850.63	285.03	3,135.66		9056	19.7	34
							M/S		404.02	670.12	66.99	737.11			
							TOTAL		404.02	670.12	66.99	737.11		2957	13.7
							THIS PERIOD								24
							YEAR TO DATE	1,781.99	2,850.63	285.03	3,135.66		9056	19.7	34
	01/05/24	05:47:25	SPEARWOOD	WA	6443	014773	ULT DSL	190.26	44.07	76.23	7.62	83.85	14868	453	9.7
	02/05/24	05:42:05	BIBRA LAKE	WA	7451	045583	ULT DSL	192.26	16.35	28.57	2.86	31.43	15022	154	10.6
	03/05/24	05:33:23	BIBRA LAKE	WA	7451	045667	ULT DSL	192.26	20.31	35.50	3.55	39.05	15220	198	10.3
	04/05/24	05:34:52	BIBRA LAKE	WA	7451	045753	ULT DSL	192.26	18.75	32.77	3.28	36.05	15378	158	11.9

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO
67775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 28 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
	06/05/24	05:44:20	BIBRA LAKE	WA	7451	045820	ULT DSL	189.83	42.38	73.14	7.31	80.45	158727				
	07/05/24	05:43:24	BIBRA LAKE	WA	7451	045915	ULT DSL	189.83	31.06	53.60	5.36	58.96	16165				
	08/05/24	05:43:23	BIBRA LAKE	WA	7451	046023	ULT DSL	189.83	24.83	42.85	4.29	47.14	16583	418	5.9	11	
	10/05/24	17:16:49	BIBRA LAKE	WA	7451	046325	ULT DSL	189.83	48.67	83.99	8.40	92.39	16855	272	17.9	34	
	11/05/24	17:35:10	BIBRA LAKE	WA	7451	046365	ULT DSL	189.83	21.24	36.65	3.67	40.32	17094	239	8.9	16	
	12/05/24	17:34:23	BIBRA LAKE	WA	7451	011417	ULT DSL	189.83	27.10	46.76	4.68	51.44	17384	290	9.3	17	
	14/05/24	16:40:39	BIBRA LAKE	WA	7451	046549	ULT DSL	185.15	47.07	79.23	7.92	87.15	17844	460	10.2	18	
	15/05/24	05:13:08	BIBRA LAKE	WA	7451	046574	ULT DSL	185.15	12.16	20.46	2.05	22.51	18018	174	7.0	12	
	15/05/24	17:29:59	BIBRA LAKE	WA	7451	046665	ULT DSL	185.15	18.78	31.61	3.16	34.77	18199	181	10.4	19	
	16/05/24	17:46:14	BIBRA LAKE	WA	7451	011521	ULT DSL	185.15	19.05	32.06	3.21	35.27	18731	532	3.6	6	
	18/05/24	03:50:27	SUCCESS	WA	5992	030583	ULT DSL	183.15	17.10	28.47	2.85	31.32	18562				
	18/05/24	17:35:26	BIBRA LAKE	WA	7451	011577	ULT DSL	185.15	20.63	34.73	3.47	38.20	1775				
	19/05/24	17:33:28	BIBRA LAKE	WA	7451	046920	ULT DSL	185.15	15.57	26.21	2.62	28.83	18922				
	20/05/24	17:28:56	BIBRA LAKE	WA	7451	047025	ULT DSL	185.08	6.67	11.22	1.12	12.34	1897				
	21/05/24	17:30:20	BIBRA LAKE	WA	7451	047127	ULT DSL	185.08	19.19	32.29	3.23	35.52	19012				
	22/05/24	05:35:10	BIBRA LAKE	WA	7451	047152	ULT DSL	185.08	17.34	29.17	2.92	32.09	19331	319	5.4	10	
	23/05/24	14:46:01	BIBRA LAKE	WA	7451	047287	ULT DSL	185.08	17.60	29.61	2.96	32.57	19495	164	10.7	19	
	26/05/24	05:28:38	COCKBURN CENTRAL	WA	7395	054537	ULT DSL	185.08	45.34	76.28	7.63	83.91	19988	493	9.2	17	
	28/05/24	12:06:04	BIBRA LAKE	WA	7451	047639	ULT DSL	183.68	35.21	58.79	5.88	64.67	20312	324	10.9	20	
	29/05/24	17:21:28	BIBRA LAKE	WA	7451	047800	ULT DSL	183.68	31.92	53.30	5.33	58.63	20631	319	10.0	18	
	30/05/24	16:58:48	BIBRA LAKE	WA	7451	047907	ULT DSL	183.68	17.24	28.79	2.88	31.67	20814	183	9.4	17	
								DIESEL		635.63	1082.28	108.25	1190.53				
	TOTAL							THIS PERIOD		635.63	1,082.28	108.25	1,190.53		5331	11.9	22
								YEAR TO DATE		2,090.50	3,635.23	363.51	3,998.74		19320	10.8	20
Cost Centre							DIESEL		635.63	1082.28	108.25	1190.53					
	TOTAL						THIS PERIOD		635.63	1,082.28	108.25	1,190.53		5331	11.9	22	
							YEAR TO DATE		2,090.50	3,635.23	363.51	3,998.74		19320	10.8	20	
7050 15405338 04334 IHWC304 5742 WHITE FORD RANGER	30/04/24	17:12:25	BIBRA LAKE	WA	7451	045483	ULT DSL	192.26	21.36	37.34	3.73	41.07	71689	242	8.8	17	
	01/05/24	17:29:26	BIBRA LAKE	WA	7451	011182	ULT DSL	192.26	16.29	28.47	2.85	31.32	71825	136	12.0	23	
	02/05/24	05:38:39	BIBRA LAKE	WA	7451	045582	ULT DSL	192.26	23.40	40.90	4.09	44.99	721024				
	04/05/24	03:25:35	SPEARWOOD	WA	6443	014849	ULT DSL	190.26	49.48	85.58	8.56	94.14	72625				
	04/05/24	17:31:42	BIBRA LAKE	WA	7451	045791	ULT DSL	192.26	14.90	26.05	2.60	28.65	72786	161	9.3	17	
	05/05/24	17:34:02	BIBRA LAKE	WA	7451	045813	ULT DSL	192.26	16.65	29.10	2.91	32.01	72947	161	10.3	19	
	06/05/24	17:33:25	BIBRA LAKE	WA	7451	045910	ULT DSL	189.83	22.07	38.09	3.81	41.90	73190	243	9.1	17	
	07/05/24	17:35:14	BIBRA LAKE	WA	7451	046012	ULT DSL	189.83	21.29	36.75	3.67	40.42	73440	250	8.5	16	
	09/05/24	05:39:49	BIBRA LAKE	WA	7451	046105	ULT DSL	189.83	21.64	37.35	3.73	41.08	73699	259	8.4	15	
	10/05/24	05:38:50	BIBRA LAKE	WA	7451	046221	ULT DSL	189.83	16.37	28.25	2.83	31.08	78391				
	11/05/24	15:04:06	BIBRA LAKE	WA	7451	046361	ULT DSL	189.83	26.89	46.41	4.64	51.05	74138				
	13/05/24	05:43:21	BIBRA LAKE	WA	7451	046386	ULT DSL	185.15	27.48	46.25	4.63	50.88	74443	305	9.0	16	
	14/05/24	05:42:32	BIBRA LAKE	WA	7451	046475	ULT DSL	185.15	30.39	51.15	5.12	56.27	74765	322	9.4	17	
								ULT DSL									
								ULT DSL									

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 29 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km		
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)	
Cost Centre	15/05/24	05:05:49	BIBRA LAKE	WA	7451	046571	ULT DSL	185.15	18.08	30.44	3.04	33.48	74952	187	9.7	17	
	16/05/24	05:30:15	BIBRA LAKE	WA	7451	046679	ULT DSL	185.15	22.41	37.72	3.77	41.49	75218	266	8.4	15	
	18/05/24	05:00:42	SPEARWOOD	WA	6443	015278	ULT DSL	183.15	42.22	70.30	7.03	77.33	75684	466	9.1	16	
	21/05/24	05:29:27	BIBRA LAKE	WA	7451	047032	ULT DSL	185.08	47.98	80.73	8.07	88.80	76199	515	9.3	17	
	22/05/24	05:25:52	BIBRA LAKE	WA	7451	047148	ULT DSL	185.08	20.57	34.61	3.46	38.07	76423	224	9.2	17	
	22/05/24	17:34:21	BIBRA LAKE	WA	7451	047240	ULT DSL	185.08	16.65	28.02	2.80	30.82	76626	203	8.2	15	
	24/05/24	05:18:51	SUCCESS	WA	5992	030835	ULT DSL	183.08	30.63	50.98	5.10	56.08	76965	339	9.0	16	
	24/05/24	17:13:13	BIBRA LAKE	WA	7451	011749	ULT DSL	185.08	19.46	32.75	3.27	36.02	77216	251	7.8	14	
	25/05/24	05:29:07	BIBRA LAKE	WA	7451	047411	ULT DSL	185.08	17.12	28.81	2.88	31.69	77336	120	14.3	26	
	25/05/24	17:32:17	BIBRA LAKE	WA	7451	047453	ULT DSL	185.08	17.77	29.90	2.99	32.89	77516	180	9.9	18	
	26/05/24	05:44:12	SPEARWOOD	WA	6443	015481	ULT DSL	183.08	18.73	31.17	3.12	34.29	77730	214	8.8	16	
	29/05/24	05:31:44	BIBRA LAKE	WA	7451	047702	ULT DSL	183.68	66.01	110.23	11.02	121.25	78434	704	9.4	17	
	29/05/24	17:32:36	BIBRA LAKE	WA	7451	047802	ULT DSL	183.68	20.90	34.90	3.49	38.39	78651	217	9.6	17	
	30/05/24	17:29:56	BIBRA LAKE	WA	7451	047910	ULT DSL	183.68	31.14	52.00	5.20	57.20	78977	326	9.6	17	
							DIESEL		697.88	1184.25	118.41	1302.66					
	TOTAL						THIS PERIOD YEAR TO DATE	697.88 3,850.01	1,184.25 6,635.33	118.41 663.51	1,302.66 7,298.84		6291 34363	11.1 11.2	20 21		
							DIESEL		697.88	1184.25	118.41	1302.66					
	TOTAL						THIS PERIOD YEAR TO DATE	697.88 3,850.01	1,184.25 6,635.33	118.41 663.51	1,302.66 7,298.84		6291 34363	11.1 11.2	20 21		
	7050 15405338 04326 1HWC303 5752 WHITE FORD RANGER	30/04/24	16:53:19	SPEARWOOD	WA	6443	014759	ULT DSL	190.26	13.73	23.75	2.37	26.12	5758			
		02/05/24	17:44:37	BIBRA LAKE	WA	7451	045658	ULT DSL	192.26	23.63	41.30	4.13	45.43	57809			
	04/05/24	17:37:08	BIBRA LAKE	WA	7451	045792	ULT DSL	192.26	22.52	39.36	3.94	43.30	58010	201	11.2	21	
	05/05/24	17:32:44	BIBRA LAKE	WA	7451	045811	ULT DSL	192.26	9.69	16.94	1.69	18.63	58090	80	12.1	23	
	08/05/24	14:29:58	BIBRA LAKE	WA	7451	046084	ULT DSL	189.83	16.48	28.44	2.84	31.28	58231	141	11.7	22	
	11/05/24	05:09:39	SPEARWOOD	WA	6443	015045	ULT DSL	187.83	45.48	77.66	7.77	85.43	58726	495	9.2	17	
	12/05/24	05:11:49	SPEARWOOD	WA	6443	015076	ULT DSL	187.83	24.34	41.56	4.16	45.72	58956				
	13/05/24	04:14:29	COCKBURN CENTRAL	WA	7395	001561	ULT DSL	185.15	18.01	30.32	3.03	33.35	58156				
	13/05/24	17:28:28	BIBRA LAKE	WA	7451	046465	ULT DSL	185.15	10.37	17.45	1.75	19.20	59256				
	15/05/24	04:55:07	COCKBURN CENTRAL	WA	7395	053842	ULT DSL	185.15	26.52	44.64	4.46	49.10	5560				
	16/05/24	05:30:51	BIBRA LAKE	WA	7451	046680	ULT DSL	185.15	12.68	21.35	2.13	23.48	59709				
	17/05/24	05:40:00	BIBRA LAKE	WA	7451	046773	ULT DSL	185.15	12.15	20.45	2.05	22.50	59824	115	10.6	19	
	18/05/24	05:21:51	SPEARWOOD	WA	6443	015279	ULT DSL	183.15	27.88	46.42	4.64	51.06	60112	288	9.7	17	
	19/05/24	04:33:11	COCKBURN CENTRAL	WA	7395	001762	ULT DSL	185.15	13.43	22.61	2.26	24.87	60221	109	12.3	22	
	21/05/24	05:29:52	BIBRA LAKE	WA	7451	047033	ULT DSL	185.08	16.79	28.25	2.82	31.07	60450	229	7.3	13	
	22/05/24	03:58:43	SUCCESS	WA	5992	030746	ULT DSL	183.08	12.64	21.04	2.10	23.14	60565	115	11.0	20	
	22/05/24	17:42:16	BIBRA LAKE	WA	7451	047241	ULT DSL	185.08	10.67	17.95	1.80	19.75	60697	132	8.1	15	
	24/05/24	17:12:33	SPEARWOOD	WA	6443	015452	ULT DSL	183.08	41.86	69.67	6.97	76.64	61099	402	10.4	19	
	26/05/24	17:49:13	BIBRA LAKE	WA	7451	047466	ULT DSL	185.08	28.45	47.86	4.79	52.65	61538	439	6.5	12	
	27/05/24	05:20:09	BIBRA LAKE	WA	7451	047469	ULT DSL	183.68	12.83	21.43	2.14	23.57	61492				

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 30 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
7050 15405338 04508 11CB466 5762 WHITE FORD RANGER	27/05/24	17:28:47	BIBRA LAKE	WA	7451	047574	ULT DSL	183.68	11.52	19.24	1.92	21.16	61618	126	9.1
	28/05/24	17:15:38	BIBRA LAKE	WA	7451	047684	ULT DSL	183.68	16.43	27.44	2.74	30.18	61775	157	10.5
	29/05/24	17:30:19	BIBRA LAKE	WA	7451	047801	ULT DSL	183.68	10.51	17.55	1.75	19.30	61786	11	95.5
	30/05/24	17:29:32	BIBRA LAKE	WA	7451	047909	ULT DSL	183.68	10.44	17.44	1.74	19.18	61966	180	5.8
							DIESEL		449.05	760.12	75.99	836.11			
							TOTAL		449.05	760.12	75.99	836.11		3220	13.9
							YEAR TO DATE		3,091.32	5,329.85	533.02	5,862.87		26815	11.5
							DIESEL		449.05	760.12	75.99	836.11			
							TOTAL		449.05	760.12	75.99	836.11		3220	13.9
							YEAR TO DATE		3,091.32	5,329.85	533.02	5,862.87		26815	11.5
7050 15405338 04508 11CB466 5762 WHITE FORD RANGER	02/05/24	02:01:15	SPEARWOOD	WA	6443	014794	ULT DSL	190.26	26.35	45.57	4.56	50.13	14136	264	10.0
	03/05/24	17:28:41	SUCCESS	WA	5992	010413	ULT DSL	190.26	34.02	58.85	5.88	64.73	14560	424	8.0
	04/05/24	05:46:54	BIBRA LAKE	WA	7451	045755	ULT DSL	192.26	19.82	34.65	3.46	38.11	14775	215	9.2
	04/05/24	15:31:01	BIBRA LAKE	WA	7451	045783	ULT DSL	192.26	21.28	37.19	3.72	40.91	14917	142	15.0
	05/05/24	17:33:36	BIBRA LAKE	WA	7451	045812	ULT DSL	192.26	24.71	43.19	4.32	47.51	15234	317	7.8
	06/05/24	17:18:37	BIBRA LAKE	WA	7451	045906	ULT DSL	189.83	19.66	33.93	3.39	37.32	15431	197	10.0
	07/05/24	17:38:09	BIBRA LAKE	WA	7451	046014	ULT DSL	189.83	33.12	57.15	5.72	62.87	15799	368	9.0
	08/05/24	17:34:11	BIBRA LAKE	WA	7451	046095	ULT DSL	189.83	33.31	57.48	5.75	63.23	16145	346	9.6
	09/05/24	05:40:14	BIBRA LAKE	WA	7451	046106	ULT DSL	189.83	19.76	34.10	3.41	37.51	16349	204	9.7
	09/05/24	17:27:25	BIBRA LAKE	WA	7451	046210	ULT DSL	189.83	21.19	36.57	3.66	40.23	16560	211	10.0
	10/05/24	05:34:30	BIBRA LAKE	WA	7451	046220	ULT DSL	189.83	16.34	28.20	2.82	31.02	16739	179	9.1
	11/05/24	05:42:16	BIBRA LAKE	WA	7451	046332	ULT DSL	189.83	18.78	32.41	3.24	35.65	16929	190	9.9
	14/05/24	05:38:00	BIBRA LAKE	WA	7451	046474	ULT DSL	185.15	43.12	72.58	7.26	79.84	17393	464	9.3
	15/05/24	05:42:44	BIBRA LAKE	WA	7451	046577	ULT DSL	185.15	15.37	25.87	2.59	28.46	17532	139	11.1
	17/05/24	05:40:40	BIBRA LAKE	WA	7451	046774	ULT DSL	185.15	29.38	49.45	4.95	54.40	17873	341	8.6
	19/05/24	05:27:24	SPEARWOOD	WA	6443	015286	ULT DSL	183.15	23.33	38.85	3.88	42.73	18092	219	10.7
	20/05/24	04:53:53	BIBRA LAKE	WA	7451	046923	ULT DSL	185.08	16.18	27.23	2.72	29.95	18293	201	8.0
	21/05/24	05:34:41	BIBRA LAKE	WA	7451	047034	ULT DSL	185.08	20.38	34.29	3.43	37.72	18491	198	10.3
	22/05/24	17:48:20	BIBRA LAKE	WA	7451	047242	ULT DSL	185.08	18.10	30.45	3.05	33.50	18673	182	9.9
	23/05/24	05:37:20	BIBRA LAKE	WA	7451	047250	ULT DSL	185.08	17.28	29.07	2.91	31.98	18838		
	24/05/24	17:39:01	BIBRA LAKE	WA	7451	047405	ULT DSL	185.08	38.27	64.39	6.44	70.83	19270		
	25/05/24	17:46:19	BIBRA LAKE	WA	7451	047454	ULT DSL	185.08	35.94	60.47	6.05	66.52	19962	692	5.2
	27/05/24	17:39:49	BIBRA LAKE	WA	7451	047576	ULT DSL	183.68	59.77	99.81	9.98	109.79	20269	307	19.5
	28/05/24	05:36:18	BIBRA LAKE	WA	7451	047590	ULT DSL	183.68	13.45	22.45	2.25	24.70	20393	124	10.8
	28/05/24	17:33:32	BIBRA LAKE	WA	7451	047688	ULT DSL	183.68	15.16	25.32	2.53	27.85	20541	148	10.2
	29/05/24	05:21:41	BIBRA LAKE	WA	7451	047701	ULT DSL	183.68	20.12	33.60	3.36	36.96	20759	218	9.2
	30/05/24	05:37:06	BIBRA LAKE	WA	7451	047812	ULT DSL	183.68	21.66	36.16	3.62	39.78	20979	220	9.8

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 31 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km			
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)					Total Inc GST (\$)		
Cost Centre 7050 15405338 03807 1HFK120 5971 WHITE FORD RANGER UTILITY	15/05/24	07:27:24	5762	NAVAL BASE	WA	7770	016236		DIESEL		675.85	1149.28	114.95	1264.23				
								TOTAL		675.85	1,149.28	114.95	1,264.23		6510	10.4	19	
										1,988.31	3,446.16	344.63	3,790.79		18515	10.7	20	
									DIESEL		675.85	1149.28	114.95	1264.23				
								TOTAL		675.85	1,149.28	114.95	1,264.23		6510	10.4	19	
										1,988.31	3,446.16	344.63	3,790.79		18515	10.7	20	
									ULT DSL	182.90 P	71.73	119.26	11.93	131.19	48015			
									DIESEL		71.73	119.26	11.93	131.19				
								TOTAL		71.73	119.26	11.93	131.19					
										279.08	473.53	47.36	520.89		2456	11.4	21	
Cost Centre 7050 15405338 04136 1GGP946 6911 SILVER HYUNDAI I30 HATCH	02/05/24 29/05/24	14:02:44 12:10:13	5871	SUCCESS SUCCESS	WA WA	5992 5992	029967 031100		DIESEL		71.73	119.26	11.93	131.19				
								TOTAL		71.73	119.26	11.93	131.19					
										279.08	473.53	47.36	520.89		2456	11.4	21	
									ULP UNM	190.12	32.73	56.57	5.66	62.23	50873	441	7.4	14
									ULP UNM	176.57	41.23	66.18	6.62	72.80	54310			
									M/S		73.96	122.75	12.28	135.03				
								TOTAL		73.96	122.75	12.28	135.03		441	16.8	30	
										256.70	432.03	43.21	475.24		1787	14.4	26	
									M/S		73.96	122.75	12.28	135.03				
								TOTAL		73.96	122.75	12.28	135.03		441	16.8	30	
Cost Centre 7050 15405338 04441 1AN776 6931 WHITE FORD RANGER	06/05/24 23/05/24	12:52:50 08:27:20	5911	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045866 011687		ULT DSL	189.83	71.35	123.14	12.31	135.45	4640	640	11.1	21
									ULSD G10	184.08	57.25	96.80	9.58	105.38	5130	490	11.7	21

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO
67775
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BIBRA LAKE DC PRIVATE BOXES WA
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 32 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 04433 HIAN778 6941 WHITE FORD RANGER	06/05/24 22/05/24	11:21:47 16:07:43	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	011297 047235	DIESEL		128.60	218.94	21.89	240.83			
							TOTAL		128.60	218.94	21.89	240.83		1130	11.4
							YEAR TO DATE		461.57	791.25	79.12	870.37		3420	13.5
							DIESEL		128.60	218.94	21.89	240.83			
							TOTAL		128.60	218.94	21.89	240.83		1130	11.4
							YEAR TO DATE		461.57	791.25	79.12	870.37		3420	13.5
							ULT DSL	189.83	74.02	127.75	12.77	140.52	5142	765	9.7
							ULT DSL	185.08	72.27	121.59	12.16	133.75	5489	347	20.8
							DIESEL		146.29	249.34	24.93	274.27			
							TOTAL		146.29	249.34	24.93	274.27		1112	13.2
Cost Centre 7050 15405338 00787 IDMM606 7602 WHITE ISUZU TRUCK	10/05/24	18:40:01	FORRESTDALE	WA	8609	113052	YEAR TO DATE		444.76	765.92	76.59	842.51		4086	10.9
							DIESEL		146.29	249.34	24.93	274.27			
							TOTAL		146.29	249.34	24.93	274.27		1112	13.2
							YEAR TO DATE		444.76	765.92	76.59	842.51		4086	10.9
							ULSD G10	188.83	37.45	64.29	6.43	70.72	57323	48	78.0
							DIESEL		37.45	64.29	6.43	70.72			
							TOTAL		37.45	64.29	6.43	70.72		48	78.0
							YEAR TO DATE		1,431.18	2,479.57	247.97	2,727.54		884	161.9
							DIESEL		37.45	64.29	6.43	70.72			
							TOTAL		37.45	64.29	6.43	70.72		48	78.0
Cost Centre 7050 15405338 03757 IHD5430 7922 WHITE FORD RANGER UTILITY	01/05/24 15/05/24 28/05/24	11:27:03 14:37:26 11:37:22	BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA	7451 7451 7451	045534 046646 047638	YEAR TO DATE		1,431.18	2,479.57	247.97	2,727.54		884	161.9
							DIESEL		37.45	64.29	6.43	70.72			
							TOTAL		37.45	64.29	6.43	70.72		48	78.0
							YEAR TO DATE		1,431.18	2,479.57	247.97	2,727.54		884	161.9
							ULT DSL	192.26	65.72	114.87	11.49	126.36	65766	690	9.5
							ULT DSL	185.15	69.80	117.49	11.75	129.24	66531	765	9.1
							ULT DSL	183.68	63.54	106.10	10.61	116.71	67231	700	9.1
							DIESEL		37.45	64.29	6.43	70.72			
							TOTAL		37.45	64.29	6.43	70.72		48	78.0
							YEAR TO DATE		1,431.18	2,479.57	247.97	2,727.54		884	161.9

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BIBRA LAKE DC PRIVATE BOXES WA
965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 33 of 4
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 02692 1GJT235 7951 WHITE HYUNDAI I30 HATCH	14/05/24	14:23:57	BIBRA LAKE	WA	7451	011470	DIESEL		199.06	338.46	33.85	372.31			
							TOTAL		199.06	338.46	33.85	372.31		2155	9.2
							YEAR TO DATE		662.59	1,143.87	114.40	1,258.27		7110	9.3
							DIESEL		199.06	338.46	33.85	372.31			
							TOTAL		199.06	338.46	33.85	372.31		2155	9.2
							YEAR TO DATE		662.59	1,143.87	114.40	1,258.27		7110	9.3
							ULT DSL	185.15	42.62	71.74	7.17	78.91	99164	739	5.8
							DIESEL		42.62	71.74	7.17	78.91			
							TOTAL		42.62	71.74	7.17	78.91		739	5.8
							YEAR TO DATE		308.69	530.51	53.05	583.56		3290	9.4
Cost Centre 7050 15405338 04243 1HTF631 7952 WHITE FORD RANGER UTILITY	30/04/24 21/05/24	08:56:54 07:59:26	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045417 047058	DIESEL		42.62	71.74	7.17	78.91			
							TOTAL		42.62	71.74	7.17	78.91		739	5.8
							YEAR TO DATE		308.69	530.51	53.05	583.56		3290	9.4
							ULSD G10	162.90 P	61.70	91.37	9.14	100.51	12675	658	9.4
							ULSD G10	184.08	61.68	103.22	10.32	113.54	13282	607	10.2
							DIESEL		123.38	194.59	19.46	214.05			
							TOTAL		123.38	194.59	19.46	214.05		1265	9.8
							YEAR TO DATE		384.76	646.81	64.68	711.49		2551	15.1
							DIESEL		123.38	194.59	19.46	214.05			
							TOTAL		123.38	194.59	19.46	214.05		1265	9.8
							YEAR TO DATE		384.76	646.81	64.68	711.49		2551	15.1
Cost Centre 7050 15405338 02601 1GIR690 7961 WHITE MITSUBISHI TRITON UTE	05/05/24 28/05/24	16:53:33 14:40:33	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	045810 047661	ULSD G10	189.90 P	43.27	74.70	7.47	82.17	45711	569	7.6
							ULSD G10	182.68	44.30	73.57	7.36	80.93	46180	469	9.4
							DIESEL		123.38	194.59	19.46	214.05			
							TOTAL		123.38	194.59	19.46	214.05		1265	9.8
							YEAR TO DATE		384.76	646.81	64.68	711.49		2551	15.1
							DIESEL		123.38	194.59	19.46	214.05			
							TOTAL		123.38	194.59	19.46	214.05		1265	9.8
							YEAR TO DATE		384.76	646.81	64.68	711.49		2551	15.1
							ULSD G10	189.90 P	43.27	74.70	7.47	82.17	45711	569	7.6
							ULSD G10	182.68	44.30	73.57	7.36	80.93	46180	469	9.4

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 34 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre 7050 15405338 02635 1GJF670 7981 WHITE HYUNDAI I30 HATCH	08/05/24 24/05/24	09:11:13 08:22:36	SUCCESS SUCCESS	WA WA	5992 5992	030192 030851	DIESEL		87.57	148.27	14.83	163.10			
							TOTAL		87.57	148.27	14.83	163.10		1038	8.4
							YEAR TO DATE		326.29	557.36	55.73	613.09		2486	13.1
							DIESEL		87.57	148.27	14.83	163.10			
							TOTAL		87.57	148.27	14.83	163.10		1038	8.4
							YEAR TO DATE		326.29	557.36	55.73	613.09		2486	13.1
							ULT DSL	187.83	42.58	72.71	7.27	79.98	56915	713	6.0
							ULT DSL	183.08	32.48	54.05	5.41	59.46	57495	580	5.6
							DIESEL		75.06	126.76	12.68	139.44			
							TOTAL		75.06	126.76	12.68	139.44		1293	5.8
							YEAR TO DATE		204.22	347.48	34.75	382.23		3913	5.2
Cost Centre 7050 15405338 04540 HIRE 82096200 WASTE EDUCATION	01/05/24 08/05/24 15/05/24 23/05/24 29/05/24	13:52:19 13:59:07 15:43:35 13:59:51 12:39:15	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA WA	7451 7451 7451 7451 7451	045552 046080 046657 047285 047754	DIESEL		75.06	126.76	12.68	139.44			
							TOTAL		75.06	126.76	12.68	139.44		1293	5.8
							YEAR TO DATE		204.22	347.48	34.75	382.23		3913	5.2
							ULSD G10	189.90	11.07	19.11	1.91	21.02	13385	387	2.9
							ULSD G10	188.83	10.86	18.65	1.86	20.51	13536	151	7.2
							ULT DSL	185.15	4.64	7.81	0.78	8.59	13776	240	1.9
							ULSD G10	184.08	16.19	27.09	2.71	29.80	72764		
							ULSD G10	182.68	4.92	8.17	0.82	8.99	150		
							DIESEL		47.68	80.83	8.08	88.91			
							TOTAL		47.68	80.83	8.08	88.91		778	6.1
							YEAR TO DATE		82.08	140.85	14.08	154.93		1112	7.4
Cost Centre 7050 15405338 01165 PARKS Parks PARKS	14/05/24 16/05/24	07:50:53 07:24:47	BIBRA LAKE BIBRA LAKE	WA WA	7451 7451	046494 046691	DIESEL		47.68	80.83	8.08	88.91			
							TOTAL		47.68	80.83	8.08	88.91		778	6.1
							YEAR TO DATE		82.08	140.85	14.08	154.93		1112	7.4
							ULSD G10	184.15	23.01	38.52	3.85	42.37	16		
							ULT DSL	185.15	55.27	93.03	9.30	102.33	57394		

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/05/2024 Period Ending: 31/05/2024

Page: 35 of 1
Date: 31/05/2024

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service					Odo meter (km)	KM Span	Litres/ 100km	Cent /km
							Description	CPL Price	Litres	Total Exc GST (\$)	GST (\$)	Total Inc GST (\$)			
Cost Centre			Parks				DIESEL		78.28	131.55	13.15	144.70			
							TOTAL		78.28	131.55	13.15	144.70			
							YEAR TO DATE		354.26	610.76	61.07	671.83		576	61.5 116
							DIESEL		78.28	131.55	13.15	144.70			
CUSTOMER TOTAL							TOTAL		78.28	131.55	13.15	144.70			
							YEAR TO DATE		354.26	610.76	61.07	671.83		576	61.5 116
							DIESEL		13413.56	22690.38	2269.01	24959.39			
							M/S		1663.21	2757.23	275.70	3032.93			
							GRAND TOTAL		15,076.77	25,447.61	2,544.71	27,992.32		132999	11.3 21
							YEAR TO DATE		78,478.58	134,108.72	13,410.89	147,519.61		625080	12.6 23

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 29-Mar-2024 and 30-Apr-2024

<i>Date</i>	<i>Service Provider</i>	<i>Card Liability</i>	<i>Description</i>
Director Community and Place		1,010.56	
24/04/2024	Ibis Adelaide PL	982.56	Travel and Accommodation
24/04/2024	WANEWSDTI	28.00	Subscriptions and Memberships
Acting Director Corporate and System Ser		98.00	
10/04/2024	PAYPAL *LIMEFLOWERS	98.00	Supplies and Materials Purchases
Chief of Built and Natural Environment		362.26	
10/04/2024	Mends St Shopping Cent	4.06	Parking Expenses
24/04/2024	BURSWOOD NOMINEES LTD	30.12	Parking Expenses
5/04/2024	UDIA WA	104.04	Conferences and Seminars
23/04/2024	UDIA WA	104.04	Conferences and Seminars
22/04/2024	PLANNING INSTITUTE OF	120.00	Conferences and Seminars
Waste Collection Supervisor		321.95	
16/04/2024	SYNERGY BUSINESS SYS	300.00	Supplies and Materials Purchases
24/04/2024	BUNNINGS 303000	21.95	Office Supplies
Library Technology Coordinator		1,333.20	
16/04/2024	CHATGPT SUBSCRIPTION	34.05	Subscriptions and Memberships
30/04/2024	PHOENIX NEWSAGENCY	21.50	Office Supplies

30/04/2024	PHOENIX NEWSAGENCY	8.95	Office Supplies
22/04/2024	DREAMITHOS* DREAMIT HO	234.70	Subscriptions and Memberships
16/04/2024	INTNL TRANSACTION FEE	0.85	Subscriptions and Memberships
8/04/2024	MAILCHIMP *MISC	633.94	Subscriptions and Memberships
10/04/2024	Windcave	387.92	Subscriptions and Memberships
23/04/2024	CAMPSITE.BIO	11.01	Subscriptions and Memberships
23/04/2024	INTNL TRANSACTION FEE	0.28	Subscriptions and Memberships

Adult Services Coordinator**120.00**

2/04/2024	SQ *THE WETLANDS CENTR	120.00	Hire of Equipment and Facilities
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Senior Library Manager**991.21**

5/04/2024	MYO*GREEN WORLD INDOOR	346.50	Hire of Equipment and Facilities
9/04/2024	WANEWSDTI	288.00	Supplies and Materials Purchases
5/04/2024	BUNNINGS 729000	49.41	Supplies and Materials Purchases
19/04/2024	FACEBK PT3LQ3LHE2	49.50	Advertising
23/04/2024	COLES 0490	26.30	Meeting/Workshop Catering
24/04/2024	MISS MAUD	118.45	Meeting/Workshop Catering
30/04/2024	BUNNINGS GROUP LTD	113.05	Supplies and Materials Purchases

Marketing and Customer Experience Lead**13.20**

2/04/2024	FACEBK *9NW6RZ3HE2	13.20	Advertising
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Organisational Development Coordinator**3,732.45**

17/04/2024	AHRI LTD	420.00	Subscriptions and Memberships
19/04/2024	ST JOHN AMBULANCE AUST	170.00	Training & Professional Development
17/04/2024	KELYN TRAINING SRVC	295.00	Training & Professional Development
24/04/2024	ST JOHN AMBULANCE AUST	170.00	Training & Professional Development
23/04/2024	ST JOHN AMBULANCE AUST	65.00	Training & Professional Development
24/04/2024	KELYN TRAINING SRVC	70.00	Training & Professional Development
24/04/2024	LOCAL GOVERNEMENT MANA	120.00	Training & Professional Development
30/04/2024	RLSSWA	845.00	Training & Professional Development

29/04/2024	NTH METROPOLITAN TAFE	126.50	Training & Professional Development
9/04/2024	OFFICEWORKS	488.95	Office Supplies
9/04/2024	TONY AVELING & ASSOCIA	792.00	Training & Professional Development
11/04/2024	ST JOHN AMBULANCE AUST	170.00	Training & Professional Development

Parks Operations Coordinator **651.20**

10/04/2024	DIRECTCOMMSUPPLIES	651.20	Supplies and Materials Purchases
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Head of Information & Technology **1,158.63**

4/04/2024	NEXACU	1,145.00	Training & Professional Development
24/04/2024	CITY OF PERTH PARKING-	13.63	Travel and Accommodation

Communications and Marketing Manager **6,828.58**

26/04/2024	INTNL TRANSACTION FEE	0.04	Bank and Other Fees
26/04/2024	LNK.BIO	1.53	Subscriptions and Memberships
29/04/2024	BITLY.COM	53.99	Subscriptions and Memberships
29/04/2024	INTNL TRANSACTION FEE	1.35	Bank and Other Fees
2/04/2024	FACEBK *GFYGBZBMT2	582.69	Advertising
2/04/2024	Google ADS5683592141	968.48	Advertising
8/04/2024	FACEBK *4LKEQ2LMT2	1,250.00	Advertising
15/04/2024	PLE Computers	28.67	Equipment Purchases
15/04/2024	PLE Computers	- 1.75	Equipment Purchases
11/04/2024	OFFICEWORKS	126.00	Office Supplies
10/04/2024	PLE Computers	1.75	Equipment Purchases
12/04/2024	FACEBK *SQMA33YMT2	1,250.00	Advertising
17/04/2024	Dick Smith 29CDGRZY	53.77	Equipment Purchases
22/04/2024	FACEBK *WVV4S38MT2	1,250.00	Advertising
2/04/2024	FACEBK *9CWCJ2YMT2	1,262.06	Advertising

Head of Planning **327.15**

19/04/2024	WILSON PARKING PER057	12.15	Parking Expenses
16/04/2024	PLANNING INSTITUTE OF	315.00	Training & Professional Development

BRANCH MANAGER - SPEARWOOD**329.10**

4/04/2024	MYO*GREEN WORLD INDOOR	207.90	Professional Services
3/04/2024	NEVERFAIL SPRINGWTR	46.20	Supplies and Materials Purchases
17/04/2024	OFFICEWORKS	75.00	Supplies and Materials Purchases

Fleet Manager**4,163.41**

26/04/2024	ENGINE PROTECTION EQ	299.11	Supplies and Materials Purchases
5/04/2024	WESTRALIA SPRING WORKS	1,628.00	Supplies and Materials Purchases
4/04/2024	WESTRALIA SPRING WORKS	2,236.30	Supplies and Materials Purchases

Recycling Supervisor**595.11**

18/04/2024	SAFETY ZONE	220.00	Supplies and Materials Purchases
19/04/2024	BUNNINGS 303000	192.55	Supplies and Materials Purchases
24/04/2024	BUNNINGS 303000	182.56	Supplies and Materials Purchases

Seniors and Childcare Manager**286.37**

4/04/2024	EZI*TerryWhite Chemma	62.37	Equipment Purchases
3/04/2024	THERAPY SENSORY SHO	224.00	Equipment Purchases

Manager Advocacy and Engagement**3,697.17**

18/04/2024	WILSON PARKING PER055	37.00	Parking Expenses
12/04/2024	WILSON PARKING AUSTRAL	10.13	Parking Expenses
15/04/2024	IAP2 AUSTRALASIA	275.00	Subscriptions and Memberships
15/04/2024	IAP2 AUSTRALASIA	192.50	Bank and Other Fees
15/04/2024	WILSON PARKING PER113	31.39	Parking Expenses
8/04/2024	Subway Spearwood 19850	196.00	Meeting/Workshop Catering
5/04/2024	AUSTRALIAN LOCAL GOV	945.00	Travel and Accommodation
5/04/2024	QANTAS	1,791.90	Travel and Accommodation
5/04/2024	WIRE INC	218.25	Training & Professional Development

Senior Home Care Package Coordinator**342.75**

15/04/2024	Woolworths Online	342.75	Supplies and Materials Purchases
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Youth Services Manager**897.93**

22/04/2024	Canva* 04127-11484736	19.99	Subscriptions and Memberships
2/04/2024	COPY MAGIC	214.50	Supplies and Materials Purchases
8/04/2024	CITY OF PERTH PARKING-	2.02	Parking Expenses
5/04/2024	BUNNINGS 729000	91.03	Program Costs
3/04/2024	Tickets*Youth Work	380.26	Training & Professional Development
4/04/2024	Tickets*Youth Work	190.13	Training & Professional Development

Events Coordinator**1,284.66**

22/04/2024	UBER *TRIP	22.64	Motor Vehicle Expenses
24/04/2024	UNITED ANKETELL NORT	151.81	Motor Vehicle Expenses
11/04/2024	RED DOT STORES ARMADAL	215.94	Supplies and Materials Purchases
15/04/2024	SPACETOCO VENUE HIRE	300.00	Hire of Equipment and Facilities
2/04/2024	7-ELEVEN 3010	144.09	Motor Vehicle Expenses
2/04/2024	A JS COSTUME HIRE	- 100.00	Events and Functions
2/04/2024	BIG W 0455	220.00	Supplies and Materials Purchases
12/04/2024	BUNNINGS 303000	330.18	Events and Functions

COMMUNITY DEVELOPMENT MANAGER**333.71**

10/04/2024	YARNMARKETPLACE	333.71	Supplies and Materials Purchases
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Library Technician**401.07**

5/04/2024	Booktopia Pty Ltd	134.65	Supplies and Materials Purchases
5/04/2024	Booktopia Pty Ltd	- 24.50	Supplies and Materials Purchases
12/04/2024	Booktopia Pty Ltd	152.80	Supplies and Materials Purchases
22/04/2024	Booktopia Pty Ltd	- 27.72	Supplies and Materials Purchases
26/04/2024	JB HI-FI ONLINE	165.84	Supplies and Materials Purchases

Collection Development Librarian**1,723.48**

10/04/2024	PAYPAL *NIGHTPARROT	35.99	Supplies and Materials Purchases
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15/04/2024	JB HI-FI ONLINE	248.76	Travel and Accommodation
18/04/2024	NEW EDITION BOOKSHOP	69.99	Supplies and Materials Purchases
18/04/2024	NEW EDITION BOOKSHOP	39.99	Supplies and Materials Purchases
12/04/2024	JB HI-FI ONLINE	145.87	Supplies and Materials Purchases
15/04/2024	Booktopia Pty Ltd	100.89	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	574.25	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	317.24	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	115.45	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	38.49	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	3.46	Supplies and Materials Purchases
8/04/2024	BOLINDA PUBLISHING	1.15	Supplies and Materials Purchases
5/04/2024	GIRAMONDO* O #29825	31.95	Supplies and Materials Purchases

Health Promotion Officer**1,706.17**

19/04/2024	SPACETOCO VENUE HIRE	432.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
23/04/2024	SPACETOCO VENUE HIRE	- 21.00	Hire of Equipment and Facilities
15/04/2024	BIG W 0455	228.20	Supplies and Materials Purchases
15/04/2024	COCKBURN SUPER CLINI	319.98	Equipment Purchases
11/04/2024	eBay O*05-11429-04574	441.45	Supplies and Materials Purchases
2/04/2024	TOTALLY WORK WEAR FREM	452.54	Supplies and Materials Purchases

Head of Sustainability and Environmen**959.65**

15/04/2024	SPACETOCO VENUE HIRE	93.50	Hire of Equipment and Facilities
22/04/2024	WORDPRESS 9QYL1VRZ4E	31.90	Subscriptions and Memberships
22/04/2024	MED*ALDIMobile	17.00	Supplies and Materials Purchases
10/04/2024	CHILDS PLAY AUSTRALI	44.38	Supplies and Materials Purchases

12/04/2024	DIAMOND NETWORKS PL	198.00	Supplies and Materials Purchases
12/04/2024	COOGEE BEACH BAKERY	88.44	Events and Functions
12/04/2024	COOGEE BEACH BAKERY	50.83	Events and Functions
2/04/2024	WORDPRESS 2WU1ZD5VHH	435.60	Subscriptions and Memberships

CHILDREN'S DEVELOPMENT OFFICER**238.24**

15/04/2024	MISS MAUD	197.55	Meeting/Workshop Catering
23/04/2024	WOOLWORTHS 4367	40.69	Meeting/Workshop Catering

YOUNG PEOPLES SERVICES COORDINATOR**1,916.31**

12/04/2024	KMART	169.00	Supplies and Materials Purchases
16/04/2024	OFFICEWORKS	84.83	Supplies and Materials Purchases
16/04/2024	SP CBCA MERCHANDISE	836.29	Supplies and Materials Purchases
5/04/2024	AMAZON AU RETAIL	18.52	Supplies and Materials Purchases
18/04/2024	SQ *WEST AUSTRALIAN YO	154.00	Supplies and Materials Purchases
12/04/2024	Booktopia Pty Ltd	465.79	Supplies and Materials Purchases
24/04/2024	EDUCATIONAL ART SUPP	187.88	Supplies and Materials Purchases

Ranger Services Manager**780.18**

26/04/2024	WILSON PARKING PER113	15.19	Parking Expenses
2/04/2024	Lucid Software Inc.	15.40	Subscriptions and Memberships
29/04/2024	Lucid Software Inc.	15.40	Subscriptions and Memberships
26/04/2024	JB HI FI COCKBURN	719.00	Equipment Purchases
26/04/2024	WILSON PARKING PER113	15.19	Parking Expenses

Seniors Centre Coordinator**1,276.60**

29/04/2024	SQ *WESTERN AUSTRALIAN	300.00	Events and Functions
30/04/2024	CITY OF KALAMUNDA	65.00	Events and Functions
19/04/2024	Charthouse Cafe	187.80	Events and Functions
19/04/2024	Charthouse Cafe	100.80	Events and Functions
19/04/2024	CITY OF KALAMUNDA	143.00	Events and Functions
18/04/2024	DEPARTMENT OF BIODIVER	480.00	Events and Functions

Parking Operations Manager**253.32**

26/04/2024	COLES 0494 MR JAMES WILLIAMS	41.00	Office Supplies
23/04/2024	SP Kings Square MR JAMES WILLIAMS	14.32	Conferences and Seminars
18/04/2024	WILSON PARKING PER055 MR JAMES WILLIAMS	32.00	Conferences and Seminars
2/04/2024	WESTERN AUSTRALI MR JAMES WILLIAMS	166.00	Subscriptions and Memberships

Young Peoples Services Librarian**346.74**

2/04/2024	MAGPIES MAGAZINE PL	57.00	Subscriptions and Memberships
15/04/2024	SQ *GABRIEL EVANS	610.00	Events and Functions
17/04/2024	Booktopia Pty Ltd	- 13.18	Supplies and Materials Purchases
30/04/2024	TARGET 5076	30.00	Supplies and Materials Purchases
19/04/2024	Booktopia Pty Ltd	- 13.18	Supplies and Materials Purchases
23/04/2024	JAYCAR PTY LTD	- 408.90	Supplies and Materials Purchases
24/04/2024	TARGET 5076	57.00	Supplies and Materials Purchases
29/04/2024	TARGET AUSTRALIA PTY L	28.00	Supplies and Materials Purchases

Executive Officer**2,173.25**

16/04/2024	MEETINGDECISIONS.COM	1,501.20	Subscriptions and Memberships
2/04/2024	FAIRFAX SUBSCRIPTIONS	64.99	Subscriptions and Memberships
2/04/2024	Subway Spearwood 19850	71.00	Meeting/Workshop Catering
2/04/2024	WANEWSDTI	84.00	Subscriptions and Memberships
8/04/2024	FARMER JACKS SPEARWO	45.07	Meeting/Workshop Catering
30/04/2024	FAIRFAX SUBSCRIPTIONS	64.99	Subscriptions and Memberships
29/04/2024	Subway Spearwood 19850	342.00	Meeting/Workshop Catering

CEO**- 67.06**

4/04/2024	MISCELLANEOUS CREDIT	- 67.06	Disputed
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Adult Services Coordinator**7,998.48**

9/04/2024	OFFICEWORKS	114.03	Office Supplies
10/04/2024	ARTEIL WA PTY LTD	2,105.40	Office Supplies

15/04/2024	THE BEST DROP TAVERN K	600.00	Events and Functions
4/04/2024	Captain Cook*27NDRN	2,317.11	Events and Functions
15/04/2024	SPACETOCO VENUE HIRE	209.00	Hire of Equipment and Facilities
5/04/2024	CITY OF KALAMUNDA	325.00	Events and Functions
8/04/2024	CARRINGTON'S BAR & G	625.00	Events and Functions
8/04/2024	PAPERWARE	549.45	Supplies and Materials Purchases
8/04/2024	PAYPAL *ESSENTIALCO ES	293.49	Supplies and Materials Purchases
8/04/2024	STH METROPOLITAN TAFE	860.00	Events and Functions

Waste Services Manager**19.98**

9/04/2024	BUNNINGS 303000	19.98	Supplies and Materials Purchases
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ACTING MANAGER OF DEVELOPMENT SERVICES**3,154.18**

23/04/2024	OFFICEWORKS	448.95	Equipment Purchases
29/04/2024	Hotel at Booking.com	766.80	Travel and Accommodation
29/04/2024	QANTAS	1,512.93	Travel and Accommodation
29/04/2024	QANTAS	70.00	Travel and Accommodation
29/04/2024	QANTAS	70.00	Travel and Accommodation
18/04/2024	LANDGATE	30.50	Professional Services
4/04/2024	LGPA	255.00	Conferences and Seminars

Head of Develop Assessment & Compliance**3,052.50**

26/04/2024	INSTITUTEPU	3,052.50	Conferences and Seminars
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Family & Community Services Manager**892.82**

22/04/2024	MISS MAUD	125.65	Meeting/Workshop Catering
29/04/2024	SCAVACI IGA	30.47	Meeting/Workshop Catering
18/04/2024	Prof Psych Services	242.00	Training & Professional Development
15/04/2024	SPACETOCO VENUE HIRE	259.00	Hire of Equipment and Facilities
8/04/2024	MISS MAUD	235.70	Meeting/Workshop Catering

Cockburn ARC Manager**350.86**

22/04/2024	CITY OF PERTH PARKING-	4.54	Parking Expenses
23/04/2024	Subway Gateway	140.00	Meeting/Workshop Catering
8/04/2024	Express Online Trainin	46.37	Training & Professional Development
2/04/2024	TWW JANDAKOT	159.95	Equipment Purchases

Customer Experience Coordinator - ARC**3,856.44**

4/04/2024	INTNL TRANSACTION FEE	0.90	Bank and Other Fees
3/04/2024	Canva* 04109-11553441	17.99	Subscriptions and Memberships
4/04/2024	QUICKTAPSURVEY	35.81	Subscriptions and Memberships
2/04/2024	Dial A Stamp	236.70	Office Supplies
2/04/2024	FACEBK *M2HBMXPC52	170.30	Advertising
5/04/2024	NAAVI PTY LTD	25.00	Subscriptions and Memberships
4/04/2024	Beacon Lighting	97.20	Equipment Purchases
8/04/2024	FACEBK *LDSSUZBB32	38.45	Advertising
8/04/2024	INTNL TRANSACTION FEE	13.63	Bank and Other Fees
8/04/2024	OUTGROW	175.63	Subscriptions and Memberships
5/04/2024	AMAZON AU MARKETPLACE	356.36	Supplies and Materials Purchases
5/04/2024	FACEBK *FDEJYXPA32	385.00	Advertising
18/04/2024	Payless Promotions	702.90	Supplies and Materials Purchases
8/04/2024	INTNL TRANSACTION FEE	4.39	Bank and Other Fees
8/04/2024	KEEPME LTD	545.12	Subscriptions and Memberships
16/04/2024	OFFICEWORKS	152.20	Equipment Purchases
18/04/2024	COCKBURN GATEWAY SHOPP	212.00	Supplies and Materials Purchases
26/04/2024	CITY OF PERTH PARKING-	5.55	Parking Expenses
19/04/2024	Jaycar Jandakot	75.90	Supplies and Materials Purchases
19/04/2024	Plungeco	44.00	Supplies and Materials Purchases
30/04/2024	WOOLWORTHS 4394	13.65	Supplies and Materials Purchases
11/04/2024	iStock.com	93.50	Subscriptions and Memberships
26/04/2024	COCKBURN ARC	- 67.00	Program Costs
22/04/2024	JB HI FI COCKBURN	119.60	Supplies and Materials Purchases
11/04/2024	WOOLWORTHS 4394	55.64	Supplies and Materials Purchases
15/04/2024	OFFICEWORKS	49.91	Office Supplies
23/04/2024	BUNNINGS 317000	32.25	Supplies and Materials Purchases

22/04/2024	SPEARWOOD FLORIST	190.00	Supplies and Materials Purchases
19/04/2024	BUNNINGS 729000	73.86	Supplies and Materials Purchases

Youth Centre Coordinator**1,447.94**

17/04/2024	Harvey Norman Online MR MARK ARMANDI	899.00	Program Costs
30/04/2024	SQ *LANPA PTY LTD MR MARK ARMANDI	101.04	Program Costs
22/04/2024	JB HI FI COCKBURN MR MARK ARMANDI	188.00	Program Costs
22/04/2024	Kitchen Warehouse MR MARK ARMANDI	259.90	Office Supplies

Branch Support Librarian**999.37**

16/04/2024	BIGW ONLINE	145.00	Supplies and Materials Purchases
16/04/2024	FAIRFAX SUBSCRIPTIONS	106.00	Supplies and Materials Purchases
22/04/2024	OFFICEWORKS	82.50	Office Supplies
3/04/2024	YELLOW RAVEN CAFE	7.00	Office Supplies
2/04/2024	RED DOT STORES	7.99	Supplies and Materials Purchases
8/04/2024	NEWS PTY LIMITED	72.00	Supplies and Materials Purchases
15/04/2024	Booktopia Pty Ltd	332.41	Supplies and Materials Purchases
15/04/2024	NIGHTPARROT	63.98	Supplies and Materials Purchases
12/04/2024	PAYPAL *OFFICEWORKS	110.40	Supplies and Materials Purchases
17/04/2024	OFFICEWORKS	33.45	Office Supplies
16/04/2024	ATOM THEEDUCATIONSHOP	38.64	Supplies and Materials Purchases

Events and Culture Manager**147.86**

22/04/2024	BUNNINGS 317000	14.56	Supplies and Materials Purchases
10/04/2024	BUNNINGS 303000	133.30	Supplies and Materials Purchases

Executive officer to the Mayor and Council**3,539.82**

4/04/2024	QANTAS	1,791.90	Travel and Accommodation
5/04/2024	AUSTRALIAN LOCAL GOV	945.00	Conferences and Seminars
10/04/2024	POST SPEARWOOD LPO	19.24	Supplies and Materials Purchases
2/04/2024	PARKROYAL DARLI HRBR	783.68	Travel and Accommodation

Manager Business & Economic Development**1,313.88**

19/04/2024	EB *WAVBC Event-Social	10.00	Conferences and Seminars
30/04/2024	PAPERLESS POST	175.00	Supplies and Materials Purchases
12/04/2024	TELSTRA SERVICES	108.00	Disputed Transaction
10/04/2024	CULLEYS TEA ROOMS	301.00	Meeting/Workshop Catering
5/04/2024	LinkedIn 9413483986	719.88	Advertising

Head of Community Safety and Ranger Serv**15.00**

16/04/2024	YT INTERNATIONAL PL	15.00	Parking Expenses
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MANAGER LIBRARIES AND ACTIVATION - COOLB**1,344.71**

19/04/2024	BUNNINGS 729000	28.53	Equipment Purchases
19/04/2024	ELIZABETH RICHARD	326.26	Equipment Purchases
2/04/2024	JB HI FI COCKBURN	795.60	Equipment Purchases
2/04/2024	OFFICEWORKS 0620	194.32	Equipment Purchases

Social Club Coordinator**642.16**

8/04/2024	Woolworths Online	70.90	Supplies and Materials Purchases
2/04/2024	Woolworths Online	75.80	Supplies and Materials Purchases
29/04/2024	Woolworths Online	123.90	Supplies and Materials Purchases
10/04/2024	MIGHTY APE LIMITED	116.50	Program Costs
17/04/2024	OFFICEWORKS 0616	26.16	Office Supplies
19/04/2024	WANEWSDTI	106.80	Subscriptions and Memberships
22/04/2024	Woolworths Online	122.10	Supplies and Materials Purchases

Cockburn Resource Recovery Park Manager**108.35**

24/04/2024	City of Joondalup	2.60	Meeting/Workshop Catering
29/04/2024	AUSTRALIAN TRAINING MA	90.00	Training & Professional Development
22/04/2024	BUNNINGS 334000	15.75	Supplies and Materials Purchases

Youth Programs and Events Officer**1,572.56**

3/04/2024	COLES 0490	87.43	Program Costs
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3/04/2024	THE HOYTS CORPORATIO	140.83	Program Costs
3/04/2024	THE HOYTS CORPORATIO	186.09	Program Costs
4/04/2024	SQ *IMO CARWASH	30.57	Program Costs
5/04/2024	COCKBURN SUPER CLINI	210.00	Supplies and Materials Purchases
5/04/2024	COLES 0490	73.89	Program Costs
18/04/2024	Dominos Success	292.65	Events and Functions
24/04/2024	Woolworths Online	71.42	Meeting/Workshop Catering
17/04/2024	Woolworths Online	85.05	Meeting/Workshop Catering
10/04/2024	THE HOYTS CORPORATIO	147.16	Program Costs
10/04/2024	THE HOYTS CORPORATIO	132.07	Program Costs
10/04/2024	THE HOYTS CORPORATIO	36.98	Program Costs
9/04/2024	COLES 0490	78.42	Program Costs

Strategic Procurement Manager**1,016.21**

17/04/2024	FRAUD REVERSAL	916.85	Supplies and Materials Purchases
30/04/2024	CLEAN ENERGY REGULR	99.36	Professional Services

Events Officer**428.70**

15/04/2024	7 ELEVEN 3031	30.00	Supplies and Materials Purchases
15/04/2024	AK FOOD SERVICES WA PT	224.50	Meeting/Workshop Catering
15/04/2024	COLES 0333	84.00	Events and Functions
2/04/2024	COCKBURN POLICE STATIO	90.20	Application, Licence, Registration Fees

Head of Community Development**378.00**

17/04/2024	BIG W 0455	378.00	Equipment Purchases
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Manager Recreation Services**1,863.29**

30/04/2024	IGLOOCOMPANY	9.23	Subscriptions and Memberships
30/04/2024	INTNL TRANSACTION FEE	0.23	Subscriptions and Memberships
24/04/2024	Tentworld	460.55	Supplies and Materials Purchases
11/04/2024	SPOTLIGHT PTY LTD	- 207.00	Supplies and Materials Purchases
22/04/2024	BIG W 0455	8.95	Supplies and Materials Purchases

12/04/2024	BIG W 0455	98.00	Supplies and Materials Purchases
22/04/2024	FARMER JACKS SPEARWO	59.85	Supplies and Materials Purchases
2/04/2024	IGLOOCOMPANY	9.25	Subscriptions and Memberships
8/04/2024	Aust Institute of Mana	1,217.00	Training & Professional Development
10/04/2024	SPOTLIGHT PTY LTD	207.00	Supplies and Materials Purchases
2/04/2024	INTNL TRANSACTION FEE	0.23	Bank and Other Fees

Head of Recreation Infrastructure & Svcs 313.53

23/04/2024	COPY MAGIC	289.30	Supplies and Materials Purchases
18/04/2024	CPP Convention Centre	24.23	Parking Expenses

Citizenship and Civic Services Superviso 283.10

3/04/2024	OCONNOR RETRAVISION	283.10	Equipment Purchases
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Senior Youth Outreach Worker 97.00

24/04/2024	FIRST AID ADELAIDE	97.00	Training & Professional Development
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City Facilities Manager 45.00

19/04/2024	SEC*CITY OF COCKBURN	45.00	Application, Licence, Registration Fees
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Community Development Coordinator 672.93

15/04/2024	SPACETOCO VENUE HIRE	33.00	Hire of Equipment and Facilities
19/04/2024	SLICE FOR ME PTY LTD	143.65	Program Costs
2/04/2024	SPACETOCO VENUE HIRE	- 100.00	Hire of Equipment and Facilities
18/04/2024	WOOLWORTHS 4367	28.30	Program Costs
16/04/2024	GILBERTS FRESH HILTON	239.98	Program Costs
2/04/2024	AUSPOST PO BOX	154.00	Subscriptions and Memberships
9/04/2024	AUSPOST PO BOX	174.00	Subscriptions and Memberships

Marina Manager 2,254.88

22/04/2024	WOOLWORTHS 4995	6.50	Supplies and Materials Purchases
22/04/2024	Plumbing Fremantle	235.74	Equipment Purchases

22/04/2024	CONFERENCE AND EDUCATI	1,985.64	Conferences and Seminars
26/04/2024	IKEA PTY LTD	27.00	Office Supplies

Library Technician**1,956.68**

4/04/2024	IPG MEDIA PTY LIMITED	360.00	Supplies and Materials Purchases
5/04/2024	JB HI-FI ONLINE	203.81	Supplies and Materials Purchases
8/04/2024	Booktopia Pty Ltd	274.80	Supplies and Materials Purchases
12/04/2024	WANEWSDTI	650.41	Supplies and Materials Purchases
5/04/2024	BIGW ONLINE	229.00	Supplies and Materials Purchases
15/04/2024	BIGW ONLINE	166.00	Supplies and Materials Purchases
15/04/2024	Booktopia Pty Ltd	72.66	Supplies and Materials Purchases

Child Care Services Manager**858.60**

5/04/2024	MYO*Harmony Kids	858.60	Subscriptions and Memberships
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Head of Projects**30.50**

5/04/2024	LANDGATE	30.50	Application, Licence, Registration Fees
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Economic Development Officer**213.46**

26/04/2024	TOURISMOUN	95.00	Conferences and Seminars
29/04/2024	BEACHPOINT CAFE	17.25	Meeting/Workshop Catering
30/04/2024	EDA	66.00	Events and Functions
19/04/2024	CITY OF FREMANTLE	13.00	Parking Expenses
15/04/2024	CPP Council House	22.21	Parking Expenses

Total Cards - 65	\$ 81,455.34
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14.3 Infrastructure Services

14.3.1 Proposed Permanent Road Closure - Portion Seabrook Place, Success

Executive	A/Director Infrastructure Services
Author	Senior Property Services Officer
Attachments	N/A

RECOMMENDATION

That Council:

- (1) SUPPORTS the proposal for the State of Western Australia to transfer their ownership (closure) of the portion of road reserve as described located at Seabrook Place, Success for amalgamation with adjacent Reserve 42979 (Jubilee Park) situated at Seabrook Place, Success and identified as Lot 652 on P19084.

Background

It has been identified that, prior to 1995, there was a previous intention to have Seabrook Place, Success extend past Jubilee Avenue, as indicated on the extract below taken from the 1995 Vesting Order for Reserve 42975 – 5 Jubilee Avenue.

No further development took place for Seabrook Place to enter and traverse Lot 81 for connectivity to the City's road network rendering the subject area as surplus to requirements of the City.



It is further advised that the subject portion of unmade road reserve Seabrook Place, Success, that intersects and extends through Jubilee Avenue, had been identified, treated, and developed as Reserve complimenting the landscape development and embellishment of the three adjacent Reserves Nos. 53184, 42975 and 42979.

These Reserves collectively form part of Jubilee Park connecting recreational and access pathways throughout the park.

Submission

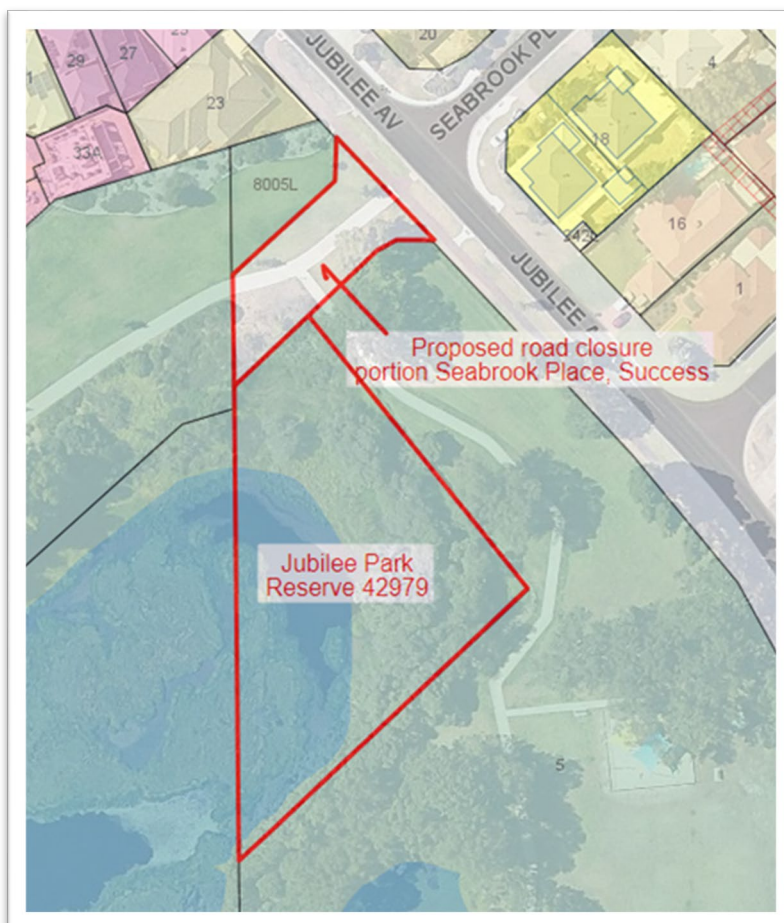
N/A

Report

The purpose of this report deals with the proposed permanent road closure of the portion of unmade road of Seabrook Place, South-West of Jubilee Avenue, an area of 682m² which is not required by the City for the purpose of road.

The retention of this area of unmade road is required to enable the current use and continuance of utilising the area as Public Open Space forming part of Jubilee Park.

An image of the proposed area of permanent road closure is shown below:



The amalgamation with Reserve 42979 as shown is required due to the proposed closure of the subject portion of Seabrook Place would result in Reserve 42979 becoming landlocked.

If Council supports the recommendation the City would request the Minister for Lands to amend the City's current Management Order over Reserve 42979 accordingly to include the area of subject road closure.

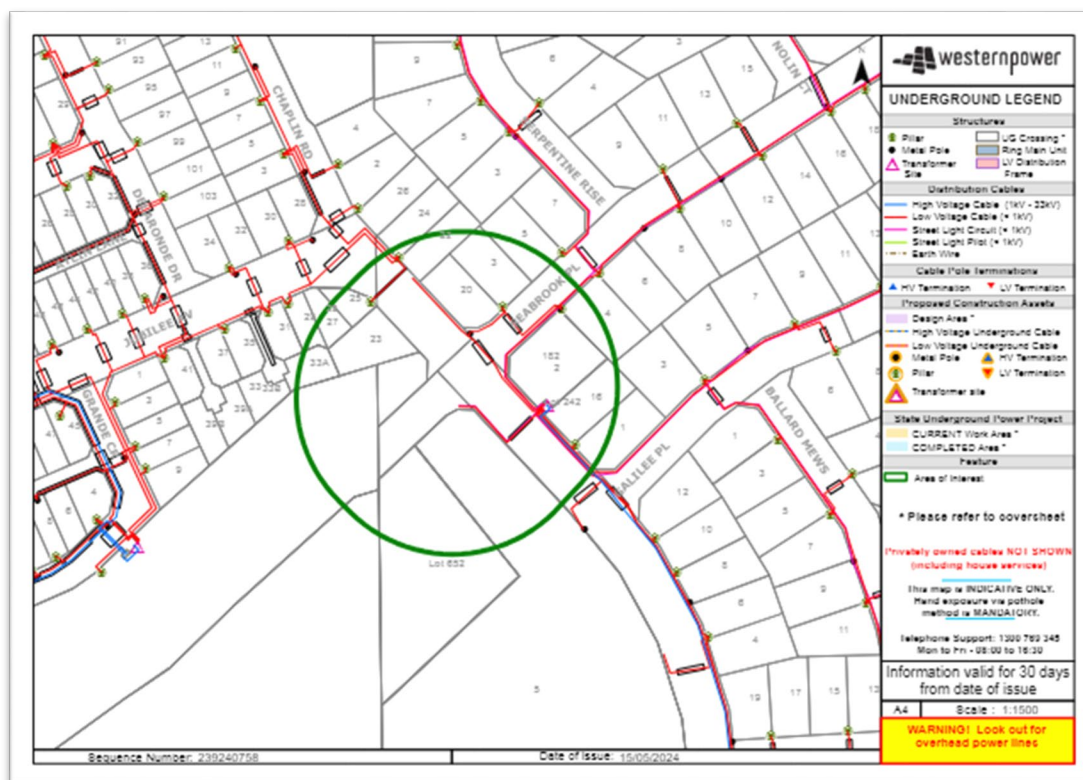
It is advised that the current Purpose of Reserve 42979 is 'Drainage', and as such internal comment was requested from the Civil Infrastructure Manager who advised no drainage infrastructure existed within Reserve 42979 or the proposed area of road closure. It was further advised that there was no objection to the proposal.

Comment was also received from Strategic Planning Services supporting the permanent road closure together with the amalgamation with Reserve 42979.

Given the absence of existing or the future requirement of drainage infrastructure it is also proposed to seek approval from the Minister for Lands for a change in Purpose of the Reserve from 'Drainage' to 'Public Recreation' remaining consistent with adjacent Reserves and complimenting Jubilee Park.

The City submitted a request to Before You Dig Australia (BYDA) to identify any impacts on utility providers. Responses were received from 6 utility providers, 5 of which reported subsurface infrastructure on the opposite side of Jubilee Avenue away from the subject area of road closure.

The only notable response was from Western Power who advised the presence of subsurface low voltage electrical cable within the proposed area of road closure as shown in the image below indicated with the colour red.



Noting the area is already developed as park advice has been given to all utility respondents that there would be no ground-breaking excavation proposed and the area will be retained as the current developed community facility, Jubilee Park.

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.

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

N/A

Legal Implications

The City has complied with the *Land Administrative Act 1997* s58 (3) and advertised the proposed part road closure for the mandatory period of 35 days inviting public comment submissions.

No submissions were received during the advertising period.

Community Consultation

N/A

Risk Management Implications

Given that the area of proposed road closure is already developed and used as public open space, forming part of Jubilee Park, there is no change in physical risk to users of the subject area.

The minimal risk that currently exists is one of public liability in that road reserve is being used for public recreation and not for its intended purpose.

If Council elects to support the recommendation the abovementioned risk would be eliminated.

If Council defers or does not support the recommendation the Purpose of Reserve 42979 would remain as 'Drainage'. Any activity conducted on a Reserve that is not consistent with the designated Purpose is not permitted, as is the current situation.

If the recommendation is supported by Council the portion of road closure and subsequent amalgamation together with a change in Purpose to 'Public Recreation' would eliminate any risk resulting from the recommendation.

Advice to Proponent(s)/Submitters

No submissions were received during the mandatory advertising period of 35 days.

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

Nil

14.3.2 Contract with East Rockingham Waste to Energy

Executive	A/Director Infrastructure Services
Author	A/Director Infrastructure Services
Attachments	<ol style="list-style-type: none">1. East Rockingham Waste to Energy - Letter 8 February 2024 (Confidential)2. East Rockingham Waste to Energy - Letter 3 May 2024 (Confidential)3. East Rockingham Waste to Energy from City of Cockburn - Letter 14 May 2024 (Confidential)

RECOMMENDATION

That Council:

- (1) RECEIVES the Agreement;
- (2) APPROVES the Agreement between East Rockingham Resource Recovery Facility Project Co Pty Ltd and the Chief Executive Officer; namely that the City accepts:
 1. the request to extend the date of practical completion to 30 September 2024,
 2. the Expiry date of the Contract remain as 30 November 2042,
 3. The processing rate scheduled for 1 July 2024 will not be applied; the rate will continue at the level set for 1 July 2023; and
- (3) AUTHORISES the Chief Executive Officer to inform East Rockingham Resource Recovery Facility Project Co Pty Ltd of Councils decision and to sign an Amendment Deed to the Waste Supply Agreement accordingly.

Background

The City entered into an Agreement with East Rockingham Waste to Energy (Officially known as East Rockingham Resource Recovery Facility Project Co Pty Ltd) (referred to ERW2E) to accept and dispose of its domestic waste (weekly 'red bin' waste collections).

Council adopted the Tender Recommendation RFT 30/2017 Waste Supply Agreement at the OCM of 8 March 2018 under Minute Number 0043.

The Fully Executed Agreement was signed on the 27 March 2019.

The Agreement was one of many entered into by ERW2E with other Local Governments and Regional Councils to enable it to obtain the finance to commence construction of the plant in Office Road, East Rockingham, estimated to cost over \$500M at the time.

The plant will accept some 300,000 tonnes of waste annually and produce 29 Mega Watts of power.

The City was due to commence delivery of its domestic waste to the East Rockingham site in November 2022.

In a letter to the City dated 8 February 2024 (refer Confidential Attachment 1), ERW2E has given many reasons due to Covid and other delays, that this was extended initially to 15 May 2024. However, this has now been delayed until December 2024 with the City's first deliveries now planned for 24 September 2024.

Submission

Under the original agreement with ERW2E and the various agreements that make up the Contract, the original price at the execution of the Contract back in 2019 the disposal cost was set at \$133.57 per tonne ex GST.

Under the contact, this price has escalated annually and as of 1 July 2023, the rate was set at \$154.17 per tonne ex GST or an increase of some \$20.60 per tonne since 2019. Another increase was due on 1 July 2024.

Report

More recently the City has received further correspondence from ERW2E dated 3 May 2024 (refer Confidential Attachment 2) reaffirming the date of commissioning being 30 December 2024 with the City's first waste deliveries due at the site on from 24 September 2024.

However, two issues arise from the letters from ERW2E, firstly the disposal charge from 1 July 2024 and secondly the expiry date of the Contract.

As a result, the City wrote to ERW2E on 14 May requesting that the expiry date of the Contract be set as 30 November 2042, being 20 years from the originally expected date of completion and that the processing rate or disposal charge be set at the level for 1 July 2023. (A copy of this letter to ERW2E is provided – refer Confidential Attachment 3).

The City is now in receipt of correspondence from ERW2E agreeing to both proposals and Councils approval is sought to verify the changes and to authorise the Chief Executive Officer to sign an amended Waste Supply Agreement accordingly.

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.

Environmental Responsibility

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

- Sustainable resource management including waste, water and energy.

Listening and Leading

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

- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The Agreement of ERW2E to leave the processing rate the same as that calculated for the 2023/2024 financial year is estimated to save the Council some \$5.40 per tonne over the next financial year or around \$270,000.

Legal Implications

There are a number of legal Agreements between the City and ERW2E and the City's lawyer has recently reviewed the documentation and assisted staff in the preparation of the letter to ERW2E.

Community Consultation

Nil

Risk Management Implications

There is low risk associated with approving the agreement.

Advice to Proponent(s)/Submitters

N/A

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

Nil

14.4 Community and Place

14.4.1 Multiple Dog Application - 3 Michelle Place, Hamilton Hill

Executive	A/Director Community and Place
Author	Ranger Services Manager
Attachments	1. Attachment 1 - Community Feedback (Confidential) 2. Attachment 2 - Map of applicant and objectors (Confidential)

RECOMMENDATION

That Council:

1. APPROVES the Multiple Dog Application dated 3 May 2024, from Ferenc Dudas (the applicant), 3 Michelle Place, Hamilton Hill, to keep four (4) dogs at the property.

Background

The City has received an application for retrospective approval to keep four (4) dogs at 3 Michelle Place, Hamilton Hill.

Pursuant to the City's Consolidated Local Law 2000, Division 3, part 2.9, owners or occupants within the City of Cockburn require approval to keep more than two (2) dogs over the age of three (3) months.

Applicants must be able to demonstrate there are no bona fide objections prior to an approval being granted.

According to the Council's Delegated Authority, Application to Keep More Than Two (2) Dogs at a Residential Property, if any bona fide objections are received, an applicant may not keep more than two (2) dogs without the approval of Council.

As a result of the application's mandatory public consultation, four (4) Submissions were received, four (4) of which were objecting to the application.

The application to keep more than two (2) dogs at 3 Michelle Place, Hamilton Hill, is presented to Council for consideration.

Submission

N/A

Report

The applicant sought retrospective approval after Rangers located four (4) dogs residing at the address when investigating a separate matter not related to the applicant. Two (2) of the dogs were unregistered.

Historically, the applicant's address and animals have not been linked to any previous non-compliance. Voluntary registration compliance was achieved.

The dogs subject to this application are detailed in the table below:

No.	Breed	Age	Gender	De-Sexed Status
1	Kelpie x Shepherd	8 months	Male	Not desexed
2	Staffordshire Bull Terrier x Blue Heeler	9 years	Male	Desexed
3	Kelpie	10 years	Male	Desexed
4	Staffordshire x German Shepherd	2 years	Female	Desexed

As part of the process outlined within the City's Consolidated Local Laws 2000, neighbouring properties within a 50-metre radius of the applicant's property were notified of the application.

During the public consultation phase, the City received four (4) submissions (refer Confidential Attachment 1), all of which were objecting to the multiple dog application.

Based upon the following grounds, it is recommended that this application be approved:

1. No property on the street objected to the application.
2. One (1) objection received from a bordering property, and its concerns were not in direct relation to the dogs or behaviour.
3. One (1) objection received is from an unknown property.
4. There is no history of nuisance or other unwanted behaviour in relation to the applicant or other dogs at the property.

Refer to Confidential Attachment 2 for a map detailing the location of the applicant and objectors.

If the application is refused, the applicant may refer the matter to the State Administrative Tribunal

Strategic Plans/Policy Implications

Community, Lifestyle and Security

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

- A safe and healthy community that is socially connected.

Listening and Leading

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

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

Budget/Financial Implications

N/A

Legal Implications

City of Cockburn Consolidated Local Law 2000, Division 3, part 2.9.

Community Consultation

As part of the application process, the City wrote to neighbouring homes within 50 metres of the applicant's address.

The City received four (4) submissions, all objecting, in relation to the application to keep four (4) dogs at the subject property (refer Attachment 1)

Risk Management Implications

If approval is given, there may be isolated adverse community reaction for all future instances of nuisance dog behaviour from the property.

Accordingly, this item has a "low" level of localised possible "Brand/Reputation" 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 9 July 2024 Ordinary Council Meeting.

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

Nil

14.5 Legal and Compliance

14.5.1 Behaviour Complaints Officer

Executive	Chief Executive Officer
Author	Manager Legal and Compliance
Attachments	N/A

RECOMMENDATION

That Council:

- (1) AUTHORISES the Director of Corporate and System Services and Head of People, Safety and Culture in accordance with clause 11(3), Schedule 1 of the *Local Government (Model Code of Conduct) Regulations 2021*, as persons authorised to receive complaints and withdraw complaints (known as the Behaviour Complaints Officer).

Background

The *Local Government (Model Code of Conduct) Regulations 2021* (Regulations) were introduced in February 2021. Schedule 1 of the Regulations prescribes the Model Code (Model Code). Subsequently, Council adopted the Code of Conduct for Council Members, Committee Members and Candidates (the Code) which reflected the Model Code.

The Model Code was developed to provide for:

- Overarching principles to guide behaviour
- Behaviours and complaints which are managed by local governments
- Rules of conduct, contraventions of which are considered by the independent Local Government Standards Panel (Standards Panel) where appropriate.

The purpose of the Code is to guide the decisions, actions and behaviours of members, both in council and on council committees, and of candidates running for election as a council member.

Submission

N/A

Report

Clause 11 of the Model Code provides that the local government must, in writing, authorise 1 or more persons to receive complaints and withdrawal of complaints.

These complaints must relate to alleged breaches of the behaviour requirements contained in Division 3 of the Code.

This is not to be confused with the role of a complaints officer, under s5.120 of the *Local Government Act 1995* (the Act).

A complaints officer is responsible for receiving complaints alleging breaches of the Rules of Conduct (Division 4 of the Code) or of a local law relating to the conduct of Council or committee meetings.

While the responsibilities of the two roles are different, both functions can be fulfilled by the same position.

A delegation or authorisation can be made to the holder of a position, provided that the delegate can be identified with sufficient certainty.

The responsibilities of the Behaviour Complaints Officer are recommended to be undertaken by the Director of Corporate and System Services, and the Head of People, Safety and Culture.

The Chief Executive Officer has appointed the Director of Corporate and System Services as Complaints Officer in accordance with s5.120 of the Act, with the Head of People, Safety and Culture fulfilling the functions of the Complaints Officer where the Director of Corporate System Services is unwilling or unable to fulfill the duties.

Strategic Plans/Policy Implications

Listening and Leading

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

- Best practice Governance, partnerships and value for money.

Council have adopted the Elected Member Code of Conduct – Complaints of Alleged Behaviour Breach Policy, which prescribes the processes for the management of complaints involving council members, committee members and candidates in matters relating to breaches of the behaviour requirements in Division 3 of the Code.

This policy will be considered by Council following review at the next Governance Committee meeting.

Budget/Financial Implications

There are no budget implications from the recommendation in this report.

Legal Implications

Local Government (Model Code of Conduct) Regulations 2021

Schedule 1, Division 3

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

Community Consultation

N/A

Risk Management Implications

The Regulations provide that Council **must** authorise 1 or more persons to receive and withdraw complaints. This role is identified by Council's Policy Elected Member Code of Conduct – Complaints of Alleged Behaviour Breach as the Behaviour Complaints Officer.

The role previously authorised by Council no longer forms part of the organisational structure of the City, and therefore Council must authorise another position to fulfill the duties of the Behaviour Complaints Officer.

Failure to authorise an officer would result in non-compliance with the statutory requirements.

Advice to Proponent(s)/Submitters

N/A

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

Nil

15. Reports - Standing Committee

15.1 Organisational Performance Committee Meeting – 18/06/2024

15.1.1 Annual Review - Register of Delegated Authority

Executive	Chief Executive Officer
Author	Manager Legal and Compliance
Attachments	<ol style="list-style-type: none"> 1. DRAFT City of Cockburn Register of Delegations (for Adoption) 2. Schedule of Changes 3. Former Register of Delegations 4. REVISED Delegation 1.2.21 Variation of Contract

Officer Recommendation/Committee Recommendation

That Council:

- (1) DELEGATES authority to the Chief Executive Officer as per the Register of Delegations as attached to the Agenda; and
- (2) ENDORSES the Register of Delegations.

Amended Officer Recommendation

That Council:

- (1) DELEGATES authority to the Chief Executive Officer and specified Officer positions, as per the Register of Delegations as attached to the Agenda, subject to the revisions to Delegation 1.2.21 Variation to Contract as provided in Attachment 4; and
- (2) ENDORSES the review of the Register of Delegations.

Supplementary Officer Comment

After this report was considered by the Organisational Performance Committee, it was identified that further revisions to Delegation 1.2.21 Variation to Contract were required.

The proposed revisions are shown in track changes in Attachment 4 and were outlined to Elected Members at the Elected Member Strategic Briefing Forum on 25 June.

These revisions deliver operational efficiency in contract management, while ensuring Council maintains oversight and appropriate controls.

Officers have provided an Amended Officer Recommendation to incorporate the revised delegation in the adopted register.

The Amended Officer Recommendation also makes clear that some delegations are made directly to officers other than the Chief Executive Officer, and that Council is completing their statutory review of the Register, as required by section 5.46(2) of the *Local Government Act 1995*.

Background

Section 5.46 of the *Local Government Act 1995* requires local governments to keep and maintain a Register of Delegations.

In accordance with section 5.46(2), a review is to be completed at least once each financial year.

Council is required to review delegations made to the Chief Executive Officer (CEO) and the CEO is to review any delegations made by the CEO to employees.

A review of the Delegations made under the *Local Government Act 1995* has been undertaken.

In addition, delegations pursuant to other Acts have also been reviewed.

It was identified during the review there are numerous opportunities to deliver improvements to the delegations, including adding some delegations which are not in place.

As advised last year, a more substantive review was to be undertaken upon commencement of the new CEO, which was expected to include further updates to the delegations to improve compliance and efficiencies. This report presents the recommended changes.

Submission

N/A

Report

In accordance with s5.46 of the *Local Government Act 1995* the City currently maintains a Register of Delegated Authority.

The new Register of Delegated Authority contains additional information to support transparency and good governance.

The Register provides an important reference guide for those exercising delegated authority.

Section 5.46(2) of the Act requires a complete review of the Register of Delegations to be conducted at least once every financial year. This review will be received by Council on 9 July 2024, which will fall outside of the financial year. This will be reported in the City's compliance audit return for the following period, noting the operational limitations which required this report to be presented to the June Organisational Performance Committee.

The review of the delegations has been undertaken and updates made as required, to assist with improving the time taken to make decisions.

The format of the Register has been updated to improve the information detailed, and ease of reference for officers.

A summary of all amendments of the Delegations is outlined in the schedule of changes (refer Attachment 2).

Delegations occur when a person with the statutory power appoints another person to exercise a power or discharge their duty.

For example, the *Local Government Act 1995* creates and gives powers to local government and that Act creates a head of power to allow the local government to delegate some of its powers to the Chief Executive Officer and Committees.

The effect is the CEO or Committees with the delegated authority can exercise the power of behalf of the local government.

Just because a power has been delegated does not mean the power has been “abandoned”, a delegator can still exercise the power/discharge the duty themselves.

It is important to recognise the power to delegate is derived from written law, and where a written law imposes a duty on a person, provided that it is a power which can be delegated in accordance with the provisions of the relevant legislation.

S59 of the *Interpretation Act 1984* explains the elements of the power to delegate when it appears in various legislation.

As confirmed above, the delegator still retains the power, but the delegate can also exercise the power.

Delegations by Council require an absolute majority decision.

Sub-delegations will be amended in the register as required, with sub-delegations by the CEO pursuant to s44 of the *Local Government Act 1995* a decision of the CEO, where those functions are allowed to be delegated in accordance with the relevant legislation.

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

N/A

Legal Implications

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty

Community Consultation

N/A

Risk Management Implications

The CEO and Council have a statutory obligation to complete a review of any delegations made under the Division 4 of the *Local Government Act 1995* at least once each financial year.

Failure to do so would result in a non-compliance record on the City's Annual Compliance Audit Return.

Advice to Proponent(s)/Submitters

N/A

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

Nil

DELEGATION REGISTER

Table of Contents

1	LOCAL GOVERNMENT ACT 1995 DELEGATIONS.....	1
1.1	Council to Committees of Council	1
1.1.1	Audit Risk and Compliance Committee.....	1
1.1.2	Code of Conduct Complaints (CCC) Committee	2
1.2	Council to CEO	3
1.2.1	Authorise a Person to Perform Specified Functions	3
1.2.2	Performing Functions Outside the District.....	5
1.2.3	Compensation - Damage Incurred when Performing Executive Functions	6
1.2.4	Powers of Entry	7
1.2.5	Declare Vehicle is Abandoned Vehicle Wreck.....	9
1.2.6	Confiscated or Uncollected Goods.....	10
1.2.7	Disposal of Sick or Injured Animals.....	11
1.2.8	Temporary Road Closures	12
1.2.9	Control Reserves and Certain Unvested Facilities	14
1.2.10	Obstruction of Footpaths and Thoroughfares.....	15
1.2.11	Public Thoroughfare – Dangerous Excavations	17
1.2.12	Crossing – Construction, Repair and Removal.....	19
1.2.13	Private Works on, over or under Public Places	21
1.2.14	Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift	23
1.2.15	Expressions of Interest for Goods and Services.....	24
1.2.16	Tenders for Goods and Services – Call Tenders.....	25
1.2.17	Exercising Contract Extension Options	27
1.2.18	Accepting and Rejecting Tenders	28
1.2.19	Minor Variation in Goods or Services.....	30
1.2.20	Selecting the Next Most Advantageous Tender	31
1.2.21	Variation to Contract	33
1.2.22	Tenders for Goods and Services - Exempt Procurement	34
1.2.23	Panels of Pre-Qualified Suppliers for Goods and Services.....	35
1.2.24	Disposing of Property.....	37

Delegation Register

City of Cockburn

1.2.25	Payments from the Municipal or Trust Funds	40
1.2.26	Defer, Grant Discounts, Waive or Write Off Debts	41
1.2.27	Power to Invest and Manage Investments	42
1.2.28	Rate Record Amendment.....	44
1.2.29	Agreement as to Payment of Rates and Service Charges.....	45
1.2.30	Recovery of Rates or Service Charges	46
1.2.31	Recovery of Rates Debts – Require Lessee to Pay Rent	47
1.2.32	Rate Record – Objections	48
1.3	Local Law Delegations to the CEO	49
1.3.1	Local Government Act Local Laws 2000	49
1.3.2	Fencing Local Law 2012	50
1.3.3	Jetties, Waterways and Marina Local Law 2012	51
1.3.4	Waste Local Law 2020.....	52
1.3.5	Parking and Parking Facilities Local Law 2007	53
2	BUILDING ACT 2011 DELEGATIONS	54
2.1	Council to CEO	54
2.1.1	Approve or Refuse a Building Permit	54
2.1.2	Demolition Permits.....	56
2.1.3	Occupancy Permits or Building Approval Certificates.....	58
2.1.4	Designate Employees as Authorised Persons.....	60
2.1.5	Building Orders	61
2.1.6	Inspection and Copies of Building Records	63
2.1.7	Legal proceedings	64
2.1.8	Referrals and Issuing Certificates	65
2.1.9	Appoint approved officers and authorised officers.....	66
3	BUSH FIRES ACT 1954 DELEGATIONS	67
3.1	Council to CEO, Mayor and Bush Fire Control Officer.....	67
3.1.1	Prohibited Burning Times - Vary	67
3.1.2	Prohibited Burning Times – Control Activities.....	68
3.1.3	Restricted Burning Times – Vary and Control Activities	70
3.1.4	Burning Garden Refuse / Open Air Fires.....	72
3.1.5	Firebreaks.....	74
3.1.6	Appoint Bush Fire Control Officers.....	75
3.1.7	Recovery of Expenses Incurred through Contraventions of this Act.....	76
3.1.8	Prosecution of Offences.....	77
3.1.9	Bush Fire Brigade Local Law 2000	78
4	CAT ACT 2011 DELEGATIONS.....	79

Delegation Register

City of Cockburn

4.1	Council to CEO	79
4.1.1	Cat Registrations	79
4.1.2	Cat Control Notices.....	81
4.1.3	Approval to Breed Cats.....	82
4.1.4	Recovery of Costs – Destruction of Cats.....	83
4.1.5	Authorise a person to perform Specified functions under the Cat Act 2011	84
4.1.6	Applications to Keep Additional Cats	85
4.1.7	Reduce or Waive Registration Fee	86
5	DOG ACT 1974 DELEGATIONS	87
5.1	Dog Act Delegations Council to CEO.....	87
5.1.1	Appoint Registration Officer	87
5.1.2	Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons	88
5.1.3	Refuse or Cancel Registration	89
5.1.4	Grant Exemption as to Number of Dogs Kept at Premises.....	91
5.1.5	Kennel Establishments	93
5.1.6	Recovery of Moneys Due Under this Act.....	94
5.1.7	Dispose of or Sell Dogs Liable to be Destroyed	95
5.1.8	Declare Dangerous Dog	96
5.1.9	Dangerous Dog Declared – Determine when to Revoke	97
5.1.10	Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice	98
5.1.11	Determine Recoverable Expenses for Dangerous Dog Declaration	99
6	FOOD ACT 2008 DELEGATIONS	100
6.1	Council to Officers.....	100
6.1.1	Determine Compensation	100
6.1.2	Prohibition Orders and Certificates of Clearance	101
6.1.3	Food Business Registrations	102
6.1.4	Appoint Authorised Officers and Designated Officers.....	104
6.1.5	Debt Recovery and Prosecutions.....	106
7	GRAFFITI VANDALISM ACT 2016 DELEGATIONS	107
7.1	Council to CEO	107
7.1.1	Give Notice Requiring Obliteration of Graffiti.....	107
7.1.2	Notices – Deal with Objections and Give Effect to Notices.....	108
7.1.3	Obliterate Graffiti on Private Property	109
7.1.4	Powers of Entry	110
8	HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911	111
8.1	Council to Deputies	111

Delegation Register

City of Cockburn

8.1.1	Appointment and Authorisation of Deputies	111
8.1.2	Appoint Authorised Officer or Approved Officer (Asbestos Regs).....	112
9	PUBLIC HEALTH ACT 2016 DELEGATIONS	113
9.1	Council to CEO	113
9.1.1	Designate Authorised Officers	113
9.1.2	Dealing with Seized Items.....	115
9.1.3	Enforcement Orders.....	116
9.1.4	Appoint Designated Officer – Information Sharing	118
10	PLANNING AND DEVELOPMENT ACT 2005 DELEGATIONS	119
10.1	Council to CEO	119
10.1.1	Illegal Development	119
10.1.2	Structure Plans	121
10.1.3	Town Planning Scheme – Development Contributions.....	123
10.1.4	Town Planning Scheme – Development Control	124

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Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1 Local Government Act 1995 Delegations

1.1 Council to Committees of Council

1.1.1 Audit Risk and Compliance Committee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees s.7.1B Delegation of some powers and duties to audit committees
Express Power Delegated:	<i>Local Government Act 1995:</i> s.7.12A(2), (3) & (4) Duties of Local Government with respect to audits
Delegate:	Audit Risk and Compliance Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to meet with the City's Auditor at least once every year on behalf of the Council [s.7.12A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil. Sub-delegation is prohibited by s.7.1B.
Compliance Links:	<ul style="list-style-type: none"> Department of Local Government, Sport and Cultural Industries <u>Operational Guideline No. 09 - The appointment, function and responsibilities of Audit Committees</u> Audit Risk and Compliance Committee - Terms of Reference
Record Keeping:	Audit Committee Minutes shall record and identify each decision made under this delegation in accordance with the requirements of Administration Regulation 19.
1	First adopted 11 May 2023
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.1.2 Code of Conduct Complaints (CCC) Committee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
Express Power Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
Delegate:	Code of Conduct Complaints (CCC) Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur <i>[MCC.cl.12(1) and (3)]</i>. In making any finding the Committee must also determine reasons for the finding <i>[MCC.cl.12(7)]</i>. 2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> a. take no further action <i>[MCC.cl.12(4(a))]; or</i> b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates <i>[MCC.cl.12(4)(b), (5) and (6)]</i>. 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal <i>[MCC.cl.13(1) and (2)]</i>.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.
Compliance Links:	Elected Member Code of Conduct (CCC) Complaints of Alleged Behaviour Breach Policy
Record Keeping:	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.
1	First adopted 11 May 2023
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2 Council to CEO

1.2.1 Authorise a Person to Perform Specified Functions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power Delegated:	<i>Local Government Act 1995:</i> s.3.24 Authorising persons under this Subdivision s.3.31(2) General Procedure for entering property s.3.39(1) Power to remove and impound s.3.40A(1) Abandoned vehicle wreck may be taken s.9.24(1)(c) and (2)(b) Prosecutions, commencing <i>Local Government (Miscellaneous Provisions) Act 1960</i> s.449 Pounds, establishing; pound keepers and rangers, appointing
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to authorise persons for the purposes of <i>Part 3, Division 3, Subdivision 2 – Certain provisions about land</i> - to exercise the Local Government's powers under s.3.25 to 3.27 inclusive, to issue and administer notices requiring certain things to be one by owner or occupier of land [s.3.24] 2. Authority to authorise persons to enter onto land, premises or thing, without consent of the owner / occupier, unless the owner / occupier objects [s.3.31(2)] 3. Authority to authorise an employee to remove and impound any goods that are involved in a contravention that can lead to impounding [s.3.39(1)]. 4. Authority to authorise persons to commence prosecutions for offences under the Local Government Act 1995 and any Local Laws made under the Local Government Act 1995 [s.9.24(1)(c) and (2)(b)]. 5. Authority to authorise an employee to remove and impound a vehicle that has been determined as an abandoned vehicle wreck [s.3.40A(1)]. 6. Authority to appoint fit and proper persons as pound keepers or rangers [Misc.Prov.s.449].
Council Conditions on this Delegation:	Nil.

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	NEW
2	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.2 Performing Functions Outside the District

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power Delegated:	<i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Council Conditions on this Delegation:	a. A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant Budget allocation and the performance of the functions does not negatively impact service levels within the District. Where these conditions are not met, the matter must be referred for Council decision. b. This function is not to be sub-delegated.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	NEW
2	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.3 Compensation - Damage Incurred when Performing Executive Functions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power Delegated:	<i>Local Government Act 1995:</i> s.3.22(1) Compensation s.3.23 Arbitration
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)]. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.
Council Conditions on this Delegation:	Delegation is limited to settlements which do not exceed a material value of \$20,000.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.4 Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power Delegated:	<i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to exercise powers of entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences

Delegation Register
City of Cockburn

1. Local Government Act 1995 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	NEW	
2		
3		

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.5 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Confiscated or Uncollected Goods or alternatively, referred for Council decision.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.6 Confiscated or Uncollected Goods

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government (Functions and General) Regulations 1996</i> r.30 Dispositions of property excluded from s.3.58 of the <i>Local Government Act 1995</i> s3.58
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.7 Disposal of Sick or Injured Animals

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.8 Temporary Road Closures

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ul style="list-style-type: none"> • give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

Sub-Delegate/s: <i>Appointed by CEO</i>		
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>		
Compliance Links:		Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	NEW	
2		
3		

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.9 Control Reserves and Certain Unvested Facilities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the City of Cockburn that the City of Cockburn could do under s.5 of the <u>Parks and Reserves Act 1895</u>. [s.3.54(1)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.10 Obstruction of Footpaths and Thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	<p>a. Actions under this Delegation must comply with procedural requirements detailed in <u>the Local Government (Uniform Local Provisions) Regulations 1996</u>.</p> <p>b. Permission may only be granted where, the proponent has:</p> <ul style="list-style-type: none"> i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><u>Local Government (Uniform Local Provisions) Regulations 1996</u></p>
Record Keeping	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.11 Public Thoroughfare – Dangerous Excavations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares</p> <p><u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u></p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.12 Crossing – Construction, Repair and Removal

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Council Conditions on this Delegation:	Actions under this Delegation must comply with procedural requirements detailed in the <u>Local Government (Uniform Local Provisions) Regulations 1996</u> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures

Delegation Register
City of Cockburn

1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.13 Private Works on, over or under Public Places

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> r.17 Private works on, over, or under public places – Sch.9.1 cl.
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)]. 3. Authority to approve the insurance company providing the mandatory insurance policy prescribed in r.17(8)(b).
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <u><i>Local Government (Uniform Local Provisions) Regulations 1996</i></u>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u></p>
Record Keeping:	<p>Details of decisions are to be recorded in the City's record keeping system</p>
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.14 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) 1996:</i> r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give notice to a land owner / occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r.21(1)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (Proposed)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.15 Expressions of Interest for Goods and Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Council Conditions on this Delegation:	Notification that Expressions of Interest have been called to be included in Elected Members Portal (Hub).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Copies of all documents and advertisement to be retained on the relevant System. Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.16 Tenders for Goods and Services – Call Tenders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 5. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Tenders can only be invited for those goods and services identified in the Long Term Financial Plan, the Annual Budget, Corporate Business Plan, or separately approved by Council. b. Notification that Tenders have been called to be included in Elected Members Portal (Hub).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Subject to the conditions on delegation to the CEO.

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Copies of all documents and advertisement to be retained on the relevant System. Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 <i>(Proposed)</i>
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.17 Exercising Contract Extension Options

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions & General) Regulations 1996</i> r.11(2)(j) When tenders have to be publicly invited
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).
Council Conditions on this Delegation:	a. Limited to extensions on the same terms and conditions as the final year of the original term, with any price variations only if provided for in the original contract terms.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Subject to the conditions on delegation to the CEO.
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures. Procurement Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.18 Accepting and Rejecting Tenders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), Rejecting and accepting tenders
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G.r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: <ol style="list-style-type: none"> i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and ii. To accept the tender that is most advantageous within the \$1,000,000 (Ex GST) detailed as a condition on this Delegation [F&G r.18(4)]. 4. Authority to decline to accept any tender [F&G r.18(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Exercise of authority under F&G.r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications. b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where: <ol style="list-style-type: none"> i. The total consideration under the resulting contract is \$1,000,000 (Ex GST) or less; ii. The expense for the current financial year is included in the adopted Annual Budget and future

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	<p>expenditure in the Corporate Business Plan or Long Term Financial Plan.</p> <p>iii. The tenderer has complied with requirements under F&G r.18(2) and (4).</p>
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures</p> <p>Procurement Policy</p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.19 Minor Variation in Goods or Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.20(1), (3) Variation of requirements before entry into contract
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract [F&G r.20(1) and (3)].
Council Conditions on this Delegation:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures. Procurement Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.20 Selecting the Next Most Advantageous Tender

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.20(2) Variation of requirements before entry into contract
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&G r.20(2)].
Council Conditions on this Delegation:	Tenders may only be accepted under this delegation, where: <ol style="list-style-type: none"> The total consideration under the resulting contract is \$1,000,000 (Ex GST) or less; The expense for the current financial year is included in the adopted Annual Budget and future expenditure in the Corporate Business Plan or Long Term Financial Plan.; and The tenderer has complied with requirements under F&G r.18(2) and (4).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures Procurement Policy

Delegation Register
City of Cockburn

1. Local Government Act 1995 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023	
2	Modified 9 July 2024 <i>(Proposed)</i>	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.21 Variation to Contract

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.21A Varying a contract for the supply of goods and services
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract.
Council Conditions on this Delegation:	<ul style="list-style-type: none"> a. The variations are necessary for the goods and services to be supplied. b. The variations do not change the scope of the original contract. c. The variations do not increase the contract value by more than 10%. d. The total value of the variations does not exceed \$1,000,000.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures. Procurement Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.22 Tenders for Goods and Services - Exempt Procurement

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2) When tenders have to be publicly invited (<i>exemptions</i>)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget [F&G.r.11(2)]. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier [F&G r.11(2)(f)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. The determination is to be supported by a detailed report. b. Subject to the requirements and conditions of Council's Purchasing Policy.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.23 Panels of Pre-Qualified Suppliers for Goods and Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Functions and General) Regulation 1996:</i> r.24AB Local government may establish panels of pre-qualified suppliers r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers r.24AD(3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine that a there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&G r.24AC(1)(b)]. 2. Authority to, before inviting submissions, determine the written criteria for deciding which application should be for inclusion in a panel of pre-qualified suppliers should be accepted [F&G r.24AD(3)]. 3.. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to each person who has enquired or submitted an application is provided notice of the variation [F&G r.24AD(6)]. 4. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified, but fails to comply with any other requirement specified in the invitation [F&G r.24AH(2)]. 5. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept, and decide which applications to accept as most advantageous [F&G r.24AH(3)]. 6. Authority to request clarification of information provided in a submission by an applicant [F&G r.24AH(4)].

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	<p>7. Authority to decline to accept any application [F&G r.24AH(5)].</p> <p>8. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&G r.24AJ(1)].</p>
Council Conditions on this Delegation:	<p>a. Notification that a panel of pre-qualified suppliers has been called to be included in Elected Members Portal (Hub).</p> <p>b. In accordance with s.5.43, panels of pre-qualified suppliers may only be established, where the total consideration under the resulting contract is \$1,000,000 or less.</p> <p>c. The expense for the current financial year is included in the adopted Annual Budget and future expenditure in the Corporate Business Plan or Long Term Financial Plan.</p>
Express Power to Sub-Delegate:	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><u><i>Local Government (Functions and General) Regulations 1996</i></u> – prescribe applicable statutory procedures</p> <p>Procurement Policy</p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.24 Disposing of Property

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> R.30 Dispositions of property excluded from Act s.3.58
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to dispose of property to: <ol style="list-style-type: none"> the highest bidder at public auction [s.3.58(2)(a)]. the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)] Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]. Authority to dispose of property, that is prescribed as exempt from the provisions of s.3.58: <ol style="list-style-type: none"> disposal of land to an adjoining owner, where the market value is less than \$5000 and the delegate has determined that the land would not be of benefit to anyone other than the adjoining owner. [F&G.r.30(2)(a)] disposal of land to a body with charitable, benevolent, religious, cultural, educational, recreational or sporting objects, whose members are not entitled to pecuniary benefit. [F&G.r.30(2)(b)] disposal of land to the Crown; a State or Commonwealth department, agency, or instrumentality; or another local government. [F&G.r.30(2)(c)] disposal of land, by lease, to an employee of the local government for use as the employee's residence [F&G.r.30(2)(d)].

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	<p>(e) disposal of land, by lease, for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land. [F&G.r.30(20)(e)]</p> <p>(f) disposal of land, by lease, of a residential property to a person for residential purposes [F&G.r.30(2)(f)].</p> <p>(g) disposal of property (other than land / buildings), where the property is disposed within 6 months after it has been unsuccessfully put out to auction, public tender or private treaty via Statewide public notice[F&G.r.(2A)]</p> <p>(h) disposal of property, other than land / buildings, where the market value is determined as less than \$20,000. [F&G r.30(3)(a)]</p> <p>(i) disposal of property, other than land / buildings, where the entire consideration received for the disposal is used to purchase other property AND the total value of the other property is not more, or worth more, than \$75,000. [F&G.r.30(3)(b)]</p>
Council Conditions on this Delegation:	<p>a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.</p> <p>b. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a value of less than \$750,000.</p> <p>c. When determining the method of disposal:</p> <ul style="list-style-type: none"> • Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> ○ Reserve price has been set by independent valuation. ○ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

	<ul style="list-style-type: none"> Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ul style="list-style-type: none"> Negotiate the sale of the property up to a - 10% variance on the valuation; and Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. A disposal under Functions and General Regulations 30(2)(a),(f), (2A) or (3)(a),(b), the disposal method selected must obtain a best value outcome for the Local Government. A disposal under Functions and General Regulations 30(2)(d), must be assessed as equitable in context of disposals to other employees of the Local Government. Disposal methodology must consider and where practicable demonstrate environmentally responsible outcomes.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government Act 1995</i></u> – s.3.58 Disposal of Property <u><i>Local Government (Functions and General) Regulations 1995</i></u> – r.30 Dispositions of property excluded from Act s. 3.58
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.25 Payments from the Municipal or Trust Funds

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make payments from the municipal or trust funds [FM.r.12(1)(a)].
Council Conditions on this Delegation:	Authority to make payments is subject to annual budget limitations.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u><i>Local Government Act 1995</i></u> <u><i>Local Government (Financial Management) Regulations 1996</i></u> - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. <u><i>Local Government (Audit) Regulations 1996</i></u> Department of Local Government, Sport and Cultural Industries <u>Operational Guideline No.11 – Use of Corporate Credit Cards</u> Department of Local Government, Sport and Cultural Industries: <u>Accounting Manual</u>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3.	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.26 Defer, Grant Discounts, Waive or Write Off Debts

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the City of Cockburn [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the City of Cockburn [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the City of Cockburn [s.6.12(1)(c)]
Council Conditions on this Delegation:	<ol style="list-style-type: none"> 1. "Waive or grant concessions" does not apply to an amount of money owing in respect of rates and service charges; 2. The waiver, concession or write off of money owing not exceeding \$5,000 3. All waivers, concessions or write offs of money owing greater than \$5001 to be reported to the Expenditure Review Committee
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (Proposed)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.27 Power to Invest and Manage Investments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. All investment activity must comply with the Financial Management Regulation 19C and Investment of Funds Policy. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within every 3 financial years. [Audit r.17]
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government (Financial Management) Regulations 1996</u> – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a)) Investment of Funds Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.28 Rate Record Amendment

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.39(2)(b) Rate record
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government Act 1995</u> – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
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Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.29 Agreement as to Payment of Rates and Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	<ul style="list-style-type: none"> a. Decisions under this delegation must comply with the Financial Hardship Policy. b. Agreements must be in writing and, subject to the Financial Hardship Policy, must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Administration Policy – Financial Hardship Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.30 Recovery of Rates or Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
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Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.31 Recovery of Rates Debts – Require Lessee to Pay Rent

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the City of Cockburn [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government Act 1995</u> – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023 Modified 9 July 2024 (Proposed)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.32 Rate Record – Objections

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Objections allowed on the grounds of non-rateability of Land are limited to where general rates to be charged do not, or would not, exceed \$5,000 per annum b. Written notice is to be served upon the person by whom the objection was made, of the decision on the objection and a statement of their reason for that decision
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.3 Local Law Delegations to the CEO

1.3.1 Local Government Act Local Laws 2000

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	City of Cockburn (Local Government Act) Local Laws 2000
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the <i>City of Cockburn (Local Government Act) Local Laws 2000</i> , to exercise all powers and duties of the local government under the local laws, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the local laws.
Council Conditions on this Delegation:	This delegation excludes: <ul style="list-style-type: none"> a. Any functions that must be exercised by resolution of Council. b. Applications to keep more than two dogs, dealt with under delegated authority 5.1.4 Grant Exemption as to Number of Dogs Kept at Premises.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.3.2 Fencing Local Law 2012

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	City of Cockburn Fencing Local Law 2012
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's <i>Fencing Local Law 2012</i> , to exercise all powers and duties of the local government under the local law, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the local law.
Council Conditions on this Delegation:	This excludes any functions that must be exercised by resolution of Council.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.3.3 Jetties, Waterways and Marina Local Law 2012

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	City of Cockburn Jetties, Waterways and Marina Local Law 2012
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's <i>Jetties, Waterways and Marina Local Law 2012</i> , to exercise all powers and duties of the local government under the local law, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the local law.
Council Conditions on this Delegation:	This excludes any functions that must be exercised by resolution of Council.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.3.4 Waste Local Law 2020

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>City of Cockburn Waste Local Law 2020</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's <i>Waste Local Law 2020</i> , to exercise all powers and duties of the local government under the local law, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the local law.
Council Conditions on this Delegation:	This excludes any functions that must be exercised by resolution of Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.3.5 Parking and Parking Facilities Local Law 2007

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	City of Cockburn Parking and Parking Facilities Local Law 2007
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's <i>Parking and Parking Facilities Local Law 2007</i> , to exercise all powers and duties of the local government under the local law, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the local law.
Council Conditions on this Delegation:	This excludes any functions that must be exercised by resolution of Council.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2 Building Act 2011 Delegations

2.1 Council to CEO

2.1.1 Approve or Refuse a Building Permit

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Delegates must have the appropriate skills and qualifications to exercise these functions. b. The authority to extend time during which a building permit is limited to a maximum extension of 24 months beyond the standard 2 year validity period.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i>

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

	s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Building Act 2011 s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor Building Regulations 2012 – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT <i>Building Services (Registration Act) 2011 – Section 7</i> <i>Home Building Contracts Act 1991 – Part 3A, Division 2 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.2 Demolition Permits

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Delegates must have the appropriate skills and qualifications to exercise these functions. b. The authority to extend time during which a demolition permit is limited to a maximum extension of 24 months beyond the standard 2 year validity period.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation:	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

Conditions on the delegation also apply to sub-delegation.	
Compliance Links:	Building Act 2011 s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit <i>Building Services (Complaint Resolution and Administration) Act 2011 — Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i> City of Cockburn Town Planning Scheme No 3
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.3 Occupancy Permits or Building Approval Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration <i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Council Conditions on this Delegation:	a. Delegates must have the appropriate skills and qualifications to exercise these functions.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<i>Building Act 2011</i> s.59 time for granting occupancy permit or building approval certificate s.60 Notice of decision not to grant occupancy permit or grant building approval certificate s.121 Occupancy permits and building approval certificates – application for review by SAT <i>Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023	
	Modified 9 July 2024 <i>(Proposed)</i>	
3		

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.4 Designate Employees as Authorised Persons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Decisions under this delegated authority must be consistent with r.5 of the <i>Building Regulations 2012</i>. b. NOTE: An <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<i>Building Act 2011:</i> s.97 each designated authorised person must have an identity card. r.5A Authorised persons (s.3) – definition
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
2	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.5 Building Orders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to make Building Orders in relation to: <ol style="list-style-type: none"> Building work Demolition work An existing building or incidental structure [s.110(1)]. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. Authority to revoke a building order [s.117]. If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> take any action specified in the order ; or commence or complete any work specified in the order; or if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].
Council Conditions on this Delegation:	a. Delegates must have the appropriate skills and qualifications to exercise these functions.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Building Act 2011:

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

	Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - s.122 Building orders – application for review by SAT
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.6 Inspection and Copies of Building Records

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.131(2) Inspection, copies of building records
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Building Act 2011 - s.146 Confidentiality
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	New
2	
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.7 Legal proceedings

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to commence a prosecution for an offence against the Building Act 2011 [s.133(1)(b)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Building Act 2011 - s.146 Confidentiality
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.8 Referrals and Issuing Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.145A Local Government functions
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the City of Cockburn's District [s.145A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	New
3	

Delegation Register

City of Cockburn

2. Building Act 2011 Delegations

2.1.9 Appoint approved officers and authorised officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.70 Approved officers and authorised officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A).</p> <p><i>NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as "approved officers".</i></p> <p>2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2).</p> <p><i>NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 <u>and</u> authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).</i></p>
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<i>Building Regulations 2012:</i> r 70(3) each authorised officer must be issued a certificate of appointment.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	New

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3 Bush Fires Act 1954 Delegations

3.1 Council to CEO, Mayor and Bush Fire Control Officer

3.1.1 Prohibited Burning Times - Vary

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	Mayor and Chief Bush Fire Control Officer (jointly)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	a. Decisions under s,17(7) must be undertaken jointly by both the Mayor and the Chief Bush Fire Control Officer and must comply with the procedural and publication requirements of s.17(7B) and (8).
Express Power to Sub-Delegate:	NIL – Sub-delegation is prohibited by s.48(3)
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.2 Prohibited Burning Times – Control Activities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the City of Cockburn or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.
1	Adopted 11 May 2023
	Modified 9 July 2024 <i>(Proposed)</i>
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.3 Restricted Burning Times – Vary and Control Activities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. <ol style="list-style-type: none"> Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

	<p>6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B].</p> <p>7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)].</p> <p>8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)].</p> <p>9. Authority to recover the cost of measures taken by the City of Cockburn or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].</p>
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	<p><i>Bush Fires Act 1954 s.18</i></p> <p><i>Bush Fire Regulations 1954 r.15</i></p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.4 Burning Garden Refuse / Open Air Fires

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 <i>Bush Fires Regulations 1954:</i> r.27(3) Permit, issue of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. <ol style="list-style-type: none"> a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.5 Firebreaks

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.33 Local government may require occupier of land to plough or clear fire-breaks
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring: <ol style="list-style-type: none"> clearing of firebreaks as determined necessary and specified in the notice; and act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. determine that these matters have been acted upon to the satisfaction of the City of Cockburn. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Council Conditions on this Delegation:	The owner or occupier of land within the district must provide a duly completed "Request-Removal/Abatement of Fire Danger" form accompanied by the prescribed payment assessed by the Volunteer Bush Fire Brigade concerned and duly signed by the Captain of the Brigade.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.6 Appoint Bush Fire Control Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.38 Local Government may appoint bush fire control officer
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and <ol style="list-style-type: none"> Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the City of Cockburn [s.38(5A)]
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	Publication and certificate requirements - <i>Bush Fires Act 1954 s.38(2A)(2E)</i>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.7 Recovery of Expenses Incurred through Contraventions of this Act

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.58 General penalty and recovery of expenses incurred
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, through the fulfilment of a duty imposed, empowered or required under the Act [s.58].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.8 Prosecution of Offences

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.59(3) Prosecution of offences
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	CEO Chief Bush Fire Control Officer Head of Community Safety and Ranger Services Fire and Emergency Management Manager Fire and Emergency Management Officer Fire Inspection Officer Ranger Services Manager Ranger Team Leader Ranger CoSafe Team Leader
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
Compliance Links:	<i>Bush Fires Act 1954:</i> s.65 Proof of certain matters s.66 Proof of ownership or occupancy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

3. Bush Fires Act 1954 Delegations

3.1.9 Bush Fire Brigade Local Law 2000

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>City of Cockburn Bush Fire Brigade Local Law 2000</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's <i>Bush Fire Brigade Local Law 2000</i> to exercise all powers and duties of the local government under the local law, and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the Local Law.
Council Conditions on this Delegation:	This excludes any functions that must be exercised by resolution of Council.
Express Power to Sub-Delegate:	Nil
Compliance Links:	<i>Bush Fires Act 1954 s.18</i> <i>Bush Fire Regulations 1954 r.15</i>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4 Cat Act 2011 Delegations

4.1 Council to CEO

4.1.1 Cat Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the City's District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation:	

Delegation Register
City of Cockburn

4. Cat Act 2011 Delegations

Conditions on the delegation also apply to sub-delegation.	
Compliance Links:	<p>Cat Regulations 2012</p> <p>r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration.</p> <p>r.12 Period of registration (s.9(7))</p> <p>r.11 Changes in registration</p> <p>r.14 Registration certificate (s.11(1)(b))</p> <p>r.15 Registration tags (s.76(2))</p> <p>Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>.</p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (<i>proposed</i>)
3	

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.2 Cat Control Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.26 Cat control notice may be given to cat owner
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the City of Cockburn's District [s.26].
Council Conditions on this Delegation:	a. Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<i>Cat Regulations 2012 – r.20</i> Cat control notice [s.23(3)], prescribes the Form of the notice.
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (<i>proposed</i>)
3	

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.3 Approval to Breed Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Cat Act 2011: s.44 Delegation by local government
Express Power or Duty Delegated:	Cat Act 2011: s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Cat Act 2011: s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Cat Regulations 2012: r.21 Application for approval to breed cats (s.36(2)) r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) r.23 Person who not be refused approval to breed cats (s.37(5)) r.24 Duration of approval to breed cats (s.37(6)) r.25 Certificate given to approved cat breeder (s.39(1))
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (proposed)

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.4 Recovery of Costs – Destruction of Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (proposed)

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.5 Authorise a person to perform Specified functions under the Cat Act 2011

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.73 Prosecutions
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise a person to commence a prosecution for an offence against the Cat Act 2011 [s.73(1)(b) & (2)(b)]
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.6 Applications to Keep Additional Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat (Uniform Local Provisions) Regulations 2013:</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 2. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the <i>Cat (Uniform Local Provisions) Regulations 2013</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (proposed)

Delegation Register

City of Cockburn

4. Cat Act 2011 Delegations

4.1.7 Reduce or Waive Registration Fee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Regulations 2012:</i> Schedule 3 Fees clause 1(4)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to reduce or waive a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	a. This delegation does NOT provide authority to determine to reduce or waive the fees payable in regard to any <u>class of cat</u> within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the <i>Local Government Act 1995</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 12 September 2013
2	Modified 9 July 2024 (<i>proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5 Dog Act 1974 Delegations

5.1 Dog Act Delegations Council to CEO

5.1.1 Appoint Registration Officer

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.3 Terms Used (<i>Registration officer means a person authorised by the local government to effect the registration of dogs pursuant to this Act</i>)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise a person for the purposes of performing the prescribed office of Registration Officer under the Dog Act 1976 [s.3].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.2 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.10A Payments to veterinary surgeons towards costs of sterilisation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs [s.10A(1)(a) and (3)]. 2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.3 Refuse or Cancel Registration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept the dog is required to be microchipped but is not microchipped; or the dog is a dangerous dog [s.16(3) and s.17A(2)]. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the City of Cockburn's District [s15(4A)]. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)].

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

	i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	<i>Dog Act 1976</i> s.17A If no application for registration made – procedure for giving notice of decision under s.16(3) Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6)
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.4 Grant Exemption as to Number of Dogs Kept at Premises

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.26(3) Limitation as to numbers <i>City of Cockburn (Local Government Act) Local Laws:</i> cl 2.9 Number of Dogs
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to approve, and determine conditions that apply to, an exemption as to the limit to the number of dogs that can be kept at a premises [s.26(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> The premises complying in all respects with the provisions of the Act and Local Law. The applicant provides approval for the City's Officers to request community feedback: <ol style="list-style-type: none"> In residential area – within 50 metres of the applicant's premises; and in rural areas – within 100 metres of the applicant's premises. Any approval issued is subject to the relevant dog or dogs being registered. The number of dogs is limited to six over the age of three months and the young of those dogs under that age.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal

Delegation Register
City of Cockburn

5. Dog Act 1976 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023	
2	Modified 9 July 2024 <i>(Proposed)</i>	

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.5 Kennel Establishments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.27 Licensing of approved kennel establishments
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.6 Recovery of Moneys Due Under this Act

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.33M Local government expenses to be recoverable. s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared)
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 <i>(Proposed)</i>
3	

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.7 Dispose of or Sell Dogs Liable to be Destroyed

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 <i>(Proposed)</i>

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.8 Declare Dangerous Dog

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.9 Dangerous Dog Declared – Determine when to Revoke

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)]</p> <p>i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].</p>
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – See s.33H(5) of the <i>Dog Act 1976</i>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.10 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33H(5) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

5. Dog Act 1976 Delegations

5.1.11 Determine Recoverable Expenses for Dangerous Dog Declaration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

6 Food Act 2008 Delegations

6.1 Council to Officers

6.1.1 Determine Compensation

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this Delegation:	Compensation under this delegation may only be determined upon documented losses up to a maximum of \$5,000. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

6.1.2 Prohibition Orders and Certificates of Clearance

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Food Act 2008: s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	Food Act 2008: s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	Chief Executive Officer Director Planning and Sustainability Head of Development Compliance Manager Public Health and Building Services Environmental Health Coordinator
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

6.1.3 Food Business Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Food Act 2008: s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	Food Act 2008: s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Delegate:	Chief Executive Officer Director Planning and Sustainability Head of Development and Compliance Manager Public Health and Building Services Environmental Health Coordinator
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 WA Priority Classification System Verification of Food Safety Program Guideline
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal

Delegation Register
City of Cockburn

6. Food Act 2008 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023	
2		

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

	<ul style="list-style-type: none"> Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	<p>s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers</p> <p>s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed</p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	
3	

Delegation Register

City of Cockburn

6. Food Act 2008 Delegations

6.1.5 Debt Recovery and Prosecutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	Chief Executive Officer Director Planning and Sustainability Director of Infrastructure Services Manager Public Health and Building Services Coordinator Environment Health
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

7. Graffiti Vandalism Act 2016 Delegations

7 Graffiti Vandalism Act 2016 Delegations

7.1 Council to CEO

7.1.1 Give Notice Requiring Obliteration of Graffiti

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 <i>(Proposed)</i>
3	

Delegation Register

City of Cockburn

7. Graffiti Vandalism Act 2016 Delegations

7.1.2 Notices – Deal with Objections and Give Effect to Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.24(1)(b) & (3) Suspension of effect of notice
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, where an objection has been lodged, to: <ul style="list-style-type: none"> i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

7. Graffiti Vandalism Act 2016 Delegations

7.1.3 Obliterate Graffiti on Private Property

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

7. Graffiti Vandalism Act 2016 Delegations

7.1.4 Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.28 Notice of entry s.29 Entry under warrant
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

8. Health (Miscellaneous Provisions) Act 1911

8 Health (Miscellaneous Provisions) Act 1911

8.1 Council to Deputies

8.1.1 Appointment and Authorisation of Deputies

Note: The *Health (Miscellaneous Provisions) Act 1911* does not provide a power of delegation. Instead, local governments may appoint and authorise a person to be its deputy. A deputy may exercise all or any of the powers and functions of the local government, according to the conditions and limitations of the appointment.

Power / Duty assigned in legislation to:	Local Government
Express Power to Appoint:	<i>Health (Miscellaneous Provisions) Act 1911:</i> s.26 Powers of local government
Express Powers and Duties to be exercised:	<i>Health (Miscellaneous Provisions) Act 1911:</i> Part IV Sanitary provisions Part V Dwellings Part VI Public Buildings Part VII Nuisances and Offensive trades Part IX Infectious diseases Part XII Hospitals Part XIIA Community health centres etc Part XV Miscellaneous provisions <i>City of Cockburn Health Local Laws 2000</i>
Deputy:	Chief Executive Officer Manager Public Health and Building Services Coordinator Environment Health
Functions: <i>This is a precis only.</i>	Authority to exercise and discharge all of the powers and functions of the local government under: a. Parts IV, V, VI, VII, IX, XII, XIIA and XV of the <i>Health (Miscellaneous Provisions) Act 1911</i> ; and b. The <i>City of Cockburn Health Local Laws 2000</i> .
Council Conditions on this Appointment:	Nil.
Express Power to Sub-Delegate:	Nil.
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Previously adopted as SPD6 14 December 2017

Delegation Register

City of Cockburn

8. Health (Miscellaneous Provisions) Act 1911

8.1.2 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r.15D(5) Infringement Notices
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r.15D(5)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.
Compliance Links:	<i>Criminal Procedure Act 2004</i> – Part 2
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	NEW
2	
3	

Delegation Register

City of Cockburn

9. Public Health Act 2016 Delegations

9 Public Health Act 2016 Delegations

9.1 Council to CEO

9.1.1 Designate Authorised Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. Authority to designate a person or class of persons as authorised officers for the purposes of:</p> <ul style="list-style-type: none"> i. The <i>Public Health Act 2016</i> or other specified Act ii. Specified provisions of the <i>Public Health Act 2016</i> or other specified Act iii. Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. <p>Including:</p> <ul style="list-style-type: none"> a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers

Delegation Register
City of Cockburn

9. Public Health Act 2016 Delegations

	<p>s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority</p> <p><i>Criminal Investigation Act 2006</i>, Parts 6 and 13 – refer s.245 of the <i>Public Health Act 2016</i></p> <p><i>The Criminal Code</i>, Chapter XXVI – refer s.252 of the <i>Public Health Act 2016</i></p>
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

9. Public Health Act 2016 Delegations

9.1.2 Dealing with Seized Items

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.260 Return of seized item s.262 Cost of destruction or disposal of forfeited items s.263 Return of forfeited items s.264 Compensation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine if no contravention of the Public Health Act 2016 has occurred and return seized items or forfeited items to the person from whom the items were seized or to any other person who is determined to be entitled to it [s.260 and 263]. 2. Authority to recover the cost of destruction or disposal of forfeited items [s.262]. 3. Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. Note – Decisions about compensation may be referred for review by the State Administration Tribunal [s.265]
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	New
2	
3	

Delegation Register

City of Cockburn

9. Public Health Act 2016 Delegations

9.1.3 Enforcement Orders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.216 Issue of enforcement orders s.217 Contents of enforcement order s.218 Extension of period of compliance with enforcement order s.219 Enforcement agency may implement enforcement order s.223 Certificate of clearance to be given in certain circumstances s.224 Request for assessment
Delegate:	Chief Executive Officer Manager Public Health and Building Services (Authorised Officer)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to give an enforcement order to a person on the basis of a reasonable belief that: <ol style="list-style-type: none"> the person has not complied with an improvement notice [s.216(1)(a)]; or the issue of the notice is necessary to prevent or mitigate a serious public health risk [s.216(1)(b)]. Authority to limit the prohibition order, determine whether it is absolute or conditional, or include ancillary or incidental directions [s.217]. Authority to extend the period of time for compliance with the order [s.218]. Authority, where the order is not complied with as specified in s.219(1), to take any action the delegate reasonably believes is necessary to ensure the order is complied with [s.219(2)]. Authority to determine, for the purposes of taking action to effect compliance with an order under s.219(2): <ol style="list-style-type: none"> that the circumstances are sufficiently serious or urgent that immediate entry is required [s.219(3)(a)(ii)], and whether any persons are necessary to accompany an authorised officer to enter premises [s.219(3)(a)(ii)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.300 Guidelines relating to information sharing. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal

Delegation Register
City of Cockburn

9. Public Health Act 2016 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	New	
2		
3		

Delegation Register

City of Cockburn

9. Public Health Act 2016 Delegations

9.1.4 Appoint Designated Officer – Information Sharing

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.299 Information Sharing
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint Designated Officer/s for the purposes of s.299 [s.299(1)].
Council Conditions on this Delegation:	Appointments must be consistent with requirements outlined in the Chief Health Officer's Information Sharing Guideline , prepared in accordance with s.300.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.300 Guidelines relating to information sharing. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	New
2	
3	

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

10 Planning and Development Act 2005 Delegations

10.1 Council to CEO

10.1.1 Illegal Development

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Part 13 of the Planning and Development Act 2005 Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

Delegation Register
City of Cockburn

10. Planning and Development Act 2005 Delegations

Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	New	
2		
3		

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

10.1.2 Structure Plans

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.82 Delegations by local government
Express Power or Duty Delegated:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 Deemed provisions for local planning schemes: cl. 17. Action by local government on receipt of application cl. 18. Advertising structure plan cl. 19. Consideration of submissions cl. 20. Local government report to Commission cl. 29. Amendment of structure plan
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. In accordance with Clause 17(1) of the Deemed Provisions, the authority to determine whether: <ol style="list-style-type: none"> a. A Proposed Structure Plan complies with Clause 16(1) of the Deemed Provisions; or b. Further information from the applicant is required before a Proposed Structure Plan can be accepted for assessment and advertising. 2. In accordance with Clause 17(1)(b) of the Deemed Provisions, the authority to estimate and provide to the applicant the fee for dealing with a Proposed Structure Plan in accordance with the Planning and Development Regulations 2009. 3. In accordance with Clause 18 of the Deemed Provisions, the authority to advertise the Proposed Structure Plan; 4. In accordance with Clause 19(1) of the Deemed Provisions the authority: <ol style="list-style-type: none"> a. To request further information from a person who prepared a Proposed Structure Plan and; b. To advertise any modifications proposed to a Proposed Structure Plan to address issues raised in submissions. 5. In accordance with Clause 29(3) of the Deemed Provisions, the authority to decide not to advertise an amendment to a Structure Plan if, in the opinion of the officer, the amendment is of a minor nature. 6. In accordance with Clause 20(1) of the Deemed Provisions, the authority to prepare a report on an amendment to a Structure Plan, where the amendment is

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

	considered to be minor in nature, and to submit this directly to the Commission.
Council Conditions on this Delegation:	<p>Where an amendment to a Structure Plan may be considered minor in nature</p> <ol style="list-style-type: none"> 1. As per Clause 17 of the Structure Plan Framework, a minor amendment to a Structure Plan is a change or departure that: <ol style="list-style-type: none"> a. Does not materially alter the purpose and intent of the structure plan; b. Does not change the intended lot / dwelling yield by more than 10 per cent; c. Does not adversely impact upon the amenity of adjoining landowners and occupiers; d. Does not restrict the use and development of adjoining land; e. Does not significantly impact on infrastructure provision; f. Does not impact upon the environment; g. Is consistent with Council adopted policies; and h. Is deemed to be consistent with orderly and proper planning.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.83 Local government CEO may delegate powers
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

10.1.3 Town Planning Scheme – Development Contributions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.82 Delegations by local government
Express Power or Duty Delegated:	City of Cockburn Town Planning Scheme No. 3 (TPS 3)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to adopt Cost Contribution Schedules for Development Contribution Areas and set the annual contribution rates.
Council Conditions on this Delegation:	(1) The requirements specified in State Planning Policy 3.6 Infrastructure Contributions and clause 5.3 and Table 10 of Town Planning Scheme No 3.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.83 Local government CEO may delegate powers
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 <i>(Proposed)</i>
3	

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

10.1.4 Town Planning Scheme – Development Control

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.82 Delegations by local government
Express Power or Duty Delegated:	City of Cockburn Town Planning Scheme No. 3 (TPS 3)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>(1) Local Development Plans:</p> <ul style="list-style-type: none"> a) The authority to approve local development plans. b) The authority to refuse to approve local development plans and, to provide reasons for this to the owner. <p>(2) Amending or cancelling development approval:</p> <ul style="list-style-type: none"> a) The authority to amend a planning approval so as to extend the period within which any development approved must be substantially commenced. b) The authority to determine when a development has been 'substantially commenced', subject to sufficient evidence on planning grounds. c) The authority to amend or delete any condition to which the approval is subject. d) The authority to amend an aspect of the development approved which, if amended, would not substantially change the development approved. e) The authority to cancel the approval, subject to sufficient planning grounds. <p>(3) Unauthorised Existing Subsequent approval of development The authority to determine applications excludes the determination of Category 'A: Heritage places, the removal of 'Significant Trees' or 'Protected Tree' subject to a Tree Preservation order and those applications proposing demolition of any category of heritage building as contained in the Local Government Heritage List and Inventory except where those applications are for minor amendments or minor works as defined in Local Planning Policy LPP4.4 and the amendments or minor works are supported by the State Heritage Office.</p> <p>(4) Determination of Applications (other than 'Industry General' – Licensed')</p> <ul style="list-style-type: none"> a) The authority to grant approval with or without conditions. b) The authority to refuse to grant planning approval.

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

	<p>(5) Form and Date of Determination</p> <p>a) The authority to convey its determination to the applicant in the form of the "Notice of determination on application for development approval" prescribed in TPS 3.</p> <p>(6) Temporary Planning Approval</p> <p>a) The authority to impose conditions limiting period of time for which an approval is granted.</p> <p>(7) Approval Subject to Later Approval of Details</p> <p>a) The authority to grant development approval subject to a condition that further detail any works or use specified in the condition must be submitted to, and approved by, the City before the developer commences the development.</p>
Council Conditions on this Delegation:	<p>(2) The authority to determine applications subject to those applications being in accordance with the relevant legislative, scheme and policy requirements.</p> <p>(3) The authority to determine applications where advertising of an application is required in accordance with TPS 3 subject to:</p> <p>a) No objections are received during the consultation period.</p> <p>b) The objection can be resolved through a condition imposed on an approval or negotiation of a design change with the applicant.</p> <p>c) The objection does not relate to valid planning considerations associated with the proposal (as confirmed by the Manager Development Services).</p> <p>(4) The authority to determine applications excludes the determination of category "A" Heritage places and those applications proposing demolition of any category of heritage building as contained in the Local Government Heritage List and Inventory except where those applications are for minor amendments or minor works as defined in Local Planning Policy 4.4 and the amendments or minor works are supported by the State Heritage Office.</p> <p>(5) The authority to determine applications for 'Industry – General (Licenced)' subject to:</p> <p>(a) compliance with the minimum recommended separation distance required by the Environmental Protection Authority's 'Guidance for the Assessment of Environmental Factors –</p>

Delegation Register

City of Cockburn

10. Planning and Development Act 2005 Delegations

	<p>Separation Distances between Industrial and Sensitive Land Uses’;</p> <p>(b) non-objection to the proposal by the Manager, Health and Building Services</p> <p>(6) The authority to issue a renewal of a planning approval or extension of the approval period prior to expiry subject to:</p> <p>(a) The development being substantially the same as that previously approved by Council or the City under delegation.</p> <p>(b) Unless sufficient planning grounds are provided, any conditions of development approval shall be the same as those previously imposed.</p> <p>(7) In relation to a decision that is subject to a review in the State Administrative Tribunal, sub-delegated officers may:</p> <p>(a) Attend directions hearings, mediations and hearings.</p> <p>(b) Appear as an expert witness in a hearing.</p> <p>(c) Provide evidence in a hearing.</p> <p>(d) Prepare any written documents required as part of matter the subject of a review.</p>
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 Deemed provisions for local planning schemes cl.83 Local government CEO may delegate powers
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023
2	Modified 9 July 2024 (<i>Proposed</i>)
3	

Delegation Register

City of Cockburn

11. Policy Delegations

11 Policy Delegations

These are non-statutory delegations but are included to address City of Cockburn Policies that make reference to delegated authority for decision-making under the Policy.

11.1 Community Funding to Support Local Economic Development

Delegator:	Council
Policy:	Community Funding to Support Local Economic Development Policy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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.
Council Conditions on this Delegation:	To approve applications for the following grant programs: 1. Category A – Economic Development Grants
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	

Delegation Register

City of Cockburn

11. Policy Delegations

11.2 Funding Assistance – Community Associations

Delegator:	Council
Policy:	Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships) Policy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to approve payment of funding and donations available in Council's Adopted Budget for Community Associations.
Council Conditions on this Delegation:	Funding for Community Associations will be considered under the following sub-categories as provided for in Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships), Category G – Major and Minor Funding <ol style="list-style-type: none"> 1. Publication and Distribution of Newsletters 2. Cockburn Community Insurance Program 3. Hire of Council Community Centres and Halls 4. Resident Association Support
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	

Delegation Register

City of Cockburn

11. Policy Delegations

11.3 Funding Assistance for Community Organisations and Individuals

Delegator:	Council
Policy:	Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships) Policy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to allocate funds to projects, events or activities that best meet the Community Innovation and Participatory Budgeting, Grants, Small Events or Individual Sponsorships Program Criteria.
Council Conditions on this Delegation:	<p>The following categories are to be used to prioritise the projects to be funded or considered for funding under the below Council funded programs:-</p> <p>(1) As provided for in Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)' for:</p> <ol style="list-style-type: none"> 1. Community Grants (Category A) 2. Cultural Grants (Category B) 3. Sustainability Grants (Category C) 4. Small Events Sponsorship (Category D) 5. Sponsorship Program (Individuals – Category F) 6. Community Innovation and Participatory Budgeting (Category G) <p>(2) Elected Members are to be informed of the outcome of applications.</p>
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	

Delegation Register

City of Cockburn

11. Policy Delegations**11.4 Funding for Community Organisations and Individuals
(Grants, Donations & Sponsorships)**

Delegator:	Council
Policy:	Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships) Policy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to approve payment of minor grants, sponsorships, donations and subsidies available in the City's Grants and Donation budget.
Council Conditions on this Delegation:	(1) Funding will be considered under the following sub-categories as provided for in Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships), Category G – Major and Minor Funding: <ol style="list-style-type: none"> 1. Minor Donations 2. Subsidies 3. Minor Grants 4. Youth Reward and Recognition 5. Donations to Schools – Reimbursements 6. Community Welfare Funding 7. Covid-19 Community Funding
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	

Draft Delegation	Current City of Cockburn Delegation	Comments
1.1.1 Audit Risk and Compliance Committee	2.1.1 Audit Risk and Compliance Committee	Changes to format and to clarify legislative references only. No change to the substance of the delegation.
1.1.2 Code of Conduct Complaints (CCC) Committee	1.1.2 Code of Conduct Complaints (CCC) Committee	Changes to format and to clarify legislative references only. No change to the substance of the delegation.
1.2.1 Authorise a Person to Perform Specified Functions under the Local Government Act 1995	2.2.4 Particular Things Local Governments Can Do on Land That is Not Local Government Property 2.2.12 Notices Requiring Certain Things to be Done by Owner or Occupier of Land 2.2.16 Legal Proceedings	Combines previous delegations allowing the CEO to authorise employees to perform specified functions. Additional functions included.
1.2.2 Performing Functions Outside the District		New delegation based on Model Delegations Register and other local government practice. Cannot be subdelegated.
1.2.3 Compensation – Damage incurred when Performing Executive Functions		New delegation based on Model Delegations Register and other local government practice.
1.2.4 Powers of Entry		New delegation based on Model Delegations Register and other local government practice.
1.2.5 Declare Vehicle is Abandoned Vehicle Wreck		New delegation based on Model Delegations Register and other local government practice.
1.2.6 Confiscated or Uncollected Goods		New delegation based on Model Delegations Register and other local government practice.
1.2.7 Disposal of Sick or Injured Animals		New delegation based on Model Delegations Register and other local government practice.

1.2.8 Temporary Road Closures	2.2.15 Temporary Road Closures	Changes to format. No change to the substance of the delegation
1.2.9 Control Reserves and Certain Unvested Facilities		New delegation based on Model Delegations Register and other local government practice.
1.2.10 Obstruction of Footpaths and Thoroughfares	2.2.7 Obstruction of Footpaths and Thoroughfares	Changes to format. No change to the substance of the delegation
1.2.11 Public Thoroughfare – Dangerous Excavations		New delegation based on Model Delegations Register and other local government practice.
1.2.12 Crossing – Construction, Repair and Removal	2.2.13 Crossing – Construction, Repair and Removal	Changes to format. No change to the substance of the delegation.
1.2.13 Private Works on, over or under Public Places		New delegation based on Model Delegations Register and other local government practice.
1.2.14 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift	2.2.14 Sand Drift	Changes to format. No change to the substance of the delegation.
1.2.15 Expressions of Interest for Goods and Services	2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre-Qualified Suppliers	Previous delegation combined tenders, EOI and panels. Now each dealt with separately.
1.2.16 Tenders for Goods and Services – Call Tenders	2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre-Qualified Suppliers	Previous delegation combined tenders, EOI and panels. Now each dealt with separately.
1.2.17 Exercising Contract Extension Options		New delegation based on Model Delegations Register and other local government practice.
1.2.18 Accepting and Rejecting Tenders	2.2.9 Procurement Selection and Award	Functions dealing with acceptance and rejection separated from minor variations.
1.2.19 Minor Variation in Goods or Services	2.2.9 Procurement Selection and Award	Functions dealing with acceptance and rejection separated from minor variations.
1.2.20 Selecting the Next Most Advantageous Tender		New delegation based on Model Delegations Register and other local government practice.

1.2.21 Variation to Contract	2.2.3 Contract Variations (Tender or Equivalent)	Changes to format. No change to the substance of the delegation.
1.2.22 Tenders for Goods and Services – Exempt Procurement	2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre-Qualified Suppliers	Separate delegation dealing with sole supplier and other tender exemptions.
1.2.23 Panels of Pre-Qualified Suppliers for Goods and Services	2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre-Qualified Suppliers	Previous delegation combined tenders, EOI and panels. Now each dealt with separately.
1.2.24 Disposing of Property	2.2.1 Acquisition and Disposal of Property 10.1.6 Renewal of Leases and Licenses for City Owned or Controlled Property	Consolidated property disposal functions in a single delegation.
1.2.25 Payments from the Municipal or Trust Funds	2.2.8 Payments from Municipal and Trust Funds	Changes to format. No change to the substance of the delegation.
1.2.26 Defer, Grant Discounts, Waive or Write Off Debts	2.2.5 Defer, Grant Discounts, Waive or Write Off Debts	Changes to format. No change to the substance of the delegation.
1.2.27 Power to Invest and Manage Investments		New delegation based on Model Delegations Register and other local government practice.
1.2.28 Rate Record Amendment		New delegation based on Model Delegations Register and other local government practice.
1.2.29 Agreement as to Payment of Rates and Service Charges		New delegation based on Model Delegations Register and other local government practice.
1.2.30 Recovery of Rates or Service Charges		New delegation based on Model Delegations Register and other local government practice.
1.2.31 Recovery of Rates Debts – Require Lessee to Pay Rent	2.2.11 Recovery of Rates and Service Charges – Leased Properties	Changes to format. No change to the substance of the delegation.
1.2.32 Rate Record - Objections	2.2.6 Objections to the Rate Record and Rateable Status of Land Powers Delegated	Change in format and to clarify legislative references only. No change to the substance of the delegation.

1.3.1 Local Government Act Local Laws 2000		New delegation to clarify authority under City's Local Laws.
1.3.2 Fencing Local Law 2012		New delegation to clarify authority under City's Local Laws.
1.3.3 Jetties, Waterways and Marina Local Law 2012		New delegation to clarify authority under City's Local Laws.
1.3.4 Waste Local Law 2020		New delegation to clarify authority under City's Local Laws.
1.3.5 Parking and Parking Facilities Local Law 2007		New delegation to clarify authority under City's Local Laws.
2.1.1 Building Permits	7.1.2 Approve or Refuse Building Permit and 7.1.4 Approve or Refuse an Extension of Time for Building and Demolition Permits	Functions explained in greater detail. Extension of time included with other functions in relation to BPs. Legislative references clarified. Conditions clarified. No substantive change.
2.1.2 Demolition Permits	7.1.3 Approve or Refuse a Demolition Permit and 7.1.4 Approve or Refuse an Extension of Time for Building and Demolition Permits	Functions explained in greater detail. Extension of time included with other functions in relation to DPs. Legislative references clarified. Conditions clarified. No substantive change.
2.1.3 Occupancy Permits or Building Approval Certificates	7.1.5 Issue an Occupancy Permit or Building Approval Certificate and 7.1.8 Approve or Refuse an Extension of Time for an Occupancy Permit and Building Approval Certificate	Functions explained in greater detail. Extension of time included with other functions. Legislative references clarified. Condition removed – requirement to comply with s.54 (Manner of application) is imposed by the <i>Building Act 2011</i> regardless of delegation. Does not need to be re-stated.
2.1.4 Designate Employees as Authorised Persons	7.1.1 Appoint Authorised Persons	Functions explained in greater detail. Legislative references clarified. Conditions clarified. No substantive change.

2.1.5 Building Orders	7.1.6 Make an Order for Building or Demolition Work 7.1.7 Revoke Order for Building or Demolition Work	Functions explained in greater detail and combined in single delegation. Building Order in relation to a building or incidental structure is now included. Additional function to give effect to a Building Order if there is non-compliance and recover costs and expenses. Legislative references clarified. Conditions removed as they restate requirements of the Act.
2.1.6 Inspection and Copies of Building Records		New delegation based on Model Delegations Register and other local government practice.
2.1.7 Legal proceedings	7.1.9 Legal Proceedings	Functions explained in greater detail. Legislative references clarified. Condition removed as simply restated delegated function.
2.1.8 Referrals and Issuing Certificates		New delegation based on Model Delegations Register and other local government practice.
2.1.9 Appoint approved officers and authorised officers		New delegation enabling the CEO to appoint employees as authorised or approved officers for the purposes of functions relating to infringement notices.
3.1.1 Prohibited Burning Times - Vary	3.1.2 Prohibited and Restricted Burning Period	Separated into two delegations as different decision-making requirements apply to decisions to vary prohibited burning periods as opposed to restricted burning periods.
3.1.2 Prohibited Burning Times – Control Activities	3.1.4 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.

3.1.3 Restricted Burning Times – Vary and Control Activities	3.1.2 Prohibited and Restricted Burning Period 3.1.4 Delegation of Powers and Duties	Separated into two delegations as different decision-making requirements apply to decisions to vary prohibited burning periods as opposed to restricted burning periods. Incorporates specific functions previously included under blanket delegation.
3.1.4 Burning Garden Refuse / Open Air Fires	3.1.4 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.
3.1.5 Firebreaks	3.1.1 Firebreaks	Change in format and to clarify legislative references only. No change to the substance of the delegation.
3.1.6 Appoint Bush Fire Control Officers	3.1.4 Delegation of Powers and Duties	Specific function extracted from blanket delegation. No substantive change.
3.1.7 Recovery of Expenses Incurred through Contraventions of this Act	3.1.4 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.
3.1.8 Prosecution of Offences	3.1.3 Prosecution of Offences	Delegates updated.
4.1.1 Cat Registrations	4.1.1 Delegation of Powers and Duties	Changes to format. Reference to Cat Regulations 2012 (s.26 Cat control notice may be given to cat owner; s.37 Approval to Breed Cats; s.38 Cancellation of approval to breed cats; s.39 Certificate to be given to approved cat breeder; s.49(3) Authorised person may cause cat to be destroyed) removed and captured in separate delegations.
4.1.2 Cat Control Notices	4.1.1 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.

4.1.3 Approval to Breed Cats	4.1.1 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.
4.1.4 Recovery of Costs – Destruction of Cats	4.1.1 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.
4.1.5 Authorise a person to perform Specified functions under the Cat Act 2011		New delegation based on Model Delegations Register and other local government practice.
4.1.6 Applications to Keep Additional Cats	4.1.1 Delegation of Powers and Duties	Previous blanket delegation broken into specific functions.
4.1.7 Reduce or Waiver Registration Fee	4.1.1 Delegation of Powers and duties	Previous blanket delegation broken into specific functions.
5.1.1 Appoint Registration Officer	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.2 Part Payment of Sterilisation Costs/Directions to Veterinary Surgeons	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.3 Refuse or Cancel Registration	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.4 Grant Exemption as to Number of Dogs Kept at Premises	10.1.7 Applications to Keep More Than Two (2) Dogs at a Residential Property	Previous blanket delegation broken into specific functions. Conditions streamlined.
5.1.5 Kennel Establishments	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.6 Recovery of Moneys Due Under this Act	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.7 Disposal of or Sell Dogs Liable to be Destroyed	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.8 Declare Dangerous Dogs	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.9 Dangerous Dog Declared – Determine when to Revoke	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
5.1.10 Deal with Objection to Notice to Revoke Dangerous Dog	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.

Declaration or Destruction Notice		
5.1.11 Determine Recoverable Expenses for Dangerous Dog Declaration	5.1.1 Administration and Enforcement	Previous blanket delegation broken into specific functions.
6.1.1 Determine Compensation		New delegation based on Model Delegations Register and other local government practice.
6.1.2 Prohibition Orders and Certificates of Clearance	8.1.2 Prohibition Orders	Change in format and to clarify legislative references only. No change to the substance of the delegation.
6.1.3 Food Business Registrations	8.1.3 Registration of Food Business	Change in format and to clarify legislative references only. No change to the substance of the delegation.
6.1.4 Appoint Authorised Officers and Designated Officers	8.1.4 Appointment of Authorised Persons and Designated Officers	Change in format and to clarify legislative references only. No change to the substance of the delegation.
6.1.5 Debt Recovery and Prosecutions	8.1.1 Food Act 2008 – Prosecution	Additional authority to recover costs.
7.1.1 Give Notice Requiring Obliteration of Graffiti	6.1.1 Administration and Enforcement	Change in format and to clarify legislative references only. No change to the substance of the delegation.
7.1.2 Notices – Deal with Objections and Give Effect to Notices		New delegation based on Model Delegations Register and other local government practice.
7.1.3 Obliterate Graffiti on Private Property		New delegation based on Model Delegations Register and other local government practice.
7.1.4 Powers of Entry		New delegation based on Model Delegations Register and other local government practice.
8.1.1 Appointment and Authorisation of Deputies	Previously adopted as SPD6 – Authorisation of Deputies	Not technically a delegation. Proposed for inclusion in Register of Delegations as requires Council decision to enable Officers to

		exercise statutory powers and functions.
8.1.2 Appoint Authorised Officer or Approved Officer (Asbestos Regs)		New delegation based on Model Delegations Register and other local government practice.
9.1.1 Designate Authorised Officers	9.1.1 Appointment of Authorised Officers	Change in format and to clarify legislative references only. No change to the substance of the delegation.
9.1.2 Dealing with Seized Items		New delegation based on Model Delegations Register and other local government practice.
9.1.3 Enforcement Orders		New delegation for sections of the <i>Public Health Act 2016</i> that commenced on 4 June 2024.
9.1.4 Appoint Designated Officer – Information Sharing		New delegation based on Model Delegations Register and other local government practice.
10.1.1 Illegal Development		New delegation based on Model Delegations Register and other local government practice.
10.1.2 Structure Plans	10.1.1 Structure Plans and Activity Centre Plans	Activity Centre Plans now called Precinct Structure Plans.
10.1.3 Town Planning Scheme No. 3 – Development Contributions	10.1.2 Town Planning Scheme No.3 - Development	Change in format and to clarify legislative references only. No change to the substance of the delegation.
10.1.4 Town Planning Scheme – Development Control	10.1.3 Town Planning Scheme – Development Control	Change in format and to clarify legislative references only. No change to the substance of the delegation.
11.1 Community Funding to Support Local Economic Development	10.1.5 Community Funding to Support Local Economic Development	Non-statutory but retained as the Community Funding to support local Economic Development (Grants) policy refers to delegated authority to determine who can allocate funds.

11.2 Funding Assistance – Community Associations	10.1.8 Funding Assistance – Community Associations	Non-statutory but retained as the Community Funding for Community Organisations & Individuals (Grants, Donations & Sponsorships) policy refers to delegated authority to determine who can allocate funds.
11.3 Funding Assistance for Community Organisations and Individuals	10.1.9 Funding Assistance for Community Organisations and Individuals	Non-statutory but retained as the Community Funding for Community Organisations & Individuals (Grants, Donations & Sponsorships) policy refers to delegated authority to determine who can allocate funds.
11.4 Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)	10.1.10 Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)	Non-statutory but retained as the Community Funding for Community Organisations & Individuals (Grants, Donations & Sponsorships) policy refers to delegated authority to determine who can allocate funds.

Delegations Removed	Reasons
2.2.10 Preparation of Business Plans for Disposal of Land Power Delegated	Preparation and public notice of business plan are mandatory functions, carried out via acting through, so no delegation is required. Decision on submissions and whether to proceed with the transaction remains with Council. As a matter of standard practice and reasonable operations Elected Members will be kept informed of the preparation of a business plan.
10.1.4 Building Permits/Strata Plans	Functions listed are all functions under the Building Act 2011. There is a direct delegation from the WAPC to all local governments, members and officers under the <i>Strata Titles Act 1985</i> .

	There is no power of delegation for a local government under this legislation.
10.1.11 Local Government Act 1995 - Usage and Management of Community and Sporting Facilities	No delegation required. Refers to a policy which does not require a delegation to be implemented.



Register of Delegations

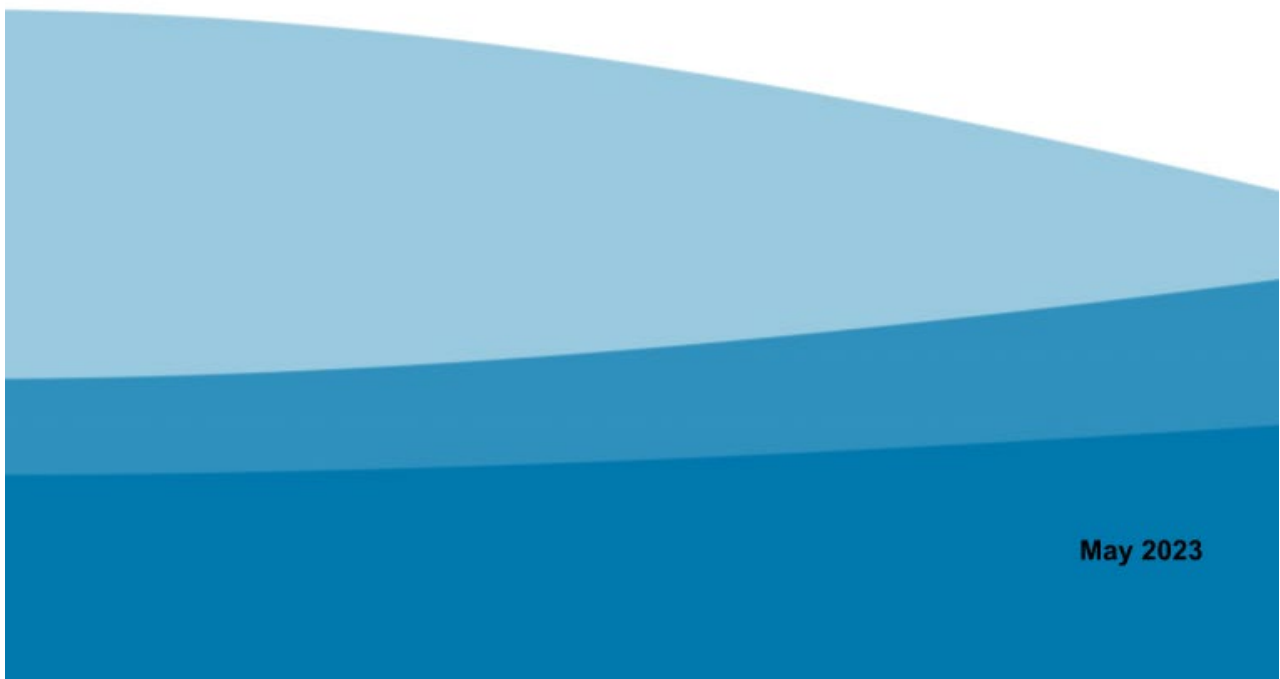


Table of Contents

	Page
1 INTRODUCTION.....	3
1.1 DELEGATIONS.....	3
1.2 ACTING THROUGH.....	4
1.3 AUTHORISATIONS.....	5
1.4 REGISTER OF DELEGATED AUTHORITY	5
2 LOCAL GOVERNMENT ACT 1995.....	6
2.1 COUNCIL TO COMMITTEES OF COUNCIL	6
2.1.1 Audit Risk and Compliance Committee	6
2.1.2 Code of Conduct Complaints Committee	8
2.2 COUNCIL TO CEO.....	9
2.2.1 Acquisition and Disposal of Property.....	9
2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre- Qualified Suppliers	10
2.2.3 Contract Variations (Tender or Equivalent)	12
2.2.4 Particular Things Local Governments Can Do on Land That is Not Local Government Property	13
2.2.5 Defer, Grant Discounts, Waive or Write Off Debts	14
2.2.6 Objections to the Rate Record and Rateable Status of Land Powers Delegated	15
2.2.7 Obstruction of Footpaths and Thoroughfares.....	16
2.2.8 Payments from Municipal and Trust Funds	18
2.2.9 Procurement Selection and Award	20
2.2.10 Preparation of Business Plans for Disposal of Land Power Delegated 22	22
2.2.11 Recovery of Rates and Service Charges – Leased Properties.....	23
2.2.12 Notices Requiring Certain Things to be Done by Owner or Occupier of Land 24	24
2.2.13 Crossing, Construction, Repair and Removal.....	26
2.2.14 Sand Drift	28
2.2.15 Temporary Road Closures	29
2.2.16 Legal Proceedings	31
3 BUSH FIRES ACT 1954	45
3.1 COUNCIL.....	45
3.1.1 Fire Breaks	45
3.1.2 Prohibited and Restricted Burning Period	47
3.1.3 Prosecution of Offences	49
3.1.4 Delegation of Powers and Duties	50
4 CAT ACT 2011.....	51
4.1 COUNCIL.....	51
4.1.1 Delegation of Powers and Duties	51
5 DOG ACT 1976.....	53
5.1 COUNCIL To CEO	53

5.1.1	Administration and Enforcement	53
6	GRAFFITI VANDALISM ACT 2016	55
6.1	COUNCIL TO CEO	55
6.1.1	Administration and Enforcement	55
7	BUILDING ACT 2011.....	56
7.1	COUNCIL TO CEO	56
7.1.1	Appoint Authorised Persons	56
7.1.2	Approve or Refuse Building Permit	58
7.1.3	Approve or Refuse a Demolition Permit	60
7.1.4	Approve or Refuse an Extension of Time for Building and Demolition Permits	62
7.1.5	Issue an Occupancy Permit or Building Approval Certificate	63
7.1.6	Make an Order for Building or Demolition Work	65
7.1.7	Revoke Order for Building or Demolition Work.....	67
7.1.8	Approve or Refuse an Extension of Time for an Occupancy Permit and Building Approval Certificate	68
7.1.9	Legal Proceedings.....	70
8	FOOD ACT 2008.....	71
8.1	COUNCIL TO CEO	71
8.1.1	Food Act 2008 – Prosecution	71
8.1.3	Registration of Food Business.....	75
8.1.4	Appointment of Authorised Persons and Designated Officers	77
9	PUBLIC HEALTH ACT 2016	79
9.1	COUNCIL TO CEO	79
9.1.1	Appointment of Authorised Officers.....	79
10	LOCAL PLANNING SCHEME.....	81
10.1	COUNCIL TO CEO	81
10.1.1	Structure Plans and Activity Centre Plans	81
10.1.2	Town Planning Scheme No.3 - Development Contributions	84
10.1.3	Town Planning Scheme – Development Control	95
10.1.4	Building Permits/Strata Plans	98
10.1.5	Community Funding to Support Local Economic Development.....	100
10.1.6	Renewal of Leases and Licenses for City Owned or Controlled Property	101
10.1.7	Applications to Keep More Than Two (2) Dogs at a Residential Property	102
10.1.8	Funding Assistance – Community Associations	104
10.1.9	Funding Assistance for Community Organisations and Individuals	105
10.1.10	Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships).....	107
10.1.11	Local Government Act 1995 - Usage and Management of Community and Sporting Facilities	108

1 INTRODUCTION

1.1 Delegations

A number of Acts administered by local governments allow the peak decision-making body (the Council) to delegate power to certain committees, its CEO, and in some cases employees or other persons.

Section 59 of the *Interpretation Act 1984* prescribes the overall framework for how delegated authority must be structured in Western Australian law.

In summary:

1. The written law (head of power) must include an express power to delegate, which specifically enables a person (the delegator) to make a delegation;
2. In that same written law, there must be an express power or duty conferred or imposed on the delegator and it must be capable of being delegated. This means that:
 - a. The power or duty proposed for delegation must be written in the same law as the express power to delegate; and
 - b. That written law must not prohibit the power or duty from being delegated or contain limitations or conditions, which the proposed delegation exceeds.
3. The power to delegate cannot be delegated;
4. Delegations must be in writing (the instrument of delegation); and
5. Delegations must be advised to the delegate in writing.

Note that nothing prevents the delegating body or person from taking back a delegation or sub delegation, or actually making the relevant decision on a particular issue. Similarly, a delegator does not have to exercise the delegation and may refer the decision back to the delegator.

Similarly, section 59(2) provides that:

The delegation of a power shall be deemed to include the delegation of any duty incidental thereto or connected therewith and the delegation of a duty shall be deemed to include the delegation of any power incidental thereto or connected therewith.

Some Acts of Parliament which confer powers on local governments allow a Council for example to delegate to a committee of the local government, the local governments CEO, other persons or employees and more. The purpose of delegating a power is generally aimed at dealing with matters that are routine, may have a time constraint, can change rapidly, or is simply more efficient.

The delegations of authority contained within are made to Committees pursuant to Section 5.16 and to the Chief Executive Officer pursuant to Section 5.42 of the *Local Government Act 1995* (the Act) and, where listed, some of these functions are delegated by the Chief Executive Officer to City of Cockburn employees pursuant to Section 5.44 of the Act. All delegations made by the Council must be by an absolute majority decision.

[3]

Section 5.43 of the Act provides that the following are decisions that cannot be delegated to the Chief Executive Officer:

- Any power or duty that requires a decision of an absolute majority of the Council.
- Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph.
- Appointing an auditor.
- Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph.
- Any of the local government's powers under sections 5.98, 5.98A, 5.99 and 5.100 of the Act.
- Borrowing money on behalf of the local government.
- Hearing or determining an objection of a kind referred to in Section 9.5.
- The power under Section 9.49A (4) to authorise a person to sign documents on behalf of the local government.
- Any power or duty that requires the approval of the Minister or Governor.
- Such other duties or powers that may be prescribed by the Act.

The Act allows for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if required.

A person to whom a duty or power is delegated under the Act is a 'designated employee' under s5.74(b) of the Act and is required to:

- disclose relevant interests
- complete a Primary Return
- complete Annual Returns

Although these requirements relate only to delegations under the Act, compliance requirements are applied uniformly to employees exercising delegated authority. Any sub delegations by the Chief Executive Officer will be updated in this register as and when required, without presentation to Council, as delegations of power by the Chief Executive Officer to employees are to be determined by the Chief Executive Officer.

1.2 Acting Through

Employees do not always need delegations or sub delegations to carry out their tasks and functions on behalf of the local government. A function may be undertaken through the "acting through" concept where a person has no discretion in carrying out that function – the outcome will not be substantially different regardless of the circumstances or who exercised the power.

Section 5.16(4) of the Act provides that:

(4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

Similarly, s5.45(2) Act provides that:

[4]

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing – a) a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or b) a Chief Executive Officer from performing any of his or her functions by acting through another person.

The key difference between a delegation and acting through is that a delegate exercises a decision-making function in his or her own right. For example, an employee may pay an account or issue an approval if directed to do so by another employee who has the power to make such a decision and chooses to “act through” another employee.

1.3 Authorisations

Authorised persons (and who under some Acts do not necessarily have to be employees of the local government but often are) are given powers to do certain things under an Act, Regulation or local law; usually to issue an infringement, make inquiries, enter on to property, issue a notice or to enforce a provision.

An authorised person, once appointed, is responsible for fulfilling the powers and duties assigned under law to an authorised person, which may be specified or limited in an Act or Regulation, or the certificate of authorisation.

An authorised person cannot delegate their powers and duties to another person.

The City’s Register of Authorised Persons can be located in the City’s website.

1.4 Register of Delegated Authority

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. All officers are required to maintain relevant records when exercising the power or discharge of duty delegated to them.

The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

In addition to delegations made in accordance with the Act, a number of delegations are also made to the Chief Executive Officer, or directly to other officers in some instances, in accordance with the provisions of other legislation.

The aim of the delegated authority register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the City’s commitment to a strong customer service focus.

[5]

Each instrument of delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation. This delegated authority register will be reviewed in accordance with the Act on an annual basis.

2 LOCAL GOVERNMENT ACT 1995

2.1 Council to Committees of Council

2.1.1 Audit Risk and Compliance Committee

POWER DELEGATED:

Authority to meet with the City's Auditor at least once every year on behalf of Council.

Local Government Act 1995

S7.12A(2) Duties of Local Government with respect to audits

DELEGATE:

Audit Risk and Compliance Committee

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995

S5.16 Delegation of some powers and duties to certain committees

S7.1B Delegation of some powers and duties to audit committees

COMPLIANCE LINKS

Audit Risk and Compliance Committee Terms of Reference

SUB-DELEGATE/S:

Nil. Sub-delegation prohibited by s7.1B

DIVISION:	Governance & Strategy
BUSINESS UNIT:	Legal and Compliance
SERVICE UNIT:	Legal and Compliance
DATE FIRST ADOPTED:	11 May 2023
DATE LAST REVIEWED:	
VERSION NO.	1

[6]

[7]

2.1.2 Code of Conduct Complaints Committee**POWER DELEGATED:**

1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [MCC.cl.12(1) and (3)].
2. In making any finding the Committee must also determine reasons for the finding [MCC.cl.12(7)].
3. Where a finding is made that a breach has occurred, authority to:
 - a) take no further action [MCC.cl.12(4(a))]; or
 - b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates [MCC.cl.12(4)(b), (5) and (6)].
 - c) Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal [MCC.cl.13(1) and (2)].

Local Government (Model Code of Conduct) Regulations 2021

Clause 12 Dealing with a complaint

Clause 13 Dismissal of complaint

DELEGATE:

Code of Conduct Complaints Committee

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995

S5.16 Delegation of some powers and duties to certain committees

COMPLIANCE LINKS

Elected Member Code of Conduct – Complaints of Alleged Behaviour Breach Policy

SUB-DELEGATE/S:

Nil

DIVISION:	Governance and Strategy
BUSINESS UNIT:	Legal and Compliance
SERVICE UNIT:	Legal and Compliance
DATE FIRST ADOPTED:	11 May 2023
DATE LAST REVIEWED:	
VERSION NO.	1

2.2 Council to CEO

2.2.1 Acquisition and Disposal of Property

POWER DELEGATED:

The authority to acquire and dispose of property up to the value of \$750,000.

Local Government Act 1995

S3.58 Disposing of property

s5.43 (d) Limits of delegations to the CEO

DELEGATE:

Chief Executive Officer

CONDITIONS:

- 1 Elected Members to be provided with notification in advance of the proposal.

POWER TO DELEGATE:

Local Government Act 1995

s5.42 Delegation of some powers or duties to the CEO

s5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Commercial Leasing & Other Dispositions of City of Cockburn Owned or Controlled Property Policy

SUB-DELEGATE/S:

Appointed by the CEO

Nil.

DIVISION:	Office of the Chief Executive Officer
BUSINESS UNIT:	Office of the Chief Executive Officer
SERVICE UNIT:	Office of the Chief Executive Officer
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

2.2.2 Calling of Tenders, Expressions of Interest or Panel of Pre-Qualified Suppliers

POWER DELEGATED:

1. Authority to invite public tenders (or equivalent), expressions of interests or a panel of pre-qualified suppliers for the provision of goods and services to Council and the disposal of property and undertake the functions in accordance with the *Local Government Act s3.57* and *Local Government Functions and General Regulations 1996 Part 4*.
2. Authority to, because of the unique nature of the goods or services, or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement.

Local Government Act 1995 s3.57 and 3.58

Local Government (Functions and General) Regulations 1996, Part 4

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Copies of all tender (or equivalent), expression of interest or panel of pre-qualified suppliers documents and advertisement to be retained on the relevant System.
- (2) Notification that tenders (or equivalent), expression of interests or a panel of pre-qualified suppliers has been called to be included in Elected Members Portal (Hub).

POWER TO DELEGATE:

Local Government Act 1995

s5.42 Delegation of some powers or duties to the CEO

s5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Procurement Policy

[10]

SUB-DELEGATE/S:*Appointed by the CEO*

Chief Financial Officer
Chief Operations Officer
Chief of Community Services
Chief of Built and Natural Environment
Executive Governance and Strategy
Executive Corporate Affairs
Executive People Experience and Transformation

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Procurement
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

2.2.3 Contract Variations (Tender or Equivalent)**POWER DELEGATED:**

Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract or increase the contract value beyond 10%, to a maximum of \$1,000,000 (ex GST) [F&G r.21A(a)].

Local Government Act 1995

S3.57 Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

r. 21A - Varying a contract for the supply of goods or services.

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995

s5.42 Delegation of some powers or duties to the CEO

s5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Procurement Policy

SUB-DELEGATE/S:

Appointed by the CEO

Chief Financial Officer

Chief Operations Officer

Chief of Community Services

Chief of Built and Natural Environment

Executive Governance and Strategy

Executive Corporate Affairs

Executive People Experience and Transformation

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Procurement
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

[12]

2.2.4 Particular Things Local Governments Can Do on Land That is Not Local Government Property

POWER DELEGATED:

The authority to go onto private land in the circumstances prescribed in Schedule 3.2 of the *Local Government Act 1995* and carry out works, even if it does not have consent of the owner.

Local Government Act 1995

S3.27 Particular things local governments can do on land that is not local government property

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995

s5.42 Delegation of some powers or duties to the CEO

s5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer

Head of Operations

Manager, Parks, Environment and Streetscapes

DIVISION:	Operations
BUSINESS UNIT:	Operations and Maintenance
SERVICE UNIT:	Environment, Parks and Landscape
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

2.2.5 Defer, Grant Discounts, Waive or Write Off Debts**POWER DELEGATED:**

The authority to write-off any amount of money, or to waive or grant a concession in relation to any amount of money owing to the City (other than rates & prescribed service charges).

Local Government Act 1995:

s.6.12 Power to defer, grant discounts, waive or write off debts

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Authority only applies to amounts of money owing to a maximum value of \$5,000 per debtor or transaction.
- (2) Authority does not apply to amounts of money owing for rates or prescribed service charges.
- (3) All reasonable endeavours must be used to recover outstanding debts before any write off is made.
- (4) A summary of transactions utilising this delegation is to be reported to the Audit Risk and Compliance Committee on an annual basis.

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:**SUB-DELEGATE/S:**

Appointed by the CEO

Chief Financial Officer

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Revenue Management
DATE FIRST ADOPTED:	9 August 2012
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	7

2.2.6 Objections to the Rate Record and Rateable Status of Land Powers Delegated**POWER DELEGATED:**

1. Authority to extend the time for a person to make an objection in relation to the rate record.
2. Authority to consider any objections to the rates record and allow/disallow the objection either wholly or in part.

Local Government Act 1995:
s.6.76 Grounds of objection

DELEGATE:

Chief Executive Officer

CONDITIONS:

1. Objections allowed on the grounds of non-rateability of Land are limited to where general rates to be charged do not, or would not, exceed \$5,000 per annum.
2. Written notice is to be served upon the person by whom the objection was made, of the decision on the objection and a statement of their reason for that decision.

POWER TO DELEGATE:

Local Government Act 1995:
s.5.42 Delegation of some powers or duties to the CEO
s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Nil

SUB-DELEGATE/S:

Appointed by the CEO

Chief Financial Officer

Head of Finance

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Revenue Management
DATE FIRST ADOPTED:	13 December 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

2.2.7 Obstruction of Footpaths and Thoroughfares

POWER DELEGATED:

1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to:
 - (a) prevent damage to the footpath; or
 - (b) prevent inconvenience to the public or danger from falling materials [ULP r.5(2)].
2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)].
3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)].
4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A].
5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].

Local Government (Uniform Local Provisions) Regulations 1996
r. 5(2) - Interfering with, or taking from, local government land
r. 6 - Obstruction of public thoroughfare by things placed and left
r. 7A - Obstruction of public thoroughfare by fallen things
r. 7 - Encroaching on public thoroughfare

DELEGATE:

Chief Executive Officer

CONDITIONS:

1. Actions under this Delegation must comply with procedural requirements detailed in the [*Local Government \(Uniform Local Provisions\) Regulations 1996*](#).
2. Permission may only be granted where, the proponent has:
 - a. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction.
 - b. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works.

[16]

- c. Provided evidence of sufficient Public Liability Insurance.
- d. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Local Government Act (Uniform Local Provisions) Regulations, 1996

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer

Head of Operations and Maintenance

Head of Planning

Manager Transport and Traffic

Transport and Traffic Coordinator

Transport Engineer

Civil Infrastructure Manager

DIVISION:	Operations
BUSINESS UNIT:	Operations and Maintenance
SERVICE UNIT:	Civil Infrastructure
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

2.2.8 Payments from Municipal and Trust Funds**POWER DELEGATED:**

The authority to make payments from the City's Municipal Fund and Trust Fund.

Local Government Act 1995

s. 6.7 - Municipal fund (incurring expenditure or income to)

s. 6.9(3) and (4) - Trust fund (management and payments from)

Local Government (Financial Management) Regulations 1996:

r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) All electronic bank file payments are to be authorised as follows:
 1. payment files under \$500,000 require one/authorised Delegate,
 2. payments files over \$500,000 require two Authorised Delegates
- (2) Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month showing:
 1. the payee's name;
 2. the amount of the payment;
 3. the date of the payment; and
 4. sufficient information to identify the transaction

This list is to be:

1. presented to the Council at the next Ordinary Meeting of the Council following the preparation of the list; and
2. recorded in the Minutes of the meeting at which it is presented.

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Local Government (Financial Management) Regulations 1996 Regulation 12

SUB-DELEGATE/S:*Appointed by the CEO*

Chief Financial Officer
Executive Governance & Strategy
Head of Finance
Financial Controller

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Financial Accounting
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

2.2.9 Procurement Selection and Award**POWER DELEGATED:**

The authority to:

- (1) Determine the criteria for evaluating all tenders (or equivalent), expression of interest and a panel of pre-qualified suppliers before inviting tenders (or equivalent), expressions of interest and a panel of pre-qualified suppliers;
- (2) Publicly invited tenders (or equivalent), expression of interest and panel of pre-qualified suppliers;
- (3) Accept or reject all tenders (or equivalent), expression of interest and a panel of pre-qualified suppliers where the consideration under the contract is, or is expected to be less than \$1,000,000 (GST exclusive); and
- (4) Determine minor variations (in accordance with the Procurement Management Practice) before entering into a contract with the successful tenderer.

Local Government Act 1995

s. 3.57 - Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

r. 18 - Rejecting and accepting tenders.

DELEGATE

Chief Executive Officer

CONDITIONS

- (1) The Tender (or equivalent) relating to the provision of goods and services to Council being within Budget;
- (2) Record of public tenders (or equivalent) received to be maintained in the Tender Register;
- (3) Details of all public advertised tenders (or equivalent) and all tenders (or equivalent) accepted pursuant to this Authority will be notified via "Council Information" publication;
- (4) Any Tender (or equivalent) accepted for a value of \$500,000 or greater (GST exclusive) requires the authorisation of two Delegates;
- (5) Any requirements of the Local Government Act, 1995 (Functions and General) Regulations, 1996, must be complied with.

[20]

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Procurement Policy

SUB-DELEGATE/S:

Appointed by the CEO

Chief Financial Officer

Chief Operations Officer

Executive Governance and Strategy

Chief of Built and Natural Environment

Chief of Community Services

Executive Corporate Affairs

Executive People Experience and Transformation

DIVISION:	Finance
BUSINESS UNIT:	Procurement
SERVICE UNIT:	Procurement
DATE FIRST ADOPTED:	24 August 2009
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	10

2.2.10 Preparation of Business Plans for Disposal of Land Power Delegated**POWER DELEGATED:**

The Authority to prepare a Business Plan and proceed with public notification of the Plan.

Local Government Act 1995

s3.59. Commercial enterprises by local governments

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Elected Members to be informed in writing of any circumstances where delegation used.
- (2) Council to make final determination of transaction following closure of public submission period, as required by Sec 3.59(5) of the Local Government Act, 1995.

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Nil

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer

Head of Property and Assets

Manager, Property Services

Property & Lands Officer

DIVISION:	Operations
BUSINESS UNIT:	Property and Assets
SERVICE UNIT:	Property and Assets
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	13

[22]

2.2.11 Recovery of Rates and Service Charges – Leased Properties**POWER DELEGATED:**

1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the City [s.6.60(2)].
2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].

Local Government Act 1995:

s.6.60 Local Government may require lessee to pay rent

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Local Government Act 1995 Section 6.60

SUB-DELEGATE/S:

Appointed by the CEO

Chief Financial Officer

Head of Finance

DIVISION:	Finance
BUSINESS UNIT:	Finance
SERVICE UNIT:	Financial Accounting
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

2.2.12 Notices Requiring Certain Things to be Done by Owner or Occupier of Land**POWER DELEGATED:**

- (1) Give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that —
 - (a) is prescribed in Schedule 3.1, Division 1; or
 - (b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2 [Act, s. 3.25(1)]
- (2) Do anything the local government considers necessary to achieve, so far as is practicable, the requirements of a notice issued pursuant to s. 3.25 of the Act where the person who is given the notice fails to comply with it [Act, s. 3.26(1)].
- (3) Recover the cost of anything done by the local government pursuant to s. 3.26(2) as a debt due from the person who failed to comply with the notice [Act, s. 3.26(3)].

Local Government Act 1995

s. 3.25 - Notices requiring certain things to be done by owner or occupier of land

s. 3.26 - Additional powers when notices given.

DELEGATE:

Chief Executive Officer

CONDITIONS:

Clauses 4(2) and 5(3) of Schedule 3.1 prescribe that a notice cannot be given to an occupier who is not an owner.

POWER TO DELEGATE:*Local Government Act 1995:*

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:*Local Government Act 1995*

Schedule 3.1

SUB-DELEGATE/S:

Appointed by the CEO

[24]

DIVISION:	Office of the CEO
BUSINESS UNIT:	Office of the CEO
SERVICE UNIT:	Office of the CEO
DATE FIRST ADOPTED:	11 May 2023
DATE LAST REVIEWED:	
VERSION NO.	1

2.2.13 Crossing, Construction, Repair and Removal**POWER DELEGATED:**

- (1) Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)].
- (2) Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)].
- (3) Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)].
- (4) Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].

Local Government (Uniform Local Provisions) Regulations 1996:

r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2)

r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)

DELEGATE:

Chief Executive Officer

CONDITIONS:

1. Actions under this Delegation must comply with procedural requirements detailed in the [Local Government \(Uniform Local Provisions\) Regulations 1996](#)

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Local Government (Uniform Local Provisions) Regulations 1996
Policy 'Crossovers'

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer
Head of Operations and Maintenance
Civil Infrastructure Manager

DIVISION:	Operations
BUSINESS UNIT:	Operations and Maintenance
SERVICE UNIT:	Civil Infrastructure
DATE FIRST ADOPTED:	10 December 2020
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	2

2.2.14 Sand Drift**POWER DELEGATED:**

Authority to give notice to a land owner/occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r.21(1)].

Local Government (Uniform Local Provisions) Regulations 1996:
r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DLEGATE:

Local Government Act 1995:
s.5.42 Delegation of some powers or duties to the CEO
s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Nil

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer
Head of Operations and Maintenance
Civil Infrastructure Manager
Senior Development Engineer

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development Assessment and Compliance
SERVICE UNIT:	Public Health Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

2.2.15 Temporary Road Closures

POWER DELEGATED:

1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)].
2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to:
 - give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and
 - consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)].
3. Authority to revoke an order to close a thoroughfare [s.3.50(6)].
4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]
5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s3.51].

Local Government Act 1995:

s.3.50 Closing certain thoroughfares to vehicles

s.3.50A Partial closure of thoroughfare for repairs or maintenance

s.3.51 Affected owners to be notified of certain proposals

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Temporary Road Closures Policy

SUB-DELEGATE/S:*Appointed by the CEO*

Chief Operations Officer

Head of Operations and Maintenance

Head of Planning

Manager, Transport and Traffic

Transport and Traffic Coordinator

Head of Community Safety and Ranger Services (for emergencies)

Fire and Emergency Management Manager (for emergencies)

DIVISION:	Operations
BUSINESS UNIT:	Operations and Maintenance
SERVICE UNIT:	Civil Infrastructure
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

2.2.16 Legal Proceedings**POWER DELEGATED:**

Initiate a legal proceeding, enforcement function, or legal interest under the *Local Government Act 1995* or any of its Regulations or a local law made by the City of Cockburn pursuant to the Act.

Legal proceeding may include-

- (a) The making or receiving of a legal proceeding;
- (b) The service of a notice, writ or subpoena;
- (c) The withdrawal of a legal proceeding or a notice; and
- (d) Any instruction to a solicitor or legal service provider in association with one or more of the above.

Local Government Act 1995

Section 9.24 - Prosecutions, commencing

Criminal Procedure Act 2004

20(1)(b)(i) - Who can commence prosecution - public authority, where public authority means—

- (a) a Minister of the State; or
- (b) a department of the Public Service; or
- (c) a local government or a regional local government; or
- (d) a body, whether incorporated or not, or the holder of an office, being a body or office that is established for a public purpose under a written law and that, under the authority of a written law, performs a statutory function on behalf of the State;

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

Council Policy 'Obtaining Legal or Other Expert Advice & Legal Proceedings Between City of Cockburn & Other Parties'

SUB-DELEGATE/S:

Appointed by the CEO

DIVISION:	Governance and Strategy
BUSINESS UNIT:	Legal and Compliance
SERVICE UNIT:	Legal and Compliance
DATE FIRST ADOPTED:	11 May 2023
DATE LAST REVIEWED:	
VERSION NO.	1

3 BUSH FIRES ACT 1954

3.1 COUNCIL

3.1.1 Fire Breaks

POWER DELEGATED:

- (1) Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the City:
 - (a) clearing of firebreaks as determined necessary and specified in the notice; and
 - (b) act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and
 - (c) as a separate or coordinated action with any other person carry out similar actions [s.33(1)].
- (2) Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)].
- (3) Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].

Bush Fires Act 1954:

s.33 Local government may require occupier of land to plough or clear fire-breaks

DELEGATE:

Chief Bush Fire Control Officer
Deputy Chief Bush Fire Control Officer

CONDITIONS:

- (1) The owner or occupier of land within the district must provide a duly completed "Request-Removal/Abatement of Fire Danger" form accompanied by the prescribed payment assessed by the Volunteer Bush Fire Brigade concerned and duly signed by the Captain of the Brigade.

POWER TO DELEGATE:

Bush Fires Act 1954:

s.48 Delegation by local government

COMPLIANCE LINKS:

Nil.

DIRECTORATE:	Office of the CEO
BUSINESS UNIT:	Office of the CEO
SERVICE UNIT:	Office of the CEO
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

3.1.2 Prohibited and Restricted Burning Period

POWER DELEGATED:

To vary prohibited and restricted burning times, in accordance with s17(7) and (8) and s18(5), regarding:

- shortening, extending, suspending or reimposing a period of prohibited or restricted burning times; or
- imposing a further period of prohibited or restricted burning times.

DELEGATE:

Mayor
Chief Bush Fire Control Officer
(jointly)

CONDITIONS:

- (1) The Mayor and Chief Bush Fire Control Officer shall jointly sign a memorandum prepared by the Chief Bush Fire Control Officer giving effect to the extension of the Prohibited Burning Period and such memorandum shall not extend the Prohibited Burning Period for a period greater than fourteen(14) days at any one time. A notice giving effect to the extension of the Prohibited Burning Period shall be published in a newspaper circulating in the district and a copy of the notice shall be distributed to:

Mayor	Chief Executive Officer
Chief Bush Fire Control Officer	Deputy Chief Bush Fire Control Officer
Rangers	Jandakot Volunteer Bush Fire Brigade
South Coogee Volunteer Bush Fire Brigade	City of Fremantle
City of Armadale	Department of Fire & Emergency Services of WA
City of Canning	Department of Biodiversity, Conservation & Attractions
City of Melville	Shire of Serpentine-Jarrahdale
City of Kwinana	Rottneest Island Authority

- (2) In the absence of the Mayor the Deputy Mayor becomes the Delegate in relation to signing of declarations as prescribed by the Bush Fires Act 1954, and in the absence of the Chief Bush Fire Control Officer the Deputy Chief Bush Fire Control Officer (Rangers and Community Safety Services Manager) becomes the Delegate.

POWER TO DELEGATE:

Bush Fires Act 1954:
s.48 Delegation by local government
s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))

COMPLIANCE LINKS:

Pursuant to the provisions of Section 17(10) of the Bush Fires Act 1954, the powers and duties of Section 17(7) and (8) of the aforesaid Act

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	Fire and Emergency Management
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

3.1.3 Prosecution of Offences

POWER DELEGATED:

- (1) Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59].
- (2) Authority to serve an infringement notice for an offence against this Act [s.59A(2)].

Bush Fires Act 1954:

s.59 Prosecution of offences

s.59A(2) Alternative procedure – infringement notices

DELEGATE:

Executive Governance and Strategy (institute legal proceedings only)

Chief Bush Fire Control Officer

Head of Ranger and Community Safety – (institute legal proceedings only)

Fire & Emergency Management Officer

Senior Ranger

Ranger

CoSafe Team Leader

CONDITIONS:

Nil

POWER TO DELEGATE:

Bush Fires Act 1954:

s.48 Delegation by local government

COMPLIANCE LINKS:

Nil.

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	Fire and Emergency Management
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

3.1.4 Delegation of Powers and Duties

POWER DELEGATED:

All powers, duties and functions of the local government under the Bush Fires Act 1954.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Includes the authority to appoint officers to Fire Control Officers for the City of Cockburn and to the Volunteer Bush Fire Brigades established within the City of Cockburn in accordance with S41 and 43 of the Bush Fires Act 1954;
- (2) Power to withdraw infringement notices according to s59A(3) of the Bush Fires Act 1954, and Bush fires Infringements Regulation 4 (a)

Excludes powers and duties that:

- are prescribed in the Act with the requirement for a resolution by the local government;
- are prescribed in the Act for performance by prescribed offices; or,
- are subject to separate delegated authority within this register.

POWER TO DELEGATE:

Bush Fires Act 1954:
s.48 Delegation by local government

COMPLIANCE LINKS:

Nil.

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	Fire and Emergency Services Management
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

4 CAT ACT 2011

4.1 Council

4.1.1 Delegation of Powers and Duties

POWER DELEGATED:

Exercise of any of its powers or the discharge of any of its duties under the Cat Act 2011.

Cat Act 2011:

- s.9 Registration
- s.10 Cancellation of registration
- s.11 Registration numbers, certificates and tags

Cat Regulations 2012

Schedule 3, cl.1(4) Fees Payable

- s.26 Cat control notice may be given to cat owner
- s.37 Approval to Breed Cats
- s.38 Cancellation of approval to breed cats
- s.39 Certificate to be given to approved cat breeder
- s.49(3) Authorised person may cause cat to be destroyed
- Schedule 3 Fees clause 1(4)

Cat (Uniform Local Provisions) Regulations 2013:

- r.8 Application to keep additional number of cats
- r.9 Grant of approval to keep additional number of cats

DELEGATE:

Chief Executive Officer

CONDITIONS:

1. A power or duty under sections 63, 64, or 65 of the Cat Act 2011 cannot be performed by an authorised person;
 - a) Content of Infringement Notice
 - b) Extension of Time
 - c) Withdrawal of Notice
2. Appointment of authorised persons function is not sub-delegated

POWER TO DELEGATE:

Cat Act 2011

- s. 44 - Delegation by local government.

COMPLIANCE LINKS:

Nil.

SUB-DELEGATE/S:

Appointed by the CEO

Head of Community Safety and Ranger Services

Service Support Lead

Workforce Scheduler

Ranger Services Manager

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	Ranger Services
DATE FIRST ADOPTED:	12 September 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	9

5 DOG ACT 1976

5.1 Council To CEO

5.1.1 Administration and Enforcement

POWER DELEGATED:

1. Exercise of any powers or the discharge of any of its duties under the Dog Act 1976.
2. Appointment of authorised persons.

Dog Act 1976:

- s.3 Terms Used (*Registration officer means a person authorised by the local government to effect the registration of dogs pursuant to this Act*)
- s.10 A Payments to veterinary surgeons towards costs of sterilisation
- s.15(2) and (4A) Registration periods and fees
- s.16(3) Registration procedure
- s.17A(2) If no application for registration made
- s.17(4) and (6) Refusal or cancellation of registration
- s.27 Licensing of approved kennel establishments
- s.29(5) Power to seize dogs
- s.29(11) Power to seize dogs
- s.33E(1) Individual dog may be declared to be dangerous dog (declared)
 - s.33F(6) Owners to be notified of making of declaration
 - s.33G(4) Seizure and destruction
- s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
- s.33H(5) Local government may revoke declaration or proposal to destroy
- s.33M(1)(a) Local Government expenses to be recoverable

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) A power or duty under sections 33F(6) and 33G(4) of the Dog Act 1976 is not delegated.
- (2) The following powers and duties are sub-delegated:
 - Establish and maintain dog management facilities (Section 11(1));
 - Keep a register of dogs (Section 14(1));
 - Discount or waive a dog registration fee (Section 15(4A));
 - Grant exemption regarding the number of dogs that may be kept (Section 26(3));
 - Approve kennel establishments (Section 27);
 - Appoint persons to seize dogs (Section 29(1)); and
 - Declare a dog to be a dangerous dog (Section 33E).

POWER TO DELEGATE:

Dog Act 1976:

s.10AA Delegation of local government powers and duties

COMPLIANCE LINKS:

Nil.

SUB/DELEGATE/S:

Appointed by the CEO

Head of Community Safety and Ranger Services

Ranger Services Manager

Ranger Team Leader (Section 15 (4A and 33E only)

Manager Public Health and Building Services (To approve kennel establishments
(Section 27) only)

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	Ranger Services
DATE FIRST ADOPTED:	12 June 2014
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

6 GRAFFITI VANDALISM ACT 2016

6.1 COUNCIL TO CEO

6.1.1 Administration and Enforcement

POWER DELEGATED:

1. Exercise of any powers or the discharge of any of its duties under the Graffiti Vandalism Act 2016.
2. Appointment of authorised persons.

Graffiti Vandalism Act 2016:

s.18(2) Notice requiring removal of graffiti

s.19(3) & (4) Additional powers when notice is given

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) A power under Section 17 to delegate the exercise of this power or the discharge of this duty is sub-delegated to those positions listed within this authority.

POWER TO DELEGATE:

Graffiti Vandalism Act 2016:

s.16 Delegation by local government

COMPLIANCE LINKS:

SUB DELEGATE/S:

Appointed by the CEO

Head of Community Safety and Ranger Services

CoSafe Operations Manager

DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Safety and Ranger Services
SERVICE UNIT:	CoSafe
DATE FIRST ADOPTED:	8 December 2016
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	6

7 BUILDING ACT 2011

7.1 COUNCIL TO CEO

7.1.1 Appoint Authorised Persons

POWER DELEGATED:

To designate an employee as an authorised person under Part 8, Division 2 of the *Building Act 2011*.

Building Act 2011:

s.96(3) authorised persons

s.99(3) Limitation on powers of authorised person

DELEGATE:

Chief Executive Officer

CONDITIONS:

1. Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.
2. An *authorised person* for the purposes of sections 96(3) and 99(3) is not an *approved officer* or *authorised officer* for the purposes of Building Reg. 70

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s96(3) and s127(6)(A)

SUB-DELEGATE/S:

Appointed by the CEO

Head of Development and Compliance
Manager, Public Health and Building Services
Manager, Building
Manager, Development Services
Coordinator Development Compliance

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	9

7.1.2 Approve or Refuse Building Permit

POWER DELEGATED:

The authority to approve or refuse to approve building plans, specifications, Building Permit and Certificate of Design Compliance as prescribed by s20 of the *Building Act 2011*.

The authority to approve or refuse to approve building(s) or Incidental Structures as prescribed by s20 of the *Building Act 2011*.

Building Act 2011:

s.18 Further Information

s.20 Grant of building permit

s.22 Further grounds for not granting an application

s.27(1) and (3) Impose Conditions on Permit

Building Regulations 2012:

r.23 Application to extend time during which permit has effect (s.32)

r.24 Extension of time during which permit has effect (s.32(3))

r.26 Approval of new responsible person (s.35(c))

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) All relevant legislation, including Council's Town Planning Scheme No.3.
- (2) All delegates have the authority to deal with such matters relevant to this declaration and restricted to the City's expectations of their skills and qualifications in order to be able to perform the required duties.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011. s127(6)A

SUB-DELEGATE/S:*Appointed by the CEO*

Manager, Public Health and Building Services

Manager, Building

Senior Building Surveyors

Building Surveyors (subject to required qualifications and registration with the Western Australian Building Commission as defined in the Building Services (Registration) Act 2011.)

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Development and Compliance
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.3 Approve or Refuse a Demolition Permit

POWER DELEGATED:

The authority to approve or refuse to approve Demolition Permits as prescribed by s21 of the *Building Act 2011*.

Building Act 2011:

- s.18 Further Information
- s.21 Grant of demolition permit
- s.22 Further grounds for not granting an application
- s.27(1) and (3) Impose Conditions on Permit

Building Regulations 2012

- r.23 Application to extend time during which permit has effect (s.32)
- r.24 Extension of time during which permit has effect (s.32(3))
- r.26 Approval of new responsible person (s.35(c))

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Applications to be completed to the satisfaction of responsible staff within Council's Building Department.
- (2) Responsible staff to become acquainted with all relevant legislation and Council's Town Planning Scheme No.3.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s127(6)A.

SUB-DELEGATES:*Appointed by the CEO*

Manager, Public Health and Building Services

Manager, Building Services

Senior Building Surveyors (subject to required qualifications and registration with the West Australian Building Commission as defined in the *Building Services (Registration) Act 2011*.)

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.4 Approve or Refuse an Extension of Time for Building and Demolition Permits

POWER DELEGATED:

The authority to extend the duration of a Building Permit and a Demolition Permit as prescribed by s32 of the *Building Act 2011* and r24(1) of the *Building Regulations 2012*.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) All relevant legislation, including Council's Town Planning Scheme No.3.
- (2) All delegates have the authority to extend the duration of both Building and Demolition Permits for up to a maximum of 24 months beyond the standard 2 years.
- (3) Delegates can further impose conditions in relation to an extension of time.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s127(6)A.

SUB-DELEGATE/S:

Appointed by the CEO

Manager, Public Health and Building Services

Manager, Building

Senior Building Surveyors (Subject to required qualifications and registration with the Western Australian Building Commission as defined in the Building Services (Registration) Act 2011)

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	12

7.1.5 Issue an Occupancy Permit or Building Approval Certificate

POWER DELEGATED:

The authority to issue or modify or refuse to issue or modify an occupancy permit or a building approval certificate as prescribed by s58 of the Building Act 2011.

Building Act 2011:

s.55 Further information

s.58 Grant of occupancy permit, building approval certificate

s.62(1) and (3) Conditions imposed by permit authority

s.65(4) Extension of period of duration

Building Regulations 2012

r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) that the applicant has complied with section 54 and that the building surveyor who signed the certificate of construction compliance or certificate of Building Compliance is an independent building surveyor in relation to the application

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s127(6)A.

SUB-DELEGATE/S:

Appointed by the CEO

Manager, Public Health and Building Services

Manager, Building

Senior Building Surveyors

Building Surveyors (subject to required qualifications and registration with the Western Australian Building Commission as defined in the Building Services (Registration) Act 2011).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.6 Make an Order for Building or Demolition Work

POWER DELEGATED:

The authority to issue a building order in respect of particular building work or particular demolition work as prescribed by s110 of the *Building Act 2011*.

Building Act 2011:

s.110(1) A permit authority may make a building order

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) A building order must be directed to a Builder, if a building permit is in effect, or a Demolition Contractor if a demolition permit is in effect or to an owner of the land to which the particular building or demolition work is being carried out.
- (2) A time limit to comply with the building order must be included in accordance with s112 of the *Building Act 2011*.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s127(6)A.

SUB-DELEGATE/S:

Appointed by the CEO

Head of Development and Compliance
Coordinator Development Compliance Services
Development Compliance Officers
Manager, Public Health and Development Services
Manager, Building
Senior Building Surveyors
Building Surveyors

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Development Compliance
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.7 Revoke Order for Building or Demolition Work**POWER DELEGATED:**

The authority to revoke a building order in respect of particular building work or particular demolition work as prescribed by s117 of the *Building Act 2011*.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) A building order may be revoked at any time and must be served, in writing, to each person to whom the order is directed.
- (2) A permit authority must, within 28 days of receiving a notification under section 112(3)(c) —
 1. decide whether the building order has been fully complied with; and
 2. either revoke the building order or inform each person to whom the order is directed that the building order remains in effect.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011, s127(6)A and any relevant Council Policy

SUB-DELEGATE/S:

Appointed by the CEO

Head of Development and Compliance
 Coordinator Development Compliance
 Development Compliance Officers
 Manager, Public Health and Building Services
 Manager, Building
 Senior Building Surveyors

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Development Compliance
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.8 Approve or Refuse an Extension of Time for an Occupancy Permit and Building Approval Certificate**POWER DELEGATED:**

The authority to extend the duration of an Occupancy Permit and a Building Approval Certificate as prescribed by s65 of the *Building Act 2011*.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) All relevant legislation, including Council's Town Planning Scheme No.3.
- (2) All delegates have the authority to extend the duration of an Occupancy Permit by up to 12 months
- (3) All delegates have the authority to extend a Building Approval Certificate for up to a maximum of 12 months beyond the expiration date of the original Building Approval Certificate.
- (4) Delegates can further impose conditions in relation to an extension of time.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

Building Act 2011 s127(6)A, and any relevant Council Policy

SUB-DELEGATE/S:

Appointed by the CEO

Head of Development and Compliance

Manager, Public Health and Building Services

Manager, Building

Senior Building Surveyors

Building Surveyors (subject to required qualifications and registration with the Western Australian Building Commission as defined in the *Building Services (Regulations) Act 2011*).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

7.1.9 Legal Proceedings**POWER DELEGATED:**

To initiate a prosecution pursuant to s133(1) for non-compliance of the *Building Act 2011*.

Building Act 2011:

s.133(1) A permit authority may commence a prosecution for an offence against this Act

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) The City may commence a prosecution for any offences against the *Building Act 2011* where deemed necessary.

POWER TO DELEGATE:

Building Act 2011:

s.127(1) & (3) Delegation: special permit authorities and local government

COMPLIANCE LINKS:

To initiate a prosecution pursuant to s133 of the *Building Act 2011* for an offence against this Act.

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Built and Natural Environment
Head of Development and Compliance
Manager, Building
Coordinator Development Compliance

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Development and Compliance
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	9

8 FOOD ACT 2008

8.1 COUNCIL TO CEO

8.1.1 Food Act 2008 – Prosecution

POWER DELEGATED:

Authority to institute proceedings for an offence under the *Food Act 2008* [s125].

Food Act 2008:

s.125 Institution of proceedings

DELEGATE:

Chief Executive Officer
Chief of Built and Natural Environment
Head of Development and Compliance
Manager, Public Health and Building Services
Coordinator Environment Health

CONDITIONS:

- (1) Delegates shall only act in accordance with the delegated statute, inclusive of all relevant statutory limitations and powers.

POWER TO DELEGATE:

Food Act 2008:

s.118 Functions of enforcement agencies and delegation

- (2)(b) Enforcement agency may delegate a function conferred on it
- (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]
- (4) Sub-delegation permissible only if expressly provided in regulations

COMPLIANCE LINKS:

- *Food Act 2008*, s125 Institution of proceedings
- Statutory Power of Delegation, *Food Act 2008*, s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it
- s118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]
- s118(4) Sub-delegation only permissible if expressly provided in regulations

SUB-DELEGATE/S:

Nil (The Food Regulations 2009 does not provide for sub-delegations).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	12 December 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

8.1.2 Prohibition Orders

POWER DELEGATED:

- (1) Serve a Prohibition Order on the proprietor of a food business in accordance with s65 of the *Food Act 2008* [s65].
- (2) Give a Certificate of Clearance, where inspection demonstrates compliance with a Prohibition Order and any Improvement Notices [s66].
- (3) Give written notice to proprietor of a food business on whom a Prohibition Order has been served of the decision not to give a certificate of clearance after an inspection [s67(4)].

Food Act 2008:

s.65(1) Prohibition orders

s.66 Certificate of clearance to be given in certain circumstances

s.67(4) Request for re-inspection

DELEGATE:

Chief Executive Officer

Chief of Built and Natural Environment

Head of Development and Compliance

Manager, Public Health and Building Services

Environmental Health Coordinator

CONDITIONS:

1. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time

POWER TO DELEGATE:

Food Act 2008:

s.118 Functions of enforcement agencies and delegation

(2)(b) Enforcement agency may delegate a function conferred on it

(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]

(4) Sub-delegation permissible only if expressly provided in regulations

COMPLIANCE LINKS:

- *Food Act 2008* s65(1) Prohibition Order, s66 Certificate of Clearance, and s67(4) Request for Re-Inspection
- Statutory Power of Delegation *Food Act 2008*, s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it
- s118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]
- s118(4) Sub-delegation only permissible if expressly provided in regulations

SUB-DELEGATE/S:

Nil (The Food Regulations 2009 does not provide for sub-delegations).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	12 December 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

8.1.3 Registration of Food Business

POWER DELEGATED:

- (1) Register a food business in respect of any premises for the purposes of Part 9 of the *Food Act 2008* and issue a certificate of registration [s110(1)].
- (2) After considering an application, determine to grant (with or without conditions) or refuse the application [s110(5)].
- (3) Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the *Food Act 2008* [s112(1)].

Food Act 2008:

s.110(1) and (5) Registration of food business

s.112 Variation of conditions or cancellation of registration of food businesses

DELEGATE:

Chief Executive Officer
 Chief of Built and Natural Environment
 Head of Development and Compliance
 Manager, Public Health and Building Services
 Environmental Health Coordinator

CONDITIONS:

In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:

- *Food Act 2008* Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA
- Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1
- WA Priority Classification System
- Verification of Food Safety Program Guideline

POWER TO DELEGATE:

Food Act 2008:

s.118 Functions of enforcement agencies and delegation

(2)(b) Enforcement agency may delegate a function conferred on it

(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]

(4) Sub-delegation permissible only if expressly provided in regulations

COMPLIANCE LINKS:

- *Food Act 2008*, s110(1) and (5) Registration of food business, and
- s112 Variation of conditions or cancellation of registration of food businesses.
- Statutory Power of Delegation *Food Act 2008*, s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it

- s118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]
- s118(4) Sub-delegation only permissible if expressly provided in regulations

SUB-DELEGATE/S:

Nil (The Food Regulations 2009 does not provide for sub-delegations).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	12 December 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

8.1.4 Appointment of Authorised Persons and Designated Officers

POWER DELEGATED:

1. Authority to appoint a person to be an authorised person for the purposes of the *Food Act 2008* [s122(1)].
2. Authority to appoint an authorised person to be a Designated Officer for the purposes of the *Food Act 2008*. [126(13)].
3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].

Food Act 2008:

s.122(1) Appointment of authorised officers

s.126(6), (7) and (13) Infringement Officers

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Delegates shall only act in accord with the delegated statute, inclusive of all relevant statutory limitations and powers.

POWER TO DELEGATE:

Food Act 2008:

s.118 Functions of enforcement agencies and delegation

(2)(b) Enforcement agency may delegate a function conferred on it

(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]

(4) Sub-delegation permissible only if expressly provided in regulations

COMPLIANCE LINKS:

Food Act 2008, s122 Appointment of Authorised Officers, and s126 Infringement Notices

Statutory Power of Delegation *Food Act 2008*, s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it

s118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]

s118(4) Sub-delegation only permissible if expressly provided in regulations

SUB-DELEGATE/S:

Nil (The Food Regulations 2009 does not provide for sub-delegations).

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	12 December 2013
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

9 PUBLIC HEALTH ACT 2016

9.1 COUNCIL TO CEO

9.1.1 Appointment of Authorised Officers

POWER DELEGATED:

1. Authority to designate a person or class of persons as authorised officers for the purposes of:
 - i. The *Public Health Act 2016* or other specified Act
 - ii. Specified provisions of the *Public Health Act 2016* or other specified Act
 - iii. Provisions of the *Public Health Act 2016* or another specified Act, other than the specified provisions of that Act.Including:
 - a. an environmental health officer or environmental health officers as a class;
OR
 - b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR
 - c. a mixture of the two. [s.24(1) and (3)].

Public Health Act 2016

s.24(1) and (3) Designation of authorised officers

DELEGATE:

Chief Executive Officer

CONDITIONS:

Nil

POWER TO DELEGATE:

Public Health Act 2016:

s.21 Enforcement agency may delegate

COMPLIANCE LINKS:

Public Health Act 2016 ('the Public Health Act')

SUB DELEGATE/S:

Nil

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	8 December 2016
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	6

10 LOCAL PLANNING SCHEME

10.1 COUNCIL TO CEO

10.1.1 Structure Plans and Activity Centre Plans

POWER DELEGATED:

(1) Structure Plans

1. In accordance with Clause 17(1) of the Deemed Provisions, the authority to determine whether:
 - a. A Proposed Structure Plan complies with Clause 16(1) of the Deemed Provisions; or
 - b. Further information from the applicant is required before a Proposed Structure Plan can be accepted for assessment and advertising.
2. In accordance with Clause 17(1)(b) of the Deemed Provisions, the authority to estimate and provide to the applicant the fee for dealing with a Proposed Structure Plan in accordance with the Planning and Development Regulations 2009.
3. In accordance with Clause 18 of the Deemed Provisions, the authority to advertise the Proposed Structure Plan;
4. In accordance with Clause 19(1) of the Deemed Provisions the authority:
 - a. To request further information from a person who prepared a Proposed Structure Plan and;
 - b. To advertise any modifications proposed to a Proposed Structure Plan to address issues raised in submissions.
5. In accordance with Clause 29(3) of the Deemed Provisions, the authority to decide not to advertise an amendment to a Structure Plan if, in the opinion of the officer, the amendment is of a minor nature.
6. In accordance with Clause 20(1) of the Deemed Provisions, the authority to prepare a report on an amendment to a Structure Plan, where the amendment is considered to be minor in nature, and to submit this directly to the Commission.

(2) Activity Centre Plans

1. In accordance with Clause 33(1) of the Deemed Provisions, the authority to determine whether:
 - a. A Proposed Activity Centre Plan complies with Clause 32(1) of the Deemed Provisions; or
 - b. Further information from the applicant is required before a Proposed Activity Centre Plan can be accepted for assessment and advertising.

2. In accordance with Clause 33(1)(b) of the Deemed Provisions, the authority to estimate and provide to the applicant the fee for dealing with a Proposed Activity Centre Plan in accordance with the Planning and Development Regulations 2009.
3. In accordance with Clause 34 of the Deemed Provisions, the authority to advertise the Proposed Activity Centre Plan;
4. In accordance with Clause 35(1) of the Deemed Provisions the authority:
 - a. To request further information from a person who prepared a Proposed Activity Centre Plan and;
 - b. To advertise any modifications to a Proposed Activity Centre Plan to address issues raised in submissions.
5. In accordance with Clause 45(3), the authority to decide not to advertise an amendment to an Activity Centre Plan if, in the opinion of the officer, the amendment is minor in nature.
6. In accordance with Clause 36(1) of the Deemed Provisions, the authority to prepare a report on an amendment to an Activity Centre Plan, where the amendment is considered to be minor in nature, and to submit this directly to the Commission.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Where an amendment to a Structure Plan or Activity Centre Plan may be considered minor in nature
 1. As per Clause 17 of the Structure Plan Framework, a minor amendment to a Structure Plan or Activity Centre Plan is a change or departure that:
 - a. Does not materially alter the purpose and intent of the structure plan;
 - b. Does not change the intended lot / dwelling yield by more than 10 per cent;
 - c. Does not adversely impact upon the amenity of adjoining landowners and occupiers;
 - d. Does not restrict the use and development of adjoining land;
 - e. Does not significantly impact on infrastructure provision;
 - f. Does not impact upon the environment;
 - g. Is consistent with Council adopted policies; and
 - h. Is deemed to be consistent with orderly and proper planning.

POWER TO DELEGATE:

Local Government Act 1995:

s.5.42(b) Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

City of Cockburn Town Planning Scheme No.3

Planning and Development Act 2005

Planning & Development (Local Planning Schemes) Regulation 2015

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Built and Natural Environment

Head of Planning

Strategic Planning Coordinator

Senior Strategic Planning Officers

DIRECTORATE:	Built and Natural Environment
BUSINESS UNIT:	Planning
SERVICE UNIT:	Strategic Planning
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	9

10.1.2 Town Planning Scheme No.3 - Development Contributions

POWER DELEGATED:

The authority to adopt Cost Contribution Schedules for Development Contribution Areas and set the annual contribution rates.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1)
- The requirements specified in State Planning Policy 3.6 Infrastructure Contributions and clause 5.3 and Table 10 of Town Planning Scheme No 3.

POWER TO DELEGATE:

Local Government Act 1995:
s.5.42(b) Delegation of some powers or duties to the CEO
s.5.43 Limitations on delegations to the CEO

COMPLIANCE LINKS:

City of Cockburn Town Planning Scheme No.3
Planning & Development Act 2005

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Built and Natural Environment
Head of Planning
Development Contributions Officer

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Planning
SERVICE UNIT:	Strategic Planning
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	14

10.1.3 Town Planning Scheme – Development Control**POWER DELEGATED:**

City of Cockburn Town Planning Scheme No. 3 (TPS 3)

- (1) Local Development Plans:
 - a) The authority to approve local development plans.
 - b) The authority to refuse to approve local development plans and, to provide reasons for this to the owner.
- (2) Amending or cancelling development approval:
 - a) The authority to amend a planning approval so as to extend the period within which any development approved must be substantially commenced.
 - b) The authority to determine when a development has been 'substantially commenced', subject to sufficient evidence on planning grounds.
 - c) The authority to amend or delete any condition to which the approval is subject.
 - d) The authority to amend an aspect of the development approved which, if amended, would not substantially change the development approved.
 - e) The authority to cancel the approval, subject to sufficient planning grounds.
- (3) Unauthorised Existing Subsequent approval of development
The authority to determine applications excludes the determination of Category 'A: Heritage places, the removal of 'Significant Trees' or 'Protected Tree' subject to a Tree Preservation order and those applications proposing demolition of any category of heritage building as contained in the Local Government Heritage List and Inventory except where those applications are for minor amendments or minor works as defined in Local Planning Policy LPP4.4 and the amendments or minor works are supported by the State Heritage Office.
- (4) Determination of Applications (other than 'Industry General' – Licensed)
 - a) The authority to grant approval with or without conditions.
 - b) The authority to refuse to grant planning approval.
- (5) Form and Date of Determination
 - a) The authority to convey its determination to the applicant in the form of the "Notice of determination on application for development approval" prescribed in TPS 3.
- (6) Temporary Planning Approval
 - a) The authority to impose conditions limiting period of time for which an approval is granted.
- (7) Approval Subject to Later Approval of Details
 - a) The authority to grant development approval subject to a condition that further detail any works or use specified in the condition must be

submitted to, and approved by, the City before the developer commences the development.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) The authority to determine applications subject to those applications being in accordance with the relevant legislative, scheme and policy requirements.
- (2) The authority to determine applications where advertising of an application is required in accordance with TPS 3 subject to:
 - a) No objections are received during the consultation period.
 - b) The objection can be resolved through a condition imposed on an approval or negotiation of a design change with the applicant.
 - c) The objection does not relate to valid planning considerations associated with the proposal (as confirmed by the Manager Development Services).
- (3) The authority to determine applications excludes the determination of category "A" Heritage places and those applications proposing demolition of any category of heritage building as contained in the Local Government Heritage List and Inventory except where those applications are for minor amendments or minor works as defined in Local Planning Policy 4.4 and the amendments or minor works are supported by the State Heritage Office.
- (4) The authority to determine applications for 'Industry – General (Licenced)' subject to:
 - (a) compliance with the minimum recommended separation distance required by the Environmental Protection Authority's 'Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses';
 - (b) non-objection to the proposal by the Manager, Health and Building Services
- (5) The authority to issue a renewal of a planning approval or extension of the approval period prior to expiry subject to:
 - (a) The development being substantially the same as that previously approved by Council or the City under delegation.
 - (b) Unless sufficient planning grounds are provided, any conditions of development approval shall be the same as those previously imposed.
- (6) In relation to a decision that is subject to a review in the State Administrative Tribunal, sub-delegated officers may:
 - (a) Attend directions hearings, mediations and hearings.
 - (b) Appear as an expert witness in a hearing.
 - (c) Provide evidence in a hearing.

- (d) Prepare any written documents required as part of matter the subject of a review.

COMPLIANCE LINKS:

City of Cockburn Town Planning Scheme No.3.

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Built and Natural Environment
Head of Development and Compliance
Manager Development Services
Coordinator Development Services
Senior Statutory Planning Officer (Development Services)
Statutory Planning Officer

Only in relation to Condition (6):
Transport Engineer
Manager, Transport and Traffic
Traffic and Transport Coordinator
Landscape Officer
Development Engineer
Senior Environmental Health Officer
Environmental Health Officer

DIVISION:	Built and Natural Environment
BUSINESS UNIT:	Development Assessment and Compliance
SERVICE UNIT:	Development Services
DATE FIRST ADOPTED:	11 June 2015
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

10.1.4 Building Permits/Strata Plans**POWER DELEGATED:**

- (1) Building Permits and/Strata Plans ('Built Strata' Plans)
1. The authority to approve building applications for residential development where the development proposed has a valid, or does not require, a planning approval pursuant to the *Planning and Development (Local Planning Scheme) Regulations 2015* (as amended).
 2. The authority to approve applications for outbuildings in the Residential, Rural, Rural Living and Resource Zones where planning approval is not required.
 3. The authority to approve residential applications for building permit on strata lots (built strata) that comply with a valid planning approval, or where a planning approval was not required
 4. The authority to issue or modify the 'Occupancy Permit – Strata' or 'Building Approval Certificate – Strata' in respect to buildings that may be shown on a Strata Plan to be lodged for registration, pursuant to the Strata Titles Act.
 5. The authority to refuse an 'Occupancy Permit - Strata' or 'Building Approval Certificate - Strata' in accordance with s60 of the Building Act 2011.
 7. The authority to support and where appropriate not support strata proposals that fail to comply with Council policy or the design principles of the Codes.

CONDITIONS:

- (1) Authority 1.1 subject to:
1. Compliance with the planning framework.
 2. Non-objection from a statutory planning officer within the Development Services team where the function falls under the [Planning and Development Act 2005](#).

POWER TO DELEGATE:**COMPLIANCE LINKS:**

Building Act 2011
Planning and Development Act 2005

DELEGATE/S AUTHORISED:

Chief of Built and Natural Environment
Manager, Public Health and Building Services
Manager, Building
Senior Building Surveyors
Building Surveyors

DIRECTORATE:	Built and Natural Environment
BUSINESS UNIT:	Development and Compliance
SERVICE UNIT:	Public Health and Building Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	8

10.1.5 Community Funding to Support Local Economic Development**POWER 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.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) To approve applications for the following grant programs:
1. Category A – Economic Development Grants

POWER TO DELEGATE:

Nil

COMPLIANCE LINKS:

Council Policy "Community Funding to support local Economic Development (Grants)" refers.

SUB-DELEGATE/S:

Appointed by the CEO

Executive Corporate Affairs
Manager, Business and Economic Development

DIRECTORATE:	Corporate Affairs
BUSINESS UNIT:	Corporate Communications
SERVICE UNIT:	Communications & Marketing
DATE FIRST ADOPTED:	10 September 2020
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	3

10.1.6 Renewal of Leases and Licenses for City Owned or Controlled Property**POWER DELEGATED:**

The authority to renew a lease and licence agreement.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) As provided in Policies 'Leasing of City of Cockburn Property for Community and/or Recreational Purposes (including Not-for-Profit)' and 'Commercial Leasing of City of Cockburn Owned or Controlled Land'.

POWER TO DELEGATE:

Nil.

COMPLIANCE LINKS:

Local Government Act 1995 - s3.58.

Local Government (Functions and General) Regulations 1996 – s30.

Planning & Development (Local Planning Schemes) Regulations 2015.

Council Policies 'Leasing of City of Cockburn Property for Community and/or Recreational Purposes (including Not-for-Profit)' and 'Commercial Leasing and Other Dispositions of City of Cockburn Owned or Controlled Land' refers.

SUB-DELEGATE/S:

Appointed by the CEO

Chief Operations Officer

Head of Property and Assets

Manager, Property Services

DIRECTORATE:	Operations
BUSINESS UNIT:	Property and Assets
SERVICE UNIT:	Property Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	7

10.1.7 Applications to Keep More Than Two (2) Dogs at a Residential Property**POWER DELEGATED:**

The authority to approve/reject applications to keep more than two (2) dogs at a residential property.

City of Cockburn (Local Government Act) Local Laws - cl 2.9

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) The premises complying in all respects with the provisions of the Act and this Local Law.
- (2) The applicant provides approval for the City's Officers to request community feedback:
 1. In residential area – within 50 metres of the applicant's premises; and
 2. in rural areas – within 100 metres of the applicant's premises.
- (3) The City has not received any objections to the notification within a period of twenty-one days of the notification having been given.
- (4) In the event that any objections are received, Council approval is required.
- (5) Any approval issued is subject to the relevant dog or dogs being registered.
- (6) The number of dogs is limited to six over the age of three months and the young of those dogs under that age.

POWER TO DELEGATE

Nil.

COMPLIANCE LINKS:

City of Cockburn (Local Government Act) Local Laws - cl 2.9

SUB-DELEGATE/S:

Appointed by the CEO
Chief of Community Services
Head of Community Safety & Ranger Services
Ranger Services Manager

DIRECTORATE:	Community Services
BUSINESS UNIT:	Recreation Infrastructure and Services
SERVICE UNIT:	Recreation Services
DATE FIRST ADOPTED:	11 March 2021
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	10

10.1.8 Funding Assistance – Community Associations**POWER DELEGATED:**

The authority to approve payment of funding and donations available in Council's Municipal Budget for Community Associations.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Funding for Community Associations will be considered under the following sub-categories as provided for in Council Policy ['Community Funding for Community Organisations and Individuals \(Grants, Donations & Sponsorships\)'](#), Category G – Major and Minor Funding
1. Publication and Distribution of Newsletters
 2. Cockburn Community Insurance Program
 3. Hire of Council Community Centres and Halls
 4. Resident Association Support

POWER TO DELEGATE:

Nil.

COMPLIANCE LINKS:

Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)'

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Community Services
Head of Community Development
Community Development Lead

DIVISION:	Community Services
BUSINESS UNIT:	Community Development
SERVICE UNIT:	Community Grants
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	11

10.1.9 Funding Assistance for Community Organisations and Individuals**POWER DELEGATED:**

The authority to allocate funds to projects, events or activities that best meet the Community Innovation and Participatory Budgeting, Grants, Small Events or Individual Sponsorships Program Criteria.

DELEGATE:

Chief Executive Officer

CONDITIONS:

The following categories are to be used to prioritise the projects to be funded or considered for funding under the below Council funded programs:-

- (1) As provided for in Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)' for:
 1. Community Grants (Category A)
 2. Cultural Grants (Category B)
 3. Sustainability Grants (Category C)
 4. Small Events Sponsorship (Category D)
 5. Sponsorship Program (Individuals – Category F)
 6. Community Innovation and Participatory Budgeting (Category G)
- (2) Elected Members are to be informed of the outcome of applications.

POWER TO DELEGATE:

Nil.

COMPLIANCE LINKS:

Council Policy 'Community Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)'

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Community Services
Head of Community Development and Services
Community Development Lead (Category D only)

DIVISION:	Community Services
BUSINESS UNIT:	Community Development
SERVICE UNIT:	Community Grants
DATE FIRST ADOPTED:	14 March 2019
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	4

10.1.10 Funding for Community Organisations and Individuals (Grants, Donations & Sponsorships)

POWER DELEGATED:

The authority to approve payment of minor grants, sponsorships, donations and subsidies available in the City's Grants and Donation budget.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) Funding will be considered under the following sub-categories as provided for in Council Policy '[Community Funding for Community Organisations and Individuals \(Grants, Donations & Sponsorships\)](#), Category G – Major and Minor Funding:
1. Minor Donations
 2. Subsidies
 3. Minor Grants
 4. Youth Reward and Recognition
 5. Donations to Schools – Reimbursements
 6. Community Welfare Funding
 7. Covid-19 Community Funding

POWER TO DELEGATE:

Nil.

COMPLIANCE LINKS:

Council Policy – Community Funding for Community Organisations and Individuals (Grants, Donations and Sponsorship)

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Community Services
Head of Community Development and Services

DIVISION:	Community Services
BUSINESS UNIT:	Community Development
SERVICE UNIT:	Community Grants
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	14

10.1.11 Local Government Act 1995 - Usage and Management of Community and Sporting Facilities

POWER DELEGATED:

The authority to apply specific conditions for the casual hire of Council controlled Community and Sporting Facilities, in accordance with the Terms and Conditions of Hire, which may be amended from time to time.

DELEGATE:

Chief Executive Officer

CONDITIONS:

- (1) The following conditions can be approved under this delegation in conjunction with conditions listed in Council Policy "Usage and Management of Community and Sporting Facilities"
 1. Community Facilities
 2. Community Sporting Facilities
 3. Passive Reserves
- (2) Any reduction of fees may be applied a customer service measure.
- (3) Any payment extensions for unpaid usage fees that enable continued access.

POWER TO DELEGATE:

COMPLIANCE LINKS:

Council Policy 'Usage and Management of Community and Sporting Facilities' refers.

SUB-DELEGATE/S:

Appointed by the CEO

Chief of Community Services
Head of Recreation Services
Recreation Services Manager

DIVISION:	Community Services
BUSINESS UNIT:	Recreation Infrastructure and Services
SERVICE UNIT:	Recreation Services
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	11 May 2023
VERSION NO.	9

Delegation Register

City of Cockburn

1. Local Government Act 1995 Delegations

1.2.21 Variation to Contract

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996</i> r.21A Varying a contract for the supply of goods and services
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract.
Council Conditions on this Delegation:	<ul style="list-style-type: none"> a. The variations are necessary for the goods and services to be supplied. b. The variations do not change the scope of the original contract. c. The variations do not increase the contract value by more than 10% exceed the project allocation for the current financial year in the adopted Annual Budget, and/or future expenditure in the Corporate Business Plan or Long Term Financial Plan. d. For variations that exceed \$1,000,000 the approval of the CEO and one Director is required. e. The variations are to be reported to the relevant committee. c. d. The total value of the variations does not exceed \$1,000,000.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government (Functions and General) Regulations 1996</i> – prescribe applicable statutory procedures.

Delegation Register
City of Cockburn

1. Local Government Act 1995 Delegations

		Procurement Policy
Record Keeping:		Details of decisions are to be recorded in the City's record keeping system
1	Adopted 11 May 2023	
2	Modified 9 July 2024 <i>(Proposed)</i>	
3		

15.2 Governance Committee Meeting – 18/06/2024

15.2.1 Annual Calendar and Minor Terms of Reference Review for Governance Committee

Executive	Chief Executive Officer
Author	Manager Legal and Compliance
Attachments	1. Governance Committee (GovCo) Terms of Reference - May 2024 2. Governance Committee (GovCo) Annual Calendar of Business - 2024

Officer Recommendation The Committee recommends Council: (1) ENDORSES the minor amendments to the Governance Committee Terms of Reference; and (2) RECEIVES the Calendar of Business.
Committee Recommendation That Council: (1) DEFERS this item to a future Governance Meeting after Elected Members have attended a Workshop on the matter.

Background

Council have resolved to conduct a review of the current Committee Structure after the completion of the Governance Improvement Plan (Ordinary Council Meeting 14 May 2024).

The Governance Committee (GovCo) Terms of Reference require a review, and in consideration of the committee structure review, minor amendments are proposed.

Submission

N/A

Report

A high-level review of the Terms of Reference has been completed with minor recommended changes, summarised as follows:

1. Organisational Performance Matters will be reported through Governance Committee – there is currently an overlap between Corporate Business Plan reporting through both committees.
2. Administrative policies are not determined by Council, so the reference is unnecessary and is proposed to be deleted.
3. It is proposed that October Committee meetings during an Election year not be held. The Terms of Reference allows for the scheduling of additional meetings if required.

4. The rotational commencement time be removed, and the commencement time of the Governance Committee be fixed at 6pm.

The Annual Calendar of Business has been updated for the years 2024 to 2025, which provides a guide to officers and Elected Members on the business objectives, noting this is not fixed and items can be referred by Council or due to operational requirements.

It is recommended that minor amendments are made to the Terms of Reference, pending the substantive committee structure review in due course.

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

There are no budget implications from the recommendation in this report.

Legal Implications

There are no legal implications from the recommendation in this report. The Governance Committee is a formal Committee of Council, and the Terms of Reference guides the purpose and objectives of the Committee. The proposed updates are minor in nature.

Community Consultation

N/A

Risk Management Implications

There are no risk implications from the recommendation in this report. The proposed amendments are minor and will not change to purpose of the committee.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Governance Committee (GovCo)



Terms of Reference

Purpose

To give concentrated focus on key aspects of the City's Governance allowing the Committee to consider matters within the Objectives and Duties of the Committee and advise Council.

Background

1. The Governance Committee (GovCo) 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 which will cover the period of at least 4 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.~~

Objectives and Duties

1. The GovCo will be responsible for:
 - a. The regular and timely review of the Council Policy documents (including policy statements). ~~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.~~
 - b. Overseeing the development and review of Local Laws for consideration by Council.
 - c. ~~The review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendation to Council.~~
 - d.c. The review of the Corporate Governance Framework.
 - e.d. Other matters referred by decision of Council.

Membership

1. The GovCo will comprise of a minimum of four Elected Members, who shall be appointed by Council for a two year term, in accordance with the two year Electoral Cycle.
2. The CEO, Executive and administrative staff, under the direction of the CEO, shall attend each Meeting of the Committee to provide the necessary advisory, administrative and secretarial support to the Committee.

Meetings

1. The GovCo shall meet five (5) times each year, on the third Tuesday in February, April, June, August, and October (save for during an election year where the October meeting is not held) and on any other occasions as may be required to undertake 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 Organisational Performance Committee.
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 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 in accordance with the *Standing Orders Local Law 2016*.
2. Reports from GovCo are referred to the next practicable Ordinary Council Meeting for determination by Council.
3. Reports to Council shall include any recommendations from the Committee and, including the Officer Recommendation.

Strategic Link:	Strategic Community Plan 'Listening and Leading'
Category:	Governance
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	<u>14 December 2023</u>
Next Review Due: (Governance Purpose Only)	<u>December 2025 June 2025</u>
ECM Doc Set ID: (Governance Purpose Only)	11210904

GOVERNANCE (GovCo) COMMITTEE

Terms of Reference – Objectives and Duties

1.

The GovCo 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. (including policy statements).~~
2.

The GovCo will be responsible for overseeing the development and review of Local Laws for consideration by Council.
- 3.2.

~~The GovCo will be responsible for the review of the Corporate Business Plan and associated Key Performance Indicators and subsequent recommendations to Council.~~

Calendar of Business – 2 Year Election Cycle
2024

	February	April	June	August	October
Election 2023	Annual Review of Terms of Reference	Bushfire Risk Management	Policy Review	Annual Calendar / Program (following year)	Policy Review
	Deep dive review of Strategic Community Plan outcome; Community Lifestyle and Security	Planning Policies		Policy Review	
	Planning Policies				
Standing Items					
Review of Local Laws / Action Status Report					
Review of Policies					
Legislative Changes					

GOVERNANCE (GovCo) COMMITTEE

Calendar of Business – 2 Year Election Cycle
2025

February	April	June	August	October	Election 2025
Annual Review of Terms of Reference	Policy Review	Policy Review	Annual Calendar / Program (following year)		
Policy Framework Review			Policy Review		
Standing Items					
Review of Local Laws					
Review of Policies					
Legislative Changes					

15.2.2 Policy Review - Attendance at Events Policy and Elected Member Professional Development Policy

Executive	Chief Executive Officer
Author	Senior Governance Officer
Attachments	<ol style="list-style-type: none"> 1. Proposed revised Attendance at Events Policy 2. Revised Attendance at Events Policy with Tracked Changes 3. Elected Member Professional Development Policy

Officer Recommendation

That Council:

- (1) ADOPTS, by absolute majority in accordance with section 5.90A of the *Local Government Act 1995*, the revised Attendance at Events Policy, provided as Attachment 1; and
- (2) REQUESTS the Chief Executive Officer to seek Elected Member input to develop a revised Elected Member Professional Development Policy to be presented to a future Governance Committee Meeting for recommendations to Council.

Committee Recommendation

That Council:

- (1) DEFERS adoption of the Attendance and Events Policy until after an Elected Member Workshop; and
- (2) REQUESTS the Chief Executive Officer to seek Elected Member input to develop a revised Elected Member Professional Development Policy to be presented to a future Governance Committee Meeting for recommendations to Council.

Background

At the 9 April 2024 Ordinary Council Meeting, in response to a Notice of Motion submitted by Deputy Mayor Stone, Council made the following resolution:

That Council:

- (1) REFERS the review of the following policies to the June 2024 Governance Committee for recommendations to Council:
 1. Elected Member Professional Development; and
 2. Attendance at Events.
- (2) REQUESTS a review of the Policy Framework and Formal Introduction and Review of Council Delegated Authorities and Policies Policy in FY25 to the Governance Committee.

Previously, at the 14 September 2023 Ordinary Council Meeting, in response to a Notice of Motion submitted by Mayor Howlett, Council resolved:

That Council:

REQUESTS a review of the Attendance at Event Policy to consider incorporating a provision for publication of an invitations register on the City's website be presented to a future Governance Committee meeting.

On 9 December 2021 Council resolved:

That Council INVITES all Elected Members to submit a list of Council related and community activities they have participated in during each month for display on the Chamber notice board prior to each Council Meeting and on the City's website.

Submission

N/A

Report

Attendance at Events Policy

The City's Attendance at Events Policy was adopted at the Ordinary Council Meeting held on 10 November 2022.

The Policy addresses the requirements of section 5.90A of the Act. Officers have reviewed the Policy and compared it to policies from other local governments and the Department's Operational Guideline – Attendance at Events Policy.

The revised Policy incorporates recommended amendments to remove repetition, clarify the Policy and improve administrative efficiency.

A track changes version of the revised Policy is provided as Attachment 3.

Requirement for Policy

Section 5.90A of the Act requires local governments to prepare and adopt a Policy that deals with matters relating to the attendance of Elected Members and CEOs at events, including the provision of tickets to events, payments in respect of attendance, approval of attendance and criteria for approval.

The Policy must be considered with reference to the requirements for disclosure of gifts and interests under the Act. In accordance with Part 5, Division 6 of the Act, Elected Members and CEOs are required to disclose a gift (or gifts) received in their capacity as an Elected Member or CEO, where the total value exceeds \$300.

The acceptance of gifts creates a relationship that may be perceived to influence decision-making. Therefore, Elected Members and CEOs are required to disclose an interest and exclude themselves from matters relating to the donor of a gift, unless it is an excluded gift.

An excluded gift is defined under s5.62(1B) of the Act to include a ticket to an event where attendance at the event is approved in accordance with an attendance at events Policy.

This recognises that it is a key aspect of the Elected Member role to represent the City and liaise with the community and other stakeholders, including by attendance at events.

The acceptance of gifted tickets may be appropriate in some circumstances to allow Elected Members and CEOs to fulfil this function, and should not be regarded as creating a conflict of interest.

The City's Attendance at Events Policy defines these appropriate circumstances, enabling Elected Members and CEOs to accept gifted tickets where it is in the interests of the City, without compromising their ability to participate in decision-making.

The Policy also provides a framework for considering when the City will pay for Elected Member or CEO attendance at events, and how invitations are distributed.

Analysis of Policy

The revised Policy has generally been edited for clarity and to minimise repetition.

The following key amendments are recommended in the revised Policy.

The Policy Objective has been expanded and clarified to better reflect the purpose of the Policy and to exclude professional development approved in accordance with the City's Elected Member Professional Development Policy.

A new clause 1 has been inserted in the Policy Statement to explain how the Policy functions to approve excluded gifts.

The Pre-Approved Events criteria in clause 2 have been streamlined and limited to events within the Perth metropolitan area.

Approval for events that do not meet the criteria for Pre-Approved Events, can be granted under clause 3.

The revised Policy allows the CEO to approve attendance by the Mayor and Elected Members, while the Mayor may approve attendance by the CEO.

This provides administrative efficiency and will allow the City to manage requests for approval to attend events in a timely manner.

This is consistent with the approach taken by many other Band 1 local governments. A decision of Council may still be sought when considered appropriate.

This approval mechanism is used for both the approval of gifted tickets as excluded gifts, and the approval of attendance at events at the cost of the City.

The payment or reimbursement of expenses under clause 4 has been streamlined by referencing the City's Elected Members Entitlements - Allowances & Reimbursement Policy.

As requested by Council, the review considered the inclusion of an invitations register in the Policy.

The City has only been able to identify four local governments that publish a register of event attendance, being the Shire of Augusta-Margaret River, the City of Bayswater, the City of Canning and the Town of Victoria Park.

Two registers include events that have been attended, one only includes events for which the City has incurred a cost and one includes invitations that have been accepted, whether or not the Elected Member attended the event.

The City of Perth previously published a register, but removed this requirement from their Policy in August 2022 as it was considered a low-value, administratively onerous task.

There is no statutory requirement for Elected Members to disclose all invitations they have accepted or declined. Elected Members are required to disclose any gifts (including event invitations or tickets) that are accepted and that have a value over \$300, or a cumulative value over \$300 in 12 months.

These disclosures are included in the City's Gift Register, which is published on the website. Elected Members can also choose to make a discretionary disclosure of gifts with a value below this threshold, for inclusion in the Gift Register.

Pursuant to Council's decision at the 9 December 2021 Ordinary Council Meeting, Elected Members are invited to provide the City with details of their event attendance, for publication on the City's Mayor and Councillors Calendar page and the noticeboard outside Council Chambers.

It would impact administrative efficiency to require all invitations, whether accepted or declined, to be published in a register. Therefore, it is considered appropriate to continue to allow for discretionary disclosures.

The Policy has been updated to provide details of discretionary disclosures and formalise the existing Mayor and Councillors Calendar page process.

Elected Member Professional Development Policy

The City's Elected Member Professional Development Policy, incorporating the Elected Member Professional Development Plan, was adopted in its current form at the 14 September 2023 Ordinary Council Meeting.

The Policy addresses the requirements of the *Local Government Act 1995* (the Act), and recommendations from the Independent Governance Review conducted as recommended by 2020 Inquiry into the City of Cockburn.

Implementation of the Policy has been impacted by organisational change, and some training provided for in the Policy is still under development.

Officers have reviewed the Policy and compared it to policies from other local governments and the WALGA template Council Member Continuing Professional Development Policy.

No matters were identified requiring urgent amendment. However, it is essential that this Policy meets the needs of Council and individual Elected Members. Therefore, it is recommended that engagement with Elected Members is undertaken before a revised version of the Policy is developed.

This will also allow alignment with ongoing projects addressing the Australian Business Excellence Framework and the City's strategic risk management.

Requirement for Policy

Section 5.128 of the Act requires local governments to prepare and adopt a Policy in relation to the continuing professional development of Elected Members. This is intended to support Elected Members to enhance their knowledge, skills and capacity to effectively fulfil the Elected Member role.

In addition to addressing the requirements of s.5.128, the City's Policy was accepted by the Department of Local Government, Sport and Cultural Industries as an action addressing the following recommendations of the Independent Governance Review (the Cole Review):

Recommendation 10 [Periodic Council governance/performance evaluation]

- a) Council adopt a Policy concerning its own periodic evaluation and review having regard to the comments in Section 7.4.2.
- b) Council submit to its evaluation and review in the terms of that Policy adopted, which may also assist Council in considering its own succession planning needs as mentioned in Section 7.4.3.

Recommendation 11 [Professional Development and New Councillor Induction]

The Council, with assistance from management and expert consultancy support, develop:

- a) a professional development curriculum beyond the regulated "Essentials" course with flexibility to tailor the same to individual EM needs;
- b) an integrated, thorough and continuing induction program for new Councillors, including physical attendance of City facilities and functional divisions, to better acquaint them, in a timely manner after their election, with the City, its assets, its finances, its functions and its needs so that the value of their contribution as a Councillor can be realised sooner, with strong encouragement for Councillors (and senior executive management personnel as appropriate) to participate, so as to enhance their capabilities to deliver civic performance outcomes for the City.

Recommendation 16 [Risk Management Awareness and Oversight at Council level]

By way of ongoing professional development for Elected Members (and City officers as appropriate) the important principles of applied risk management in the context of a local authority be shared in a workshop training session.

Analysis of Policy

In addition to the mandatory training for new Elected Members required under the Act, the City's Policy provides for mandatory online training on the City's Code of Conduct, risk management and record keeping awareness. The development of this online training has been impacted by organisational change and is not yet complete.

The development of the risk management training has been paused while the City completes high level risk management improvements delivered by Riskwest with the City's Executive Leadership Team and the Elected Members.

As a result, this training has not been delivered in line with the anticipated timeframes listed in the Elected Member Professional Development Plan.

The Policy identifies key focus areas for recommended training, and criteria for individual professional development.

The Policy provides for a self-assessment to develop a Personal Development Plan to provide a structured, needs-based approach to individual professional development. Elected Member professional development is subject to approval by the CEO and funded from a shared Budget allocation.

To support collaboration and networking, the Policy states that Elected Members will participate in the *Life Styles Inventory*TM and a skills and experience analysis. To date, this has not yet occurred. In future versions of the Policy, it may be appropriate to allow any suitable assessment tool (determined by the CEO) to be used.

The Policy is considered to provide a suitable framework for the planning, approval and funding of Elected Member professional development. While other local governments do not typically include additional mandatory training, this was included in the City's Policy to address Inquiry recommendations.

The key focus areas and criteria provided are similar to those used by other local governments and in the WALGA template.

However, to ensure that the Policy is appropriate and adapted to the needs of the Council and Elected Members, it should be informed by and aligned with their needs and priorities.

Before developing a revised version of the Policy, it is proposed to engage with Elected Members to better understand their individual and collective development needs.

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

Elected Member professional development and expenses associated with attendance at events are provided for in the Annual Budget. There are no financial implications from the recommendations in this report.

Legal Implications

The recommendations in this report will enable the City to comply with the specified requirements of the *Local Government Act 1995*.

The City is required to prepare and adopt, by absolute majority in accordance with Section 5.128 of the Act, a Policy in relation to the continuing professional development of Elected Members.

The City is required to prepare and adopt, by absolute majority in accordance with Section 5.90A of the Act, a policy that deals with matters relating to the attendance of Elected Members and CEOs at events.

Community Consultation

N/A

Risk Management Implications

The local government is required to have a compliant Continuing Professional Development Policy and Attendance at Events Policy.

The City's current policies are considered to be compliant with the requirements of the Act. The revised Attendance at Events Policy, presented for Council's adoption, is also considered to be compliant with the Act.

Policies that are not appropriate and adapted to the City's needs may contribute to the risk of administrative inefficiency or failure to support Elected Members in their role. Regular review of policies mitigates this risk.

There is a nominal risk associated with the delay of the review of the Elected Member Professional Development Policy, which is recommended to provide for clarity regarding the objectives of the review and support informed decision making.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Title	Attendance at Events
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Policy Type

Council

Policy Purpose

Section 5.90A of the *Local Government Act 1995* (the Act) requires that local governments prepare and adopt (by absolute majority) an Attendance at Events policy. This policy is made in accordance with those provisions.

The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events.

Where Elected Member and CEO attendance delivers a benefit to the community, this policy provides a framework for:

- Elected Member and CEO acceptance of gifted tickets to events without affecting their capacity to participate in Council decision-making;
- City payment for event tickets and associated expenses; and
- The distribution of invitations or tickets.

This policy applies to Elected Members and the CEO in attending an event in their official capacity. This policy does not apply to Elected Member attendance at professional development approved in accordance with the City's Elected Member Professional Development Policy.

Policy Statement

(1) Gifts

1. Any event tickets accepted by an Elected Member or CEO without payment, where a member of the public is required to pay, will generally be classified as a Gift.
2. In accordance with Part 5, Division 6 of the Act, Elected Members and CEOs are required to disclose Gifts with a value over \$300. This includes where two or more gifts are received from the same donor within 12 months, and the total value exceeds \$300.
3. The Act recognises that a relationship is formed between a gift donor and recipient, which could be perceived to affect the decisions made by the recipient.
4. The Act requires that Council Members must disclose an interest and not participate in any discussion or decision-making about a matter involving the donor of a Gift (or Gifts) valued at over \$300, unless the Gift is an Excluded Gift.
5. The Act requires that the CEO must disclose an interest and not provide advice or a report (directly or indirectly) about a matter involving the donor of a Gift (or Gifts) valued at over \$300, unless the Gift is an Excluded Gift.

[1]

Title	Attendance at Events
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6. In accordance with section 5.62(1)(b) of the Act, Gift tickets are an Excluded Gift if they relate to an event that is:
 - (a) A Pre-Approved Event in accordance with Clause 2 of this policy; or
 - (b) Approved in accordance with Clause 3 this policy.
- (2) Pre-Approved Events
1. Events within the Perth metropolitan area that meet any of the following criteria are Pre-Approved Events under this Policy:
 - (a) Where the Elected Member or the CEO is attending in an official capacity, such as:
 - performing a speaking role or some other welcoming role
 - participating as a member of a discussion panel or judging panel
 - presenting at the event as part of the event program
 - representing the City of at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or employee, but enable the City to fulfil its role, and exercise its rights and benefits, as a sponsor
 - presenting awards or prizes to others on behalf of the City
 - attending an exhibition or display where the City, its programs or services are being showcased at the event.
 - (b) Where the ticket is offered by:
 - the Western Australian Local Government Association
 - the Australian Local Government Association
 - Local Government Professionals WA
 - a department of the Public Service
 - a government department of another State, a Territory or Commonwealth
 - a State or Federal Member of Parliament, other than for party political events or fundraisers
 - a local government, regional local government, or alliance of local governments
 - major professional or industry association(s) relevant to local government activities
 - a stakeholder partner of the City
 - a civic / cultural / sporting / community organisation within the City
 - educational institutions or
 - a not-for profit organisation.
- (3) Approval for Events
1. Attendance at paid events at the cost of the City will require approval under this clause.

Title	Attendance at Events
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2. Attendance at events not listed in Clause 2 of this Policy will require approval under this clause in order for a Gift ticket to that event to become an Excluded Gift.
3. Approval may be granted by:
 - (a) The CEO for Mayor and Elected Member attendance at events.
 - (b) The Mayor for CEO attendance at events.
 - (c) Simple majority resolution of Council, if considered appropriate by the Mayor or CEO.
4. The application for approval must address the following for the decision-maker to consider:
 - (a) the donor (if a Gift ticket);
 - (b) the location of the event in relation to the district of the City;
 - (c) the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
 - (d) the City's position as a sponsor of the event (if applicable),
 - (e) the benefit of City representation at the event,
 - (f) the number of invitations / tickets received or requested, and
 - (g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

(4) Expenses

1. Expenses for free or Gifted events
 - (a) If attendance at a free or Gifted event is Pre-Approved or is Approved under Clause 3, the City may reimburse expenses to the extent provided in the City's Elected Members Entitlements - Allowances & Reimbursement Policy.
3. Expenses related to paid events:
 - (a) If attendance at a paid event is Approved under Clause 3, the City will pay the cost of attendance and may reimburse expenses to the extent provided in the City's Elected Members Entitlements - Allowances & Reimbursement Policy.
4. Guests of ticket recipients:
 - (a) Unless approved by resolution of Council, where a guest of an Elected Member or of the CEO attends an event, any tickets for that person, if paid for by the City, must be reimbursed by the Elected Member or CEO.

(5) Non-Approved Events

[3]

Title	Attendance at Events
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1. Any event that is not a Pre-Approved Event as per Clause 2, or Approved under Clause 3 is considered a Non-Approved Event.
 2. A Gift ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.
 3. If the event is free to the public and no reimbursement is requested then no action is required. This ticket would not be considered a Gift.
 4. If the event is a paid event and Elected Member or CEO pays the full ticketed price and does not seek reimbursement or expenses, then no action is required.
- (6) Distribution of Tickets
1. Where an invitation to attend an event (including tickets) is extended to the CEO or City of Cockburn generally, the CEO has the right to:
 - (a) Accept the invitation or tickets
 - (b) Decline the invitation or tickets
 - (c) Offer the invitation or tickets to an Elected Member or another officer on a rotational and equitable basis.
 2. Where an invitation to attend an event (including tickets) is extended to the Mayor, the Mayor has the right to:
 - (a) Accept the invitation or tickets
 - (b) Offer the invitation or tickets to the Deputy Mayor;
 - (c) If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis.
 3. Invitations to attend an event addressed to the Council and/or Mayor will be published on the Hub.
 4. Where invitations to attend an event (including tickets) are extended to multiple unspecified Elected Members, the Mayor will:
 - (a) Distribute the invitations or tickets to Elected Members on a rotational and equitable basis.
 5. Where an invitation to attend an event (including tickets) is extended to one or more specified Elected Members, those Elected Members have the right to:
 - (a) Accept the invitation or tickets;
 - (b) Decline the invitation or tickets;
 - (c) Offer the invitation or tickets to another City of Cockburn Elected Member on a rotational and equitable basis;
 - (d) Offer the invitation or tickets to the CEO, who may distribute them to an officer whose attendance may be relevant to their duties.

[4]

Title	Attendance at Events
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(7) Disclosure Requirements

1. Gift Disclosures

- (a) The Act's Gift disclosure obligations require Elected Members (s5.87A) and the CEO (s5.87B) to disclose Gifts over the specified value threshold regardless of a Gift being an Excluded Gift under s.5.62(1B).
- (b) The acceptance of an invitation to an event, including tickets, is considered a Gift and where required is to be disclosed and added to the City's Gift Register published on the City's website.
- (c) Where the Gift is an Excluded Gift due to approval under this policy, the date and reasons for approval must also be recorded in the Gift Register.
- (d) Elected Members and the CEO may make discretionary disclosures of Gifts that do not meet the specified value threshold. These disclosures will be published in the City's Gift Register.

2. Interest Disclosures

- (a) Elected Members and the CEO are required to disclose an interest in a matter concerning a donor to be considered by Council unless the gift is an Excluded Gift.
- (b) A Gift is an Excluded Gift if:
 - the Gift relates to attendance at an event where attendance has been approved in accordance with this Policy (refer section 5.62(1B) of the Act), or
 - the Gift is from specified entities (detailed in *Local Government (Administration) Regulations 1996* regulation 20B).
- (c) However, to support transparency in decision making, Elected Members and the CEO are strongly encouraged to disclose an impartiality interest detailing attendance at an event, if a relevant matter were to be considered by Council.

3. Voluntary Attendance Disclosures

- (a) Elected Members may choose to provide details of events attended in their capacity as a Council Member. (b) These details will be published on the Mayor and Councillors Calendar page of the City's website.

Definitions

Event is defined under s5.90A(1) of the Act as including a:

- concert;
- conference;
- function;
- sporting event;
- prescribed occasion.

[5]

Title	Attendance at Events
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Excluded Gift is defined under s5.62(1B) of the Act as a ticket to an event where attendance at the event is approved in accordance with this Policy OR the gift is made by prescribed entities (refer Admin Regulation 20B).

Gift is defined under s5.57 of the Act as:

- the conferral of financial benefit from one person to another, unless adequate consideration in money or money's worth is provided to the donor in return; or
- a travel contribution (including accommodation incidental to a journey).

Guest for the purpose of this policy does not include a Council Member or City of Cockburn employee.

Ticket includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

Strategic Link:	
Category	
Lead Business Unit:	
Public Consultation: (Yes or No)	
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

Title	Attendance at Events
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Policy Type

Council

Policy Purpose

Section 5.90A of the *Local Government Act 1995* ([the Act](#)) requires that local governments [prepare and adopt \(by absolute majority\) an Attendance at Events policy. This policy is made in accordance with those provisions. have an attendance at events policy.](#)

The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Elected Members and the CEO attending events.

[Where Elected Member and CEO attendance delivers a benefit to the community, this policy provides a framework for:](#)

- [Elected Member and CEO acceptance of gifted tickets to events without affecting their capacity to participate in Council decision-making;](#)
- [City payment for event tickets and associated expenses; and](#)
- [The distribution of invitations or tickets.](#)

[The policy provides a framework for the acceptance of invitations to various events, clarifies who will pay for tickets or the equivalent value of the invitation.](#)

This policy applies to Elected Members and the CEO in attending [any event in their official capacity. This policy does not apply to Elected Member attendance at professional development approved in accordance with the City's Elected Member Professional Development Policy.](#)

Policy Statement

(1) [Gifts](#)

1. [Any event tickets accepted by an Elected Member or CEO without payment, where a member of the public is required to pay, will generally be classified as a Gift.](#)
2. [In accordance with Part 5, Division 6 of the Act, Elected Members and CEOs are required to disclose Gifts with a value over \\$300. This includes where two or more gifts are received from the same donor within 12 months, and the total value exceeds \\$300.](#)
3. [The Act recognises that a relationship is formed between a gift donor and recipient, which could be perceived to affect the decisions made by the recipient.](#)
4. [The Act requires that Council Members must disclose an interest and not participate in any discussion or decision-making about a matter involving the donor of a Gift \(or Gifts\) valued at over \\$300, unless the Gift is an Excluded Gift.](#)

[1]

Title	Attendance at Events
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5. The Act requires that the CEO must disclose an interest and not provide advice or a report (directly or indirectly) about a matter involving the donor of a Gift (or Gifts) valued at over \$300, unless the Gift is an Excluded Gift.
6. In accordance with section 5.62(1)(b) of the Act, Gift tickets are an Excluded Gift if they relate to an event that is:
 - (a) A Pre-Approved Event in accordance with Clause 2 of this policy; or
 - (b) Approved in accordance with Clause 3 this policy.

~~Section 5.90A of the Local Government Act 1995 provides that a local government must prepare and adopt (by absolute majority) an Attendance at Events policy. This policy is made in accordance with those provisions. Certain gifts received by an Elected Member and the CEO are specifically excluded from the conflict of interest provisions, including a gift that is received in accordance with an 'Attendance at Events Policy' (section 5.62(1B))~~

~~(24) Pre-Approved Events~~

1. ~~Events within the Perth metropolitan area that fall into the following categories meet any of the following criteria are Pre-Approved Events under this Policy; and Elected Members and the CEO may accept such invitations:~~
 - ~~(a) — Concerts~~
 - ~~(b) — Conferences~~
 - ~~(c) — Functions~~
 - ~~(d) — Sporting events; and~~
 - ~~(e) — Other hospitality occasions.~~
2. ~~Events which are free to the public or a paid for by the Elected Member or the CEO (with no reimbursement sought) are also approved events under this policy.~~
3. ~~A Pre-Approved Event in accordance with this Policy includes:~~

- (a) Where the Elected Member or the CEO is attending ~~an event~~ in an official capacity, such as:
 - performing a speaking role or some other welcoming role
 - participating as a member of a discussion panel or judging panel
 - presenting at the event as part of the event program
 - representing the City of at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Elected Member or employee, but enable the City to fulfil its role, and exercise its rights and benefits, as a sponsor
 - presenting awards or prizes to others on behalf of the City
 - attending an exhibition or display where the City, its programs or services are being showcased at the event.

- (b) Where the ticket is offered by:

[2]

Title	Attendance at Events
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- the Western Australian Local Government Association
- the Australian Local Government Association
- Local Government Professionals WA
- a department of the Public Service
- a government department of another State, a Territory or Commonwealth
- a State or Federal Member of Parliament, other than for party political events or fundraisers
- a local government, ~~or~~ regional local government, or alliance of local governments
- major professional or industry association(s) relevant to local government activities
- a stakeholder partner of the City
- a civic / cultural / sporting / community organisation within the City
- educational institutions or
- a not-for profit organisation.

(23) ~~Council~~ Approval ~~by Resolution~~ for Events

1. Attendance at paid events at the cost of the City will require approval under this clause.
2. Attendance at events not listed in Clause ~~12~~ of this Policy will require ~~Council approval, by simple majority, approval under this clause~~ in order for ~~the a Gift~~ ticket to that event to become an Excluded Gift.
3. Approval may be granted by:
 - (a) The CEO for Mayor and Elected Member attendance at events.
 - (b) The Mayor for CEO attendance at events.
 - (c) Simple majority resolution of Council, if considered appropriate by the Mayor or CEO.

4. _____

The application for approval must address the following for ~~In considering the matter,~~
~~Council the decision-maker is~~ to consider:

- (a) the donor (if a Gift ticket);
- (b) the location of the event in relation to the district of the City;
- (c) the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- (d) the City's position as a sponsor of the event (if applicable),
- (e) the benefit of City representation at the event,
- (f) the number of invitations / tickets received or requested, and
- (g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

(g) _____

Title	Attendance at Events
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2(4) Expenses

1. Expenses for free or Gifted events relating to free events:

- (a) Where If attendance at a free or Gifted event is Pre-Approved or is Approved under Clause 3, the City n-event is free however travel and accommodation is required to attend the event, the City may contribute to related expenses if Council resolve that attendance is in the public interest may reimburse expenses to the extent provided in the City's Elected Members Entitlements - Allowances & Reimbursement Policy.

3. Expenses related to paid events:

- (a) If attendance at a paid event is Approved under Clause 3, Council resolves that an Elected Member or the CEO should attend a paid event, the City will pay the cost of attendance and may reimburse expenses to the extent provided in the City's Elected Members Entitlements - Allowances & Reimbursement Policy. reasonable expenses, such as travel and accommodation.

4. Guests of ticket recipients:

- (a) Unless approved by resolution of Council, where a guest of an Elected Member or of the CEO attends an event, any tickets for that person, if paid for by the City, must be reimbursed by the Elected Member or CEO.

(5) (3) Non-Approved Events

1. Any event that is not an a Pre-Approved Event as per Clause 12, or not an Event with Council Approval by Resolution as per Approved under Clause 2 3 is considered a Non-Approved Event.
2. A Gift ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.
3. If the event is free to the public and no reimbursement is requested then no action is required. This ticket would not be considered a Gift.
4. If the event is a paid event and Elected Member or CEO pays the full ticketed price and does not seek reimbursement or expenses, then no action is required.

This means a ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.

(46) Distribution of Tickets to Approved Events

1. Where an invitation to attend an event (including tickets) is extended to the CEO or City of Cockburn generally, the CEO has the right to:

[4]

Title	Attendance at Events
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- (a) Accept the invitation or tickets
 - (b) Decline the invitation or tickets
 - (c) Offer the invitation or tickets to an Elected Member or another officer on a rotational and equitable basis.
- 2. Where an invitation to attend an event (including tickets) is extended to the Mayor, the Mayor has the right to:
 - (a) Accept the invitation or tickets
 - (b) Offer the invitation or tickets to the Deputy Mayor;
 - (c) If the Deputy Mayor declines, the Mayor will offer the invitation to another City of Cockburn Elected Member on a rotational and equitable basis.
- 3. Invitations to attend an event addressed to the Council and/or Mayor will be published on the Hub.
- 4. Where invitations to attend an event (including tickets) are extended to multiple unspecified Elected Members, the Mayor will:
 - (a) Distribute the invitations or tickets to Elected Members on a rotational and equitable basis.
- 5. Where an invitation to attend an event (including tickets) is extended to one or more specified Elected Members, those Elected Members have the right to:
 - (a) Accept the invitation or tickets;
 - (b) Decline the invitation or tickets;
 - (c) Offer the invitation or tickets to ~~the CEO or~~ another City of Cockburn Elected Member on a rotational and equitable basis;
 - (d) Offer the invitation or tickets to the CEO, who may distribute them to an officer whose attendance may be relevant to their duties.-
- (75) Disclosure Requirements
 - 1. Gift Disclosures
 - (a) The Act's Gift disclosure obligations ~~apply and therefore~~ require Elected Members (s5.87A) and the CEO (s5.87B) to disclose Gifts over the specified value threshold regardless of a Gift being an Excluded Gift under s.5.62(1B).
 - (b) The acceptance of an invitation to an event, including tickets, is considered a Gift and where required is to be disclosed and added to the City's Gift Register published on the City's website.
 - (c) Where the Gift is an Excluded Gift due to approval under this policy, the date and reasons for approval must also be recorded in the Gift Register.

Title	Attendance at Events
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(d) Elected Members and the CEO may make discretionary disclosures of Gifts that do not meet the specified value threshold. These disclosures will be published in the City's Gift Register.

2. Interest Disclosures

(a) Elected Members and the CEO are required to disclose an interest in a matter concerning a donor to be considered by Council unless the gift is an Excluded Gift.

(b) A ny Gift is an Excluded Gift received over \$300 is specifically excluded from the conflict of interest provisions if:

- the Gift relates to attendance at an event where attendance has been approved by resolution of Council or in accordance with this Policy (refer section 5.62(1B) of the Act), or
- the Gift is from specified entities (detailed in *Local Government (Administration) Regulations 1996* regulation 20B).

(b) This means Elected Members and the CEO are not required to disclose an interest in a matter concerning a donor to be considered by Council due to their attendance at an event, regardless of the value of the Gift.

(c) However, to support transparency in decision making, Elected Members and the CEO are strongly encouraged to disclose an impartiality interest detailing attendance at an event, if a relevant matter were to be considered by Council.

3. Voluntary Attendance Disclosures

(a) Elected Members may choose to provide details of events attended in their capacity as a Council Member.

(b) These details will be published on the Mayor and Councillors Calendar page of the City's website.

Definitions

Event is defined under s5.90A(1) of the Act as including a:

- concert;
- conference;
- function;

Title	Attendance at Events
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- sporting event;
- prescribed occasion.

Excluded Gift is defined under s5.62(1B) of the Act as ~~a) a ticket to an event; AND b) where attendance at the event is approved in accordance with this Policy (refer Section 1); OR c) the gift is made by prescribed entities (refer Admin Regulation 20B).~~

Gift is defined under s5.57 of the Act as:

- the conferral of financial benefit from one person to another, unless adequate consideration in money or money's worth is provided to the donor in return; or
- a travel contribution (including accommodation incidental to a journey).

Guest for the purpose of this policy does not include a Council Member or City of Cockburn employee.

Ticket includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	10 November 2022
Next Review Due: (Governance Purpose Only)	October 2024
ECM Doc Set ID: (Governance Purpose Only)	11304363

Title**Elected Member Professional Development****Policy Type**

Council

Policy Purpose

To support Elected Members participation in professional development, as required under section 5.126 and 5.128(1) of the *Local Government Act 1995* (the Act) continued professional development that will improve their skills and knowledge is essential to fulfill their duties and responsibilities.

Training undertaken by elected members must be reported annually.

Policy Statement

Continuing professional development for Elected Members ensures they have the necessary skills, knowledge and resources to effectively govern, make informed decisions, engage with stakeholders, and adapt to changing environments. It promotes good governance accountability, and the overall well-being of the community.

The [Professional Development Plan](#) outlines four focus areas to support Elected Members to fulfill their duties as prescribed in the Act.

(1) Mandatory Professional Development

Key focus areas for mandatory training are orientation, legal and ethical training, governance and decision-making, policy development and analysis and financial management.

All new Elected Members are required to undertake the following mandatory training within 12 months of their election to Council, consisting of the following modules:

- 1.1 Understanding Local Government
- 1.2 Serving on Council
- 1.3 Meeting Procedures
- 1.4 Conflicts of Interest
- 1.5 Understanding Financial Reports and Budgets.

Exemptions for completion of the Council Member Essentials Course are prescribed in the *Local Government (Administration) Regulations 1996*.

The following training is mandatory for Elected Members:

- 1.6 Annual review and certification of the Code of Conduct for Council Members, Committee Members and Candidates (online).

[1]

Title

Elected Member Professional Development



- 1.7 Annual training on the principles of risk management for local government (online).
- 1.8 Record-keeping awareness for Elected Members (online, once per term).

(2) Recommended Training

Key focus areas for recommended training are strategic decision-making and oversight, leadership and teamwork, effective communication, and stakeholder engagement.

There are several WALGA courses that are recommended to Elected Members in the Professional Development Plan.

Some courses are delivered to the whole Council to facilitate collective understanding of process and knowledge.

- 2.1 CEO Recruitment
- 2.2 CEO Performance Review
- 2.3 Annual mock Council meeting to support effective Council meetings and a collegiate environment.

(3) Collaboration and Networking

Key focus areas for collaboration and networking are conferences and workshops, intergovernmental collaboration and mentoring and peer support.

- 3.1 Elected Members participate in the *Life Styles Inventory*TM. This is an organisational tool that uses both self-assessment and peer feedback to identify individual thinking and behavioural styles.
- 3.2 Elected Members participate in a skills and experience analysis to understand the collective base in the context of the perceived needs of the City.
- 3.3 Council undertakes a biennial review and evaluation of its own effectiveness.
- 3.4 Elected Members may join at least one Standing Committee of Council and may represent the Council on City of Cockburn Reference Groups. There are also External Groups at which Elected Members can represent the City of Cockburn. Appointment to these is made as a decision of Council following an election cycle.

(4) Personal Development

Individual Development Plans, Continued Learning and Evaluation and Feedback.

- 4.1 A template is provided to Elected Members to create their individual Development Plans. An individual development plan is unique, with the flexibility to tailor it to specific circumstances and achievement of personal and professional goals.

[2]

Title	Elected Member Professional Development
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For continuing professional development identified in the individual Development Plans to be funded, they must meet the following criteria:

- 4.2 Build the skills and knowledge of Elected Members
- 4.3 Meet the needs of the community
- 4.4 Fill the gaps of expertise of the Council as a whole
- 4.5 Align with the City's strategic direction and values

Requests for continuing professional development and memberships to professional bodies are required to be submitted to the CEO for prior assessment and determination in accordance with the above criteria.

(5) Funding

- 5.1 Professional Development will be funded by the City and met from the Elected Member's Training Allocation, except for the *Life Styles Inventory™*.
- 5.2 Budget allocations will be made annually, with unspent funds rolled.
- 5.3 Expenses for approved Professional Development are:
 - 5.3.1 Registration Fees (including conference dinner and official delegate tours).
 - 5.3.2 Accommodation costs.
 - 5.3.3 All reasonable expenses for example, meals and refreshments, laundry and dry cleaning and fares relevant to the conference, seminar or training.
 - 5.3.4 State and Interstate - Economy return air fare (allowing flexibility for preferred travel arrangements).
 - 5.3.5 International - Business Class travel for flights longer than six hours duration leaving Australia.

Strategic Link:	Governance Framework
Category	Elected Members
Lead Business Unit:	Legal and Compliance
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	14 September 2023
Next Review Due: (Governance Purpose Only)	September 2025
ECM Doc Set ID: (Governance Purpose Only)	11304587

City of Cockburn

Elected Member Professional Development Plan



1. The role of an Elected Member

Generally, local government Elected Members, who include the Mayor and Councillors, do not have any authority to act or make decisions as individuals. They are members of an elected body that makes decisions on behalf of a local government through a formal meeting process. The Community look to their elected representatives for leadership and guidance.

Role of Mayor

The *Local Government Act 1995* (the Act), s. 2.8 outlines that a Mayor -

- a) *presides at meetings in accordance with this Act; and*
- b) *provides leadership and guidance to the community in the district; and*
- c) *carries out civic and ceremonial duties on behalf of the local government; and*
- d) *speaks on behalf of the local government; and*
- e) *performs such other functions as are given to the Mayor or President by this Act or any other written law; and*
- f) *liaises with the CEO on the local government's affairs and the performance of its functions.*

Role of Councillors

The Act, s. 2.10 outlines that a Councillor -

- a) *represents the interests of electors, ratepayers, and residents of the district; and*
- b) *provides leadership and guidance to the community in the district; and*
- c) *facilitates communication between the community and the council; and*
- d) *participates in the local government's decision-making processes at council and committee meetings; and*
- e) *performs such other functions as are given to a Councillor by this Act or any other written law.*

2. Professional Development Plan

A Professional Development Plan for Elected Members ensures they have the necessary skills, knowledge, and resources to effectively govern, engage with stakeholders, make informed decisions, and adapt to changing environments. It will promote good governance, accountability, and the overall well-being of the community.

This plan outlines four focus areas with key actions to support Elected Members to fulfill their duties as prescribed in the Act.



Having a Professional Development Plan (PDP) for Elected Members is essential for:

- **Effective Governance:** Elected Members play a vital role in shaping policies, making decisions, and representing their constituents. A PDP ensures Elected Members have the necessary knowledge, skills, and competencies to fulfill their responsibilities effectively, leading to better governance outcomes.
- **Compliance and Ethics:** Elected Members must adhere to ethical standards and legal requirements. A PDP includes mandatory training on ethics, governance, and legal compliance to ensure Elected Members operate within the legal framework and maintain high ethical standards.
- **Enhanced Decision-Making:** Local government decisions have a direct impact on the Community. Professional development equips Elected Members with the skills and tools needed for policy development, analysis, and evaluation. It enhances their

ability to make informed decisions, consider diverse perspectives, and assess the potential impact of their choices on the community.

- **Communication and Engagement:** Elected Members serve as a bridge between the community and the local government. Effective communication and stakeholder engagement are vital for building trust, fostering collaboration, and addressing community needs. PDPs can contribute to enhanced communication skills, public speaking abilities, and stakeholder engagement strategies.
- **Adaptation to Changing Environments:** Local government landscapes are dynamic, with evolving challenges and opportunities. A PDP helps Elected Members stay updated on emerging issues, technological advancements, and best practices. It enables them to adapt to changing environments, make informed decisions, and effectively address the needs of their constituents.
- **Collaboration and Networking:** Collaborating with other Elected Members, government agencies, and community stakeholders is crucial for successful governance. PDPs provide opportunities for collaboration, networking, and knowledge sharing. These interactions facilitate the exchange of ideas, experiences, and innovative approaches to problem-solving.
- **Personal and Professional Growth:** A PDP recognises the importance of personal and professional growth for Elected Members. It encourages them to set goals, pursue areas of interest, and continuously enhance their skills and knowledge. This fosters individual development, improves role satisfaction, and contributes to their long-term success.

3. Mandatory Training

Key focus areas for mandatory training are:

- **Orientation:** Providing a comprehensive introduction to the local government structure, policies, procedures, and key responsibilities.
- **Legal and Ethical Training:** Educating members on legal obligations, conflict of interest, code of conduct, and transparency requirements.
- **Governance and Decision-Making:** Developing an understanding of governance principles, decision-making processes, and the role of elected officials.
- **Policy Development and Analysis:** Enhancing skills in policy formulation, analysis, and evaluation to effectively contribute to the development of local government policies and make informed decisions.
- **Financial Management:** Gaining knowledge in budgeting, financial planning, and reporting to ensure Elected Members have a solid understanding of financial matters to make informed decisions on resource allocation.

On 27 June 2019, changes to the *Local Government Act 1995* were passed by Parliament which require all Elected Members to undertake training within the first 12 months of being elected. The changes were introduced in recognition of the unique and challenging role Elected Members have. The training course, Council Member Essentials, has been developed to provide Elected Members with the skills and knowledge to perform their role as leaders in their district. Training can be delivered face to face (F2F) at WALGA, or via eLearning (eL).

Actions:

1. Elected Members undertake the five foundational units, Council Member Essentials, within the first 12 months of being elected:
 - a) Understanding local government (F2F/eL)
 - b) Serving on council (F2F/eL)
 - c) Meeting procedures (F2F/eL)
 - d) Conflicts of interest (F2F/eL)
 - e) Understanding of financial reports and budgets (F2F/eL)

All council members must complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.

2. Annually, Elected Members review and certify the *Code Of Conduct For Council Members, Committee Members and Candidates* (eL).
3. Annually, Elected Members undertake online training on the principles of risk management for local government.

4. Elected Members undertake Record keeping awareness for Elected Members training during their term. Good recordkeeping ensures accountability and transparency for the Local Government and the community Elected Members serve.
5. An induction program is provided for all newly Elected Members in the week following the Election. This will include physical attendance at City facilities with each Division providing a detailed overview so that the value of the Elected Member's contribution can be realised sooner.
6. Elected Members undertake an annual bus-tour of all Major Capital Projects and significant locations in the City of Cockburn.

4. Recommended Training

Key focus areas for recommended training are:

- **Strategic Decision Making and Oversight:** Explore links between planning, policy development and major strategy documents such as integrated planning and reporting, asset management and infrastructure plans to ensure sound contribution to high level strategic decision making.
- **Leadership and Teamwork:** Workshops on leadership styles, team dynamics, and collaborative decision-making to promote effective teamwork of Elected Members.
- **Effective Communication:** Workshops or courses to enhance communication skills, including public speaking, negotiation, conflict resolution techniques and effective stakeholder engagement.
- **Stakeholder Engagement:** Providing training on building and maintaining relationships with stakeholders, including community members and businesses.

The W.A. Local Government Association (WALGA) produce an annual Training Calendar. It is recommended these bespoke local government courses are accessed by Elected Members as required.

Training can be delivered face to face (F2F) at WALGA, via eLearning (eL) or face to face in-house at the City of Cockburn for all of Council.

Actions:

1. WALGA courses recommended to Elected Members are:
 - a. Effective Community Leadership
 - b. Strategic Decision Making
 - c. Strategic Policy Development
 - d. Oversee Asset Management Strategy

- e. Dealing with Conflict
 - f. Planning Practices - Essentials
 - g. Economic Development Essentials for Elected Members
 - h. Speaking Professionally as an Elected Member
 - i. Procurement in Local Government - The Basics (eL)
 - j. Emergency Management Fundamentals (eL)
 - k. Introduction to Planning (eL)
2. Some courses are delivered to Elected Members face to face and in-house to facilitate collective understanding of process and knowledge. Examples would include:
- a. CEO Recruitment
 - b. CEO Performance Review
 - c. Annual *mock meeting* to work through any issues that continue to arise in meetings of Council but can be addressed in a relaxed and collegiate environment.

5. Collaboration and Networking

Key focus areas for collaboration and networking are:

- **Continued Learning:** Promoting a culture of continuous learning by providing access to online courses, webinars, and resources to support Elected Members in expanding their knowledge and skills in areas of interest.
- **Evaluation and Feedback:** Implementing a process for regular performance evaluations and feedback sessions to help Elected Members identify areas for improvement and set goals for their ongoing development.
- **Conferences and Workshops:** Encouraging Elected Members to attend relevant conferences, workshops, and seminars to gain exposure to best practices, learn from other jurisdictions, and network with peers.
- **Intergovernmental Collaboration:** Facilitating opportunities for Elected Members to engage with counterparts from other local governments, regional bodies, or national associations to share knowledge and collaborate on common issues.
- **Mentoring and Peer Support:** Facilitating mentoring relationships and peer support networks among Elected Members to foster knowledge sharing and professional growth.

Actions:

1. Elected Members participate in the *Life Styles Inventory*[™] (LSI). This is an organisational tool that uses both self-assessment and peer feedback to identify individual, thinking, and behavioural styles. It provides insights into strengths and areas for development.
2. It is recommended that all Elected Members participate in a skills and experience analysis to understand the collective base in the context of the perceived needs of the City. This information can be used to:
 - a. Better inform Individual Development Plans for Elected Members
 - b. Define the skills and experience of Elected Members required to meet the City's needs.
3. Council undertakes a biennial review and evaluation of its own effectiveness.
4. Elected Members can join any of the Standing Committees of Council and can represent the Council on City of Cockburn Reference Groups. There are also External Groups at which Elected Members can represent the City of Cockburn. Appointment to these is made as a decision of Council following an Election cycle.

5. There are many avenues that provide information for Elected Members on conferences and workshops, intergovernmental collaboration, and opportunities for meeting other Elected Members. It can be helpful to follow these bodies on social media platforms such as Facebook and LinkedIn. A few are listed for information:
- WALGA
 - Local Government Professionals
 - Department of Local Government, Sport and Cultural Industries
 - Media statements from the WA Government
 - The Australian Local Government Women's Association (ALGWA) WA

6. Personal Development

- Individual Development Plans:** Encouraging Elected Members to create individual development plans that align with their personal interests and professional goals, with support from local government administration.

Action:

- A template is provided for Elected Members to create their Individual Development Plans (see Attachment 1).

7. Timeline and Ownership

Focus Area	Training	Timeframe	Division Responsible
Mandatory Training	Council Member Essentials	Within 12 months of Election	Governance and Strategy
Mandatory Training	Certify Code of Conduct	Quarter 2 of Financial Year (includes new Elected Members)	Governance and Strategy
Mandatory Training	Risk Management	Quarter 2 of Financial Year (includes new Elected Members)	Governance and Strategy
Mandatory Training	Record keeping awareness for Elected Members	Year one of term	Governance and Strategy

Focus Area	Training	Timeframe	Division Responsible
Mandatory Training	Induction	First week post-Election	Governance and Strategy
Mandatory Training	Capital Projects and significant locations - tour	Quarter 2 of Financial Year (includes new Elected Members)	Operations
Recommended Training	As requested, or required (e.g., CEO performance)	N/A	Governance and Strategy
Recommended Training	Annual mock meeting	Quarter 3 of Financial Year	Governance and Strategy
Collaboration and Networking	<i>Life Styles Inventory™</i>	Quarter 3 of FY24, then incoming Elected Members there after	Governance and Strategy
Collaboration and Networking	Skills and experience analysis	Quarter 3 of FY24, then incoming Elected Members there after	Governance and Strategy
Collaboration and Networking	Biennial review and evaluation	Next October 2024	Governance and Strategy

8. Budget

Focus Area	Amount
Mandatory Training	Provided for in Elected Member Continuing Professional Development Policy (11304587) and relevant administrative budgets
Recommended Training	Provided for in Elected Member Continuing Professional Development Policy (11304587) and relevant administrative budgets
Collaboration and Networking	Provided for in Elected Member Continuing Professional Development Policy (11304587) Additional budget required for the <i>Life Styles Inventory™</i> (LSI), the skills and experience analysis and the review and evaluation of the effectiveness of Council
Personal Development	Provided for in Elected Member Continuing Professional Development Policy (11304587)

Attachment 1

Individual Development Plan (IDP)

An individual development plan is unique to everyone, with the flexibility to tailor it to specific circumstances and aspirations. It is a dynamic tool that helps guide growth, self-improvement, and achievement of personal and professional goals.

Elected Member		
Date		
PDP Components		Notes
Self-Assessment	Begin by assessing your current skills, knowledge, strengths, weaknesses, and areas for improvement. Reflect on your values, interests, and aspirations to gain clarity on your professional goals.	
Goal Setting	Establish specific, measurable, achievable, relevant, and time-bound (SMART) goals that align with your aspirations. These goals should be challenging yet attainable and should cover various aspects of your life, including career, education, personal growth, or any other areas of importance to you.	
Action Plan	Break down your goals into actionable steps or milestones. Determine the resources, support, and activities required to achieve each goal. Set deadlines and create a timeline to track your progress.	

Skill Development	Identify the skills and knowledge necessary to reach your goals. Determine the training programs, workshops, courses, or self-study methods that can help you acquire or enhance those skills. Seek opportunities to practice and apply these skills in real-life scenarios.	
Networking and Mentoring	Build a network of professionals in your field or areas of interest. Attend conferences, seminars, or industry events to meet like-minded individuals and expand your connections. Seek out mentors who can provide guidance, support, and valuable insights based on their experience.	
Continuous Learning	Cultivate a mindset of lifelong learning. Stay updated with industry trends, advancements, and best practices through reading, research, and staying engaged with relevant resources. Explore online courses, webinars, podcasts, or workshops to broaden your knowledge base.	
Reflection and Evaluation	Regularly reflect on your progress and evaluate your achievements against the set goals. Assess the effectiveness of your action plan and adjust as needed. Celebrate successes and learn from setbacks or challenges to refine your approach.	
Accountability	Hold yourself accountable for your personal development by tracking your progress, maintaining records of completed activities, and	

	regularly reviewing your plan. Share your goals and progress with a trusted friend, colleague, or mentor who can provide support and hold you accountable.	
Review and Update	Review and update your individual development plan periodically, adjusting goals and action steps as needed. As you achieve goals or new aspirations emerge, modify your plan to reflect your evolving needs and priorities.	
Cost Implications		
Endorsement	As per policy	

Conducting a Self-Assessment

- **Skills:** Evaluate the skills you possess in various areas, such as technical skills (e.g., software proficiency, data analysis), soft skills (e.g., communication, leadership, problem-solving), and specific domain-related skills (e.g., project management, financial analysis).
- **Knowledge:** Assess your knowledge base in your field or areas of interest. Consider your educational background, industry-specific knowledge, understanding of current trends, regulations, and best practices.
- **Strengths:** Identify your strengths by reflecting on activities or tasks in which you excel. These can include personal qualities (e.g., adaptability, creativity, resilience) or specific skills and knowledge that you excel at compared to others.
- **Weaknesses:** Recognise areas where you may have limitations or room for improvement. These can be skills, knowledge gaps, or personal traits that hinder your effectiveness or growth potential.
- **Areas for Improvement:** Determine areas where you want to enhance your skills, knowledge, or personal attributes. These can be related to career advancement, addressing weaknesses, pursuing new opportunities, or expanding your expertise in a particular domain.

To perform a self-assessment effectively, you can utilise various strategies, such as:

- Reflecting on past experiences, projects, and feedback received from others.

- Seeking input from colleagues, supervisors, mentors, or trusted individuals who can provide objective insights about your skills and areas for improvement.
- Engaging in self-reflection and introspection to identify personal strengths, weaknesses, and aspirations.
- Conducting self-assessment tools or surveys that can help identify your strengths, preferences, and areas for development.

Setting SMART Goals

SMART goals are a framework for setting specific, measurable, achievable, relevant, and time-bound objectives. Here's an outline for creating SMART goals:

- **Specific:** Develop effective communication skills to enhance community engagement.
 - Example: Conduct media training workshops to improve public speaking and media relations skills, resulting in delivering clear and impactful messages during public appearances and media interactions.
- **Measurable:** Increase citizen participation in local government decision-making processes.
 - Example: Increase the number of attendees at Community Meetings by 25% within the next six months, as measured by sign-in sheets or registration records.
- **Achievable:** Enhance knowledge of environmental sustainability practices to promote green initiatives within the local community.
 - Example: Complete a comprehensive training program on sustainable development and identify at least three actionable environmentally friendly initiatives that can be implemented within the municipality within the next year.
- **Relevant:** Improve understanding of budgeting and financial management to make informed fiscal decisions.
 - Example: Attend a financial management workshop and successfully create a budget proposal for a local government project that demonstrates a clear understanding of revenue sources, cost allocations, and financial implications.
- **Time-bound:** Strengthen leadership and collaboration skills to effectively chair and lead local government committees.
 - Example: Complete a leadership development program within six months to enhance facilitation, conflict resolution, and decision-making skills required to lead committee meetings and foster productive collaboration among committee members.

Action Plan - template

Action Plan					
Goal	Milestones	Resources	Support	Activities	Deadline
1.					
2.					
3.					
4.					

Contact Us

City of Cockburn

9 Coleville Crescent, Spearwood WA 6193

PO Box 1215, Bibra Lake DC Western Australia 6965

Telephone: 08 9XXX XXXX Fax: 08 9411 3333

Email: name@cockburn.wa.gov.au

City of Cockburn website: cockburn.gov.wa.au



15.2.3 Policy Amendment - Structure for Administering the City of Cockburn

Executive	Chief Executive Officer
Author	Head of People, Culture and Safety
Attachments	<ol style="list-style-type: none">1. Structure for Administering the City of Cockburn Policy - Proposed Tracked Changes2. Structure for Administering the City of Cockburn Policy - Proposed Final Version

RECOMMENDATION

That Council:

- (1) ADOPTS the Structure for Administering the City of Cockburn Policy as shown in the attachment to the Agenda.

Background

As per Section 5.2 of the *Local Government Act 1995*, Council maintains a Policy related to the structure of Administering the City of Cockburn.

The purpose of this report is to inform Council of a recent amendment to the structure and the updating of the Policy to reflect this amendment.

Submission

N/A

Report

The Policy includes six policy statements that relate to the Structure for Administering the City of Cockburn.

The role of Council is to ensure there is an appropriate structure for administering the Local Government.

The Policy incorporates the Executive Structure Chart only as this provides context to the strategic purpose of each of the Senior Officers and Directorates.

The functional structure that sits below is not prescribed through the Policy due to being an operational matter for the City.

The amendments that have been made to the Executive Structure reflect the endorsement of the outcomes associated with the Organisational Review at the Special Council Meeting held on Thursday, 21 March 2023.

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

There are no financial implications as a result of adopting the components of the Policy that have been amended.

Legal Implications

Section 5.2 of the *Local Government Act 1995* prescribes that Council is to ensure an appropriate structure for administering the City.

Community Consultation

N/A

Risk Management Implications

There is a low level of compliance risk associated with this item and there are no risk mitigations requires.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Title	Structure for Administering the City of Cockburn
-------	--



Policy Type

Council

Policy Purpose

The City of Cockburn is administered through a structure of ~~seven Divisions~~four Directorates, ~~12 Business Units and 54 Service Units~~. This structure is managed by a Chief Executive Officer ~~and four Senior Officers~~, ~~one Senior Officer, four Chiefs, three Executives and a number of Managers and Coordinators~~. The structure is aligned to the activities and functions of the City and is reviewed regularly. It is changed when the City embarks on new business opportunities, divests itself of service functions or when there is a need to reorganise functions into different units for better management.

The policy ensures that the City of Cockburn complies with the obligation imposed on it by Section 5.2 of the *Local Government Act, 1995*, (the Act) which prescribes that the Council "...is to ensure that there is an appropriate structure for administering the local government".

Policy Statement

- (1) Council recognises its responsibility pursuant to s5.2 of the Act, and considers the attached *Structure for Administering the City of Cockburn* an appropriate structure for administering its local government.
- (2) Council approval is required to implement any variation to the *Structure for Administering the City of Cockburn* in relation to the ~~seven divisions~~four Directorates, however the CEO may undertake minor variations as they see fit with regards to the allocations of functions and resources across those ~~seven divisions~~four Directorates.
- (3) ~~The Structure for Administering the City of Cockburn describes the principal functions that Council directs are to be undertaken by each Business and Service Unit.~~
- (4) In accordance with the Act, the CEO's function is to manage the day-to-day operations of the local government and be responsible for employing those employees not designated as "senior employees".
- (5) Consistent with the functions described in (4) above, Council notes the CEO will allocate employees across functions and activities, where he or she considers doing so increases organisational efficiency.
- (6) The roles of
 - ~~Executive Governance And Strategy~~Director Community and Place
 - ~~Chief Financial Officer~~Director Corporate and System Services
 - ~~Chief Of Built And Natural Environment~~Director Infrastructure Services

[1]

Title	Structure for Administering the City of Cockburn
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- ~~Chief Of Community Services~~ Director Planning and Sustainability
- ~~Chief Of Operations~~
- ~~Executive Corporate Affairs~~
- ~~Executive People Experience And Transformation~~

are deemed to be a senior role and designated as a Senior Employee, pursuant to Section 5.37 of the Act. This is to ensure a distinction in this role between the Governance function of the organisation and the Governance responsibilities of the Council.

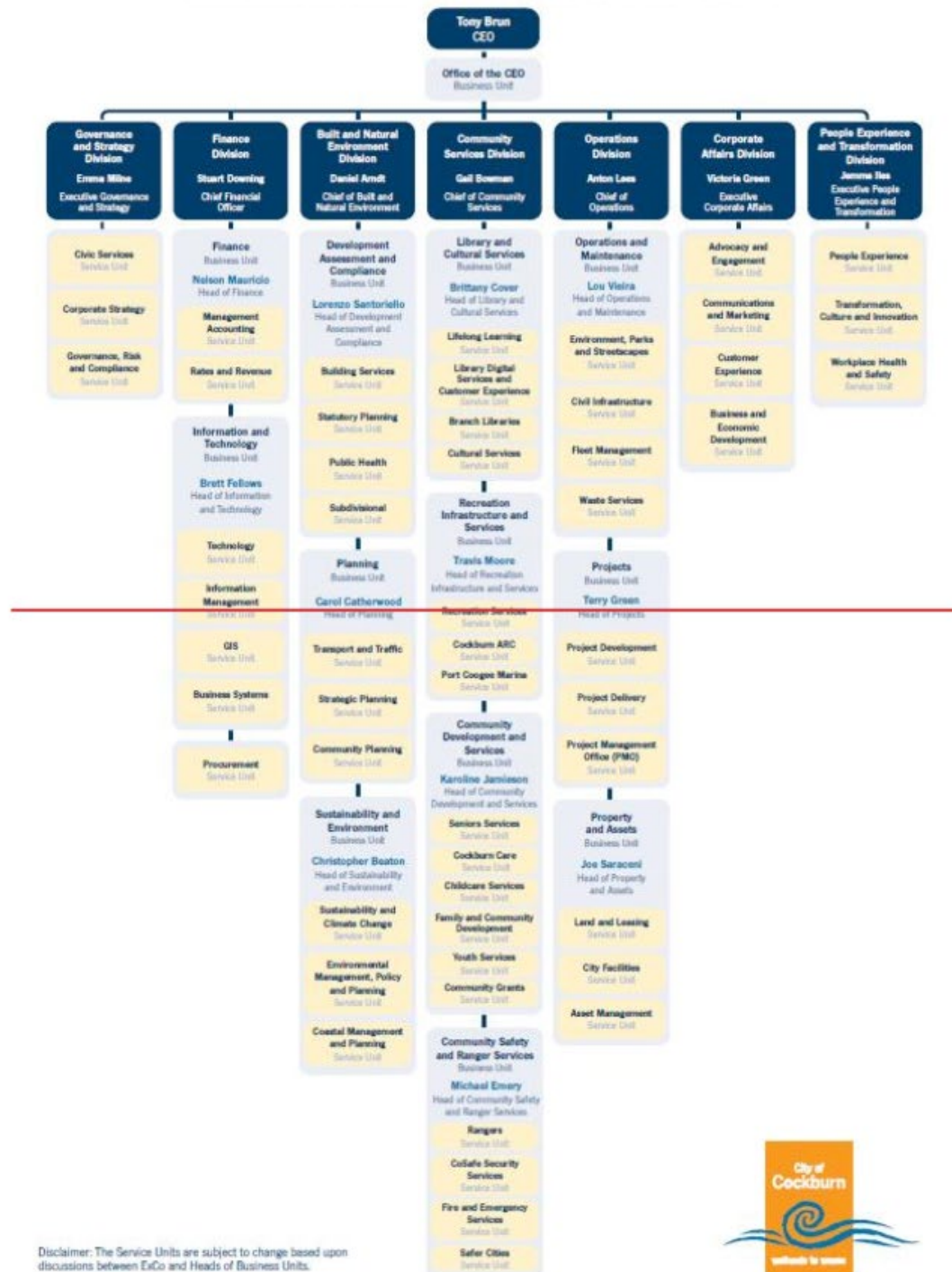
The following Directorate table provides clarity around the Directorates, Senior Officers and associated purpose.

<u>Chief Executive Officer</u>	<u>Director Infrastructure Services</u>	<u>Director Corporate and System Services</u>	<u>Director Planning and Sustainability</u>	<u>Director Community and Place</u>
<u>Leading the strategic direction</u>	<u>Maintaining the Community</u>	<u>Running and improving the business</u>	<u>Planning and renewing communities</u>	<u>Engaging and servicing the community</u>



Title	Structure for Administering the City of Cockburn
-------	--

Departments Organisational Structure



Title	Structure for Administering the City of Cockburn
-------	--



Governance and Strategy Division		
Executive Governance and Strategy		
Corporate Strategy Service Unit	Civic Services Service Unit	Legal, Governance and Risk Management Service Unit
<ul style="list-style-type: none"> Corporate Integrated Planning and Reporting Corporate Performance Services Planning <p>To support the City in the development and integration of corporate planning</p>	<ul style="list-style-type: none"> Civic functions Elected Members Communication and Support <p>To focus on the civic and ceremonial functions, including planning, security, building amenities, and Elected Member communication.</p>	<ul style="list-style-type: none"> Policies and Local Laws Compliance and Returns Internal Audit Risk Management <p>To ensure that Council's Compliance and Risk Management responsibilities are fulfilled in a timely manner within statutory and best practice standards.</p>

Title	Structure for Administering the City of Cockburn
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Finance Division		
Chief Financial Officer		
Finance Business Unit		
Head of Finance		
Management Accounting Service Unit	Rates and Revenue Service Unit	
<p>To establish and maintain systems and processes enabling the transacting and management of the City's financial information, as well as providing accounting support and services for the City's business activities, financial planning, performance reporting and auditing needs.</p> <ul style="list-style-type: none"> Budgeting Insurance 	<p>To raise, collect and account for the City's rates and other revenue and administer its banking and online payment systems, as well as maintaining the City's property database and co-ordinating preparation of the electors roll for Council.</p> <ul style="list-style-type: none"> Debt Management 	
Procurement Business Unit		
Procurement Coordinator		
Purchasing Service Unit		
<p>To provide effective centred procurement services and support for competitive sourcing and the associated contract management, whilst also ensuring organisational compliance with statutory tendering and internal procurement requirements.</p> <ul style="list-style-type: none"> Contracts and Compliance 		

Title	Structure for Administering the City of Cockburn
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Finance Division		
Chief Financial Officer		
Information and Technology Business Unit		
Head of Information and Technology		
Technology Service Unit	Information Management Service Unit	GIS Service Unit
<p>Supports the rest of the organisation using technology to achieve their strategic objectives.</p> <p>Functions include:</p> <ul style="list-style-type: none"> • Service desk & Customer support • Maintaining ICT laptops, desktops, mobile fleet • Maintaining networks, servers, storage and other ICT infrastructure • Improve the City's cyber security 	<p>Provision of a records management service to the organisation including but not limited to:</p> <ul style="list-style-type: none"> • Processing/registration of incoming and outgoing mail • ECM system administration, support and training • Assisting with the development of records and information management policies • Providing advice about records management practices • Providing a records management service that complies with the City of Cockburn's Recordkeeping Plan, Records Management Policy, Recordkeeping Guidelines and WA State Records Office requirements • Managing the City's archives, including the disposal of records in accordance 	<p>Develop, support and maintain all spatial products and services in the City including but not limited to:</p> <ul style="list-style-type: none"> • Internal/external mapping and spatial support • Development of Esri and IntraMaps.
Business Systems Service Unit		
<p>Develop, support and maintain the City's business systems to enhance effectiveness and efficiency of Council's operations through the use of technology.</p> <ul style="list-style-type: none"> • Review and improve business processes to increase quality and efficiency. 		

[6]

Title	Structure for Administering the City of Cockburn
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<div>▪ Advise the business on technology and non-technology solutions.</div> <div>▪ Integrate existing systems with new systems to consolidate data and information to add value to existing solutions.</div>		
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Title	Structure for Administering the City of Cockburn
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Built and Natural Environment Division		
Chief of Built and Natural Environment		
Development Assessment and Compliance Business Unit		
Head of Development Assessment and Compliance		
Building Services Service Unit	Statutory Planning Service Unit	Public Health Service Unit
To ensure that buildings and structures within the district provide acceptable levels of public safety, amenity and comply with all relevant building Codes, Standards and regulations.	To provide control and management of development, land use and subdivision functions within the City to ensure standards of amenity are maintained. The Service also undertakes compliance and enforcement action against unapproved development.	To ensure that the conduct and operation of premises and activities within the district comply with accepted standards and practices for public health and to ensure that the quality of the environment is protected and improved.
Subdivisional Service Unit		
To review all applications for sub-division of land within the City and ensure that they meet the requirements for the range of services and utilities to affect the approvals provided by the WAPC.		
Planning Business Unit		
Head of Planning		
Community Planning Service Unit	Transport and Traffic Service Unit	Strategic Land Planning Service Unit
Assess the prioritisation of all major infrastructure needs from the different service units (recreation, public open space, cultural, civic, etc.) against projected urban growth and income sources, and creates an overarching plan to implement and facilitate these needs for the entire community.	Provides technical support that contributes to the management of a safe and efficient transport network by investigating and responding to complaints, enquiries, requests and submissions received by the City. The Team assists with the delivery of transport related actions, plans, policies, and strategies across the City.	Provides a wide range of roles related to long term land use planning of the City's neighbourhoods, natural areas, activity and employment centres. This includes structure plans and amendments to the local planning scheme. They also manage the City's development contribution plans and provide a cartography function to other units.

Title	Structure for Administering the City of Cockburn
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Built and Natural Environment Division (Continued)		
Chief of Built and Natural Environment		
Sustainability & Environment Business Unit		
Head of Sustainability and Environment		
Sustainability and Climate Change Service Unit	Environmental Management, Policy and Planning Service Unit	Coastal Planning Service Unit
To develop strategies and plans which guide the City's sustainability and climate change aspirations to make a better tomorrow.	To develop environmental and planning policies, undertake studies and provide advice on environmental matters for the protection and management of areas of environmental significance and lead towards a sustainable built environment.	To develop coastal adaptation plans, foreshore management plans and adopt planning controls to mitigate the impacts of coastal erosion.

Title	Structure for Administering the City of Cockburn
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Community Services Division		
Chief of Community Services		
Library and Cultural Services Business Unit		
Head of Library and Cultural Services		
Lifelong Learning Service Unit	Branch Libraries Service Unit	Technology and Digital Services Service Unit
Provide and support a range of inclusive library programs, environments and collections that support the early and continued development of literacy skills in the children and young people of the City of Cockburn.	Manage a public facility that provides spaces and staff to enable capacity building, community collaborations and to deliver collections and services specific to the catchment demographic of the branch.	Provide and support a range of relevant digital and technology systems and to promote and market events and programs to ensure the needs and expectations of our community are met.
Cultural Services Service Unit		
To provide a range of entertainment, cultural and heritage events and activities, to the community that properly and positively reflect the City's commitment to deliver quality and cost-effective programs, services and activities. Manage the arts, culture and events occurring in the City, including the calendar of municipally funded annual events.		
Recreational Services Business Unit		
Head of Recreation Services		
Recreation Services Service Unit	Cockburn ARC Service Unit	Port Coogee Marina
Provide community need identification and assessment for the future provision and design of sport, recreation, and community facilities.	Provision of a range of affordable centre-based aquatic, indoor sports and recreation programs / services from Cockburn ARC.	To manage the Port Coogee Marina Facility including business development, penholder liaison and daily service operations.

Title	Structure for Administering the City of Cockburn
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Community Services Division (Continued)		
Chief of Community Services		
Community Safety and Ranger Services Business Unit		
Head of Community Safety and Ranger Services		
Rangers Service Unit	CoSafe Service Unit	Fire and Emergency Services
To provide Improved safety to our growing communities by applying state and local laws for a variety of matters local governments are responsible for managing. The Ranger's team use a host of education, prevention and mitigation strategies to improve proactive compliance before regulatory enforcement is required	Provides a community safety responses service to our community at times when they feel unsafe or when they witness anti-social behaviour. CoSafe work with a range of organisations and law enforcement agencies to improve the overall perception of safety within our community and provide added reassurance to the community.	The team work with the City's and DFES volunteers to establish a safer and more resilient community through Prevention, Preparedness, Response and Recovery from a range of emergencies that may impact the Cockburn residents. The team work collaboratively with stakeholders to ensure hazards are identified, communicated and managed appropriately
Safer Cities		
To assist in the planning, design, management and delivery of inclusive and high-quality crime prevention and community safety programs and policies in partnership with local communities, government agencies and non-government organisations		

Title	Structure for Administering the City of Cockburn
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Community Services Division (Continued)		
Chief of Community Services		
Community Development Business Unit		
Head of Community Development and Services		
Seniors Service Unit	Family and Community Development Service Unit	Youth Services Service Unit
Administer Council funded services, programs and facilities aimed at providing and developing increased social support, activity and leisure opportunities for the senior citizens of Cockburn.	To provide a range of individual, family and child focussed services for residents, via a community development approach or direct service delivery including information, referral, advocacy or direct assistance and support. To provide capacity building mechanisms to strengthen and support community groups and volunteers operating within the City of Cockburn.	Administer grant and Council funded services, programs and facilities aimed at providing and developing increased social support, amenity, activity and leisure opportunities for the young people of Cockburn. Youth services offers three streams of services for young people—youth work, youth centre programs and youth development.
Cockburn Care Service Unit	Child Care Services	Community Grants Service Unit
Administer grant and fee funding provided to Council for the operation of the Home Support Program (CHSP), Home Care Packages (HCP), National Disability Insurance Scheme (NDIS) including Social Club services and Kwobarup Aboriginal Club for NDIS participants. Provide programs and Services for residents who are aged or have a disability to assist them in maintaining their independence.	To equitably and effectively administer fees provided to Council for the operation of the Family Day Care.	To provide a central City of Cockburn coordinating service for the distribution of grants, donations and sponsorship to community organisations and individuals. To seek grants from Commonwealth, State Government and other sources for services and facilities for residents of the City. To carry out research on matters related to issues of concern and interest to the City of Cockburn and to promote the interests of the City.

Title	Structure for Administering the City of Cockburn
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Operations Division		
Chief of Operations		
Operations and Maintenance Business Unit		
Head of Operations and Maintenance		
Environment, Parks and Landscape Service Unit	Civil Infrastructure Service Unit	Fleet Management Service Unit
The operational maintenance of Public Open Space, Natural Areas and Streetscapes to provide functional and attractive locations for recreational activities by the Community.	This service unit will review, implement and manage all activities associated with the extensive civil infrastructure including roads, drains, sumps, footpaths and cycle ways.	To repair, maintain, replace and manage the City's fleet, plant and equipment.
Waste Services Service Unit		
To operate a landfill site at Henderson to accept waste in accordance with the requirements of a Class II site under the Environmental Protection Act and maximise the financial return.		
To provide a regular, reliable and safe waste and recycling collection service for every premise within the district and dispose of it in an environmentally acceptable manner.		

Title	Structure for Administering the City of Cockburn
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Operations Division (Continued)		
Chief of Operations		
Projects Business Unit		
Head of Projects		
Project Development Service Unit	Project Delivery Service Unit	Program Management Office (PMO) Service Unit
Lead the development (initiation and design phases) of the City's major and minor infrastructure projects.	Lead the delivery stage of the City's major and minor infrastructure projects.	To manage the development and delivery of project and asset management frameworks, systems, processes and procedures. Provision of services for best practice asset and project management, including in the delivery of the City's major building and facility and other infrastructure capital works programs and operational activities.
Property and Assets Business Unit		
Head of Property and Assets		
Land and Property Services Unit	City Facilities Service Unit	Asset Management Service Unit
The service unit is tasked with the effective implementation and management of City owned land assets, including strategic purchasing and disposal of land, resumption of private land (via taking order) for roads and infrastructure projects, dealing with crown land and land under management order from the State, managing caveats, easements and other encumbrances on City owned or managed land, and dealing with pedestrian access way closures. The service unit also administers leases and licenses which span commercial, community and tourism purposes across the	The service unit is tasked with delivering effective facilities services across all City owned buildings, to ensure that they remain functional, safe, modern and useful to the City and the community. This includes planned and preventative building maintenance, minor capital works programs, upgrades and repairs, contractor management, works cost management, and preventative and legislative maintenance to mitigate public liability risk and ensure maximum safety for the occupants and visitors to each City owned building.	The service unit is tasked with the implementation and management of the City's asset management and capital planning systems. The service unit is responsible for the collection and analysis of information that contributes towards asset condition assessment, financial management, level of service measures, asset replacement programs, anticipated useful life assessments, asset revaluations for long term planning, and forward works programming. The information generated by the service unit is critical to the implementation of the City's corporate business plan, strategic community

[14]

Title	Structure for Administering the City of Cockburn
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City's portfolio, in order to achieve the best use for each asset. In particular, this includes the management of the City of Cockburn Integrated Health Facility.		plan and long-term financial plan.
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Title	Structure for Administering the City of Cockburn
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Corporate Affairs Division		
Executive Corporate Affairs		
Advocacy and Engagement Service Unit	Communications and Marketing Service Unit	Customer Experience Service Unit
<p>To manage our key stakeholder and influencer understanding of City, and Council, priorities and issues.</p> <p>To provide advice and guidance on best practice community engagement and consultation on major projects, services and areas of interest.</p>	<p>To provide a range of communications material and services that ensures that the community is informed about the City's services and programs.</p> <p>To ensure whole of City marketing services are undertaken to enhance our brand, reputation and recognition.</p>	<p>To provide a range of services that deliver quality, timely and cost-effective customer service to the community.</p>
Business and Economic Development Service Unit		
<p>To plan and implement the Business Engagement and Economic Development Framework.</p>		

Title	Structure for Administering the City of Cockburn
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People Experience and Transformation Division		
Executive People Experience and Transformation		
People Experience Service Unit	Transformation Service Unit	Workplace Health and Safety Service Unit
<p>To provide HR policy, programs and advice that shapes the workforce to ensure it can achieve the business objectives now and in the future.</p> <p>To pay employees and maintain accurate information regarding leave, personal details and entitlements.</p> <ul style="list-style-type: none"> • People Experience (Human Resources) • Organisational Development • Payroll 	<p>Lead our transformation program through culture initiatives, staff surveys, improved systems and processes, ideas and leadership capability building to deliver sustainable outcomes.</p> <ul style="list-style-type: none"> • Culture Development • Change Management • Innovation 	<p>To provide advice and support in the areas of safety, worker's compensation and rehabilitation.</p> <ul style="list-style-type: none"> • Workplace Health and Safety • Injury Management and Rehabilitation • Workers Compensation

Strategic Link:	Workforce Plan
Category:	Governance
Lead Business Unit:	Human Recourse
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	9 December 2021
Next Review Due: (Governance Purpose Only)	December 2023
ECM Doc Set ID: (Governance Purpose Only)	4131297

Title	Structure for Administering the City of Cockburn
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Policy Type

Council

Policy Purpose

The City of Cockburn is administered through a structure of four Directorates. This structure is managed by a Chief Executive Officer and four Senior Officers. The structure is aligned to the activities and functions of the City and is reviewed regularly. It is changed when the City embarks on new business opportunities, divests itself of service functions or when there is a need to reorganise functions into different units for better management.

The policy ensures that the City of Cockburn complies with the obligation imposed on it by Section 5.2 of the *Local Government Act, 1995*, (the Act) which prescribes that the Council "...is to ensure that there is an appropriate structure for administering the local government".

Policy Statement

- (1) Council recognises its responsibility pursuant to s5.2 of the Act and considers the attached *Structure for Administering the City of Cockburn* an appropriate structure for administering its local government.
- (2) Council approval is required to implement any variation to the *Structure for Administering the City of Cockburn* in relation to the four Directorates, however the CEO may undertake minor variations as they see fit with regards to the allocations of functions and resources across those four Directorates.
- (3) In accordance with the Act, the CEO's function is to manage the day-to-day operations of the local government and be responsible for employing those employees not designated as "senior employees".
- (4) Consistent with the functions described in (4) above, Council notes the CEO will allocate employees across functions and activities, where he or she considers doing so increases organisational efficiency.
- (5) The roles of
 - Director Community and Place
 - Director Corporate and System Services
 - Director Infrastructure Services
 - Director Planning and Sustainability

are deemed to be a senior role and designated as a Senior Employee, pursuant to Section 5.37 of the Act. This is to ensure a distinction in this role between the Governance function of the organisation and the Governance responsibilities of the Council.

[1]

Title	Structure for Administering the City of Cockburn
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The following Directorate table provides clarity around the Directorates, Senior Officers and associated purpose.

Chief Executive Officer	Director Infrastructure Services	Director Corporate and System Services	Director Planning and Sustainability	Director Community and Place
Leading the strategic direction	Maintaining the Community	Running and improving the business	Planning and renewing communities	Engaging and servicing the community

Strategic Link:	Workforce Plan
Category:	Governance
Lead Business Unit:	Human Resources
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

15.2.4 **Arts Hall of Fame Policy**

Executive	A/Director Community and Place
Author	Head of Library and Cultural Service
Attachments	1. Arts Hall of Fame Policy

RECOMMENDATION

The Committee recommends Council:

- (1) ENDORSES the Arts Hall of Fame Policy.

Background

The following Matter to be Noted for Investigation was submitted by Mayor Howlett on 20 July 2023:

That Council considers the introduction of a Performing Arts/Arts Hall of Fame Policy to recognise and promote the outstanding achievements of individuals and groups who currently or previously resided in the City of Cockburn, including the proposed selection criteria in order to be considered eligible for recognition. Such a Hall of Fame would be akin to the current Sports Hall of Fame.

Significant investigation and research was undertaken internally by the Library and Cultural Services Team.

It was determined that an Arts Hall of Fame was appropriate based on research findings.

Report

The City of Cockburn is home to many past and present professional artists who have made significant contributions to the arts and cultural industry.

In 2023, a matter for investigation was received to investigate the introduction of a Performing Arts Hall of Fame.

A Performing Arts Hall of Fame would exclude many artforms, so an Arts Hall of Fame Policy has been developed.

The Arts Hall of Fame Policy has been developed with the purpose being to recognise and promote the outstanding contributions and achievements of artists and arts workers who currently or previously resided in the City of Cockburn.

The City of Cockburn introduced a Sports of Hall in 2004 and since its inception, twenty-one local athletes and one administrator are now recognised in the Sports Hall of Fame, honoured with plaques adorning the pillars of the City's administration building.

In 2017, the City developed a second location for the Sports Hall of Fame inside the Cockburn ARC.

In 2025, Memorial Hall in Hamilton Hill will celebrate 100 years. Memorial Hall is the only arts and cultural facility in the City of Cockburn and has presented multiple art forms including live music, theatre, dance, comedy, and visual arts.

It is proposed that to align with the centenary of Memorial Hall, the City will present its inaugural Arts Hall of Fame.

The Hall of Fame will be displayed onsite at Memorial Hall with various locations being explored, including external pillars and prominent floor tiles and plaques.

Strategic Plans/Policy Implications

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.
- Aboriginal and Torres Strait Islander cultures and other diverse cultures and heritage are recognised and celebrated.

Budget/Financial Implications

\$22,500.00 has been budgeted in the Draft 2024/2025 Annual Budget to investigate and administer the City's inaugural arts hall of fame to align with the 100th birthday of Memorial Hall.

Legal Implications

N/A

Community Consultation

The Arts Hall of Fame Policy was developed in response to a matter for investigation received, therefore no community consultation has been undertaken.

Community consultation will commence should be the Policy and budget allocation be endorsed and inductee research required.

Risk Management Implications

There is a reputational risk to the City should Council determine not to endorse an Arts Hall of Fame Policy and recognise 100 years of memorial hall, which includes disengagement from the City's arts and cultural community.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Title

Arts Hall of Fame



Policy Type

Council

Policy Purpose

The purpose of this policy is to:

- (1) Recognise and promote the outstanding contributions and achievements of artists and arts workers who currently or previously resided in the City of Cockburn.
- (2) Outline the selection criteria to be considered eligible for recognition.

Policy Statement

- (1) The promotion of outstanding achievements of artists and arts workers is important to:
 1. Recognise the achievements made by individuals from the Cockburn community.
 2. Motivate aspiring individuals within the Cockburn community.
- (2) The city will call for nominations for the City of Cockburn Arts Hall of Fame every three years, commencing in 2025.
- (3) For consideration to be inducted into the City of Cockburn Arts Hall of Fame, individuals:
 1. Must have been a resident for five years or more of the City of Cockburn and/or able to demonstrate a strong connection to the City of Cockburn through residency, significant performances, or meaningful collaborations.
 2. Can be deceased or living.
- (4) Nominees will be assessed under the following selection criteria:
 1. Demonstrate outstanding artistic achievement and contribution to the arts at a local, national, or international level.
 2. Demonstrated cultural impact within Western Australia, Australia or internationally.
 3. Recognised accomplishments, awards or critical acclaim that reflect and demonstrate a commitment to excellence and professionalism in the arts.

[1]

Title	Arts Hall of Fame
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- (5) Nominees who satisfy the selection criteria will be recommended to Council for approval for induction to the City of Cockburn Arts Hall of Fame.

- (6) Definitions:

Artist: An Individual who is involved in the arts across any art form.

Arts worker or administrator: An Individual who has had a significant involvement in the arts across any artform in a paid or unpaid capacity which includes development, creation, curation, education, advocacy, communication, management, mentoring, governing and/or working within the media.

Strategic Link:	Strategic Community Plan - Community, Lifestyle and Security
Category	Events and Culture
Lead Business Unit:	Library and Cultural Services
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	December 2025
ECM Doc Set ID: (Governance Purpose Only)	

16. Committee Minutes

16.1 Organisational Performance Committee Meeting – 18/06/2024

Recommendation

That Council:

- (1) RECEIVES the Minutes of the 18 June 2024 Organisational Performance Committee Meeting.

16.2 Governance Committee Meeting – 18/06/2024

Recommendation

That Council:

- (1) RECEIVES the Minutes of the 18 June 2024 Governance Committee Meeting.

17. Motions of Which Previous Notice Has Been Given

Nil

18. Notices Of Motion Given At The Meeting For Consideration At Next Meeting

19. New Business of an Urgent Nature Introduced by Members or Officers

20. Matters to be Noted for Investigation, Without Debate

Nil

21. Confidential Business

21.1 Confidential Staff Matter

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (c) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

22. 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.

23. Closure of Meeting